



**Orange County  
Board of Commissioners**

**Agenda**

**Regular Meeting**

February 16, 2016

7:00 p.m.

Southern Human Services Center

2501 Homestead Road

Chapel Hill, NC 27514

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

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

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

**PUBLIC CHARGE**

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

**2. Public Comments (Limited to One Hour)**

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

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

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

- b. Matters on the Printed Agenda  
(These matters will be considered when the Board addresses that item on the agenda below.)

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

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

- a. Re-naming of the Orange County Farmers' Market Pavilion to the Orange County David Price Pavilion
- b. Re-naming of the Central Orange Senior Center to the Jerry M. Passmore Center



- c. Resolution Recognizing Indigenous Peoples' Day
- d. OWASA Annual Update Presentation

## **5. Public Hearings**

## **6. Consent Agenda**

- Removal of Any Items from Consent Agenda
  - Approval of Remaining Consent Agenda
  - Discussion and Approval of the Items Removed from the Consent Agenda
- a. Minutes
  - b. Sole Source Bid Award: Software Purchase for Emergency Medical Services
  - c. Fiscal Year 2015-16 Budget Amendment #6
  - d. Application for North Carolina Education Lottery Proceeds for Chapel Hill – Carrboro City Schools (CHCCS) and Contingent Approval of Budget Amendment #6-A Related to CHCCS Capital Project Ordinances
  - e. 2015 Update to County Sheriff's Office: Records Retention and Disposition Schedule
  - f. Resolution Acknowledging February 23, 2016 as Spay Neuter Day in Orange County, North Carolina
  - g. Amendment to the Orange County Code of Ordinances – Display of Pyrotechnics Ordinance
  - h. Boards and Commissions-Commissioner Assignments

## **7. Regular Agenda**

- a. Amendment to the Orange County Code of Ordinances – Regulating the Discharge of Firearms

## **8. Reports**

- a. Orange County Bus and Rail Investment Plan Annual Report
- b. Update from GoTriangle - Park and Ride Lot and Bus Transfer Facility
- c. FY2015-16 Second Quarter General Fund and Enterprise Funds Financial Report

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

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

## **11. Appointments**

- a. Chapel Hill Orange County Visitors Bureau – Appointments
- b. Hillsborough Planning Board – Appointment
- c. Historic Preservation Commission – Appointment
- d. Nursing Home Community Advisory Committee – Appointment

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

## **13. Information Items**

- February 2, 2016 BOCC Meeting Follow-up Actions List
- Memorandum - Hollow Rock Nature Park Update



- BOCC Chair Letter Regarding Petitions from February 2, 2016 Regular Meeting

**14. Closed Session**

**15. Adjournment**

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

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

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

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

**SUBJECT:** Re-naming of the Orange County Farmers' Market Pavilion to the Orange County David Price Pavilion

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**DEPARTMENT:** County Manager

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

No

**ATTACHMENT(S):**

Photograph of Current Signage  
Resolution

**INFORMATION CONTACT:**

Bonnie Hammersley, 919-245-2300

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**PURPOSE:** To discuss re-naming the Orange County Farmers' Market Pavilion to the Orange County David Price Pavilion and consider a resolution approving the re-naming.

**BACKGROUND:** Congressman David Price has served as a United States Representative for North Carolina's 4<sup>th</sup> Congressional District since 1997, and previously from 1987 to 1995. Throughout his career as a public official, he has provided support to elected officials as well as residents of Orange County in an intelligent, sensitive, and inclusive manner. Congressman David Price has been a steadfast advocate for Orange County over the years by helping to secure federal funding for many important projects that improved the quality of life for County residents. These projects include:

- In 2002, Congressman Price secured federal grant funds for Orange County in the amount of \$90,000 to help local officials build a shelter for the Hillsborough Farmers Market. The grant funds were used for the construction of the Orange County Public Market House in the River Park area behind the Orange County Courthouse in Hillsborough.
- In 2003, Congressman David Price worked to secure funds for Orange County totaling \$900,000 from the Environmental Protection Agency (EPA) Special Appropriations Grant funds program. The funds were secured for the construction of the Central Efland and North Buckhorn sewer improvements.
- In 2005, Congressman David Price secured \$500,000 for additional water and sewer improvements to the Northern Human Services Center (now Cedar Grove Community Center) and the Mebane-Efland corridor in the economic development district serving the middle school, soccer complex and the community of Buckhorn

Road. Also, \$150,000 was added to improve equipment at the Emergency Services-911 Center.

- In 2009, Congressman Price assisted Orange County in efforts to secure a \$237,500 Economic Development Initiative grant from the US Department of Housing and Urban Development (HUD) to support the establishment of the Piedmont Food and Agricultural Processing Center in Hillsborough.

In recognition and appreciation of Congressman Price's efforts, it is proposed for Board consideration that the Orange County Farmers' Market Pavilion be re-named to the Orange County David Price Pavilion.

**FINANCIAL IMPACT:** There is no immediate financial impact related to this discussion.

**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 this information, consider approving the attached resolution re-naming the Orange County Farmers' Market Pavilion to the Orange County David Price Pavilion, and if approved, authorize the Chair to sign the resolution.

ORANGE COUNTY  
FARMERS' MARKET PAVILION



## ORANGE COUNTY BOARD OF COMMISSIONERS

### RESOLUTION RE-NAMING THE FARMERS MARKET PAVILION FOR DAVID PRICE

**WHEREAS**, in 2002, Congressman David Price secured federal grant funds for Orange County in the amount of \$90,000 to help local officials build a shelter for the Hillsborough Farmers Market; and,

**WHEREAS**, the grant funds were used for the construction of the Orange County Public Market House in the River Park area behind the Orange County Courthouse in Hillsborough; and,

**WHEREAS**, Congressman Price continued his efforts to support Orange County and, in 2003, secured funds for Orange County totaling \$900,000 from the Environmental Protection Agency Special Appropriations Grant funds program for the construction of the Central Efland and North Buckhorn sewer improvements; and,

**WHEREAS**, in 2005 Congressman Price secured \$500,000 for additional water and sewer improvements to the Northern Center and the Mebane-Efland corridor in the economic development district serving the middle school, soccer complex and the community of Buckhorn Road; and,

**WHEREAS**, in 2009 Congressman Price assisted Orange County in efforts to secure a \$237,500 Economic Development Initiative grant from the US Department of Housing and Urban Development (HUD) to support the establishment of the Piedmont Food and Agricultural Processing Center in Hillsborough;

**NOW, THEREFORE**, be it resolved that the Orange County Board of Commissioners does hereby recognize Congressman David Price for his steadfast advocacy for Orange County and his efforts to improve the way of life for Orange County residents by re-naming the Orange County Farmers Market Pavilion to the Orange County David Price Pavilion.

This the sixteenth day of February 2016.

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Earl McKee, Chair  
Orange County Board of Commissioners

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

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

**SUBJECT:** Re-naming of the Central Orange Senior Center to the Jerry M. Passmore Center

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**DEPARTMENT:** County Manager

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

No

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**ATTACHMENT(S):**

**INFORMATION CONTACT:**

- 1) Letter from Friends of Central Orange Senior Center (September 20, 2010)
  - 2) Memo from Friends of Central Orange Senior Center (May 8, 2014)
  - 3) Response from BOCC Chair (October 21, 2014)
  - 4) Letter from Chair of Friends of Central Orange Senior Center (March 17, 2015)
  - 5) Resolution
- 

Bonnie Hammersley, 919-245-2300

**PURPOSE:** To consider the re-naming of the Central Orange Senior Center to the Jerry M. Passmore Center and consider a resolution approving the renaming.

**BACKGROUND:** Jerry Passmore was the Director of the Orange County Department on Aging from 1977 to 2010. The Friends of the Central Orange Senior Center (COSC) have requested that the Board of Orange County Commissioners (BOCC) rename the Central Orange Senior Center to the Jerry M. Passmore Center because of Mr. Passmore's many contributions to improving the lives of older adults in Orange County. These contributions include:

- Jerry Passmore provided executive oversight of the merger of the Chapel Hill Council on Aging with the Orange County Council on Aging into a unified county-wide system. (1976)
- Jerry Passmore proposed, in coordination with the County Council on Aging (COA), to the Board of Orange County Commissioners (BOCC) the Orange County ordinance establishing the first county Department on Aging and Advisory Board on Aging. (1980)
- Jerry Passmore promoted the development of public-private partnerships in serving older adults, by involving the entire community and provided leadership as well as developing bylaws for:

- Friends of Robert and Pearl Seymour Center (1991)
- Friends of Central Orange Senior Center (2000)
- Senior Care of Orange County, Inc. (2004)
- Jerry Passmore developed and implemented, in coordination with a BOCC appointed committee of over 100+ citizens, two five-year Master Aging Plans (MAP), the first in North Carolina. (2000 and 2006)
- Jerry Passmore provided executive oversight to the BOCC appointed senior planning committees that led to the construction and opening of two (2) Orange County Senior Centers:
  - Robert and Pearl Seymour Center (May 2007)
  - Central Orange Senior Center (February 2009)

Jerry Passmore was a visionary in the planning, coordinating and establishing needed senior services in Orange County. Additional contributions by Mr. Passmore are detailed in the attachments for your review.

In recognition and appreciation of Jerry Passmore's efforts, the proposal to rename the Central Orange Senior Center to the Jerry M. Passmore Center is presented to the Board of Orange County Commissioners for consideration.

**FINANCIAL IMPACT:** There is no immediate financial impact related to this discussion.

**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 consider approving the attached resolution re-naming the Central Orange Senior Center to the Jerry M. Passmore Center, and if approved, authorize the Chair to sign the resolution.

copy

FRIENDS of the SENIOR CENTER for CENTRAL ORANGE, INC.

103 Meadowland Drive,  
P.O. Box 8181  
Hillsborough, NC 27278

September 20, 2010

ATTENTION: Mr. Frank Clifton, Orange County Manager

RE: Renaming the Central Orange Senior Center

Dear Mr. Clifton:

The Friends of the Central Orange Senior Center, Inc. and the Department on Aging Advisory Board wish to recognize the many historic achievements made by Jerry Passmore, past Director of the Department on Aging, in developing and implementing programs that improve the quality of life for older adults in Orange County.

We are proposing that the recently completed Central Orange Senior Center in Hillsborough, North Carolina, be renamed the "Jerry Passmore Senior Center".

Jerry Passmore has been a visionary and pioneer in his quest to establish Older Adult Programs in Orange County and is known throughout the state of North Carolina for his vision and accomplishments relating to his work to enable Older Adults, from the "well fit" to the "frail", to live out their lives in peace.

Historically, Jerry Passmore has spent the last thirty years building the Orange County Department on Aging Program to be one of the best in North Carolina and has received both North Carolina and Federal awards on behalf of Orange County Department on Aging for his efforts.

Because the older adult population was growing rapidly and they were living longer, Jerry adopted a plan to develop and improve the infrastructure and services in Orange County to meet their needs.

Jerry developed the Orange County Master Aging Plan and directed and coordinated the work of the Master Aging Plan Task Force during their planning and implementation of programs for the current and future needs of older adults.

His vision of Senior Centers was to provide a place where older adult can meet others who have similar interests, and have access to a variety of services and information on resources available to meet their needs as they age. Jerry's efforts resulted in the establishment of two senior centers to serve all older adults and an adult day care facility that provides services for the "frail" population in Orange County.

(continued)

ATTENTION: Mr. Frank Clifton, Orange County Manager

September 20, 2010

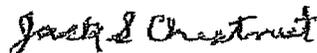
Jerry Passmore has served as a major advisor and contributor to the Orange County Nursing Home and Adult Care Home Community Advisory Committees, the Community Coalition on Continuity of Care, the Triangle J Agency on Aging Advisory Council, and the N.C. Study Commission on Aging.

The Board of Directors of the Friends of the Senior Center for Central Orange, Inc. in July 2010 and September 2010 and the Florence Gray Soltys Adult Day Health Program in September 2010 and the Orange County Department on Aging Advisory Board in September 2010 voted unanimously to rename the Central Orange Senior Center "The Jerry Passmore Senior Center" to recognize Jerry Passmore for his many achievements. We request that you proceed in this matter at your earliest convenience.

Thank you for your consideration in this matter.



Leo L. Allison, Chair  
Friends of the Senior Center  
for Central Orange, Inc. Board



Jack Chestnut, Chair  
Florence Gray Soltys Adult Day Health  
Program Board



Heather Altman, Chair  
Orange County Advisory Board on Aging



**FRIENDS of the SENIOR CENTER  
for CENTRAL ORANGE, INC.**

103 Meadowlands Drive  
P.O. Box 8181  
Hillsborough, NC 27278  
919-245-2015

May 8, 2014

**ATTENTION:** Orange County Board of Commissioners

**RE:** Renaming the Central Orange Senior Center

*Dear Members of the Board of County Commissioners:*

At the April 16, 2014 meeting of the Friends of the Senior Center for Central Orange, the Board unanimously voted to once again bring forth our request to rename the Central Orange Senior Center the Jerry Passmore Center. The Board is requesting that a waiver be made to your policy for naming buildings and to move ahead with naming the Central Orange Senior Center the Jerry Passmore Center.

Thank you for your consideration in this matter.

Rebecca Walker, President  
Friends of the Senior Center  
for Central Orange, Inc.

Attachments: 2

## **Jerry Passmore's Contributions to Orange County: A Brief Summary.**

Jerry Passmore has been a major force for improving the lives of older adults in Orange County and across North Carolina for over forty years. He began his career as a sociologist with a specialty in family/community gerontology, by teaching at Greensboro College. He then started the Guilford County Council on Aging as their first Executive Director in 1973.

Jerry moved to Orange County in 1976, and has since been a visionary/pioneer in the planning, coordinating and establishing of needed senior services in Orange County. Some of Jerry's pioneering efforts are listed below.

1. Jerry oversaw (as Executive Director) the merger of the Chapel Hill Council on Aging with the newly formed Orange County Council on Aging (COA) into a unified county-wide system of programs/services. (1976)

2. He prepared/presented with the COA to the BOCC for approval, the Orange County ordinance establishing the first county Department on Aging and Advisory Board on Aging. (1980)

3. He promoted the development of public-private partnerships in serving older adults, with the goal of involving the entire community, and initiated efforts/provided leadership in incorporating nonprofit groups and developing bylaws for:

- Friends of the Central Orange Senior Center (2000)
- Friends of the Robert & Pearl Seymour Center (1991) and
- Senior Care of Orange County, Inc. (2004), that operates the Soltys Adult Day Health Program

4. He developed, prepared and implemented, with a BOCC-appointed committee of over 100+ citizens, two five-year Master Aging Plans (MAP), the first of their kind in N.C., that provided a comprehensive & coordinated delivery of community services to senior citizens over the life span, that focused on different levels of functional capacity: well-fit, moderately impaired/disabled and the severely impaired/institutionalized. (2000 and 2006)

5. He engaged all departments of Orange County Government, towns, service agencies and the broader community, in the process of improving the infrastructure and services to meet the needs of older adults who desire to age in place, especially those with functional disabilities and impairments.

6. He was instrumental (with an MSW intern) in the research, planning and start-up of the first Adult Day Health program in Orange County, that opened in February, 2004, before transferring operations to the nonprofit Senior Care of Orange, Inc., which then named the center the Florence Gray Soltys Adult Day Health Center.

7. Jerry advocated, educated and prepared key reports for elected officials and the community that pointed out the benefits/importance of highly visible,

multifunctional senior centers in meeting the needs of older adults, which led to a Senior Center Bond approval in November, 2001.

8. He provided hands-on supervision and staff support to the BOCC-appointed senior center planning committees that led to the construction and opening of two beautiful Orange County senior centers:

- The Robert & Pearl Seymour Center (May, 2007) and
- The Central Orange Senior Center (February, 2009)

9. He advocated for the mobility needs and rights of all elderly and special populations, especially the low income and those with physical disabilities, and

- Established/administered, as a division of the Department on Aging, the Orange County Coordinated Agency Transportation (CAT) and its Advisory Board (1985)
- Administered/planned/obtained grants (several million dollars for vehicles/operations) as CAT expanded into public service provided by Orange Public Transportation (OPT).

10. He established the Department on Aging's free functional screen program in 2005, later partnering with UNC-CH and the Triangle SportsPlex.

- The program's goal is to keep seniors living independently, by promoting healthy behaviors and providing evidence-based wellness programming at the County's multipurpose "wellness" Senior Centers.
- With a focus on functionality, falls prevention, and physical activity, individuals receive a standardized Senior Fitness Test and Falls Risk Screen. Written test results provide feedback on comparative normative data for one's age and gender, recommendations for exercise and/or physical activity programs and encouragement to join one of a variety of appropriate exercise/movement classes.

11. Jerry has been a role model for civic involvement for over 30 years in Orange County, with membership in or acting as support staff to the following organizations, among others:

- Co-founder and first President, North Carolina Association on Aging, formerly the North Carolina Association of Local Offices on Aging (1974)
- Secretary, Orange County Advisory Board on Aging (1980-2010)
- Secretary, Orange County Transportation Advisory Board (1985-2010)
- Member, North Carolina Public Transportation Association (1990-2010)
- Member, Friends of the Chapel Hill Senior Center/Robert & Pearl Seymour Center (1991-2010)
- Member, Orange County Healthy Carolinians Advisory Council (1998-2010)
- Member, Triangle United Way Orange County Investment Planning Committee (2007-2008)
- Board Member, The Peoples Channel (Public Access TV), Chapel Hill, N.C. (2000-2004)
- Member, Friends of the Senior Center for Central Orange (2000-2005)
- Secretary, Friends of the Senior Center for Central Orange (2000-2002)

- Assistant Treasurer, Friends of the Senior Center for Central Orange (2002-2005)
- Producer, "In Praise of Age" TV show, Peoples Channel, Chapel Hill, N.C., shown weekly in Orange, Durham and Chatham Counties (2001-Present)
- Board Member, Senior Care of Orange County, Inc. (2004-2013)
- Secretary, Senior Care of Orange County, Inc. (2004-2012)
- Member, State Employees Credit Union Local Advisory Board, Hillsborough, N.C. (2007-2009)
- Orange County Staff Rep/Member, Triangle J Area Agency on Aging Advisory Council (1980-2012)
- Member, Chatham-Orange Community Resource Connections (CRC) (2008-2012)
- Chair, Orange County Government Combined Giving Program, raising over \$150,000 for community agencies (2002-2008)

12. Jerry has received many professional honors and awards over the years, some of which include:

- **2012:** North Carolina Association on Aging's "Executive of the Year" Award
- **2010:** Southern Gerontological Society's Best Practices Award for promoting and maintaining optimal functionality, through the:
  - Functionality Screen and Movement Clinic
  - Wellness Screening Clinic: Mood, Memory, and Mobility and
  - Preventive Home Visit Program
- **2010:** WCHL Media's Village Pride Award as a "Home Town Hero" (Aug. 3)
- **2000-1985:** Recipient of 7 National Achievement Awards for aging services from the National Association of Counties (NACo):
  - **2000:** Friend to Friend Volunteer Program, coordinated by the Department's Eldercare Aging Transitions Division
  - **1995:** *Senior Times* Newspaper: A Public-Private Partnership between the Department on Aging and the *Durham Herald-Sun* newspaper
  - **1990:** Coordinated Agency Transportation (CAT) Program
  - **1987:** Volunteer Income Tax Assistance (VITA) Program, coordinated by the Department's Retired and Senior Volunteer Program (RSVP) Division
  - **1986:** Cooperative Sponsorship of Senior Citizen Activities with the Orange County Recreation and Parks
  - **1986:** Saturday School for Seniors: Innovative Educational Experience (with Durham Technical Community College and Chapel Hill-Carrboro Schools)
  - **1985:** Coordinated Leisure Programming for Senior Citizens
- **2009 & 2004:** N.C. Division of Aging's Ernest B. Messer Award, which recognized Orange County for "creatively establishing a Master Aging Plan (M.A.P.) that excelled in addressing the needs of its older citizens". (Orange County is the only county in N.C. to receive this award twice.)

- **1991: N.C. Association on Aging's Nathan B. Yelton Award for Outstanding Service in North Carolina in the Field of Aging**
- **1986: National Caucus and Center on Black Aged, Inc.'s Senior Employment Program Older Worker Employer Award**
- **1977: Originator/Creator of the North Carolina Senior Tar Heel Card, adopted by the Governor's Office and N.C. Division of Aging from the local Guilford and Orange County Council on Aging's Discount Card programs.**

**13. Jerry Passmore retired July 1, 2010 as Director of the Orange County Department on Aging, but has continued to volunteer his time and talents. He:**

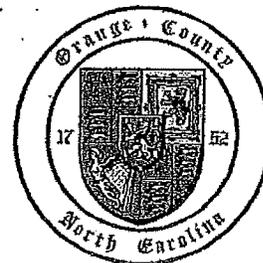
- **Produces the weekly *In Praise of Age* TV show,**
- **Served as a board member of the Chatham-Orange Community Resource Connections (CRC) (until 2012).**
- **Served as secretary, then as a board member, of Senior Care of Orange County, Inc. (until 2014),**
- **Organizes/coordinates/leads an annual (or biannual) fundraising cruise trip for the Friends of the Central Orange Senior Center, that raises between \$ 3,000 and \$4,500 each year (2004 to present),**
- **Coordinates/recruits dealers for the Friends of the Central Orange Senior Center's Las Vegas Night fundraiser, originally known as Country-Western Night. (2001 to present)**

**Jerry has provided vision and inspiration, which resulted in many outstanding services for Orange County's older adults, improving their quality of life. He continues to impact the lives of seniors as a volunteer advocate, partnering with others to help make Orange County the best place to live and grow old in the United States.**

## Attachment 3

BARRY JACOBS, CHAIR  
 EARL MCKEE, VICE CHAIR  
 MARK DOROSIN  
 ALICE M. GORDON  
 BERNADETTE PELISSIER  
 RENEE PRICE  
 PENNY RICH

Orange County Board of Commissioners  
 Post Office Box 8181  
 200 South Cameron Street  
 Hillsborough, North Carolina 27278



October 21, 2014

Mr. Leo Allison, Chair  
 Friends of the Senior Center for Central Orange County, Inc.  
 103 Meadowland Drive  
 Hillsborough, N.C. 27278

Dear Mr. <sup>LEO</sup>Allison,

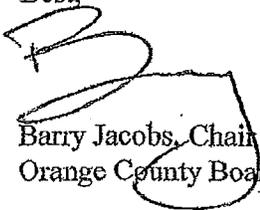
I am responding to the request of the Friends of the Senior Center for Central Orange County in reference to renaming the Central Orange Senior Center as the Jerry Passmore Senior Center.

The Orange County Board of Commissioners is very proud of both of our senior centers. We understand the passion the Friends have for promoting the well-being of your members and Center staff, as well as looking out for the best interests of residents who frequent this center. We are most appreciative of the efforts Mr. Passmore has made on behalf of Orange County's seniors across many years and in many ways.

However, as you may know the County adopted an Orange County Property Naming Policy in 2009 (policy attached). Based on this policy, and after consultation with the vice chair and manager, with all due respect we will not be making a change at this time, and will continue to use the current name, Central Orange Senior Center, for our senior facility.

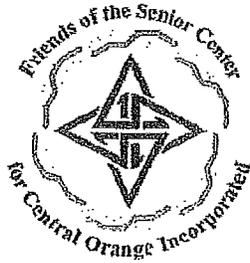
The Board and I greatly appreciate the support and contributions the Friends have made and continue to make to the COSC and the entire Orange County community. I hope this information is helpful and not too disappointing.

Best,

  
 Barry Jacobs, Chair  
 Orange County Board of Commissioners

[www.orangecountync.gov](http://www.orangecountync.gov)

Protecting and preserving – People, Resources, Quality of Life  
 Orange County, North Carolina – You Count!



**FRIENDS of the SENIOR CENTER  
for CENTRAL ORANGE, INC.**

103 Meadowlands Drive  
P.O. Box 8181  
Hillsborough, NC 27278  
919-245-2015

March 17, 2015

Orange County Board of Commissioners  
P.O. Box 8181  
Hillsborough, NC 27278

Dear *Chair McKee* County Commissioners:

The Friends of the Senior Center for Central Orange, Inc. authorized me to respond to a letter from Barry Jacobs dated October 21, 2014. I have included background information for the Commissioners who are new and may not be aware of our efforts and the desire of the people to rename the Senior Center of Central Orange the Jerry Passmore Center.

I am a former employee of Orange County serving as Clerk to the Board for nearly 20 years. When I was hired the Board requested that my main priority be to change the image of what people thought about County Government. I took this very serious and embarked on a customer service campaign. I worked with a small committee and came up with the slogan "You Count in Orange County". We then put action to these words. We worked with citizens who called with complaints with the goal of helping them in any way we could. We sometimes had to put aside rules, regulations and ordinances because they did not fit the particular situation. We helped citizens by doing what was right and best for them. I was also hired because I was teaching word processing at a community college. I started using word processing and this new technology was quickly followed by the Planning Dept. and the Manager's office and it grew from there. We were the first County in the State to have election results on line for our citizens. At that time it was necessary to contract everything out because we still had a mainframe person in our Information Services Dept. I was so fortunate to have a Board who supported my efforts to improve the image of County Government and to help the citizens. We developed a training program and the County Manager made it mandatory that every County employee take this training. The Manager was not a computer person but gave me permission to launch the intranet which took about a year but we did it. I was allowed to do the first Report to the People which was distributed countywide and had all kinds of useful information in it for our citizens. I did this a second year and then funding was not available to continue. I could go on and on with how we helped our citizens by doing the right thing but I know your time is limited.

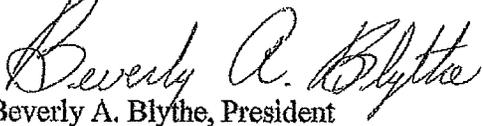
Board Members: Beverly Blythe (President), Rita McIvor (V-P), Marie McAdoo (Secretary), Helen Miller (Treasurer), Harold Russell (Asst. Treasurer), Rebecca Walker (Past President), Myra Crawford, Leslie Crews, Donna Cantrell, Charlie Foote, Vivian Herndon-Latta, Aliota Reid, Donna Rose, Vicki Tilley, Tracey Boley & Jerry Passmore. Ex-Officio: Carroll Hawkins, Leo Allison, Sam Truax, Haryo Marsosudiro & Delores Simpson.

Orange County Board of Commissioners  
Page 2

My purpose in writing this and giving you background information is to again ask you to consider renaming the Central Orange Senior Center the Jerry Passmore Center. If you ask anyone who knows Jerry and about our request, they will agree that this is the right thing to do. Please read the summary which is attached of his contributions to Orange County. There is not, nor will there ever be another person who has given and is still giving his heart and soul to this Center. Please read the justification I have included and please do what is right, not what is written in some rules and regulations but what is right and what the people – both in the northern and in the southern part of the County – want.

On behalf of the Friends' Board of Directors and the wonderful people who use our Senior Center every day, I want to thank you and just ask you to think about what I have said and to do what is right. I am available at any time to meet with any of you who want additional information. I can be reached at 919-732-8315 or [bblythe41@gmail.com](mailto:bblythe41@gmail.com). May this be a great year for the Board of Commissioners and for the citizens in this wonderful County of Orange. I look forward to your response.

Sincerely

  
Beverly A. Blythe, President  
Friends of the Senior Center for  
Central Orange, Inc.

Cc: County Manager

**ORANGE COUNTY BOARD OF COMMISSIONERS****RESOLUTION RE-NAMING THE CENTRAL ORANGE SENIOR  
CENTER FOR JERRY M. PASSMORE**

**WHEREAS**, Jerry Passmore provided executive oversight of the merger of the Chapel Hill Council on Aging with the Orange County Council on Aging into a unified county-wide system; and,

**WHEREAS**, Mr. Passmore proposed, in coordination with the County Council on Aging, the Orange County ordinance establishing the first County Department on Aging; and,

**WHEREAS**, Mr. Passmore promoted the development of public-private partnerships in serving older adults, by involving the entire community; and,

**WHEREAS**, Jerry Passmore provided executive oversight to the BOCC appointed senior planning committees that led to the construction and opening of the Robert and Pearl Seymour Center and the Central Orange Senior Center;

**NOW, THEREFORE**, be it resolved that the Orange County Board of Commissioners does hereby recognize Jerry M. Passmore for his visionary planning and establishing and coordinating needed senior services in Orange County by re-naming the Central Orange Senior Center to the Jerry M. Passmore Center.

This the sixteenth day of February 2016.

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Earl McKee, Chair  
Orange County Board of Commissioners

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

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

**SUBJECT:** Resolution Recognizing Indigenous Peoples' Day

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**DEPARTMENT:** County Commissioners

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

No

**ATTACHMENT(S):**

Resolution

**INFORMATION CONTACT:**

Commissioner Renee Price, 245-2130  
Commissioner Penny Rich, 245-2130

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**PURPOSE:** To consider a resolution recognizing the second Monday in October as Indigenous Peoples' Day in Orange County.

**BACKGROUND:** Commissioners Renee Price and Penny Rich have worked over past months with many residents to develop a proposed resolution recognizing the second Monday in October as Indigenous Peoples' Day in Orange County.

The towns of Hillsborough, Carrboro and Chapel Hill have previously adopted resolutions designating the second Monday in October as Indigenous Peoples' Day.

**FINANCIAL IMPACT:** There is no financial impact associated with this item.

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

- **GOAL: FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND INEQUITY**

The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status.

**RECOMMENDATION(S):** The Manager recommends that the Board consider approving the resolution recognizing the second Monday in October as Indigenous Peoples' Day in Orange County and, if approved, authorize the Chair to sign the resolution.

**ORANGE COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION**

**RECOGNIZING THE SECOND MONDAY OF OCTOBER AS INDIGENOUS PEOPLES' DAY**

WHEREAS, the people of Orange County of the State of North Carolina, inclusive of the incorporated and unincorporated areas, recognize that nations of Indigenous Peoples have lived upon this land now known as the Americas since time immemorial; and

WHEREAS, Orange County acknowledges that the annexation of the homelands of Indigenous Peoples occurred over the centuries for the establishment and development of Orange County; and

WHEREAS, Orange County values the contributions made to the progress of society accomplished through the knowledge, labor, technology, philosophy, arts and culture of Indigenous Peoples; and

WHEREAS, Orange County recognizes its responsibility to promote the human and civil rights of all people inclusive of Indigenous People of the United States; and

WHEREAS, the people of Orange County understand that, to help close the equity gap, governments, agencies and institutions must change policies and practices to reflect the experiences of the Indigenous Peoples of this land, and uplift the Indigenous Peoples of this nation; and

WHEREAS, the idea of Indigenous Peoples' Day was proposed first in 1977 by a delegation of Indigenous Nations who came before the International Conference on Discrimination Against Indigenous Populations in the Americas, sponsored by the United Nations; and

WHEREAS, on February 4, 2002, the Occaneechi Band of the Saponi Nation, located in Orange, Caswell and Alamance Counties, became the eighth state-recognized Indian tribe in North Carolina, and is one of 567 Indigenous Nations in the United States; and

NOW, THEREFORE, BE IT RESOLVED that the Orange County Board of County Commissioners henceforth shall recognize the second Monday in October as Indigenous Peoples' Day to celebrate and honor the history, legacy, heritage and activism of Indigenous Peoples that have existed here since pre-European colonialism; and

BE IT FURTHER RESOLVED that Orange County, in concert with the Towns of Carrboro, Chapel Hill and Hillsborough, encourages elected bodies, educational institutions, businesses and organizations throughout the United States likewise to adopt and recognize Indigenous Peoples' Day; and

BE IT FURTHER RESOLVED, that Orange County, inclusive of the Towns of Carrboro, Chapel Hill and Hillsborough, joins the Tribal Council of the Occaneechi Band of the Saponi Nation in declaring that Indigenous Peoples' Day shall be an opportunity to celebrate the thriving cultures and values of Indigenous Peoples; and

BE IT MOREOVER RESOLVED, that Indigenous Peoples' Day shall be used to reflect upon the struggles of all Indigenous People in this land including, those whose ancestors lived in the area now known as Orange County, and to reaffirm a commitment toward reconciliation among all Peoples, and thereby to promote the progress and advancement of civilization.

Approved by the Board of County Commissioners.

\_\_\_\_\_ Day of \_\_\_\_\_ 2016. \_\_\_\_\_, Chair

ATTEST: \_\_\_\_\_, Clerk

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

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

**SUBJECT:** OWASA Annual Update Presentation

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**DEPARTMENT:** County Commissioners

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

No

**ATTACHMENT(S):**

January 28, 2016 Letter from OWASA  
Board Chair John A. Young

**INFORMATION CONTACT:**

Donna Baker, Clerk to the Board, 245-2130  
Bonnie Hammersley, County Manager, 245-2300  
Ed Kerwin, OWASA Executive Director, 968-4421  
John A. Young, OWASA Board Chair, 968-4421

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**PURPOSE:** To receive a presentation and information from the Orange Water and Sewer Authority (OWASA) on recent activities.

**BACKGROUND:** OWASA Board of Directors' Chair John Young will make a presentation to the Board of Commissioners on recent OWASA activities and specifically addressing the topics outlined in the attachment. OWASA Executive Director Ed Kerwin will be at the meeting, and Orange County's appointees to the OWASA Board, Terri Buckner and Barbara Middleton-Foushee, have also been invited to attend.

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

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

**RECOMMENDATION(S):** The Manager recommends that the Board receive the presentation as information and provide any feedback as necessary.



# ORANGE WATER AND SEWER AUTHORITY

*A public, non-profit agency providing water, sewer and reclaimed water services  
to the Carrboro-Chapel Hill community.*

January 28, 2016

Mayor Pam Hemminger  
Town of Chapel Hill  
405 Martin Luther King Jr.  
Boulevard  
Chapel Hill, NC 27514

Mayor Lydia Lavelle  
Town of Carrboro  
301 West Main Street  
Carrboro, NC 27510

Earl McKee, Chair of the Board  
of Commissioners  
County of Orange  
PO Box 8181  
Hillsborough, NC 27278

Dear Mayor Hemminger, Mayor Lavelle and Chair McKee:

We are pleased to submit this annual report on our services and initiatives.

## **Sewer system design for the Historic Rogers Road Area**

Design and the process of getting construction permits are on schedule for completion in the fall of 2016. Surveying, checking for underground rock and other information gathering in the neighborhood are 95% complete. Design work to establish the basic sewer route was completed in December 2015. The Rogers Eubanks Neighborhood Association (RENA), the Marian Cheek Jackson Center, Orange County, the Towns of Chapel Hill and Carrboro and OWASA met with residents on July 28, 2015 to discuss the design process and on December 8, 2015 to discuss the County's acquisition of easements for the sewer lines.

Once there is a decision to proceed with construction, we estimate it will take about 19 months for bidding, award of the contract and completion of construction. The estimated total cost of design and construction is about \$5.7 million, excluding costs for easement acquisition, sewer connection fees, the private sewer connection pipes and related plumbing work.

## **Affordability outreach program**

On October 22, 2015 we approved a plan to implement affordability outreach on a permanent basis in 2016. The program is designed to increase awareness of options to reduce OWASA bills and empower low-income customers and local agencies with information and tools for bill reduction.

The program will draw on experience with our pilot program, which included work with 14 community agencies including Orange County, the Towns of Chapel Hill and Carrboro, and social service and affordable housing agencies; and a water conservation pilot project with six low-income customers. Key upcoming items will include expanding our partnership to involve rental property owners and managers, continuing to work with partners, helping customers in need and proactive water conservation outreach.

### **Advanced Meter Infrastructure (AMI)**

AMI is a meter reading system including fixed antennae for remotely reading water meters with batteries for data transmission. Vehicles would not be necessary for readings, with resulting savings in energy and reduction in greenhouse gas emissions. AMI would enable faster detection of leaks, customers could monitor their daily water use on line and AMI would not require a rate increase. We completed a detailed feasibility study on AMI in January 2016.

On January 21, 2016, we approved a plan for community engagement including receiving citizens' comments in our February 25, March 10 and March 24, 2016 Board meetings. We may make a decision on whether to proceed with AMI at our March 24, 2016 Board meeting. I will send you additional information soon and we invite your questions and feedback.

### **Financial management/rates**

Fiscal Year 2016 is the fourth consecutive year with no increase in monthly water and sewer rates. We continue to meet our financial performance objectives including our bond rating of AA+. We are considering potential changes to our rate structure to help ensure that service affordability, conservation, and equity across customer classes continue to be addressed and that we have the financial capacity to sustain our infrastructure and services. If changes are proposed, there will be a public engagement process.

### **Water supply/demand**

Drinking water sales in calendar year 2015 averaged about 6.17 million gallons per day (MGD), compared to 6.33 for the prior year. Drinking water use continues at levels not seen since the early 1990s due to conservation and the University's use of reclaimed water. Reclaimed water use reached a single-day record of 2.4 million gallons on August 21, 2015.

### **Energy management**

Due to water conservation by our customers and our energy efficiency investments and practices, we have reduced energy use per customer account by about 27% since 2006. Greenhouse gas emissions related to our services and facilities similarly declined. We are developing an Energy Management Plan and have been working with local government and University staff to discuss potential opportunities for collaboration on energy efficiency and renewable energy strategies. We expect to complete the plan by the end of 2016.

Our key draft objectives for developing the plan are:

1. Reduce use of purchased electricity by 35% by the end of Calendar Year 2020 compared to the Calendar Year 2010 baseline.
2. Reduce use of purchased natural gas by 5% by the end of Calendar Year 2020 compared to the Calendar Year 2010 baseline.

3. Beneficially use all wastewater treatment plant biogas by 2022, provided the preferred strategy is projected to have a positive payback within the expected useful life of the required equipment.

### **Biosolids**

On October 8, 2015 we decided to move toward recycling about 75% of our biosolids in “liquid” form on approved farms (when practical), and recycling about 25% in dewatered form at a composting facility in Chatham County. Our past practice was to apply about 50% of our biosolids on farmland and dewater 50% for composting. Our Class A biosolids continue to meet Federal standards for Exceptional Quality.

This approach will continue our partnership with local farmers and maintain flexibility for alternative biosolids management strategies in the future.

### **Care to Share Customer Assistance Program (formerly Taste of Hope)**

About 5% of our customers donate monthly with bill payments. We received about \$4,600 in 2015. We also encourage citizens to give directly to the Inter-Faith Council (IFC). In response to an appeal by Executive Director Ed Kerwin to various businesses in July 2015, the IFC received about \$1,500 for the Care to Share program. Marketing included information in our newsletter, bills, on the OWASA and IFC websites, and asking new customers to sign up as donors.

### **Jordan Lake Allocation Request/ Long-Range Water Supply Plan Update**

On November 14, 2014 staff submitted OWASA’s application to maintain our Jordan Lake water supply allocation of about 5 million gallons per day for use in severe droughts and operational emergencies. The earliest the NC Environmental Management Commission will make a decision is likely July 2016. The decision on our Jordan Lake allocation will be important in how we proceed with the update of our Long-Range Water Supply Plan which is currently underway. Water conservation and the use of reclaimed water will continue to be a foundation for sustaining our local water resources.

### **Capital projects**

Capital investments, including debt payments for capital projects, account for about half of our costs. In the past year, we invested about \$6.3 million in projects to renew, replace and improve our infrastructure to maintain the reliability and quality of our services and the structural integrity of facilities.

#### *Current projects*

- Purefoy Road water line replacement (east of South Columbia Street)
- Plum Lane water line replacement
- Evergreen/Ridge Lane water line replacement (Gimghoul neighborhood)

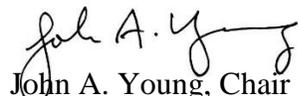
- Sewer replacement near Emory and Brigham Drives
- Renovating two of the four biosolids treatment tanks at our Mason Farm Wastewater Treatment Plant

*Completed in 2015*

- Water line replacements on Ridgecrest Drive, The Glen and Briarbridge Lane
- Sewer renovation in Rangewood and other locations
- Replacing sewer over Morgan Creek near Rhododendron Drive

We would be happy to give you more detail on any of our initiatives or to arrange a tour of our facilities. Please let Ed Kerwin, Executive Director ([ekerwin@owasa.org](mailto:ekerwin@owasa.org) or 919-537-2411) or me know.

Sincerely,



John A. Young, Chair  
OWASA Board of Directors

c: Ms. Bonnie Hammersley, Orange County Manager  
Mr. Roger L. Stancil, Chapel Hill Town Manager  
Mr. David Andrews, Carrboro Town Manager  
OWASA Board of Directors  
Ed Kerwin, OWASA Executive Director

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

**Action Agenda**

**Item No.** 6-a

**SUBJECT:** MINUTES

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**DEPARTMENT:**

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

No

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**ATTACHMENT(S):**

Draft Minutes

**INFORMATION CONTACT:**

Donna Baker, 245-2130

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

Correction Sheet  
January 21, 2016  
January 29, 2016

December 7, 2015 Regular Meeting Minutes  
BOCC Regular Meeting  
BOCC Annual Retreat

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

**FINANCIAL IMPACT: NONE**

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

**Attachment 1**

**CORRECTION TO THE 12/7/2015 APPROVED MINUTES:**

**5. Consent Agenda**

**f. Amendment to the Orange County Code of Ordinances Regarding Massage Regulation**

~~The Board 1) adopted and authorized the Chair to sign the Resolution, which is incorporated by reference, Amending Chapter 8, Article II of the Code of Ordinances of Orange County; and 2) authorized staff to make any typographical or other non-substantive corrections as may be needed prior to and during the process of submission of the amended ordinance to Municode.~~

The Board deferred this item at the beginning of the 12/7/15 meeting under Changes/Additions to the Agenda per the County Attorney (verbiage from page 2 of that meeting is below in reference to this deferral):

“Chair McKee proposed a change in Item 6-f on the consent agenda, saying Commissioner Price had some concerns with some of the wording. He asked John Roberts to speak to this.

John Roberts said this ordinance was originally passed by the BOCC in 1985, and in 1998 the State passed the same legislation that was applicable to the entire County, including the municipalities. He said he would suggest deferring this item so he can do more research. He said he will likely recommend that the massage portion of this ordinance be repealed and replaced by the addition of something regarding sexually oriented business licensing and regulation.

A motion was made by Commissioner Rich, seconded by Commissioner Price to defer Item 6-f for later discussion at a future meeting.

VOTE: UNANIMOUS

1  
2  
3 DRAFT

4 **MINUTES**  
5 **BOARD OF COMMISSIONERS**  
6 **REGULAR MEETING**  
7 **January 21, 2016**  
8 **7:00 p.m.**  
9

10 The Orange County Board of Commissioners met in regular session on Tuesday, January 21,  
11 2016 at 7:00 p.m. at the Whitted Building, in Hillsborough, N.C.  
12

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

15 **COUNTY COMMISSIONERS ABSENT:** Barry Jacobs

16 **COUNTY ATTORNEYS PRESENT:** John Roberts

17 **COUNTY STAFF PRESENT:** County Manager Bonnie Hammersley, Deputy County Manager  
18 Travis Myren and Clerk to the Board Donna Baker (All other staff members will be identified  
19 appropriately below)  
20

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

22 Chair McKee called the meeting to order at 7:09 p.m. He noted the following items at  
23 the Commissioners' places:

- 24 - yellow sheet, for item 4-b: Extension of Tax Listing Period Resolution (approval)
- 25 - white sheet, PowerPoint presentation for item 4-b
- 26 - turquoise sheet, additional information for item 4-b: Historical Perspective – 2017 Revaluation
- 27 - email from Commissioner Jacobs containing questions for item 7-a
- 28 - white sheet, additional information for item 8-a  
29

30 A motion was made by Commissioner Price, seconded by Commissioner Pelissier to  
31 add a closed session for the purpose of:

32 "143-318.11(a)(3) To consult with an attorney employed or retained by the public body in order  
33 to preserve the attorney-client privilege between the attorney and the public body, which  
34 privilege is hereby acknowledged. In re Sloane."  
35

36 VOTE: UNANIMOUS  
37

38 Chair McKee said Commissioner Jacobs will not be in attendance tonight.  
39

40 **PUBLIC CHARGE**

41  
42 *Chair McKee dispensed with the reading of the public charge.*  
43

44 **2. Public Comments**

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

46 NONE  
47

48 **b. Matters on the Printed Agenda**  
49

1 (These matters will be considered when the Board addresses that item on the agenda  
2 below.)  
3

### 4 **3. Petitions by Board Members**

5 Commissioner Rich petitioned about voting information, noting it would benefit the  
6 community to have more information about the new voting rules for 2016. She asked if the  
7 communications team could partner with Board of Elections to educate the public.

8 Chair McKee asked if the County Manager would take the lead on this.

9 Commissioner Rich said she is hearing a lot about "The Barn" event center, and she is  
10 concerned about not being able to give a response to the public on this issue. She said there  
11 should be a one-voice response when inquiries are made.

12 Chair McKee said he had been invited to a community meeting about this item, and  
13 asked if staff would lay out appropriate response options to share with the public.

14 Commissioner Dorosin said he has concerns about having one unified response, as all  
15 Commissioners may not agree on a response due to a lack of information.

16 Commissioner Rich said she does not know what the Board's response should be, as  
17 she is unsure as to what falls under the Board's purview.

18 Commissioner Dorosin suggested adding this topic as an information item on the next  
19 agenda.

20 Chair McKee agreed with this suggestion, and said he will report this plan at the  
21 upcoming community meeting.

22 Commissioner Burroughs said she is interested in learning more about the County's  
23 relationship with Cardinal Innovations, and she requested a presentation regarding the County's  
24 funding of, and relationship with, them.

25 Commissioner Burroughs said it is her understanding that the Town of Hillsborough has  
26 withdrawn funding to non-profits this year, and requested more information on this.

27 Bonnie Hammersley said staff will be able to provide information about Cardinal  
28 Innovations for the Board.

29 Commissioner Dorosin referred to an article from the NC Budget and Policy Center of  
30 the NC Justice Center, regarding income inequality in North Carolina. He said statewide the  
31 top 5% of earners take home nearly 27 times the average income of the bottom 20%, a 27 to 1  
32 ratio.

33 Commissioner Dorosin said the counties that have the greatest disparities from top to  
34 bottom includes Orange County. He said as the Board goes to its retreat next week, it is  
35 important to keep in mind that income disparities within the County are a significant reality.

36 Commissioner Price said in response to Commissioner Rich that Democracy NC and  
37 National Association for the Advancement of Colored People (NAACP) have created brochures  
38 about the new voting laws.

39 Commissioner Price said she too would like a presentation regarding Cardinal  
40 Innovations and the Stepping Up Initiative. She said the My Brother's Keeper project has been  
41 in effect for a year and hoped to have a progress report ready this month. She said the report  
42 is not quite completed, but she will email it to the Board when it is, and asked if it could be  
43 posted on the web.

44 Commissioner Pelissier had no petitions.

45 Chair McKee had no petitions.  
46

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

#### 48 **a. Human Relations Month Proclamation** 49

1 The Board considered officially proclaiming the month of February 2016 as “Human  
2 Relations Month” in Orange County and authorizing the Chair to sign the Proclamation.

3 Rollin Russell, Human Relations Commission (HRC) member, introduced Desaray  
4 Rockett, HRC Youth Ambassador, who read the proclamation:

5  
6 **ORANGE COUNTY BOARD OF COMMISSIONERS**  
7 **HUMAN RELATIONS MONTH PROCLAMATION**  
8

9 WHEREAS, the Orange County Board of County Commissioners established the  
10 Human Relations Commission in June 1987 with the desire to “encourage mutual  
11 understanding and fair treatment of all citizens”; and  
12

13 WHEREAS, the Orange County Human Relations Commission believes that in order to  
14 achieve justice and equal opportunity for all Orange County residents, we must all strive to  
15 create an atmosphere where people are valued and accepted rather than merely tolerated, and  
16 therefore continue to promote the ideal of social justice for all; and  
17

18 WHEREAS, the Orange County Human Relations Commission has diligently served  
19 Orange County since 1987 and remains committed to promoting equal treatment, opportunity  
20 and understanding throughout the community; and  
21

22 WHEREAS, the Orange County Human Relations Commission enforces the County’s  
23 Civil Rights Ordinance which specifically prohibits discrimination based on an individual’s race,  
24 color, creed, religion, national origin, sex, disability, age, veteran status and familial status; and  
25

26 WHEREAS, the Orange County Human Relations Commission encourages Orange  
27 County residents, as individuals, to take a stand against social injustice and continue to work  
28 together to make freedom, justice, and equal opportunity available for all; and  
29

30 WHEREAS, Orange County is committed to preserving the progress made thus far  
31 towards equality and leading the challenge for equal opportunity using all the means at our  
32 disposal;  
33

34 NOW, THEREFORE, We, the Orange County Board of Commissioners, do hereby  
35 proclaim February 2016 as “HUMAN RELATIONS MONTH” in Orange County and challenge  
36 our residents to promote the ideology of social justice for all by celebrating and encouraging  
37 multiculturalism in the County and encouraging all residents to embrace diversity and equal  
38 access in Orange County.  
39

40 THIS THE 21<sup>ST</sup> DAY OF JANUARY, 2016.  
41

42 A motion was made by Commissioner Dorosin, seconded by Commissioner Price for the  
43 Board to adopt the Proclamation and authorized the Chair to sign.  
44

45 VOTE: UNANIMOUS  
46

47 **b. 2017 Countywide Revaluation Update**

48 The Board received an update on the Orange County Tax Office’s administration of the  
49 2017 countywide revaluation of real property.

50 Dwane Brinson, Orange County Tax Administrator, reviewed the following background.

1  
2 **BACKGROUND:** North Carolina State Law, North Carolina General Statute (NCGS) 105-  
3 286(a), mandates that counties conduct a countywide revaluation of real property at least once  
4 every eight (8) years. Orange County's last revaluation took effect January 1, 2009. All current  
5 property tax assessments in the County reflect each property's market value as of the last  
6 revaluation date. The 2017 revaluation will capture eight (8) years of market changes, and it  
7 will involve reviewing the most current market information available to produce an estimate of  
8 market value.

9 Dwane Brinson made the following PowerPoint presentation:

10  
11 **2017 Revaluation**

12 **Item 4-b**

13 **January 21, 2016 BOCC Meeting**

14 **T. Dwane Brinson**

15 **Orange County Tax Administrator**

16  
17 **What is a Revaluation?**

- 18 • Revaluation is the process of updating all real property countywide to its current market
- 19 value as of a single appraisal date
- 20 • Real property includes both land and the attached improvements

21  
22 **Why Have a Revaluation?**

- 23 • North Carolina General Statute 105-286 requires all counties to conduct a revaluation at
- 24 least once every eight years
- 25 • A primary goal in conducting a revaluation of all real property is to equalize the tax base
- 26 ➤ Over time most properties change in value, but they often do so at different rates
- 27 • Our last revaluation was effective January 1, 2009
- 28 ➤ 2013 delayed revaluation
- 29 ➤ 2015 delayed revaluation

30  
31 **What is market value?**

- 32 • North Carolina General Statute 105-283 defines **market value** as "*the price estimated in*
- 33 *terms of money at which the property would change hands between a willing and*
- 34 *financially able buyer and a willing seller, neither being under any compulsion to buy or*
- 35 *to sell and both having reasonable knowledge of all the uses to which the property is*
- 36 *adapted and for which it is capable of being used.*"

37  
38 **Applicable Laws**

- 39 • Dillon's Rule state
- 40 ➤ NCGS 105 – 283: Uniform Appraisal Standards
- 41 Property to be appraised at market value
- 42 • NCGS 105 – 286: Time for general reappraisal of real property
- 43 ➤ Must conduct revaluation at least once every eight years
- 44 • NCGS 105 – 287: Changing appraised value of real property in years in which general
- 45 reappraisal is not made
- 46 ➤ (b)(2) cannot adjust for economic changes (paraphrased)

47  
48 **Timeline**

- 1 **April 2014 - January 2016:** Field visits to verify property record cards  
 2 **January 2016:** Mail summary description of properties with listing forms  
 3 **January 2016 - April 2016:** Initial field review of sales used in models  
 4 **February 2016 - May 2016:** Review grade, depreciation, etc. field reviews  
 5 **April 2016 - July 2016:** Development of new rates for Schedule of Values (SOV) and testing  
 6 **July/August 2016:** Finalize SOV  
 7 **September 2016:** Public hearing on SOV  
 8 **October/November 2016:** Adoption of SOV  
 9 **December 2016:** Final, holistic review  
 10 **December/January 2017:** Send out value change notices  
 11 **January 2017 - March 2017:** Informal appeals  
 12 **April 2017 - June 2017:** Board of Equalization and Review hearings

### 13 The Process

- 14 • Appraisers visiting properties, talking with residents
- 15 • Land being valued as if vacant
- 16 • Models being tested in the office
- 17 • Revaluation presentations in the community

### 18 Data Anomalies

- 19 • Field reviews/Data Correction Forms
  - 20 ➤ Property characteristic data changes for current year and future years
  - 21 ➤ Examples of exceptions: new home constructed that is not on tax records
  - 22 (discovery), house fire resulting in total loss that is still being taxed (refund)

### 23 Current Tax Assessments

- 24 • Last appraisal date was January 1, 2009
  - 25 ➤ Adopted schedule of values for 2009 revaluation
  - 26 ➤ Current tax assessments reflect value as of that date
- 27 • Based on sales from 2007 and 2008
- 28 • Per NCGS 105 – 287, cannot change 2009 tax assessments until date of next
- 29 revaluation, January 1, 2017
- 30 • Current sales ratio is .993, 1.007 in 2014 and 1.04 in 2013

### 31 Appeals

- 32 • Taxpayers may appeal their assessment every year
- 33 • Stage 1 - tax office review in-house with an appraiser
- 34 • Stage 2 – hearing with Orange County Board of Equalization and Review (third party
- 35 members)
- 36 • Stage 3 – North Carolina Property Tax Commission
- 37 • Stage 4 – Appeal courts

### 38 Community Outreach

- 39 • 2017 Revaluation Partner Program
  - 40 ➤ Review of information on website
  - 41 ➤ *Learn and Share* revaluation video series (225 total views as of 1/19)-10-
  - 42 question interactive, educational quiz on website--16 quizzes taken, average
  - 43 score 93
  - 44 ➤ Certificate of Achievement

- 1 • Summary Description Mailing with 2016 listing forms
- 2     ➤ Partnering with the community to gather the most accurate data possible
- 3     ➤ 636 electronic forms returned, 2,100 hard copies
- 4 • Sales Bank/Appeals Process on website
- 5     ➤ Win-win appeals process
- 6     ➤ Sample adjustment grid

7  
8 Commissioner Rich referred to the first slide in the PowerPoint presentation, and asked  
9 if examples of attached improvements of real properties could be given.

10 Dwane Brinson said it is the house and its components and gave the example of a  
11 detached garage.

12 Commissioner Rich referred to the yellow forms that were sent to residents, and asked if  
13 the Tax office is relying on the community to come forward and provide information.

14 Dwane Brinson said asking residents for this information is new for this revaluation. He  
15 said he is unaware of any other county doing this process.

16 Commissioner Rich said the information provided by citizens may correct previously held  
17 information by the tax office. She asked if there is a plan in place to insure that citizens will not  
18 get penalized for bringing forward new discoveries.

19 Dwane Brinson said when there is information that changes the property value, the tax  
20 office is sending a change of value notice to the property owner. He said there are four people  
21 in the tax office receiving these forms. He said all forms are reviewed individually and  
22 responses are given when requested.

23 Commissioner Rich asked if residents are aware that the information they provide may  
24 affect their 2017 tax bill.

25 Dwane Brinson said yes.

26 Commissioner Rich said she is concerned that residents understand that new  
27 discoveries will affect the tax bill moving forward, but that they will not be penalized in arrears  
28 for discoveries.

29 Dwane Brinson said the more information the tax office has, the better and more  
30 accurate the revaluation will be.

31 Commissioner Rich said there must be trust built with the community.

32 Commissioner Price asked if the revaluation will impact properties that have undergone  
33 absolutely no changes.

34 Dwane Brinson said property values are determined based on sales, and the valuation  
35 of a house that has not sold in 25 years would be based on sales of similar properties. He said  
36 notices of value will be sent out between December 2016 and January 2017 along with  
37 information about the appeals process.

38 Commissioner Price asked if most property values are anticipated to rise.

39 Dwane Brinson said the sales that will be used for the revaluation have yet to occur and  
40 will do so in 2016. He said there will be some properties that will drop in value.

41 Commissioner Dorosin asked if the presentation could be broken down into layman's  
42 terms.

43 Commission Dorosin reviewed his understanding of the presentation: the tax office will  
44 create a schedule of values based on all the sales in Orange County in 2016; categorize the  
45 sales based on types of houses; tax staff will go to every neighborhood and assess the  
46 properties without entering the homes.

47 Dwane Brinson said the tax office currently has construction grades on every house in  
48 Orange County. He said the schedule of values will go a bit deeper than as described by  
49 Commissioner Dorosin, but his general overview of the process is accurate.

1 Commissioner Dorosin asked if the County should return back to the four-year cycle for  
2 revaluation.

3 Dwane Brinson said the Board adopted that resolution in 2013, with the next revaluation  
4 being done in 2021.

5 Commissioner Rich said communication about this topic is vital. She asked if there is a  
6 plan for how the County is presenting the revaluation, and not just the tax department. She  
7 asked if the communication team and social media are being utilized.

8 Dwane Brinson said all media outlets are being pursued and will work with the County's  
9 communication team.

10 Commissioner Rich said she is concerned about how this is presented, noting the  
11 revaluation is important, and that the County is not trying to penalize anyone.

12 Commissioner Pelissier asked if there is a timeline for when the County will talk with the  
13 public about the implications of the revaluation.

14 Dwane Brinson said the final product will be the tax bill.

15 Commissioner Pelissier said during the last revaluation, the public did not understand its  
16 effects.

17 Dwane Brinson said this evening's presentation will evolve and will be available to  
18 present to anyone and any group, along with answering questions. He said in the spring of  
19 2017, the tax office will deliver the total tax base figure to County management, at which point  
20 the tax rate will be determined.

21 Commissioner Pelissier said the concept of revenue neutral is what the public does not  
22 understand.

23 Chair McKee said he has received more calls in the last week about the upcoming  
24 revaluation, than he has received in the last five years. He said all the calls expressed concern  
25 regarding possible penalties.

26 Chair McKee suggested extending the listing period for an additional 30 days, to give  
27 the public more opportunities to correct their tax listing.

28 Chair McKee suggested the County put out a full force media blitz about the revaluation,  
29 and also encourage people to update their listing.

30 Commissioner Rich said she has also spoken with several citizens, and asked if cases  
31 that are outside of the box could be reviewed individually and excused for their penalties.

32  
33 A motion was made by Commissioner Price, seconded by Commissioner Pelissier to  
34 adopt the EXTENSION OF TAX LISTING PERIOD RESOLUTION below:

35  
36 **NORTH CAROLINA**

37 **ORANGE COUNTY**

38 **EXTENSION OF TAX LISTING PERIOD RESOLUTION (Approval)**

39 **Whereas**, North Carolina General Statutes 105-307(b) allows the Board of County  
40 Commissioners to extend the time during which property is to be listed for taxation for up to 30  
41 additional days in a nonrevaluation year; and

42 **Whereas**, the Board has found it reasonable and prudent to extend this period for 2016.

43 **NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF COUNTY**

44 **COMMISSIONERS OF ORANGE COUNTY THAT** the time during which property is to be listed  
45 for taxation in 2016 be extended until February 29, 2016.

46 Upon motion duly made and seconded, the foregoing resolution was passed by the  
47 following votes:

48 Ayes: Commissioners \_\_\_\_\_

49

50

1 Noes: \_\_\_\_\_

2 I, Donna Baker, Clerk to the Board of Commissioners for the County of Orange, North  
3 Carolina, DO HEREBY CERTIFY that the foregoing has been carefully copied from the  
4 recorded minutes of the Board of Commissioners for said County at a regular meeting of said  
5 Board held on \_\_\_\_\_, said record having been made in the Minute Book of  
6 the minutes of said Board, and is a true copy of so much of said proceedings of said Board as  
7 relates in any way to the passage of the resolution described in said proceedings.

8 WITNESS my hand and the corporate seal of said County, this \_\_\_\_\_ day of  
9 \_\_\_\_\_, 2016.

10 \_\_\_\_\_  
11 Clerk to the Board of Commissioners

12  
13 Commissioner Rich asked if there is a plan to inform the public about this extended  
14 listing.

15 Bonnie Hammersley said she and the communications team would put out the  
16 information.

17  
18 VOTE: UNANIMOUS

19  
20 **5. Public Hearings**

21  
22 **a. Unified Development Ordinance Text Amendment – Recreational Land Uses -**  
23 **Closure of Public Hearing and Action (No Additional Comments Accepted)**

24 The Board received the Planning Board recommendation, closed the public hearing, and  
25 voted on a decision on text amendments to the Unified Development Ordinance (UDO) initiated  
26 by the Planning Director to revise existing regulations governing the development of  
27 recreational land uses.

28 Michael Harvey, Orange County Planning, said the Board of County Commissioners  
29 (BOCC) will be receiving the Planning Board recommendation, and he would like to review what  
30 this ordinance does and does not do.

31 Michael Harvey said this UDO amendment began in the spring of 2015, when staff  
32 identified a need to revise the existing methodology by which recreation land uses are  
33 classified. He said the existing ordinance was arcane, confusing, and very difficult to enforce.  
34 He said this ordinance will provide a definitive line of demarcation between private recreational  
35 amenities and recreational facilities. He said these types of activities are currently processed  
36 through the review and approval of a Class B Special Use Permit (SUP), which are reviewed  
37 and acted upon by the Orange County Board of Adjustment. He said this amended ordinance  
38 is also an attempt to address long-standing issues with establishing development criteria for  
39 certain identified recreational uses. He said the process and discussion was dominated by one  
40 use specifically, which was the discharge of firearms from both a private and potential public  
41 standpoint.

42 Michael Harvey said this ordinance eliminates the County's arcane and outdated  
43 definitions; it establishes a more definitive methodology for staff to determine what constitutes  
44 private and public recreation; it establishes guidelines for the discharge of firearms from both  
45 private and public property; it establishes and incorporates regulations that were developed and  
46 used by staff to address other recreational activities on private property, specifically motorized  
47 go-carts; and it tries to provide a framework for individuals wishing to open and operate a public  
48 recreational facility with definitive regulatory standards.

49 Michael Harvey said there are things that this ordinance does not do: it does not ban  
50 shooting activities from private properties; it does not seek to regulate hunting; it does not

1 establish noise limits that are enforced through the land use administration process; and it does  
2 not seek to regulate the caliber of weapon or bullet type. He said it is hoped that the ordinance  
3 will be a reasonable attempt to allow for protected freedom while insuring that one's choice in  
4 how to engage in a recreational activity on one's property does not have a negative impact on  
5 adjacent property owners.

6 Michael Harvey noted that the Planning Board has recommended approval of the  
7 amendment.

8 Commissioner Dorosin asked if the reason that firing guns on private property cannot be  
9 eliminated is due to laws outside of the County.

10 Michael Harvey said yes.

11 Commissioner Dorosin asked if Michael Harvey could walk him through a hypothetical  
12 situation if one hears gunfire while at home and is concerned.

13 Michael Harvey said there are two mechanisms to register complaints: the Sheriff's  
14 office, who will do an independent investigation, and complaints to the Planning Department.  
15 He said Planning Department staff will investigate the details of the complaint. He said one is  
16 able to discharge a firearm on one's property not more than twice a month without creating a  
17 zoning violation. He said if one is seeking to establish a target shooting activity, one must go  
18 through the zoning compliance process to establish the backstop and required setbacks, and  
19 receive authorization to proceed.

20 Commissioner Dorosin said his questions are for the benefit of the public to highlight the  
21 difference between registering a complaint about the discharge of firearms versus the need for  
22 the Planning Department to get involved in a land use violation.

23 Michael Harvey said this is an important distinction. He said the proposed amendment  
24 seeks to provide a mechanism to insure that the activities are being conducted as safely as  
25 possible.

26 Commissioner Dorosin asked if a municipality can regulate the discharge of a weapon  
27 within the city limits.

28 John Roberts said cities have specific authority to enforce such regulations within the  
29 city limits, but the County does not have that type of authority. He read from GS 153-A129  
30 giving a county's specific abilities to regulate the discharge of firearms.

31 Commissioner Dorosin asked if the BOCC wanted to adopt an ordinance that prevented  
32 the discharge of firearms, could it do so.

33 John Roberts said the BOCC can put restrictions on the discharge of firearms and gave  
34 several examples.

35 Michael Harvey said this proposed text amendment is not designed to affect or regulate  
36 hunting activities.

37 Commissioner Rich said her concern is about enforcement and the safety of staff  
38 enforcing the UDO. She clarified that the Sheriff would be called first, and then a follow up from  
39 zoning staff to make sure that all is in accordance with the ordinance.

40 Michael Harvey said the ordinance does not state that the Sheriff will go out first. He  
41 said Planning and the Sheriff work closely together, but the ordinance does not mandate that  
42 the Sheriff go first.

43 Commissioner Rich said she is concerned for the safety of County employees that are  
44 charged with enforcing these codes.

45 John Roberts said it is his recommendation to pull this shooting activities section out of  
46 the UDO, and put it in the General Ordinances. He said it can be left as it is or added to. He  
47 offered an example from Lenoir County. He said if an investigation occurs while firearms are  
48 still being discharged, it may be prudent to have a trained law enforcement officer present. He  
49 said if this is the Board's desire, he could bring it back at the second meeting in February.

50 Commissioner Rich said she agrees with John Roberts' recommendation.

1 Chair McKee clarified that there can be incidental shooting on a property no more than  
2 twice a month.

3 Michael Harvey said yes.

4 Chair McKee asked if enforceability is realistic, given that people hunt or may just fire  
5 guns randomly.

6 Michael Harvey said there must be a willing participant to submit a complaint and supply  
7 enough specifics for the Sheriff or the Planning Department to follow up. He said if one is  
8 hunting, then there is no land use violation. He said if one is engaging in incidental shooting in  
9 excess of the twice monthly maximum, the County would speak with the property owner about  
10 the zoning compliance process and establishing the appropriate backstop.

11 Chair McKee expressed concern about the safety of County staff, and agreed that law  
12 enforcement should be involved with any type of follow up.

13 John Roberts referred back to Commissioner Dorosin's question about one shooting  
14 randomly from one's porch. He said the County can ban such activity, but the County has  
15 additional restrictions that it cannot interfere with, such as hunting.

16 Commissioner Dorosin clarified that John Roberts is advising that the BOCC could  
17 adopt regulatory general ordinances, and enforcement would be separate. He said he would  
18 be interested in developing this and looking at some different alternatives.

19 Michael Harvey said from a land use standpoint there is case law addressing what the  
20 County can and cannot do. He said the idea being discussed is the adoption of a police power  
21 regulation which is enforced by the Sheriff's office. He said the proposed amendment is a  
22 reasonable regulatory standard that could be enforced. He said determining who does the  
23 enforcement is the issue at hand.

24 Chair McKee asked if there is a technical procedure to remove part of the amendment  
25 and pass the rest of the recommendation.

26 John Roberts said yes, the Board must be clear in what is being removed and can then  
27 pass the rest of the ordinance as recommended.

28 Michael Harvey said shooting regulations are contained on page 43 of the text  
29 amendment, in section 5.7.1a2a. He said this is for private recreational activity. He said  
30 regulatory requirements on recreational facilities are found page 45, and regulations governing  
31 shooting ranges are found on page 46.

32 Michael Harvey said a commercial shooting range is only allowed with the issuance of a  
33 SUP, where the applicant has the burden to provide competent material evidence and sworn  
34 testimony to prove they meet with the standards of the UDO.

35 Commissioner Dorosin said he would prefer not to carelessly pull items out of the  
36 proposed amendment, and is willing to have staff to review and bring it back in February.

37 Michael Harvey said the BOCC could approve the Statement of Consistency as  
38 contained in Attachment 8, and then approve the Ordinance amendment revised as Attachment  
39 9 by eliminating the provisions dealing with private recreational shooting facility regulations or  
40 eliminating both private and the recreational provisions.

41 Commissioner Dorosin asked if eliminating a portion will remove the ability to regulate  
42 one who wants to set up a shooting range.

43 Michael Harvey said he recommends keeping the commercial portion intact and to  
44 eliminate the private recreational portion, having the County Attorney bring that back in a future  
45 amendment packet to go into the general code of ordinances.

46 John Roberts said he would recommend removing section 5.7.1a2a found on page 43.

47 Michael Harvey said he has no problem removing this.

48 Chair McKee asked if the Board chooses to do this is, it then able to discuss putting it  
49 into general ordinances and also to incorporate the language from Lenoir County.

50 John Roberts said he can work on this for the February meeting.

1 Commissioner Burroughs asked if the very last line of the shooting activities could be  
2 reviewed regarding allowing two days of incidental shooting. She said the wording may not  
3 reflect the actual desire of that which the County seeks.

4 A motion made by Commissioner Rich, seconded by Commissioner Dorosin to adopt the  
5 Statement of Consistency as contained in Attachment 8 and to adopt the revised UDO  
6 amendment package as contained within Attachment 9 consistent with the recommendation of  
7 the County Attorney's office. The revised UDO amendment eliminates the proposed language  
8 currently contained within Section 5.7.1 (A) (2) (a) establishing land use regulations governing  
9 the discharge of firearms on private property. The Attorney's office will be incorporating  
10 regulations governing the discharge of firearms on private property within a future amendment  
11 to the General County Code of Ordinances to be enforced by the Sheriff's Office to be  
12 presented at the February 2, 2016 regular meeting for consideration.

13  
14 VOTE: UNANIMOUS

15  
16 **6. Consent Agenda**

- 17  
18 • Removal of Any Items from Consent Agenda  
19  
20 • Approval of Remaining Consent Agenda  
21

22 A motion was made by Commissioner Burroughs, seconded by Commissioner Price to  
23 approve the remaining items on the Consent Agenda.  
24

25 Bonnie Hammersley said under 6-g there was an error, and the abstract should have  
26 stated both Commissioner Price and Commissioner Pelissier for this item.  
27

28 VOTE: UNANIMOUS

- 29  
30 • Discussion and Approval of the Items Removed from the Consent Agenda  
31

32 **a. Minutes**

33 The Board approved the minutes from November 23 and December 15, 2015 as submitted by  
34 the Clerk to the Board.

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

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

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

40 The Board adopted a resolution, which is incorporated by reference, to release property tax  
41 values for eleven (11) taxpayers with a total of fourteen (14) bills that will result in a reduction of  
42 revenue, in accordance with North Carolina General Statute 105-381.

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

44 The Board approved untimely applications from eight (8) taxpayers for exemption/exclusion  
45 from ad valorem taxation for thirty-five (35) bills for the 2015 tax year.

46 **e. Fiscal Year 2015-16 Budget Amendment #5**

47 The Board approved budget ordinance amendments for fiscal year 2015-16 for the Health  
48 Department, and Animal Services.

49 **f. Request for Road Addition to the State Maintained Secondary Road System**

1 The Board made a recommendation to the North Carolina Department of Transportation  
 2 (NCDOT), and the North Carolina Board of Transportation (NC BOT), concerning a petition to  
 3 add Crabapple Lane in Birchwood Lake Estates Subdivision to the State Maintained Secondary  
 4 Road System.

5 **g. Orange Unified Transportation Board (OUTBoard) Policies and Procedures**

6 The Board approved a resolution, which is incorporated by reference, amending OUTBoard  
 7 Policies and Procedures to add a seventh (7th) at-large position to encourage membership with  
 8 expertise or interest in Public Health.

9 **h. Unified Development Ordinance Amendment Outline and Schedule – Mailed**  
 10 **Notification Requirements**

11 The Board approved process components and schedule for an upcoming government-initiated  
 12 amendment to the Unified Development Ordinance (UDO) regarding mailed notification  
 13 requirements.

14  
 15 **7. Regular Agenda**

16  
 17  
 18 **a. Unified Animal Control Ordinance**

19 The Board considered voting to approve the proposed Unified Animal Control Ordinance  
 20 (“UAO”) and adopting of the Resolution of Amendment “Amending Chapter 4 of the Orange  
 21 County Code of Ordinances”.

22 Bob Marotto, Orange County Animal Services Director, said at its December 15, 2015  
 23 meeting the Board of County Commissioners (BOCC) considered adopting the proposed UAO.  
 24 He said after a lengthy discussion, the BOCC requested that based on the discussion staff  
 25 make several changes to the proposed UAO. He said staff has made the changes to the  
 26 proposed UAO.

27 Annette Moore, County Attorney, reviewed the changes below:

28  
 29 1. Section 4-31 Authority and Purpose (Page 3). The Board requested that a “purpose” be  
 30 added to the UAO. The following language was added to Section 4-31:

31  
 32 “The purpose of this Ordinance is to protect the health, safety and welfare of Orange County  
 33 residents and the animals residing within the County and to regulate and control the conduct,  
 34 keeping and care of those animals.”

35  
 36 2. Section 4-37 Definitions (Page 7). The BOCC requested further clarification of an act  
 37 defining Cruel and Cruel Treatment found in Section 4-37(j) of the proposed UAO. The term  
 38 “outdoor” was added to the phrase:

39  
 40 “confining in a closed vehicle without functioning air conditioning or ventilation whenever the  
 41 ambient outdoor temperature exceeds seventy (70) degrees Fahrenheit.”

42  
 43 3. Section 4-41 Mistreatment of Animals (Page 14). To be consistent with Section 4-37(j) the  
 44 term “outdoor” was also added to Section 4-41(h) as follows:

45  
 46 “It shall be unlawful for any person to transport an animal in the closed trunk of a vehicle, or  
 47 closed compartment on a vehicle or trailer when the ambient outdoor temperature in the vicinity  
 48 of the vehicle or trailer is greater than or equal to 70 degrees Fahrenheit.”

49

1 4. Section 4-45 Public Nuisance (Page 22). The BOCC requested further clarification of the  
2 term "odor" found in Section 4-45(b)(2). The following sentence was added Section 4-45(b)(2):

3  
4 "For purposes of this subsection odor shall include, but is not limited to, a distinctive or  
5 particularly unpleasant smell of animal urine or feces, that is lingering or lasting in nature."  
6

7 5. Section 4-53 Appeals (Page 27-28). The BOCC requested a number of changes to the  
8 appeal process including providing the Board with a separate policy governing the appointment  
9 of pool of members to serve on an appeals panel. Staff has made the changes to the Section  
10 4-53 of the proposed UAO as follows:

11  
12 **Sec. 4-53. - Appeals.**

13 Except as provided herein any appeals provided by this Chapter shall be to a three member  
14 hearing panel comprised of two members of the Orange County Animal Services Hearing Panel  
15 and one member of either Carrboro, Chapel Hill or Hillsborough so designated by the  
16 respective Town or a member of the public designated by the Board of County Commissioners  
17 for this purpose within 5 days of the final decision made in the action.

18 (a) A person who has been found to be in violation of this Chapter may appeal the final decision  
19 made by the Animal Services Director to the appeal board by filing a notice of appeal containing  
20 a concise statement of the reason for the appeal and delivering it to the Animal Services  
21 Director within five (5) days of receipt of the final decision.

22 (b) A hearing shall be scheduled within ten (10) days of the receipt of notice of appeal.

23 (c) Neither a party nor the Department shall be represented by an attorney. A party alleged to  
24 be in violation of this Chapter may be accompanied by an individual of their choosing. Such  
25 individual may be an attorney and may communicate with the party but the attorney may not  
26 participate in the appeal.

27 (d) The chair of the hearing panel shall administer oaths to all witnesses and make any ruling  
28 necessary to preserve fairness, order and proper decorum.

29 (e) A person appealing a decision may present competent, relevant and material evidence or  
30 testimony, cross-examine witnesses, inspect documents, and offer evidence or testimony in  
31 explanation or rebuttal.

32 (f) Any member of the hearing panel may call as a witness and question any interested party  
33 who has competent, relevant and material comments about the matters contained within the  
34 appeal.

35 (g) Members of the hearing panel may exclude and not factor into their decision any evidence,  
36 testimony, or statements deemed incompetent, irrelevant, immaterial or unduly repetitious and  
37 therefore fail to reasonable address the issues before the hearing panel.

38 (h) Within seven (7) days of the hearing the hearing panel shall issue a decision and cause that  
39 decision to forward to the person making the appeal and all other interested parties.

40 (i) Appeal under Section 4-42 of this Chapter (Vicious Animals and Dangerous Dogs) shall be to  
41 a three member hearing panel consisting of one member of the Animal Services Advisory  
42 Board, who shall serve as Chair, and two members drawn from the remainder of the pool. At  
43 least one member of the panel shall be from either the Town or County where the incident  
44 occurred.

45  
46 The Animal Services Advisory Board may make additional rules Board of County  
47 Commissioners shall adopt a policy, which may be amended from time to time, governing the  
48 appointment of appeals panel members and any additional processes necessary to carry out  
49 appeals in fair and equitable manner. The Towns of Chapel Hill, Carrboro and Hillsborough

1 may appoint one person from their respective jurisdictions to serve in the pool of prospective  
2 hearing board members. (Does not apply in the Town of Carrboro)  
3

4 In addition to the changes made above, a separate document was created entitled  
5 "Animal Services Appeal Board Policies and Procedures" (see attached) to include changes  
6 made by the BOCC.

7 The Resolution of Adoption proposes an effective date of March 1, 2016 for the  
8 proposed UAO. This timeframe allows for implementation of the public awareness plan in all of  
9 the jurisdictions in which it would apply. A revised timetable for the public awareness plan is  
10 attached.

11  
12 Commissioner Dorosin referred to the section about the appeals panel, and asked for  
13 clarification regarding what happens after the hearing. He asked if the person allegedly in  
14 violation of the chapter can appeal to the District Court if need be.

15 Annette Moore said a dangerous dog complaint could be appealed to the District Court.

16 Commissioner Dorosin asked if there are other appeals heard by this panel would, that  
17 would not have this provision.

18 Annette Moore said a nuisance issue or a kennel issue would not have the provision to  
19 appeal to District Court.

20 John Roberts said if citizens wanted more relief, an injunction could be filed with the  
21 court.

22 Commissioner Price referred to the appeals panel and expressed concern regarding the  
23 consistency of decisions. She asked if the member of the Animal Services Advisory Board  
24 (ASAB) serving on the appeals panel would remain the same for an extended period of time.

25 Annette Moore said all members of the appeals panel will receive the same training, and  
26 there is more than one person from the ASAB that can sit on the panel.

27 Bob Marotto said on the current potentially dangerous dog appeal board, there is an  
28 annual appointment to this board from members from the ASAB with primaries and alternates  
29 chosen. He said there is consistency across the board, and he is sure this would be the same  
30 for this new panel.

31 Commissioner Price referred to the issue of the sole discretion of the director and asked  
32 if it is possible that an investigating officer, or an attorney, can sign off on decisions. She said  
33 she is concerned with one person being solely responsible for this.

34 Annette Moore said that is why the appeals process exists. She said the director is  
35 highly trained, and the animal control officers are under his/her direction. She said the director  
36 is in the best position to make a decision. She said if an appeal is filed and the appeals panel  
37 reaches a different conclusion, the director's decision can be overturned.

38 Bob Marotto said the director makes no decisions until a thorough investigation has  
39 been completed. He said any conclusions drawn from investigations are reviewed several  
40 times before the director makes a final decision. He said the nature of communication at Animal  
41 Services, along with the appeals process, allows for great accountability and transparency.

42 Commissioner Price asked if the investigation report contains a recommendation from  
43 the investing officer.

44 Bob Marotto said yes.  
45

#### 46 **PUBLIC COMMENT:**

47 Susan Elmore said she is a member of the ASAB, and the work on the revised  
48 ordinance is for the Board's approval tonight. She said she wanted to remind the Board that the  
49 original goal of this ordinance was to merge the three existing ordinances with the towns, to fill  
50 any gaps, and to clarify legal language as needed. She noted that stakeholders have been

1 consulted throughout this process. She said she serves as Chair of the current appeals board,  
2 and gave the example of an appeal of decisions regarding a dangerous dog citation from  
3 Chapel Hill and Orange County. She said citizens do not understand why they have two  
4 documents, and that is because the current system does not make sense. She said it is  
5 extremely confusing, and the system is broken. She said it is unfair to citizens, and the ASAB  
6 is looking forward to the new ordinance, noting it is not perfect but it is a living document.  
7 She said the ASAB did have a concern about adding additional people from the townships, but  
8 this is no longer a concern.

9 Maureane Hoffman is a new member of the ASAB, and she wanted to emphasize to the  
10 Board how diligent the ASAB has been to meet its responsibilities. She said the ASAB is  
11 advisor to the Board of County Commissioners as well as Animal Services.

12 Mike Stewart said five hearings were held in December, with another one expected this  
13 week, and deep pools of volunteers will be needed to supply the appeals panel.

14 Commissioner Rich expressed thanks for all the work put into this project, but she still  
15 has some concerns about page 28, which says attorneys can attend appeals but cannot be part  
16 of the process. She said she is still not clear about this issue, asking if an attorney cannot be a  
17 part of the process, why would one bring an attorney.

18 Annette Moore said a commissioner asked for the inclusion of this language, as it is  
19 similar to the personnel ordinance requirements. She said an attorney can advise, but the  
20 dynamics change when an attorney gets involved in the conversations.

21 Commissioner Pelissier said she is not clear about the description of the appeals panel,  
22 asking if all members of the panel are residents of the County, why include the language that  
23 says there will be a resident of the municipality or the County present.

24 Annette Moore said the goal is to have a panel member who is a citizen of the area  
25 where the alleged incident occurred. She said this goal arose from the desire of the towns to  
26 have representation of one who understands the town, and its values and culture.

27 Commissioner Pelissier asked what will happen if a person is not available from the  
28 particular municipality. She asked if multiple people from each town would need to be available  
29 to insure that one can serve in a timely fashion, or if using representatives from another town  
30 may suffice.

31 Annette Moore said having a provision that allows for a resident of another town to serve  
32 may be beneficial, allowing for an urban representation on the appeals board when the incident  
33 has occurred in an urban setting.

34 Commissioner Pelissier asked if a member of Carrboro's panel could be available to  
35 serve creating a greater pool of urban representation.

36 Annette Moore said it may not be wise to tell Carrboro from where they must pick a  
37 person to serve. She said Carrboro wants to remain separate at this time, with the potential for  
38 working together in the future.

39 Commissioner Pelissier said she would only propose adding in the last sentence of her  
40 memo: "in the event that the representative of the Town in question is not available to serve  
41 within the required period of time, a representative of one of the other towns will be selected."

42 Commissioner Dorosin asked if the intent is for the BOCC to adopt both the ordinance  
43 and the panel policy this evening.

44 Annette Moore said yes.

45 Commissioner Dorosin referred to page 88 and suggested upping the numbers of the  
46 pool. He said 12 members are currently listed, with the townships each appointing one  
47 member, and three at-large members. He suggested that the townships each appoint three  
48 people, and have six-at-large representatives.

49 Commissioner Dorosin said he is less persuaded about having an attorney attend an  
50 appeals process, if the attorney cannot participate. He said as an attorney represents the

1 panel, thus the resident who is appealing should also be allowed representation. He would be  
2 willing to open this up, and if it is determined that doing so undermines the process then the  
3 decision can be revisited.

4 John Roberts said the panel is advised on procedure, but counsel does not represent  
5 the department.

6 Commissioner Dorosin said if there is a Board of Adjustment (BOA) or a quasi-judicial  
7 hearing, the applicant requesting a decision to be made is represented by an attorney, as is the  
8 County. He said this example seems to be more analogous to tonight's discussion.

9 John Roberts said in a BOA hearing, the BOA has an attorney present to advise on  
10 procedure. He said the Planning Department and the applicant may elect to hire an attorney to  
11 pursue their interests.

12 John Roberts said the appeal hearings, under review this evening, are just  
13 administrative and not quasi-judicial.

14 Chair McKee said since Commissioner Jacobs could not attend, he submitted the  
15 following questions:

16 7a. Page 2, Appeals

- 17 • b) To be clear about the 5 days to appear and the 10 days to schedule a hearing, can  
18 we make those business days?
- 19 • d) Can we please see the oath folks are asked to take, and does this have any real legal  
20 value?
- 21 • i) Very inexact language, suggesting multiple counties might be involved, and leaves out  
22 Mebane. I suggest : "At least one member of the panel shall be either from the town  
23 where the owner resides, or from the non-municipal portion of Orange County, as  
24 appropriate."

25 Annette Moore said if the language was changed to say business days, a new section  
26 would have to be created in the ordinance for dangerous dog appeals versus the County's  
27 appeals.

28 Chair McKee asked if changing the wording would have an adverse effect on the  
29 County.

30 Annette Moore said the wording could not be changed for dangerous dog appeals as  
31 the general statute sets that timetable.

32 Chair McKee said Commissioner Jacobs questioned if there is a reason why Mebane is  
33 left out of the list of municipalities.

34 Annette Moore said Mebane has its own animal control.

35 Bob Marotto said the townships that are included in the policy are ones to whom his  
36 department provides services. He said Mebane Township does not utilize services and  
37 declined the invitation to participate in this current process.

38 Chair McKee said Commissioner Jacobs asked if the oath has any legal value.

39 John Roberts said the oath makes the process more formal, and it is a general oath to  
40 tell the truth.

41 Annette Moore said the oath is included at the request of a commissioner.

42 Chair McKee said he is concerned about the attorney issue, noting that the entire  
43 process is already adversarial. He suggested that this section be tweaked, and the wording be  
44 "accompanied by a person of their choosing who may represent the person." He also  
45 suggested including in writing the ability to appeal to the court.

46 Commissioner Pelissier asked if the Board could vote on each of the proposed  
47 suggestions.

48 John Roberts said this would be acceptable.

49

1 A motion was made by Commissioner Dorosin, seconded by Commissioner Rich to  
2 amend section 4-53c on page 31 to read, *“a party alleged to be in violation of this chapter may*  
3 *be represented by an individual of their choosing, including an attorney.”*  
4

5 VOTE: Ayes, 4 (Chair McKee, Commissioner Dorosin, Commissioner Rich, Commissioner  
6 Burroughs); Nays, 2 (Commissioner Pelissier and Commissioner Price)  
7

8 MOTION PASSES  
9

10 A motion was made by Commissioner Pelissier, seconded by Commissioner Burroughs  
11 to amend section IV – 1c, on page 88, and to the corresponding ordinance (453i) to read, *“In*  
12 *the event that a representative of the town in question is not available to serve within the*  
13 *required period of time, a representative of one of the other towns will be selected.”*  
14

15 Commissioner Rich asked if this change would need to be taken back to the towns.  
16 Annette Moore said staff would notify the towns about the change.

17 Commissioner Dorosin asked if a corresponding change to the ordinance would be  
18 necessary.

19 Annette Moore said to add that same sentence to the end of section 453i as well.

20 Commissioner Pelissier said she would add this to her motion as well.  
21

22 VOTE: UNANIMOUS  
23

24 A motion was made by Commissioner Dorosin, seconded by Commissioner Price to  
25 amend the policy, section 3b, on page 88 so that B1 reads that the animal services hearing  
26 board is composed of 18 members (from 12); and amend section B2a to read that each of the  
27 towns to have 2 members; and amend section B2d to read 6-at-large representatives, three of  
28 which reside in the unincorporated.  
29

30 Commissioner Burroughs said she understands it is challenging to find people to serve  
31 in these roles, and asked if increasing the numbers will increase the burden.

32 Bob Marotto said the challenge is not finding people, but that many of the people are  
33 employed full time and finding a time when all can meet is sometimes difficult.

34 Commissioner Pelissier said she has that same concern, but assumes if there are not  
35 enough people willing to serve, the process would function with those who are willing to serve.

36 Annette Moore said yes.

37 Commissioner Rich asked if the balance will be affected, if all spots are not filled.

38 Bob Marotto advocated moving forward with the applicants that come in and review and  
39 revise as necessary.  
40

41 VOTE: UNANIMOUS  
42

43 A motion was made by Chair McKee, seconded by Commissioner Price to add another  
44 sentence to section 4-53, stating that any decision of the appeal panel may be appealed to the  
45 District Court, or Superior Court of North Carolina, sitting in Orange County, or appealed as  
46 otherwise provided by law.

47 John Roberts requested the ability to tweak the language of the motion, if necessary, to  
48 accomplish the intent.

49 Chair McKee said his main concern is that this be a progressive, step-by-step  
50 procedure, which insures that the ability to appeal to the court system is never prohibited.

1 Annette Moore said the language could be similar to that in the general statute  
2 regarding dangerous dog appeals; thus the avenue to appeal is the same, regardless of that  
3 which is being appealed.

4 Chair McKee said this is satisfactory.

5  
6 VOTE: UNANIMOUS

7  
8 Commissioner Rich asked if any changes are made to the ordinance in the future, will it  
9 be brought to the Board of County Commissioners.

10 Annette Moore said if changes are necessary, community partners would be consulted  
11 first, followed by the Board of County Commissioners, and then the Board of County  
12 Commissioners would vote on any changes.

13 Commissioner Rich agreed and said this allows for ongoing positive relationships  
14 between all stakeholders.

15  
16 A motion was made by Commissioner Pelissier, seconded by Commissioner Rich to  
17 adopt the proposed Unified Animal Control Ordinance with previously approved amendments  
18 above, and approve the Resolution of Amendment "A Resolution Amending Chapter 4 of the  
19 Orange County Code of Ordinances".

20  
21 VOTE: UNANIMOUS

22  
23 A motion was made by Commissioner Burroughs, seconded by Commissioner Pelissier  
24 to approve the Animal Services Hearing Panel Pool Policies and Procedures, with suggested  
25 changes.

26  
27 VOTE: UNANIMOUS

28  
29 **b. Mountains-to-Sea Trail – Master Plan for Segment 11**

30 The Board considered a proposed process for the planning and identification/creation of  
31 the Mountains-to-Sea Trail (MST) "Segment 11," from Occonechee Mountain to the Alamance  
32 County Line and providing input on the proposed plan for identifying, securing and building the  
33 MST Segment 11.

34 David Stancil made the following PowerPoint presentation:

35  
36 **Proposed Process for "MST Segment 11"**  
37 **January 21, 2016**

38  
39 **Mountains to Sea Trail (MST)**

40 Mountains to Sea Trail-

41 -Part of the N.C. State Parks System

42 -NC/TN Border to Outer Banks

43 Some MST Segments (mainly State and federal lands, city greenways) Currently Exist

44 Eastern Piedmont Segment – Challenging

- 45 • Moderate to Heavily-Populated
- 46 • Cross-Country Segments, Crossing River Basin Ridges

47  
48 **MST "Segment 11"**

- 49 • Begins at Alamance/Orange Line (Haw River)
- 50 • Ends Occonechee Mtn State Natural Area

- Would connect Haw River Trail to Hillsborough Riverwalk and Eno River State Pk

### **The Phases of Building a Trail (from the MST Master Plan)**

- Visioning (completed)
- Planning
- Design and Construction
- Opening
- Maintenance and Operations

### **The Task Before Us**

#### **TRAIL PLANNING**

- Identify/refine corridor
- Solidify partnerships
- Involve the community
- Identify funding strategies

#### **DESIGN/CONSTRUCTION**

- Refine alignment/design
- Work with landowners
- Acquire permits and approvals
- Construct the trail

### **The Proposed Process**

Invite stakeholders and public to series of community meetings to:

- Learn about what the MST is/isn't
- Discuss the task and identify issues/challenges
- Map a route (or alternative routes)
- Complete a plan and move to construction

### **Who Should Be Involved**

- Landowners Along the Corridor
- Interested Residents
- OWASA
- Friends of the MST (FMST)
- State Parks
- NC DOT
- County Departments (DEAPR, Planning, ES, Sheriff)

### **Possible Next Steps**

- Complete information gathering
- Notify stakeholders
- Schedule first community meeting (February?)

### **PUBLIC COMMENT:**

John Silva read the following letter:

Orange County Commissioners Thursday January 21, 2016  
Opposition to the Mountain-to-Sea Trail through the Cane Creek Watershed

1 If a motion is being considered this evening for segment 11 of the Mountain-to-Sea Trail, which  
2 would go through Bingham Township, the Thunder Mt. (TM), Mitchell Mt. (MM) communities in  
3 the Cane Creek Watershed, I respectfully request a tabling of the motion.  
4

5 The residents of TM and MM, the two communities in the township most impacted by such a  
6 motion, did not know a motion was being considered, and did not have an opportunity to review  
7 and discuss the motion. Just yesterday (January 21, 2016), Phil Duckwall and Brenda McCall  
8 of MM and Christine and John Silva of TM became aware that a request to reconsider the Cane  
9 Creek Watershed area has been initiated by a couple of individuals including one person who is  
10 not even a resident of either TT or MM (a Mr. Green). This process was not done in a  
11 democratic manner and was not open to TM and MM residents.  
12

13 A few years ago a similar attempt to locate a Mountain-to-Sea Trail through the TM and MM  
14 communities was vigorously opposed by the Citizens United to Protect the Cane Creek  
15 Watershed and this group will once again vigorously oppose any attempt to run the trail through  
16 the rural communities and the Cane Creek watershed. I am not opposed to the concept of the  
17 Mountain-to-Sea Trail. I have personally hiked the Appalachian Trail from Northern Virginia to  
18 Maine.  
19

20 I propose that the Orange County Commissioners require the presentation of alternate trail  
21 routes for segment 11 of the Mountain-to-Sea Trail that do not go through the TM and MM  
22 communities. It is my understanding that one alternate option would allow Orange County the  
23 immediate ability to put the Seven Mile Creek area (and points north and east) into service and  
24 continue the Mountain-to-Sea Trail on its current route along I-85. That brings immediate value  
25 to Orange County residents and connects existing recreational areas and trails - including trails  
26 into Hillsborough and to the Mountain-to-Sea statewide trail. I am sure other viable routes can  
27 be determined that will be embraced by impacted residents or have minimal impact on sensitive  
28 residential and watershed areas. Thank you.  
29

30 Respectfully submitted,  
31 John M. Silva  
32 Thunder Mt.  
33 35-year Orange County Resident  
34

35 Christine Silva said she is a long-time Orange County resident, and she is opposed to  
36 having the MST behind her neighborhood. She recognizes that there are people in her  
37 neighborhood that do desire the trail, but she hopes all opinions will be respected. She  
38 advocates for moving forward with the trail systems that already exist in Orange County, and  
39 using potential MST funds for the many other needs that exist in Orange County.

40 Allan Green said he had sent a letter to Commissioner Dorosin in response to a  
41 previous discussion regarding the MST. He said a group of local residents on Thunder Mt. met  
42 to put together a plan for this section of the MST, but found out their plan is redundant in  
43 comparison to the Department of Environment Agriculture Parks and Recreation's (DEAPR)  
44 excellent plan. He asked them to support getting the master plan completed in the first half of  
45 2016 and to being work on the trail by the end of 2016.

46 Allan Green referred to a document from Charles Gregory Smith at the November  
47 meeting, which was a description of the support for the trail from some of the Thunder Mountain  
48 residents. He noted that the five landowners closest to the proposed MST are in favor of it.

49 Kate Dixon is the Executive Director of the Friends of the MTS, and she appreciates the  
50 Board's support for the plan. She reviewed the history and current status of the MTS.

1 Chair McKee noted that no decisions are to be made this evening rather this is an  
2 opportunity for an update. He said no formal decisions are expected until May 2016.

3 Commissioner Price said asked if funds are currently available to move forward with the  
4 trail.

5 David Stancil said funds for the acquisition of trail easements are available now, and he  
6 said the current Capital Investment Plan (CIP) has the funding for construction in 2018. He  
7 said this funding is being reviewed in preparation of the new CIP. He noted that the Friends of  
8 the MST will do a lot of the construction.

9 Commissioner Pelissier said the stakeholders include landowners, and asked if all of the  
10 landowners in the one-mile swath have been notified about the community meetings.

11 David Stancil said those residents, as well as many more outside of the one-mile swath,  
12 will be notified of the community meetings.

13 Commissioner Pelissier asked if the landowners will get a specific letter.

14 David Stancil said yes.

15 Commissioner Pelissier asked if an individual does not want to donate land, will there be  
16 any imminent domain.

17 David Stancil said no; the process is entirely voluntary.

18 David Stancil asked if the Board would like DEAPR to proceed as indicated.

19 Chair McKee said the Board is in support of this.

20 Commissioner Pelissier asked if more detailed maps can be provided.

21 David Stancil said yes.  
22

### 23 c. Creation of a Criminal Case Assessment Specialist Position

24 The Board considered voting to approve the creation of a new 1.0 full time equivalent  
25 (FTE) position titled Criminal Case Assessment Specialist to conduct mental health and  
26 substance abuse assessments and treatment coordination for individuals in the jail and those  
27 who are participating in jail alternative programming.

28 Travis Myren and Caitlin Fenhagen, Orange County Criminal Justice Resource  
29 Manager, reviewed the following information:  
30

31 **BACKGROUND:** In October 2015, the County appointed its first Criminal Justice Resource  
32 Manager to manage and coordinate jail alternative programming. The vision for the new  
33 Manager was to internalize jail alternative programming that had previously been contracted out  
34 and to broaden opportunities for jail diversion and interventions intended to reduce recidivism.  
35 The new office has recently completed its initial charge of internalizing the Pretrial and Drug  
36 Court programs through the recruitment of two new County employees to administer those  
37 programs.  
38

39 The Criminal Justice Resource Manager has also conducted a needs assessment for future  
40 programming. This research relied on best practices in other jurisdictions as well as interviews  
41 with partners in the Orange County criminal justice system. The assessment revealed a need  
42 to supplement and enhance assessment and treatment services for individuals in the system  
43 that are experiencing mental health and substance abuse issues. This need is consistent with  
44 a policy goal of the Board of County Commissioners as codified in a Resolution Supporting  
45 "Stepping Up Initiative to Reduce the Number of People with Mental Illnesses in Jails" which  
46 was adopted in September 2015. Through that Resolution, the Board signed on to a call to  
47 action to reduce the number of people with mental illness in county jails and to share lessons  
48 learned with other counties in North Carolina.  
49

1 One of the strategies identified to satisfy the need for enhanced mental health and substance  
2 abuse services in the criminal justice system is to create a position responsible for providing  
3 these services. In an effort to promote pretrial release, the position would conduct evaluations,  
4 assessments, and referrals for treatment for individuals awaiting trial or disposition of criminal  
5 charges. These additional services would provide greater assurance to the judiciary that  
6 individuals can safely remain in or return to the community while accessing necessary treatment  
7 resources. Allowing an individual to remain in the community will increase employment stability,  
8 avoid disruptions in treatment and education, preserve family stability, and as a result, reduce  
9 the likelihood of re-arrest. For individuals participating in the pretrial release program, the  
10 position will also provide case management support in treatment or diversionary programs with  
11 the expectation that this higher level of therapeutic support will increase successful outcomes in  
12 these programs and reduce recidivism.

13  
14 Finally, this position will support inmates remaining in the jail with counseling for ongoing mental  
15 health issues and will create discharge plans for those being released. The goal of these  
16 efforts is to promote immediate engagement in community resources upon release in an effort  
17 to reduce rates of recidivism.

18  
19 Funding for this position will be supported through reimbursement from Cardinal Innovations.  
20 Annually, the County provides maintenance of effort funding to Cardinal Innovations to support  
21 selected mental health, substance abuse, and intellectual/developmental disability services. In  
22 Fiscal Year 15-16, Orange County allocated \$1.3 million to its maintenance of effort payment,  
23 which includes a \$107,500 reserve to support unforeseen needs. The County would use  
24 \$31,200 of this reserve to finance the costs associated with Criminal Case Assessment  
25 Specialist. The position started in January as an un-benefitted, temporary position but would be  
26 converted to a full time, benefitted position upon approval by the Board of County  
27 Commissioners.

28  
29 **FINANCIAL IMPACT:** The expenses for the Criminal Case Assessment Specialist are  
30 estimated to be \$31,200. This includes funding for a temporary position for 60 days and  
31 funding for a full time, benefitted position for the balance of the fiscal year. These costs would  
32 be fully offset by reimbursement from Cardinal Innovations of \$31,200, resulting in no net cost  
33 to the County.

34  
35 Commissioner Dorosin asked Caitlen Fenhagen if she could clarify how she and the  
36 Criminal Case Assessment Specialist will interact.

37 Caitlen Fenhagen said this person will be in her office, and will be working to insure that  
38 those with mental health needs within drug court and pretrial services do not get overlooked.  
39 She added that this position will work closely with the jails, and has the full support of the jail  
40 administrators to conduct limited mental health assessments when offenders enter the jail.

41 Commissioner Pelissier said all the stakeholders are very committed to these new  
42 positions.

43  
44 A motion was made by Commissioner Rich, seconded by Commissioner Price for the  
45 Board to approve the creation of a 1.0 FTE Criminal Case Assessment Specialist, and accept  
46 revenue from Cardinal Innovations to offset the cost of the position.

47  
48 VOTE: UNANIMOUS

49  
50 **8. Reports**

1  
2 **a. Analysis of Impediments to Fair Housing Choice**

3 The Board received a report and considered voting to approve the FY 2015-2020  
4 Analysis of Impediments to fair housing choice, and authorizing the Manager to certify the  
5 necessary documents.

6 Audrey Spencer Horsley, Orange County Housing, Human Rights, and Community  
7 Development Department Director, reviewed the following information:  
8

9 **BACKGROUND:** As the lead agency of the Orange County HOME Consortium, the County  
10 administers funding allocated through the U.S. Department of Housing and Urban  
11 Development's (HUD's) HOME Investment Partnerships Program (HOME). The County also  
12 occasionally receives Community Development Block Grant (CDBG) funds. As such, the  
13 County is a Participating Jurisdiction (PJ). In addition to the allocation of these block grants, the  
14 County's Housing, Human Rights and Community Development Department operates as a  
15 Public Housing Authority (PHA) through its administration of the federal Housing Choice  
16 Voucher program. All PJ's and PHA's are required to engage in activities that "affirmatively  
17 further fair housing". To meet this long-standing obligation, the County completes and submits  
18 an Analysis of Impediments (A.I.) to identify barriers to fair housing choice and for planning an  
19 approach to take meaningful actions to overcome these barriers. This analysis is completed  
20 every five (5) years, consistent with the County's quinquennial submission of its Consolidated  
21 Plan for Affordable Housing.  
22

23 The County's objectives parallel HUD's objectives to:

- 24 • Promote fair housing choice for all persons;
- 25 • Provide opportunities for inclusive patterns of housing occupancy regardless of race, color,  
26 religion, sex, familial status, disability and national origin;
- 27 • Promote housing that is structurally accessible to, and usable by, all persons, particularly  
28 persons with disabilities; and
- 29 • Foster compliance with the nondiscrimination provisions of the Fair Housing Act. A draft A.I.  
30 was made available for public comment beginning Friday, August 14, 2015 and continuing until  
31 5 p.m. on Monday, September 14, 2015. Electronic copies of the draft plan were available to  
32 the public via the County's website. Hardcopies were made available at the County's  
33 Department of Housing, Human Rights and Community Development, the Townships of  
34 Chapel Hill, Carrboro and Hillsborough, the Chapel Hill Public Library and each branch  
35 of the Orange County Public Library. In addition, a newspaper posting soliciting  
36 comments was issued in the *News of Orange*, the *Durham Herald Sun* and *La Noticia*,  
37 a Spanish bi-lingual newspaper. There were additional surveys returned by non-English  
38 speaking community members and one public comment received. These surveys and  
39 the public comment were inserted in the Final A.I., which is available on-line at the  
40 following URL:

41 [http://www.orangecountync.gov/departments/hhracd/Final\\_Orange\\_County\\_2015\\_AI.pdf](http://www.orangecountync.gov/departments/hhracd/Final_Orange_County_2015_AI.pdf)  
42

43 Commissioner Pelissier referred to page 5 of the summary hand-out from Audrey  
44 Spencer-Horsley, and asked why more than one person per room is considered a housing  
45 problem.

46 Audrey Spencer Horsley said she can get the definition and reasoning for one person  
47 per room and report back to the Board.

48 Commissioner Pelissier referred to impediment #5 on page 6, that notes *a need to*  
49 *improve public policies that affirmatively further fair housing*, and asked if there are any

1 examples or ideas of what this may be for the County. She asked if this document covers the  
2 towns as well as the County.

3 Audrey Spencer Horsley said the document does cover the towns as well. She said  
4 flexible land use and zoning policies would be an example of addressing housing needs. She  
5 said this summary does not contain many examples, but the full document does.

6 Commissioner Dorosin said there are two separate issues: providing affordable  
7 housing, but also to affirmatively further fair housing. He said the summary is very troubling.  
8

9 A motion was made by Commissioner Burroughs, seconded by Commissioner Rich to  
10 approve the Orange County 2015-2020 Analysis of Impediments, and authorize the Manager to  
11 certify the same.  
12

13 VOTE: UNANIMOUS  
14

15 Bonnie Hammersley asked Audrey Spencer-Horsley if the numbers include students.  
16 Audrey Spencer-Horsley said no.  
17

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

19 Bonnie Hammersley said in the Board's agenda packet, under Information Items, is a  
20 new budget schedule, including her presentation of the annual budget May 5<sup>th</sup>, which is two  
21 weeks earlier than normal.  
22

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

24 NONE  
25

26 **11. Appointments**  
27

28 **a. Adult Care Home Community Advisory Committee – Appointment**

29 The Board considered making an appointment to the Adult Care Home Community  
30 Advisory Committee.  
31

32 A motion was made by Commissioner Pelissier, seconded by Commissioner Price to  
33 appoint the following to the Adult Care Home Community Advisory Committee:  
34

35 Appointment of Willian Lang to a one year training term (Position #9) At-Large expiring  
36 01/21/2017.  
37

38 VOTE: UNANIMOUS  
39

40 **b. Arts Commission – Appointment**

41 The Board considered making an appointment to the Arts Commission.  
42

43 A motion was made by Commissioner Price, seconded by Commissioner Rich to  
44 appoint the following to the Arts Commission:  
45

46 Appointment of Jen Rogers to a first full term (position #1) At-Large expiring 03/31/2018.  
47

48 VOTE: UNANIMOUS  
49

50 **12. Board Comments**

1  
2 Commissioner Pelissier had no comments.

3 Commissioner Price had no comments.

4 Commissioner Dorosin had no comments.

5 Commissioner Burroughs complimented the Adult Care Home Community Advisory  
6 Committee, noting she has recently experienced their excellent work firsthand. She hopes the  
7 Board can advocate supporting this Committee and its work.

8 Commissioner Rich said Robert Seymour spoke at their Visitor's Bureau meeting, where  
9 he shared many great ideas. She said the Visitor's Bureau is doing well.

10 Commissioner Rich asked if any follow up is done with citizens that share public  
11 comments at meetings, and asked if they are informed when topics are going to recur in  
12 agendas.

13 Chair McKee said he has asked staff to draw up an OpEd on the revaluation for media  
14 blitz. He encouraged the Board to forward any other ideas for publicity of the revaluation to the  
15 Manager.

16  
17 **13. Information Items**

- 18 • December 15, 2015 BOCC Meeting Follow-up Actions List
- 19 • Tax Collector's Report – Numerical Analysis
- 20 • Tax Collector's Report – Measure of Enforced Collections
- 21 • Tax Assessor's Report – Releases/Refunds under \$100
- 22 • Memo from County Manager Regarding Budget Schedule Changes
- 23 • Memo Regarding Health in All Policies Pilot Project with Criminal Justice Resource  
24 Office and Jail Alternatives Work
- 25 • BOCC Chair Letter Regarding Petitions from December 15, 2015 Regular Meeting

26  
27 **14. Closed Session**

28  
29 A motion was made by Commissioner Burroughs, seconded by Commissioner Price to  
30 go into closed Session at 10:45 p.m. for the purpose of:

31  
32 "143-318.11(a)(3) To consult with an attorney employed or retained by the public body in order  
33 to preserve the attorney-client privilege between the attorney and the public body, which  
34 privilege is hereby acknowledged. In re Sloane."

35  
36 VOTE: UNANIMOUS

37  
38 RECONVENE INTO REGULAR SESSION

39  
40 A motion was made by Commissioner Dorosin, seconded by Commissioner Rich to  
41 reconvene back into regular session at 11:05 p.m.

42  
43 VOTE: UNANIMOUS

44  
45 **15. Adjournment**

46  
47 A motion was made by Commissioner Price, seconded by Commissioner Burroughs to  
48 adjourn the meeting at 11:05 p.m.

49  
50 VOTE: UNANIMOUS

1  
2  
3  
4  
5  
6

Donna Baker  
Clerk to the Board

Earl McKee, Chair

1  
2  
3 DRAFT

4 **MINUTES**  
5 **ORANGE COUNTY BOARD OF COMMISSIONERS**  
6 **ANNUAL PLANNING RETREAT**  
7 **TOP OF THE HILL GREAT ROOM**  
8 **January 29, 2016**  
9 **9:00 a.m.**

10 The Orange County Board of Commissioners met for their annual Board retreat on Friday,  
11 January 29, 2016 at 9:00 a.m. at Top of the Hill Great Room in Chapel Hill, N.C.

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

15 **COUNTY COMMISSIONERS ABSENT:**

16 **COUNTY ATTORNEY PRESENT:** John Roberts

17 **COUNTY STAFF PRESENT:** County Manager Bonnie Hammersley, Deputy County Manager  
18 Travis Myren and Clerk to the Board Donna S. Baker.

19 **FACILITATOR:** Andy Sachs, Dispute Settlement Center  
20

21 **Department Heads:** Gayle Wilson, Dwane Brinson, Janet Sparks, Janice Tyler, Tracy Reams,  
22 Dave Stancil, Steve Brantley, Craig Benedict, Jeff Thompson, Greg Wilder, Jim Northup, Audrey  
23 Spencer-Horsley, Brenda Bartholomew, Nancy Coston, Gary Donaldson  
24

25 **1. Welcome and Agenda Review**

26 A subcommittee of the Board composed of Commissioner Burroughs, Commissioner  
27 Pelissier, and Commissioner Rich developed the program for the retreat, supported by the  
28 County Manager Bonnie Hammersley, Deputy County Manager Travis Myren, County Clerk  
29 Donna Baker, and facilitator Andy M. Sachs.

30 Andrew Sachs reviewed the agenda and desired outcome, which is for the Board of  
31 County Commissioners to have goals and priorities to inform budget decisions for July 2016-  
32 June 30, 2017.  
33

34 **Desired Outcomes:**

35 Goals and priorities to inform budget decisions for July 1, 2016 – June 30, 2017  
36

37 **Retreat Discussion and Decision Making Guidelines**

38 Andy Sachs reviewed the guidelines for the day's retreat.

- 39 • Begin and end on time
- 40 • Listen attentively to each other
- 41 • One speaker at a time
- 42 • Stick to the tasks and topics that are on the agenda
- 43 • Share the floor with each other
- 44 • It is OK to disagree with each other...please do so respectfully
- 45 • Decide together  
46

47 **2. Administration's Strategic Initiatives**

48 The first substantive discussion at the retreat addressed the County administration's  
49 strategic initiatives. Prior to the retreat, Board members reviewed internal and external needs,  
50 which had been identified by department directors through a process facilitated by the County

1 Manager's Office. Board members were asked to arrive at the retreat with any questions,  
2 insights, concerns, or other thoughts regarding these results.

3 Commissioner Burroughs asked if the community colleges played a role in the  
4 administration's strategic priorities for employment.

5 Travis Myren said a Durham Tech representative participated in the Human Services  
6 and Education team. The team talked through some of the challenges that exist to accessing  
7 Durham Tech, especially with regard to transportation (which is a huge barrier), and potential  
8 job readiness work with which Durham Tech could help the County. Durham Tech already  
9 operates classes on site with the County, and staff is hoping there will be more of that shortly.  
10 The team also discussed a community college tuition scholarship program provided by Durham  
11 County.

12 Commissioner Burroughs said that she was glad to hear that the community college is  
13 being kept clearly in the administration's mind.

14 Commissioner Dorosin said that he appreciated the list of internal priorities in the  
15 Manager's report. While the Commissioners are aware of internal issues, such as wage  
16 compression and technology, the Board tends to focus its attention on external matters. He  
17 said he is interested in thinking more about how internal priorities affect the external ones. He  
18 said he is also interested in hearing how adequate, clear, and helpful the direction from the  
19 Board is to the staff from the staff's perspective. He said he was pleased to see that quality of  
20 work life was rated highly in the administration's priorities, and he is excited to see the creation  
21 of cross-department teams. He said he is curious about where the Social Justice goals fit in.

22 Bonnie Hammersley said that it is new and important for the County to address internal  
23 priorities in this strategic, cross-departmental manner, and that over time as the internal  
24 priorities are addressed they will become more routine and stronger foundations for the external  
25 priorities. She said she does quarterly information sessions with all employees. She said she is  
26 seeing that the internal issues – the morale and compression issues – are strong. These are  
27 the issues the Board has hired her to address. She said her goal for the organization is that  
28 over time the employees will be even more focused externally; we are public servants and we  
29 should be serving the public.

30 Bonnie Hammersley said in her last position in Michigan they had been implementing  
31 across the board cuts since 2008, but when you do that over and over again you wind up  
32 hurting the essential services of government. She said she used this strategic priority setting  
33 process there to engage the department heads in the decision making process. She said as  
34 she went through that for five years, she realized that this was a sustainable model that also  
35 could be used in jurisdictions where cuts were not happening, because there never are enough  
36 resources to do all the things you want to do.

37 Commissioner Dorosin said he hoped that in the same way the administration is asking  
38 the staff to cross-silos in setting priorities that the internal and external silos will get crossed.

39 Bonnie Hammersley said that the model she is using is conducive to that. She  
40 Hammersley added that the Board's social justice goals apply to the work of all of the functional  
41 leadership teams.

42 Travis Myren said that Goal 4 could be thought of as a broad category into which many  
43 of the internal concerns of the County government might be placed.

44 Commissioner Jacobs said that there are County priorities that are assumed, for  
45 example, making government more accessible to the public, and raising and maintaining an  
46 environmental awareness – which might be better served if made explicit. He said staff's work  
47 has given us the integuments of what it is that we are, he said, and it is up to us now to flesh  
48 that out.

49 Commissioner Pelissier asked if the department heads felt that the Board's current goals  
50 are not clear.

1 Travis Myren said that the goals are wide ranging and broad, and it would be helpful to  
2 the staff for the Board to identify prioritized policy initiatives through today's process.

3 Bonnie Hammersley added that she shares responsibility with the Board to provide that  
4 sort of clear direction to the staff, and that this retreat process should help.

### 5 6 **3. Brainstorm Board Priorities through June 30, 2016**

7 • Prior to the retreat, at the request of the planning committee, Board members reviewed the  
8 then-current set of Board goals and priorities (six goals with accompanying priorities  
9 adopted September 2009 plus a set of five Social Justice goals adopted in September  
10 2010,) and agreed to use those two sets of goals as the initial framework at the retreat for  
11 generating new priorities.

12 • The Board worked in pairs and triads to flesh out ideas. The ideas were documented on  
13 post-it notes and stuck to walls for the next step in process.

### 14 15 **4. Clarify the Ideas**

16 • The Board members approached wall(s) upon which post-its were affixed, read the ideas,  
17 generated additional ideas on post-its if stimulated to do so, ask and answer questions,  
18 cluster similar ideas together and/or under existing-goal headings.

19  
20 • The Board then reconvened in full group for discussion:

- 21 ○ Make sure all Board members understand all the ideas in the same way.
- 22 ○ Any questions about any of the ideas?
- 23 ○ Anyone want to elaborate on any ideas?
- 24 ○ Any revisions needed to conform ideas to a one-year implementation timeframe?

25  
26 • Discussion shifted to the analytical: identify relationships across the ideas and between  
27 ideas and the current goals: Any contradictions? Any clear time-sequences? Any  
28 redundancies? Any nesting/subsuming of ideas into others needed? Do all the ideas fit  
29 under at least one of the current goals or might new goal statements be needed? Are there  
30 ideas that do not need further prioritizing by the Board because Board already is committed  
31 to it (e.g., it's in progress)?

### 32 33 **5. Choose from Among the Ideas**

34 • Each Commissioner lobbied for his/her top ideas (*no numerical limit*): "Why I think these  
35 should be our priorities."

36 • A non-binding poll of group preferences was conducted (each person can choose up to n/3  
37 priorities, where n = the number of ideas on the menu; no "passion-piling:" vote once per  
38 idea). Poll for priorities, within one goal at a time.

### 39 40 **Discussion points**

41 Commissioner Rich suggested putting information on goals/priorities on web.

42 Commissioner Jacobs said there must be talk about land use with other governments.

43 Chair McKee said his concern that the Board is relying too heavily on Morinaga. He said  
44 the Board should focus on a lot of issues.

45 Commissioner Burroughs said it is critical to support the values of Orange County and  
46 that would be through economic development.

47 Commissioner Jacobs said agriculture could be added into the economic development  
48 conversation. He said no one has mentioned affordability and how to pay for the social agenda,  
49 which will require fiscal discipline.

1 Chair McKee proposed, and there appeared to be general agreement, that the Board  
 2 shall hold a work session in the future on economic development strategies. The following  
 3 points were recorded during the Board's discussion about the work session:

- 4
- 5 • Address land use with other governments
  - 6 • Address agriculture
  - 7 • Keep it at a high level of discussion; not too finely detailed
  - 8 • Economic development is how we pay for all the other priorities we've identified today.
  - 9 • Need for Board members to get on the same page regarding what we want with regard
  - 10 to economic development
  - 11 • Get a status update on the County's economic development districts
  - 12 • Use the work session to appreciate the wide interests and different perspectives we
  - 13 have with regard to economic development
  - 14 • Use the work session to identify opportunities we have to work with other jurisdictions to
  - 15 advance our economic development goal and priorities.

16

17 **Choosing from the ideas continued...**

- 18 • The Board revised the menu of options based on group discussion of first poll results, and
- 19 conducted a "binding" poll on that new menu (vote for n/3 again). The Board defined its
- 20 priorities under each Goal, according to the number of Commissioners in support of each
- 21 candidate priority (from 7 to zero).
- 22 • The Board developed the following policy priorities to inform the County Manager's
- 23 formulation of budget recommendations, initiatives, and work plans for coming fiscal year.

24 Commissioner Rich suggested that in the coming year Board agenda items be tied  
 25 explicitly to one or more of the Board's goals and priorities in the agenda abstract, so that the  
 26 goals and priorities are not forgotten.

27

28 **Goal 1: Ensure a community network of basic human services and infrastructure that**  
 29 **maintains, protects, and promotes the well-being of all county residents.**

30

31 AFFORDABLE HOUSING (5 VOTES)

- 32 • Decent, standard housing options for all residents regardless of household income
- 33 level.
- 34 • Funds to develop targeted number of units (set numerical goal).
- 35 • Especially rentals
- 36 • Develop explicit plan to inform bond expenditures and other BOCC affordable
- 37 housing funding.

38

39 FAMILY SUCCESS ALLIANCE (3 VOTES)

- 40 • Additional support to expand FSA
- 41 • All County departments coordinate with efforts of FSA

42

43 COMMUNITY CENTERS (3 VOTES)

- 44 • Decentralize community resources through community centers
- 45 • Provide food, hot meals, and essential services to residents in need.
- 46 • Complete Cedar Grove community center and look for ways to extend services into
- 47 all community centers.

48

49 NON-PROFIT FUNDING (1 VOTE)

- Review process and adequacy of dollar amount.

#### AGING/MENTAL HEALTH (1 VOTE)

- Convening including state legislators on serious gaps in quality and quantity of long-term senior care, especially low-income seniors.
- Thorough review of services from Cardinal.

#### TRANSPORTATION (1 VOTE)

- Identify initiatives or ways to leverage current programs to help break cycle of poverty
- Employment as articulated by staff (crossed with transportation as relevant).
- Survey of unmet transportation needs for education and employment needs of low income residents, used to prioritize additional services.

### **Goal 2: Promote an interactive and transparent engaging system of governance that reflects community values.**

*[The Board agreed to find a synonym for “transparent” because it is “buzzword.” “Engaging” appeared to be an acceptable substitute word for “transparent.”]*

#### OUTREACH/INTERNET ACCESS (3 VOTES)

- Continue upgrades to IT and explore new outreach methods, including old school methods, use of multiple language efforts.
- Expand internet access through County hotspots or incentives to private parties.

#### CLUSTER (2 VOTES)

- Human answering phone
- Rumor page – stop bad information flow
- Make the website functional
- Communicate what a County Commission does

#### INTERGOVERNMENTAL FUNDING FORMULA (2 VOTES)

Will save tons of staff time and political angst if accomplished.

#### INCREASE DIVERSITY ON BOARDS AND COMMISSIONS (0 VOTES)

### **Goal 3 – 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.**

#### PARTNERSHIPS (2 VOTES)

- Reinvigorate joint planning with neighbors
- Partnerships with other governments, staff, and residents.

#### CLUSTER (2 VOTES)

- Clarify what types of development are wanted and what infrastructure is needed
- Increase in the number of living wage jobs or opportunities for gainful employment (salaried positions) and options.

#### CLUSTER (2 VOTES)

- Continue good work to fund priorities in other goals.

- 1           • Target small business loan/grant fund to identified needs (i.e., childcare).  
2

3 REVISIT COUNTY FAIR (0 VOTES)

- 4           • also goes with Goal 6  
5

6 **Goal 4 – Invest in quality County facilities, a diverse work force, and technology to**  
7 **achieve a high performing County government.**  
8

9 HOUSING LIVING WAGE FOR ORANGE COUNTY STAFF (4 VOTES)

10 SUPPORT THE MANAGER'S INTERNAL STRATEGIC INITIATIVES TO ENSURE  
11 QUALITY IMPLEMENTATION OF ALL KEY PRIORITIES (3 VOTES)  
12

13 IDENTIFY DEFINITE FACILITY NEEDS OR CONSOLIDATIONS (0 VOTES)  
14

15 HONOR HISTORICAL CONTEXT IN DECISIONS AND COMMUNICATION (0 VOTES)

16 *[During discussion of this item, prior to the group's voting, the Manager committed to*  
17 *implementing this idea when preparing agenda abstracts]*  
18

- 19           • Institutional memory (internal)  
20           • County's cultural heritage  
21

22 **Goal 5 – Create, preserve, and protect a natural environment that includes clean water,**  
23 **clean air, wildlife, important natural lands, and sustainable energy for present and future**  
24 **generations.**  
25

26 INCLUDE LOCAL AGRICULTURE AS KEY TO UNMENTIONED "OPEN SPACE." (6  
27 VOTES)  
28

29 DEVELOP PLAN FOR RESIDENTS AND FARMERS AND BUSINESSES TO  
30 PREPARE FOR AND ADJUST TO EFFECTS OF CLIMATE CHANGE (1 VOTE)  
31

32 BEGIN PLANNING RE: WATER RESOURCES AS ORANGE COUNTY CONTINUES  
33 TO GROW AND DEVELOP (0 VOTES)  
34  
35

36 **Goal 6 – Ensure a high quality of life and lifelong learning that champions diversity,**  
37 **education at all levels, libraries, parks, recreation, and animal welfare.**  
38

39 EDUCATION: AT-RISK CHILDREN (5 votes)

- 40           • Increase support to expand pre-kindergarten services  
41           • Continue to close the achievement gaps and end the school to prison pipeline.  
42

43 CONNECT STUDENTS TO COMMUNITY COLLEGES (4 VOTES)  
44

45 MOVE TOWARD A JOINT EFFORT WITH TOWNS ON PARKS AND TRAILS  
46 DEVELOPMENT (2 VOTES)  
47

48 INCREASE COLLABORATION BETWEEN SCHOOL DISTRICTS (1 VOTE)  
49

50 BOND (1 VOTE)

- 1 • Smooth bond process for educational facilities (and for affordable housing per goal
- 2 1)
- 3 • Identify criteria for bond referendum projects – schools and housing.
- 4

5 FUND K-12 AND COMMUNITY COLLEGES AT LEAST AT 2015-16 LEVELS (1 VOTE)

6

7 **Social Justice Goals:**

- 8 • Foster a community culture that rejects oppression and inequity.
- 9 • Ensure economic self-sufficiency.
- 10 • Create a safe community.
- 11 • Establish sustainable and equitable land use and environmental policies.
- 12 • Enable full civic participation.

13

14 CLUSTER (7 VOTES)

- 15 • More aggressive social agenda
- 16 • Bridge diverse cultural populations and values.

17

18 **Other Priorities:**

19 INTERNAL BOARD RELATIONS (4 votes)

- 20 • Communication and conflict resolution among Board members generally, including
- 21 how members' petitions are processed/move forward.

22

23 MORE EFFICIENT (SHORTER) BOCC MEETINGS (2 VOTES)

24

25 **Connections Across the Goals**

26 The Board members noted that substantive connections could be made across different goals,

27 and identified the following three crosscutting themes:

- 28
- 29 1. Aggressive Social Agenda – Board members said that Goals 1, 6, and the Social Justice
- 30 Goals contain the following priorities, which fit under this theme:
- 31 • Increase support to expand pre-kindergarten services.
  - 32 • Continue to close the achievement gaps and end the school to prison pipeline.
  - 33 • Additional support to expand FSA.
  - 34 • All County departments coordinate with efforts of FSA.
  - 35 • More aggressive social agenda.
- 36
- 37 2. Addressing Poverty – Board members said that Goals 1, 4, and 6 contain the following
- 38 priorities, which fit under this theme. Some of these priorities address poverty
- 39 prevention and some are intended to reduce the suffering that results from poverty.
- 40 • Decent, standard housing options for all residents regardless of household income
  - 41 level.
  - 42 • Funds to develop targeted number of [affordable housing] units.
  - 43 • Especially [affordable housing] rentals
  - 44 • Develop explicit plan to inform bond expenditures and other BOCC affordable
  - 45 housing funding.
  - 46 • Review process and adequacy of dollar amount.
  - 47 • Convening including state legislators on serious gaps in quality and quantity of long
  - 48 term senior care, especially low-income seniors.
  - 49 • Thorough review of services from Cardinal.

- 1 • Identify initiatives or ways to leverage current programs to help break cycle of
- 2 poverty
- 3 • Employment as articulated by staff (crossed with transportation as relevant).
- 4 • Survey of unmet transportation needs for education and employment needs of low
- 5 income residents, used to prioritize additional services.
- 6 • Housing living wage for orange county staff.
- 7 • Connect students to community colleges.

8  
9 3. Housing – Board members said that Goals 1 and 4 contain the following priorities that fit  
10 under this theme, as follows:

- 11 • Decent, standard housing options for all residents regardless of household income
- 12 level.
- 13 • Funds to develop targeted number of [affordable housing] units (set numerical goal).
- 14 • Especially [affordable housing] rentals
- 15 • Develop explicit plan to inform bond expenditures and other BOCC affordable
- 16 housing funding.
- 17 • Housing living wage for orange county staff.

## 18 19 **6. Wrap Up**

20 Board members were asked to evaluate the retreat in their final thoughts before  
21 adjourning:

22  
23 Commissioner Pelissier said the pace of the day was good, and the voting process was  
24 a very good method to clearly identify each Commissioner's thoughts, and allow for discussion.

25 Chair McKee said he liked this process a lot, as it helped him to focus. He said seeing  
26 other Commissioners' ideas written down was informative. He added that the voting process  
27 gave him a chance to see other's priorities without having to argue back and forth, or feel like  
28 raising his hand would leave him as the outlier.

29 Commissioner Burroughs said she liked that the meeting began by meshing this process  
30 with the staff process. She would recommend to next year's retreat committee that this be done  
31 again, even more effectively. She said she liked the way the tasks were set up in advance, as  
32 well as the on the spot facilitation; and she would like to see this again in the future.

33 Commissioner Jacobs said he did not find the pre-meeting instructions at all clear, but  
34 thought that the meeting itself was fine. He thought the facilitator did a good job, and found  
35 meeting space was acceptable but he wished that separately packaged creamers were not  
36 used, which just increases the waste. He wished there had been a receptacle into which one  
37 could place paper for recycling. He said he would have liked for there to have been a free-for-  
38 all session, where the Board could bring up ideas that did not necessarily fit any of the goals,  
39 and where the facilitator did manage the discussion, allowing for more of a human interaction.

40 Commissioner Rich said she like the meeting facility, as it allowed a change of scenery.  
41 She also liked that the goals were change on the "fly". She said word-smithing would happen  
42 later, and appreciated the updating of some of the goals. She said the Clerk did a great job  
43 ordering food, and making sure that they were all taken care of. She liked the voting process,  
44 but sometimes felt unsure as to which idea to put her sticker on. She agreed with  
45 Commissioner Dorosin that ultimately priorities are not being eliminated, but rather put in a list  
46 of those which received the most dots. There were some items with only one vote, but if these  
47 items are easily accomplished, staff me complete them as well. She said overall, she thought  
48 the retreat was good and she got a lot out of it. She thanked the facilitator.

49 Commissioner Dorosin said he hoped, and liked the idea, that coming out of the retreat  
50 there will be specific, practical things. Goals are compelling but they are abstract. He thinks it

1 is critical that the Board prioritize. He understood that there will be things that will be easy to  
2 accomplish, but wants to avoid returning in a year to learn that the items with one dot were all  
3 accomplished, but the items with five dots were still being agonized over. He said it would be  
4 unsuccessful, to do the easiest things. He hopes the Board will push itself today to prioritize,  
5 and follow through in the upcoming year. He wants to be able to say to people, "This is what we  
6 did this year," and to point to specific things, whether it is affordable housing, a scholarship fund,  
7 or something else.

8 Commissioner Dorosin said he does not think the Board is effectively integrating the staff  
9 into the retreat. It may be that the idea of this retreat is that it is just for the policy makers to  
10 talk, noting that staff goals and strategies were really helpful. He would like to hear candidly  
11 what the department heads think about what the Board is doing. He would like to know from  
12 staff if the Board is giving good, positive and helpful guidance, or if it is sending staff down rabbit  
13 holes that are unproductive. Maybe that is not something for the retreat: the Board will hear  
14 from department heads during the budget process, but that is kind of formal. He would be open  
15 to hearing from anybody, and said staff can email him with feedback. He would love to hear it.

16 Commissioner Dorosin said Board members must be more candid with each other, if  
17 there are hurt feelings or grudges. Obviously, a lot of folks were unsatisfied with the way the  
18 bond discussion went, and there was never a conversation about that. He said he talked with  
19 Chair McKee separately, which was good. He said the Board should be candid with each other,  
20 in order to be able to work efficiently and effectively. All Board members are grown-ups, and  
21 can do this. Politically, Board members are all much closer in vision and ideology than is  
22 realized, but sometimes there are undertones; Board members need to be candid about it to  
23 resolve issues. He thought that kind of conversation is something that can be built into the  
24 retreat process, in the way that Commissioner Jacobs suggested, or it can be a separate  
25 conversation. All cards need to be on the table.

26 Commissioner Price said the Board needs the opportunity to have a conversation and  
27 get its own ideas out, but it might be good for part of the retreat to include hearing from staff, as  
28 has occurred in other retreats. Otherwise it felt like a fishbowl, and she has no idea what is  
29 going on in the minds of staff, what may be realistic, and how it fits with the staff work plans.

30 Commissioner Price said these goals have existed for a while. They are very good, but  
31 consider goal #6 for example, is it really effective now ten years after it was created? They  
32 honed in today on education, and to some degree on parks, but libraries and recreation and  
33 animal welfare are just not fitting there anymore. Maybe as Orange County is evolving our  
34 goals need to evolve. Maybe the goals should be shifted around to address other issues that  
35 get overlooked.

### 36 37 **Adjourn**

38 Chair McKee thanked the retreat committee, the Board, the staff and the facilitator for  
39 their efforts today. The meeting was adjourned at 3:12 p.m.

40  
41  
42 Earl McKee, Chair  
43

44  
45 Donna Baker,  
46 Clerk to the Board  
47

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

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

**SUBJECT:** Sole Source Bid Award: Software Purchase for Emergency Medical Services

**DEPARTMENT:** Emergency Services

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

No

**ATTACHMENT(S):**

1) MARVLIS Sole Source Letter

**INFORMATION CONTACT:**

Kim Woodward, 919-245-6133  
Beth Ann Arbogast, 919-245-2282

**PURPOSE:** To consider awarding a sole source bid to Bradshaw Consulting Services in the amount of \$179,540 for the purchase and installation of the “Mobile Area Routing and Vehicle Location Information System (MARVLIS)” to be located at Orange County Emergency Services building at 510 Meadowlands Drive in Hillsborough.

**BACKGROUND:** On June 16, 2015, the Board of Orange County Commissioners appropriated funds to purchase and install innovative and fundamental software to allow the saving of time and money in resource deployment of emergency medical personnel Orange County. This software does have the potential to be utilized by all emergency responders in Orange County with the purchase of additional licenses.

North Carolina General Statute (NCGS) 143-129(e)(g) allows for purchases of apparatus, supplies, materials, or equipment to be purchased using sole-source exception when: (1) performance or price competition for a product are not available; (2) a needed product is available from only one source of supply; or (3) standardization or compatibility is the overriding consideration.

Staff has selected MARVLIS as the provider of this software (see Attachment 1, “BCS Sole Source Letter”) as a sole source provider for this system through an exception to the North Carolina Statutory requirement for competitive bidding.

Emergency Services and Information Technologies staff completed a thorough investigation of the marketplace and determined that MARVLIS software meets this sole source exception because it is the only system that:

- 1) Analyzes historic demand, past locations (identifies strategic locations for ambulances), and geographic coverage requirements to build an accurate and effective emergency medical services plan. This allows for better decision about where to locate ambulances to

cover rural areas as well as high volume areas. The software does by utilizing existing historical response data and creates “hot spots” to describe the likelihood of calls from any location given the current time, day of week, and season of year and is presented on a map seen by field personnel, telecommunicators, and field supervisors.

- 2) Combines Demand Monitor data, Automatic Vehicle Location (AVL), and Computer Aided Dispatch (CAD) information, traffic patterns, and vehicle status to efficiently manage resources and ensure that anticipated demand is adequately covered. Realistic, time-sensitive, response zones are dynamically calculated for each ambulance based on current AVL position, time-aware impedances, and present vehicle status (committed to an incident or at a hospital).
- 3) Creates a visual overlay of forecast demand with current resource response capabilities that allows for any unmet demand and anticipation of calls to be monitored and discovered. These maps integrate field personnel and communicators to drive an efficient system.
- 4) Collects accurate data about hazards, populations, incident volume, and structures leading to improved planning process. Emergency medical services can utilize this data to plan and improve service delivery by increasing deployment efficiencies, reducing risk, and improving outcomes by operationalizing plans for more effective decision making.
- 5) Increases situational awareness of responding personnel due to real-time interfacing maps and routing. By taking in traffic patterns, high volume areas, and real-time hazards (closed streets) the software recommends the quickest and safest routes to incidents. Modeled speeds are calculated for each road segment based on historic travel data from AVL to determine realistic travel times for the ambulance on the current hour of the day, day of the week, and time of the year.
- 6) Functions as a communications hub by interfacing directly with our current CAD system to better manage resources and enhance overall value of current assets.

This system is designed to integrate and enhance current hardware, software, and data for capturing, managing, analyzing, and displaying all forms of geographically referenced information. MARVLIS allows personnel to view, understand, interpret, and visualize data that leads to better resource allocation and deployment of emergency medical services translating to better delivery of services for Orange County.

This software will be placed on all EMS division vehicles in addition to any other devices necessary for top performance of software and community response.

Attachment 1, “BCS Sole Source Letter”, provides context to its exclusive features. Should the BOCC approve the bid award, staff will install and provide training on the software in the spring of 2016.

**FINANCIAL IMPACT:** The purchase price of the software along with recommended options, shipping and installation are \$179,540. Sufficient funds (\$180,000) were appropriated in the adopted FY 2015-16 CIP to purchase the equipment from the Information Technology budget.

**SOCIAL JUSTICE IMPACT:** MARVLIS software will provide increased deployment efficiency of emergency medical services leading to better resource allocation and efficient ambulance coverage for Orange County. The installation of the software meets the following three Orange County Social Justice Goals:

- **GOAL: FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND INEQUITY**

The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status.

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**

The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their

- **GOAL: CREATING A SAFE COMMUNITY**

Supporting policies, procedures, regulations, and programs that reduce harassment, exclusion, intimidation, and violence against Orange County residents.

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

- 1) award the sole source bid to Bradshaw Consulting Services in the amount of \$179,540 for the purchase and installation of the "MARVLIS" software that will be located at Orange County Emergency Services at 510 Meadowlands Drive in Hillsborough; and
- 2) authorize the Manager to sign the vendor contract upon final review and approval of the County Attorney.



January 13, 2016

James Lunsford  
Orange County, NC  
[jlunsford@orangecountync.gov](mailto:jlunsford@orangecountync.gov)  
919-245-6126

Subject: MARVLIS (Mobile Area Routing and Vehicle Location System)

Dear Mr. Lunsford:

This letter provides information in support of a Sole Source justification for the MARVLIS system:

Bradshaw Consulting Services, Inc. (BCS), is the sole producer/manufacture of the MARVLIS components. Furthermore, this system requires programmatic modifications in procedures and data handling in order to effectively interact with your OSSI system. These modifications as required are available only from BCS, which is located in Aiken, SC. As additional evidence of ownership, BCS also owns the Registered Trade Mark on this product. Furthermore, there are no Resellers of the MARVLIS system for OSSI-based systems in the U.S.

Should you require any additional information, please contact me at (803) 641-0960.

Sincerely,

*Tony Bradshaw*

Tony Bradshaw  
President

ORD-2016-008

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

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

**SUBJECT:** Fiscal Year 2015-16 Budget Amendment #6

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**DEPARTMENT:** Finance and Administrative  
Services

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

No
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**ATTACHMENT(S):**

- Attachment 1. Budget as Amended  
Spreadsheet
- Attachment 2. Year-To-Date Budget  
Summary

**INFORMATION CONTACT:**

Gary Donaldson, (919) 245-2453  
Paul Laughton, (919) 245-2152

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**PURPOSE:** To approve budget and grant project ordinance amendments for fiscal year 2015-16.

**BACKGROUND:**

**REVENUES:**

**Department of Social Services**

1. The Department of social services anticipates the following additional revenues:
  - **Low Income Energy Assistance Program (LIEAP) Administration** – receipt of \$295,569 in Low-Income Home Energy Assistance Program (LIEAP) administration funds. These additional funds will be used for crisis related heating needs for Orange County residents.
  - **Crisis Intervention** - receipt of \$86,920 in Crisis Intervention funds. These additional funds will be used for crisis related heating and utility needs for Orange County residents.

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

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

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**  
The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

## Community Relations

2. The Community Relations Department has received additional revenue through the Visitor's Bureau, from the Town of Chapel Hill, for surpassing FY 2015-16 performance benchmarks. The Town of Chapel Hill agreed to award the Visitors Bureau 50% of revenues, from hotel/motel occupancy receipts, if collections exceeded \$950,000. The Visitors Bureau met this performance goal and received additional revenue of \$32,739, from the Town of Chapel Hill. The Bureau will use the funds for promotions and special events, in FY 2015-16.

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

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

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**  
The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

Growth in tourism spending helps to grow revenues for Orange County, including occupancy and sales tax revenues. The outcomes of the Orange County Visitors Bureau fuels the creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

## Library Services

3. The Library Services Department has received a \$3,500 contribution from the Friends of the Orange County Public Library to support prizes and refreshments for the National Novel Writing Month programs as well as travel and conference expenses.

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

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

- **GOAL: ENABLE FULL CIVIC PARTICIPATION**  
Ensure the Orange County Residents are able to engage government through voting and volunteering by eliminating disparities in participation and barriers to participation.
- **GOAL: FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND INEQUITY**  
The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status.
- **GOAL: CREATE A SAFE COMMUNITY**

The reduction of risks from vehicle/traffic accidents, childhood and senior injuries, gang activity, substance abuse and domestic violence.

The conference being attended through this donation will provide educational components to create expanding ability to provide fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status. Additionally, librarians will be given tools to create a safe community and encourage customers to engage in full civic participation by removing literacy barriers.

### Planning/Inspections and Orange Public Transportation

4. At its February 2, 2016 meeting, the Board of County Commissioners approved a project agreement resolution endorsing a Congestion Mitigation and Air Quality (CMAQ) Grant award with North Carolina Department of Transportation. This three-year grant includes \$164,129 in Congestion Mitigation and Air Quality funds, and a local match of \$41,033, for a total grant project of \$205,162. The local match funds will be provided through the Orange County ½ cent Transit Tax, administered by GoTriangle. When the CMAQ transit operations funds for the new service are exhausted after three years, the ½ cent Transit Tax proceeds will be used to cover the cost of the service. This budget amendment provides for the receipt of these additional CMAQ grant funds, as well as the ½ cent Transit Tax proceeds, and creates the following Orange-Alamance Connector Grant Project Ordinance: (See *Attachment 1, column 4*)

#### Orange-Alamance Connector Grant (\$50,000) – Project # 54002

Revenues for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
CMAQ Grant Funds	\$0	\$164,129	\$164,129
½ Cent Transit Tax Proceeds	\$0	\$41,033	\$41,033
<b>Total Project Funding</b>	<b>\$0</b>	<b>\$205,162</b>	<b>\$205,162</b>

Appropriated for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
Orange-Alamance Connector Grant	\$0	\$205,162	\$205,162
<b>Total Costs</b>	<b>\$0</b>	<b>\$205,162</b>	<b>\$205,162</b>

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

- **GOAL: FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND INEQUITY**

The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status.

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**

The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

The bus transit service expansion along the US 70 corridor between Mebane and Hillsborough results in positive outcomes related to the above goals.

**FINANCIAL IMPACT:** Financial impacts are included in the background information above. This budget amendment provides for the receipt of these additional funds and increases the FY 2015-16 budgets in the following funds: General Fund (\$385,989); Community Relations Department – Visitor’s Bureau Fund (\$32,739); and Grant Projects Fund (\$205,162).

**RECOMMENDATION(S):** The Manager recommends the Board approve the budget and grant ordinance amendments for fiscal year 2015-16.

Attachment 1. Orange County Proposed 2015-16 Budget Amendment  
 The 2015-16 Orange County Budget Ordinance is amended as follows:

	Original Budget	Encumbrance Carry Forwards	Budget as Amended	Budget as Amended Through BOA #5	#1 Dept of Social Services: additional funds (\$295,569) for LIEAP and additional funds (\$86,920) for Crisis Intervention	#2 Community Relations Department - additional funds (\$32,739) from Town of Chapel Hill for promotions and special events	#3 Library Services Department additional funds (\$3,500) from Friends of the OC Library for supplies, travel, and conference expenses	#4 Planning/Inspections and OPT receipt of a \$205,162 Orange-Alamance Connector Grant award	Budget as Amended Through BOA #6
<b>General Fund</b>									
<b>Revenue</b>									
Property Taxes	\$ 147,551,332	\$ -	\$ 147,551,332	\$ 147,551,332	\$ -	\$ -	\$ -	\$ -	\$ 147,551,332
Sales Taxes	\$ 20,652,132	\$ -	\$ 20,652,132	\$ 20,652,132	\$ -	\$ -	\$ -	\$ -	\$ 20,652,132
License and Permits	\$ 313,000	\$ -	\$ 313,000	\$ 313,000	\$ -	\$ -	\$ -	\$ -	\$ 313,000
Intergovernmental	\$ 15,000,278	\$ -	\$ 15,000,278	\$ 18,558,044	\$ 382,489	\$ -	\$ -	\$ -	\$ 18,940,533
Charges for Service	\$ 10,766,030	\$ -	\$ 10,766,030	\$ 10,799,064	\$ -	\$ -	\$ -	\$ -	\$ 10,799,064
Investment Earnings	\$ 52,500	\$ -	\$ 52,500	\$ 52,500	\$ -	\$ -	\$ -	\$ -	\$ 52,500
Miscellaneous	\$ 737,468	\$ -	\$ 737,468	\$ 939,074	\$ -	\$ -	\$ 3,500	\$ -	\$ 942,574
Transfers from Other Funds	\$ 1,052,600	\$ -	\$ 1,052,600	\$ 1,052,600	\$ -	\$ -	\$ -	\$ -	\$ 1,052,600
Fund Balance	\$ 10,650,770	\$ 1,317,958	\$ 11,968,728	\$ 12,144,024	\$ -	\$ -	\$ -	\$ -	\$ 12,144,024
<b>Total General Fund Revenues</b>	<b>\$ 206,776,110</b>	<b>\$ 1,317,958</b>	<b>\$ 208,094,068</b>	<b>\$ 212,061,770</b>	<b>\$ 382,489</b>	<b>\$ -</b>	<b>\$ 3,500</b>	<b>\$ -</b>	<b>\$ 212,447,759</b>
<b>Expenditures</b>									
Governing & Management	\$ 17,114,396	\$ 215,612	\$ 17,330,008	\$ 17,397,131	\$ -	\$ -	\$ -	\$ -	\$ 17,397,131
General Services	\$ 21,381,050	\$ 104,494	\$ 21,485,544	\$ 21,485,544	\$ -	\$ -	\$ -	\$ -	\$ 21,485,544
Community & Environment	\$ 8,339,213	\$ 148,310	\$ 8,487,523	\$ 8,510,119	\$ -	\$ -	\$ -	\$ -	\$ 8,510,119
Human Services	\$ 34,132,636	\$ 727,958	\$ 34,860,594	\$ 37,825,461	\$ 382,489	\$ -	\$ -	\$ -	\$ 38,207,950
Public Safety	\$ 23,316,875	\$ 120,396	\$ 23,437,271	\$ 23,535,712	\$ -	\$ -	\$ -	\$ -	\$ 23,535,712
Culture & Recreation	\$ 2,866,171	\$ 1,188	\$ 2,867,359	\$ 2,890,839	\$ -	\$ -	\$ 3,500	\$ -	\$ 2,894,339
Education	\$ 94,484,256	\$ -	\$ 94,484,256	\$ 94,484,256	\$ -	\$ -	\$ -	\$ -	\$ 94,484,256
Transfers Out	\$ 5,141,513	\$ -	\$ 5,141,513	\$ 5,932,708	\$ -	\$ -	\$ -	\$ -	\$ 5,932,708
<b>Total General Fund Appropriation</b>	<b>\$ 206,776,110</b>	<b>\$ 1,317,958</b>	<b>\$ 208,094,068</b>	<b>\$ 212,061,770</b>	<b>\$ 382,489</b>	<b>\$ -</b>	<b>\$ 3,500</b>	<b>\$ -</b>	<b>\$ 212,447,759</b>
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Visitors Bureau Fund</b>									
<b>Revenues</b>									
Occupancy Tax	\$ 1,133,370	\$ -	\$ 1,133,370	\$ 1,133,370	\$ -	\$ -	\$ -	\$ -	\$ 1,133,370
Sales and Fees	\$ 500	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 500
Intergovernmental	\$ 230,878	\$ -	\$ 230,878	\$ 232,888	\$ -	\$ 32,739	\$ -	\$ -	\$ 265,627
Investment Earnings	\$ 100	\$ -	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Appropriated Fund Balance	\$ 76,492	\$ -	\$ 76,492	\$ 326,492	\$ -	\$ -	\$ -	\$ -	\$ 326,492
<b>Total Revenues</b>	<b>\$ 1,441,340</b>	<b>\$ -</b>	<b>\$ 1,441,340</b>	<b>\$ 1,693,350</b>	<b>\$ -</b>	<b>\$ 32,739</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,726,089</b>
<b>Expenditures</b>									
<b>Community and Environment</b>	<b>\$ 1,441,340</b>	<b>\$ -</b>	<b>\$ 1,441,340</b>	<b>\$ 1,693,350</b>	<b>\$ -</b>	<b>\$ 32,739</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,726,089</b>

**Attachment 1. Orange County Proposed 2015-16 Budget Amendment**  
 The 2015-16 Orange County Budget Ordinance is amended as follows:

Original Budget	Encumbrance Carry Forwards	Budget as Amended	Budget as Amended Through BOA #5	#1 Dept of Social Services: additional funds (\$295,569) for LIEAP and additional funds (\$86,920) for Crisis Intervention	#2 Community Relations Department - additional funds (\$32,739) from Town of Chapel Hill for promotions and special events	#3 Library Services Department additional funds (\$3,500) from Friends of the OC Library for supplies, travel, and conference expenses	#4 Planning/Inspections and OPT receipt of a \$205,162 Orange-Alamance Connector Grant award	Budget as Amended Through BOA #6
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**Grant Project Fund**

**Revenues**

Intergovernmental	\$ 697,161		\$ 697,161	\$ 1,476,585			\$ 164,129	\$ 1,640,714
Charges for Services	\$ 34,000		\$ 34,000	\$ 61,000				\$ 61,000
Transfer from General Fund	\$ 49,120		\$ 49,120	\$ 127,076				\$ 127,076
Miscellaneous	\$ -		\$ -	\$ 60,000			\$ 41,033	\$ 101,033
Transfer from Other Funds	\$ -		\$ -	\$ 21,250				\$ 21,250
Appropriated Fund Balance	\$ -	\$ 30,069	\$ 30,069	\$ 30,069				\$ 30,069
<b>Total Revenues</b>	<b>\$ 780,281</b>	<b>\$ 30,069</b>	<b>\$ 810,350</b>	<b>\$ 1,775,980</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 205,162</b>	<b>\$ 1,981,142</b>

**Expenditures**

NCACC Employee Wellness Grant			\$ -	\$ -				\$ -
Electric Vehicle Charging Stations			\$ -	\$ -				\$ -
<b>Governing and Management</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
NPDES Grant (Multi-year)			\$ -	\$ -				\$ -
Orange-Alamance Connector (3 year)			\$ -	\$ -			\$ 205,162	\$ 205,162
NC Tomorrow CDBG (Multi-year)			\$ -	\$ -				\$ -
Jordan Lake Watershed Nutrient Grant			\$ -	\$ -				\$ -
Growing New Farmers Grant			\$ -	\$ -				\$ -
Historic Resources Inventory Grant	\$ 15,000	\$ 25,000	\$ 40,000	\$ 45,000				\$ 45,000
<b>Community and Environment</b>	<b>\$ 15,000</b>	<b>\$ 25,000</b>	<b>\$ 40,000</b>	<b>\$ 45,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 205,162</b>	<b>\$ 250,162</b>
Child Care Health - Smart Start	\$ 65,574		\$ 65,574	\$ -				\$ -
Scattered Site Housing Grant			\$ -	\$ -				\$ -
Carrboro Growing Healthy Kids Grant			\$ -	\$ -				\$ -
Healthy Carolinians			\$ -	\$ -				\$ -
Health & Wellness Trust Grant			\$ -	\$ -				\$ -
Senior Citizen Health Promotion(Wellness)	\$ 98,120	\$ 2,065	\$ 100,185	\$ 134,935				\$ 134,935
CARES Grant - Aging (Multi-Year)			\$ -	\$ 897,298				\$ 897,298
Dental Health - Smart Start			\$ -	\$ -				\$ -
Intensive Home Visiting			\$ -	\$ -				\$ -
Human Rights & Relations HUD Grant			\$ -	\$ -				\$ -
Senior Citizen Health Promotion (Multi-Yr)			\$ -	\$ -				\$ -
SeniorNet Program (Multi-Year)			\$ -	\$ -				\$ -
Enhanced Child Services Coord -SS			\$ -	\$ -				\$ -
Diabetes Education Program (Multi-Year)			\$ -	\$ -				\$ -
Specialty Crops Grant			\$ -	\$ -				\$ -
Local Food Initiatives Grant			\$ -	\$ -				\$ -
Reducing Health Disparities Grant (Multi-Yr)	\$ 63,000		\$ 63,000	\$ 56,906				\$ 56,906
Triple P Initiative Grant (Multi-Yr)			\$ -	\$ -				\$ -
Meaningful Use Incentive Grant (Multi-Yr)			\$ -	\$ 40,250				\$ 40,250
Emergency Solutions Grant - DSS (Multi-Yr)	\$ 103,583		\$ 103,583	\$ 103,583				\$ 103,583
FY 2009 Recovery Act HPRP			\$ -	\$ -				\$ -
Community Response Program - DSS (Multi-Yr)	\$ 68,156		\$ 68,156	\$ 68,156				\$ 68,156
Susan G Komen Grant			\$ -	\$ -				\$ -
Building Futures Program - DSS (Multi-Yr)	\$ 366,848	3004	\$ 369,852	\$ 369,852				\$ 369,852
Foster Youth Opportunities- DSS (1-yr, may be renewable)			\$ -	\$ 60,000				\$ 60,000
<b>Human Services</b>	<b>\$ 765,281</b>	<b>\$ 5,069</b>	<b>\$ 770,350</b>	<b>\$ 1,730,980</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,730,980</b>
Hazard Mitigation Generator Project			\$ -	\$ -				\$ -
Buffer Zone Protection Program			\$ -	\$ -				\$ -
800 MHz Communications Transition			\$ -	\$ -				\$ -
Secure Our Schools - OCS Grant			\$ -	\$ -				\$ -
Citizen Corps Council Grant			\$ -	\$ -				\$ -
COPS 2008 Technology Program			\$ -	\$ -				\$ -
COPS 2009 Technology Program			\$ -	\$ -				\$ -
EM Performance Grant			\$ -	\$ -				\$ -
2010 Homeland Security Grant - ES			\$ -	\$ -				\$ -
2011 Homeland Security Grant - ES			\$ -	\$ -				\$ -
Justice Assistance Act (JAG) Program			\$ -	\$ -				\$ -
FEMA Assistance to Firefighters Grant			\$ -	\$ -				\$ -
<b>Public Safety</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Expenditures</b>	<b>\$ 780,281</b>	<b>\$ 30,069</b>	<b>\$ 810,350</b>	<b>\$ 1,775,980</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 205,162</b>	<b>\$ 1,981,142</b>

## Year-To-Date Budget Summary

*Fiscal Year 2015-16*

### General Fund Budget Summary

Original General Fund Budget	\$206,776,110
Additional Revenue Received Through Budget Amendment #6 (February 16, 2016)	
Grant Funds	\$36,005
Non Grant Funds	\$4,142,390
General Fund - Fund Balance for Anticipated Appropriations (i.e. Encumbrances)	\$1,317,958
General Fund - Fund Balance Appropriated to Cover Anticipated and Unanticipated Expenditures	\$175,296
<b>Total Amended General Fund Budget</b>	<b>\$212,447,759</b>
Dollar Change in 2015-16 Approved General Fund Budget	\$5,671,649
% Change in 2015-16 Approved General Fund Budget	2.74%

### Authorized Full Time Equivalent Positions

Original Approved General Fund Full Time Equivalent Positions	862.625
Original Approved Other Funds Full Time Equivalent Positions	88.450
Position Reductions during Mid-Year	(1.000)
Additional Positions Approved Mid-Year	1.000
<b>Total Approved Full-Time-Equivalent Positions for Fiscal Year 2015-16</b>	<b>951.075</b>

ORD-2016-009

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

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

**SUBJECT:** Application for North Carolina Education Lottery Proceeds for Chapel Hill – Carrboro City Schools (CHCCS) and Contingent Approval of Budget Amendment #6-A Related to CHCCS Capital Project Ordinances

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**DEPARTMENT:** Finance and Administrative Services

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

No
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**ATTACHMENT(S):**

Attachment 1. CHCCS – Lottery Proceeds Debt Service Application

**INFORMATION CONTACT:**

Paul Laughton, (919) 245-2152

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**PURPOSE:** To approve an application to the North Carolina Department of Public Instruction (NCDPI) to release proceeds from the NC Education Lottery account related to FY 2015-16 debt service payments for Chapel Hill – Carrboro City Schools (CHCCS), and to approve Budget Amendment #6-A (amended School Capital Project Ordinances), contingent on the NCDPI's approval of the application.

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

Currently, the accumulated available lottery proceeds for Chapel Hill – Carrboro City Schools (CHCCS) is \$202,896. The attached application requests NCDPI to release lottery proceeds in the amount of \$202,896 to cover debt service for projects previously financed for the Chapel Hill – Carrboro City Schools system.

Budget Amendment #6-A provides for the receipt of the Lottery Proceeds, contingent on NCDPI's approval of the application, and substitutes the amount of Lottery Proceeds approved for debt service as additional Pay-As-You-Go (PAYGO) funds for FY 2015-16 for CHCCS long-range capital needs and projects, and amends the budgets for the following CHCCS capital projects:

### Chapel Hill – Carrboro City Schools (\$202,896):

**Athletic Facilities (\$50,000) – Project # 54002** (Funds will be used to cover engineering fees for both Chapel Hill High School and Carrboro High School athletic fields)

Revenues for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
From General Fund (PAYG)	\$835,000	\$50,000	\$885,000
<b>Total Project Funding</b>	<b>\$835,000</b>	<b>\$50,000</b>	<b>\$885,000</b>

Appropriated for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
Athletic Facilities	\$835,000	\$50,000	\$885,000
<b>Total Costs</b>	<b>\$835,000</b>	<b>\$50,000</b>	<b>\$885,000</b>

**Classroom/Academic Improvements (\$50,000) – Project # 53025** (Funds will complete the project currently underway at East Chapel Hill High School converting three classrooms to Bio Medical Labs)

Revenues for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
From General Fund (PAYG)	\$1,410,711	\$50,000	\$1,460,711
<b>Total Project Funding</b>	<b>\$1,410,711</b>	<b>\$50,000</b>	<b>\$1,460,711</b>

Appropriated for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
Construction	\$1,410,711	\$50,000	\$1,460,711
<b>Total Costs</b>	<b>\$1,410,711</b>	<b>\$50,000</b>	<b>\$1,460,711</b>

**Doors, Hardware, Canopies (\$75,000) – Project # 53023** (Funds will be used for door and hardware replacements throughout the district)

Revenues for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
From General Fund (PAYG)	\$203,000	\$75,000	\$278,000
<b>Total Project Funding</b>	<b>\$203,000</b>	<b>\$75,000</b>	<b>\$278,000</b>

Appropriated for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
Construction	\$203,000	\$75,000	\$278,000
<b>Total Costs</b>	<b>\$203,000</b>	<b>\$75,000</b>	<b>\$278,000</b>

**Fire/Safety/Security (\$27,896) – Project # 54004** (Funds will be used for security camera upgrades at East Chapel Hill High School, Chapel Hill High School, and Carrboro High School)

Revenues for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
Lottery Proceeds	\$80,000	\$0	\$80,000
From General Fund (PAYG)	\$875,000	\$27,896	\$902,896
<b>Total Project Funding</b>	<b>\$955,000</b>	<b>\$27,896</b>	<b>\$982,896</b>

Appropriated for this project:

	Current FY 2015-16	FY 2015-16 Amendment	FY 2015-16 Revised
Emergency/Security Systems	\$955,000	\$27,896	\$982,896
<b>Total Costs</b>	<b>\$955,000</b>	<b>\$27,896</b>	<b>\$982,896</b>

**FINANCIAL IMPACT:** The total Lottery Proceeds requested from the NCDPI for Chapel Hill–Carrboro City Schools is \$202,896.

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

**RECOMMENDATION(S):** The Manager recommends that the Board approve, and authorize the Chair to sign, the application for North Carolina Education Lottery Proceeds; and approve Budget Amendment #6-A receiving the Lottery Proceeds and the amended CHCCS Capital Project Ordinances, contingent on NCDPI's approval of the application.

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

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

County: Orange County

Contact Person: Gary Donaldson

LEA: Chapel Hill-Carrboro City Schools

Title: Chief Financial Officer

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

Phone: (919) 245-2453

Project Title: FY 2015-16 Debt Service (2015 Modification Agreement to Fall 2006 Private Placement)

Location: \_\_\_\_\_

Type of Facility: \_\_\_\_\_

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

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

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

Short description of Construction Project: Debt Service associated with 2015 Modification Agreement issued September 2015 from the original Fall 2006 Private Placement for CHCCS(Carrboro High School)

Estimated Costs:

Purchase of Land	_____	\$	_____
Planning and Design Services	_____		_____
New Construction	_____		_____
Additions / Renovations	_____		_____
Repair	_____		_____
Debt Payment / Bond Payment	_____		202,896.00
<b>TOTAL</b>	_____	<b>\$</b>	<b>202,896.00</b>

Estimated Project Beginning Date: July 2015 Est. Project Completion Date: June 2016

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

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 202,896.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

\_\_\_\_\_  
(Signature — Chair, County Commissioners)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature — Chair, Board of Education)

\_\_\_\_\_  
(Date)

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

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

**SUBJECT:** 2015 Update to County Sheriff's Office: Records Retention and Disposition Schedule

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**DEPARTMENT:** Orange County Sheriff's Office

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

No

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**ATTACHMENT(S):**

April 7, 2015 Agenda Abstract Item

**INFORMATION CONTACT:**

Charles Blackwood, Orange County Sheriff, 919.245.2900

Jennifer Galassi, Legal Advisor to the Sheriff, 919.245.2952

**UNDER SEPARATE COVER-ONLY  
AVAILABLE ONLINE**

*Records Retention and Disposition*

*Schedule, dated November 15, 2015*

[http://archives.ncdcr.gov/Portals/26/PDF/schedules/schedules\\_revised/County\\_Sheriff\\_11-15-2015.pdf](http://archives.ncdcr.gov/Portals/26/PDF/schedules/schedules_revised/County_Sheriff_11-15-2015.pdf)

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**PURPOSE:** To approve the updated County Sheriff's Office Records Retention and Disposition Schedule dated November 15, 2015.

**BACKGROUND:** North Carolina General Statutes (NCGS) §§ 121-5 and 132-3 provide that the Orange County Sheriff's Office may only destroy or dispose of public records with "the consent of the Department of Cultural Resources [now the Department of Natural and Cultural Resources], except as provided in NCGS 130A-99." Compliance with that Statute would require the Orange County Sheriff's Office (the "Sheriff's Office") to obtain permission to destroy any record, regardless of its significance. Destruction of a public record that does not comply with the statute constitutes a Class 3 misdemeanor accompanied by a fine.

To avoid the need to seek and obtain permission from the Department of Natural and Cultural Resources to destroy records, the statute authorizes the North Carolina Historical Commission to make orders, rules, and regulations to carry out its provisions. Destruction of public records in accordance with these orders, rules, and regulations relieves the Sheriff's Office from liability. In November 2008, the Department of Cultural Resources released the "County Sheriff's Office: Records Retention and Disposition Schedule" (the "Schedule"). The Department of Natural and Cultural Resources uses the Schedule as a tool to assist Sheriff's Offices to manage records. The Schedule inventories the types of records found in a Sheriff's Office, and determines when they can be destroyed if at all.

On April 7, 2015, the Board of Commissioners approved the County Sheriff's Office: Records Retention and Disposition Schedule, dated November 10, 2008, and any amendments thereto,

including but not limited to an amendment made on September 28, 2009. The Schedule determines the disposition schedule and retention periods that govern Sheriff's Office records.

The Schedule remains in effect from the date of approval until it is reviewed and updated. On November 15, 2015, the Department of Natural and Cultural Resources updated the Schedule. Some of the major updates to the Schedule include the following:

- Addition of an item for mobile audio/video devices
- Removal of the dashboard camera item
- Splitting the weapons permits into two separate items: one for concealed weapons and one for handgun permits
- Deleting several items that are covered by other standards to avoid clutter

The Sheriff's Office recommends approval of the updated Schedule.

**FINANCIAL IMPACT:** There will be no initial financial impact. As staff continues to comply with the Schedule, there may be some cost to ensure that long term storage of documents is handled properly. Additionally, there may be costs associated with the destruction or shredding of documents.

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

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

- approve the County Sheriff's Office: Records Retention and Disposition Schedule, dated November 15, 2015 and any amendments thereto; and
- authorize the Chair to sign the Schedule.

# COPY

ORANGE COUNTY  
BOARD OF COMMISSIONERS

**ACTION AGENDA ITEM ABSTRACT**

Meeting Date: April 7, 2015

Action Agenda  
Item No. 6-h

**SUBJECT:** County Sheriff's Office – Records Retention and Disposition Schedule

**DEPARTMENT:** Orange County Sheriff's Office

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

No

**ATTACHMENT(S):**

**UNDER SEPARATE COVER-ONLY  
AVAILABLE ONLINE**

*Records Retention and Disposition  
Schedule, dated November 10, 2008*

<http://orangecountync.gov/occlerks/1504076h1.pdf>

*Records Retention and Disposition  
Schedule Amendment, dated September  
28, 2009*

<http://orangecountync.gov/occlerks/1504076h2.pdf>

**INFORMATION CONTACT:**

Charles Blackwood, Orange County  
Sheriff, 919.245.2900

Jennifer Galassi, Legal Advisor to  
the Sheriff, 919.245.2952

**PURPOSE:** To approve the County Sheriff's Office Records Retention and Disposition Schedule.

**BACKGROUND:** North Carolina General Statutes §§ 121-5 and 132-3 provide that the Orange County Sheriff's Office may only destroy or dispose of public records with "the consent of the Department of Cultural Resources, except as provided in G.S. 130A-99". Compliance with that Statute would require the Orange County Sheriff's Office (the "Sheriff's Office") to obtain permission to destroy any record, regardless of its significance. Destruction of a public record that does not comply with the statute constitutes a Class 3 misdemeanor accompanied by a fine.

To avoid the need to seek and obtain permission from the Department of Cultural Resources to destroy records, the statute authorizes the North Carolina Historical Commission to make orders, rules, and regulations to carry out its provisions. Destruction of public records in accordance with these orders, rules, and regulations relieves the Sheriff's Office from liability. In November 2008, the Department of Cultural Resources released the "County Sheriff's Office: Records Retention and Disposition Schedule" (the "Schedule"). The Department of Cultural Resources uses the Schedule as a tool to assist Sheriff's Offices to manage records. The Schedule inventories the types of records found in a Sheriff's Office, and determines when they can be destroyed if at all. The Schedule and a 2009 amendment are available at the links in the "Attachments" section noted above – these documents are not included in hard copy with this abstract and are available upon request.

The Sheriff's Office has not previously recommended approval of the Records Retention and Disposition Schedule. However, the Schedule will serve as an agreement between the Sheriff's Office and the Department of Cultural Resources. The Schedule will determine the disposition schedule and retention periods that govern Sheriff's Office records. If the Board approves the Schedule, Sheriff's Office staff will obtain training from the Department of Cultural Resources to carry out the provisions of the Schedule. (Note: In November 2007, the Board approved a "Records Retention and Disposition Schedule for the County.")

**FINANCIAL IMPACT:** There will be no initial financial impact. The Department of Cultural Resources training is offered free of charge and can be provided at the Sheriff's Office. As staff work to comply with the Schedule, there may be some cost to ensure that long term storage of documents is handled properly. Additionally, there may be costs associated with the destruction or shredding of documents.

**RECOMMENDATION(S):** The Manager recommends that the Board approve the County Sheriff's Office Records Retention and Disposition Schedule, dated November 10, 2008, and any amendments thereto, including but not limited to an amendment made on September 28, 2009, and authorize the Chair to sign the Schedule documents/Agreement.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

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

**SUBJECT:** Resolution Acknowledging February 23, 2016 as Spay Neuter Day in Orange County, North Carolina

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**DEPARTMENT:** Animal Services

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

No

**ATTACHMENT(S):**

Spay Neuter Day Resolution

**INFORMATION CONTACT:**

Bob Marotto, Director, Animal Services  
968-2287

Sarah Fallin, Program Coordinator,  
Animal Services, 942-7387, ext. 224

Warren Porter, Chair, Animal Services  
Advisory Board, 919-612-8992

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**PURPOSE:** To officially resolve that February 23, 2016 is “Spay Neuter Day” in Orange County.

**BACKGROUND:** Animal Services staff and the Animal Services Advisory Board (ASAB) recommend that the BOCC adopt a resolution designating February 23, 2016 as “Spay Neuter Day” in Orange County. The Humane Society of the United States (HSUS) has nationally designated the last Tuesday of each February as “International Spay Day.” Since its creation, participants have spayed or neutered more than a million animals, preventing millions and millions of potential births. As a result, millions of taxpayer dollars have been saved that may have otherwise been needed to provide animal control and sheltering for the offspring of these animals.

In Orange County, the issue of pet overpopulation is a priority. Working together, Animal Services staff and the ASAB prepared and have been following dynamic strategic plan developed on the basis of best practices in the field of animal welfare and public policy. Fundamental to this plan is targeting spay and neuter in the County to decrease the rate of reproduction of dogs and cats and thereby contain the number of animals that must be sheltered and the costs of caring for those animals. More recently this plan has been elaborated to incorporate a concentrated focus on “free roaming cats” as a significant segment of that plan for the coming years.

Since the creation of the County’s Community Spay and Neuter Fund, Animal Services staff has worked with the ASAB to establish a proactive and cost-effective spay and neuter program. (Annual reports including the report for 2015 are available at [http://www.orangecountync.gov/departments/animalservices/spay\\_neuter.php](http://www.orangecountync.gov/departments/animalservices/spay_neuter.php)). Significant developments in calendar year 2015 included:

- Spaying and neutering a total of 390 cats and dogs in total, on the basis of the partnership between Animal Services and AnimalKind and Spay Neuter Assistance Patrol—North Carolina. Spaying and neutering 383 dogs and cats belonging to clients of the Department of Social Service (DSS) on a “no pay” basis due to DSS involvement in this program.
- Helping to reducing the number of animals admitted to Orange County’s Animal Services Center from an annual average of 3323 for the period 2010-2014 (and 4315 for the period 2005-2009). In 2015, animal intakes numbered 2967, the second consecutive year they have been under 3000.

As part of this year’s effort, Animal Services is working with Spay Neuter Assistance Program—North Carolina to offer a subsidized spay and neuter services in conjunction with Spay Neuter Day. This is one of four spay neuter days scheduled for 2016. At each of these events, it is possible to spay and neuter up to 35 cats and dogs from families who receive services from DSS. In addition, Animal Services will continue ongoing outreach efforts. Outreach will consist of themed advertisements to promote the benefits of spaying and neutering pets, the availability of no cost or low cost spaying and neutering for pets belonging to qualifying Orange County households, and the need to proactively address the problem of pet overpopulation in this and other communities.

Staff takes take this opportunity to note that in the last session, the General Assembly made some significant changes in the NC Spay Neuter Reimbursement Program. Most significant from the standpoint of Orange County’s efforts are fairly drastic changes in eligibility criteria: namely, excluding public assistance altogether and reducing household income from less than 300 percent to less than 100 percent of the federal poverty level. Notwithstanding the reductions in reimbursements that will occur in this and subsequent years, staff and the ASAB remain committed to working with the BOCC and county residents to sustain a program at the level needed to continue to make a big difference in Orange County. Doing so means providing fully subsidized spay and neuter services to county residents that receive public assistance or have an income of less than 200 percent of the federal poverty level.

**FINANCIAL IMPACT:** The resolution has no financial impact. Events and outreach in conjunction with this year’s “Spay Neuter Day” involve appropriated funds in the County’s Community Spay and Neuter Fund. The FY2015-16 operating budget for the Community Spay and Neuter Fund is \$64,150 and the fund currently has an unassigned balance of approximately \$66,000. These funds primarily come from the \$20 differential cost for licenses for a reproductive cat or dog versus a spayed or neutered cat or dog, combined with significant donations from the public, and the reimbursements received in past years from the North Carolina Spay Neuter Reimbursement Program. Available funds will continue to be used to support and promote targeted spays and neuter that help contain the costs for County animal services and reduce shelter admissions and the number of animals euthanized as a means of population control.

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

- **GOAL: FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND INEQUITY**

The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status.

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**

The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

**RECOMMENDATION(S):** The Manager recommends the Board adopt the proposed resolution and authorize the Chair to sign the resolution.

## ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS

### SPAY NEUTER DAY RESOLUTION

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

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

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

WHEREAS, the Animal Services Advisory Board and the Animal Services Department have made correcting pet overpopulation a priority, and prepared ***Managing Pet Overpopulation: A Strategic Plan for Orange County*** and ***Managing Free-Roaming Cats in Orange County North Carolina***; and

WHEREAS, spaying and neutering cats and dogs, among other animal companions, has been shown to drastically reduce overpopulation; and

WHEREAS, Animal Services has partnered with AnimalKind and the Department of Social Services to offer “low cost” and “no cost” spay and neuter to households who are economically disadvantaged or who receive public assistance; and

WHEREAS, veterinarians, animal care and control organizations, national and local animal welfare organizations, and private citizens have joined together again this year to advocate and support the spaying and neutering of companion animals on “Spay Day USA 2016.”

NOW, THEREFORE BE IT RESOLVED by the Orange County Board of Commissioners that February 23, 2016 is declared “Spay Neuter Day”, and the Board calls upon the people of the County to observe the day by having their own cats or dogs spayed or neutered or by sponsoring the spaying or neutering of another person’s cat or dog.

THIS THE 16<sup>th</sup> DAY OF FEBRUARY, 2016.

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Earl McKee, Chair  
Orange County Board of Commissioners

**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT**  
**Meeting Date:** February 16, 2016

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

**SUBJECT:** Amendment to the Orange County Code of Ordinances – Display of Pyrotechnics Ordinance

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**DEPARTMENT:** County Attorney

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

N

**ATTACHMENT(S):**

1. Draft Ordinance
2. Adoption Resolution

**INFORMATION CONTACT:**

John Roberts, (919) 245-2318

**PURPOSE:** To consider the adoption of rules regulating the display of pyrotechnics in Orange County.

**BACKGROUND:** The Board of County Commissioners has previously discussed the issues of the noise associated with and concern and distress created by pyrotechnics displays and the need for notice thereof. In the fall of 2015, the Sheriff, Fire Marshal, Planning Staff, Deputy County Manager, and County Attorney met to discuss the issues created by large scale pyrotechnics displays and solutions for those issues. Among the proposed solutions was the creation of a permitting process and notice requirements both for the permit issuer and for the applicant.

As written the ordinance delegates to the Fire Marshal the authority granted the County in North Carolina General Statute 14-413 regarding public exhibitions of pyrotechnics. The ordinance requires the Fire Marshal to notify the Sheriff and County Manager when applications for pyrotechnics displays are received. It also requires the applicant for a display permit to notify surrounding property owners at least ten days prior to the display. The ordinance authorizes the establishment of fees in the Board of Commissioners' Approved Fee Schedule for pyrotechnics display permits, and penalizes violations of the requirements of the ordinance. The ordinance does not impact private use of pyrotechnics.

Chapter 33 of the North Carolina Fire Prevention Code contains additional restrictions on the display of pyrotechnics and is applicable in Orange County. Chapter 33 may be viewed at [http://ecodes.biz/ecodes\\_support/free\\_resources/2012NorthCarolina/Fire/PDFs/Chapter%2033%20-%20Explosives%20and%20Fireworks.pdf](http://ecodes.biz/ecodes_support/free_resources/2012NorthCarolina/Fire/PDFs/Chapter%2033%20-%20Explosives%20and%20Fireworks.pdf).

**FINANCIAL IMPACT:** Indirect costs associated with ordinance enforcement.

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

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

1. Deliberate as necessary on the proposed amendments; and
2. Adopt the pyrotechnics display provisions into the Orange County Code of Ordinances, authorize the Chair to sign the attached Resolution of Adoption, and authorize the County Attorney to make any minor non-substantive changes or corrections that may be necessary prior to submission of the amendment to Municode.

**Section. 24-4.-Regulating the Display of Pyrotechnics.**

- (a) The county fire marshal is hereby granted the authority, given to the board of county commissioners by G.S. § 14-413, to issue permits for the display of pyrotechnics, explosives, and fireworks within the county. The fire marshal shall inform the county manager and Sheriff upon any such application with an informative memo, copy of said application, and a copy of the fire safety plan for any event.
- (b) No person shall engage in the display of pyrotechnics, explosives, or fireworks without first completing an application and obtaining a permit from the fire marshal thirty (30) days in advance of such display. The names and addresses of all operators must appear on the application and they must be approved by the fire marshal before any display of pyrotechnics or of any explosive or firework. The fee for a permit authorized by this Section shall be established by the Board of County Commissioners in the annual Commissioner Approved Fee Schedule.
- (c) The fire marshal shall issue the permit after all requirements of Chapter 33 of the North Carolina State Fire Prevention Code have been met, the appropriate fees paid and the applicant has posted a bond or certificate of insurance. The bond or certificate of insurance shall be in the amount of at least five hundred thousand dollars (\$500,000.00) to cover damages to real or personal property and an additional five hundred thousand dollars (\$500,000.00) to cover damages for personal injuries.
- (d) At least ten (10) days prior to any pyrotechnic, explosive, and/or fireworks event or display any applicant for a permit required by this Section shall notify the owners of all properties within a one thousand (1000) foot radius of the property on which the pyrotechnic, explosive, and/or fireworks event or display is to be conducted. Such notice shall be in writing and shall be accomplished by United States Mail, return receipt requested, and by a posting on the property on which the event or display is to occur.
- (e) Any person violating any provision of this Section shall be guilty of a misdemeanor and subject to a fine of not more than five hundred dollars (\$500.00) and/or imprisonment for not more than thirty (30) days. Violators may be subject to a civil penalty of five hundred dollars (\$500.00) per violation to be recovered in the nature of debt if not paid within (30) days.

**RESOLUTION OF AMENDMENT**

**A RESOLUTION AMENDING CHAPTER 24 OF THE ORANGE COUNTY CODE OF ORDINANCES**

Be it Resolved and Ordained by the Board of Commissioners of Orange County, North Carolina:

WHEREAS, the State of North Carolina authorizes counties to regulate the display of pyrotechnics through North Carolina General Statute 14-413; and

WHEREAS, the display of pyrotechnics is an inherently dangerous activity that can threaten the health, life, safety, and welfare of individuals in the vicinity of such display; and

WHEREAS, in order to protect the health, life, safety, and welfare of individuals engaged in the display of pyrotechnics and that of individuals located in and around areas in which pyrotechnics are displayed it is appropriate to establish regulations for the safe display of pyrotechnics and notice thereof; and

WHEREAS, the Orange County Board of Commissioners, believing it to be in the best interest of the citizens and residents of Orange County, hereby determines that Chapter 24 of the Orange County Code of Ordinances should be amended to regulate the display of pyrotechnics.

NOW THEREFORE BE IT RESOLVED AND ORDAINED, that the Code of Ordinances, Orange County, North Carolina, Chapter 24, is hereby amended by adding a section to be numbered 24-4, which section reads as shown in the attached revised ordinance to regulate the display of pyrotechnics in Orange County.

This Amendment shall become effective upon adoption.

Adopted by the Orange County Board of Commissioners this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

By:

Attest:

\_\_\_\_\_  
Earl McKee, Chair  
Orange County Board of Commissioners

\_\_\_\_\_  
Donna Baker, Clerk to the Board

[SEAL]

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

**Action Agenda**

**Item No.** 6-h

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**SUBJECT:** Boards and Commissions-Commissioner Assignments

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**DEPARTMENT:** County Commissioners

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

No

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**ATTACHMENT(S):**

Listing of BOCC - Board Assignments

**INFORMATION CONTACT:**

Clerk's Office, 245- 2130

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**PURPOSE:** To consider approving the list of boards and commissions on which members of the Board of County Commissioners have chosen to serve on.

**BACKGROUND:** County Commissioners serve on various County and County-related boards and commissions. Each year the County Commissioners indicate their desire to continue serving on a specific board or commission or their desire to make changes. This process took place at the February 9, 2016 BOCC Work Session.

**FINANCIAL IMPACT:** NONE

**RECOMMENDATION(S):** The Board will consider approving Commissioner assignments on boards and commissions as agreed upon at the February 9, 2016 BOCC Work Session and reflected in the attached listing.

<b>BOARD NAME</b>	<b>Serving 2016</b>
<b>STATUTORY</b>	
ABC Board	Chair McKee
Board of Health	Commissioner Burroughs
Board of Social Services	Chair McKee
Community Oversight Board (part of OPC Community Operations Center)	Commissioner Price
<b>INTERGOVERNMENTAL and OTHER GROUPS WITH BOCC MEMBERS</b>	
Burlington/Graham MPO Transportation Advisory Committee	Commissioner Jacobs – Member Chair McKee - Alternate
Communities in Schools	Commissioner Burroughs
Community Home Trust BOD	Commissioner Rich
Durham-Chapel Hill-Carrboro-Metropolitan Planning Organization (MPO)-Transportation Advisory Committee	Commissioner Jacobs - Member Commissioner Price - Alternate
Durham- Orange-Chapel Hill Work Group	Commissioner Rich Commissioner Jacobs
Durham Tech Board of Trustees	Commissioner Price
Family Success Alliance	Commissioner Pelissier Commissioner Rich
Fire Chief's Association of Orange County	Chair McKee
Healthy Carolinians	Commissioner Dorosin
HOME Program Review Committee	Commissioner Dorosin
Intergovernmental Parks Work Group	Commissioner Pelissier – member Commissioner Rich - Alternate
JCPC (Orange County Juvenile Crime Prevention Council)	Commissioner Price
Library Committee- Elected Officials	Commissioner Jacobs Chair McKee Commissioner Pelissier
Orange County Partnership for Young Children	Commissioner Burroughs
Small Business Loan Program	Commissioner Pelissier

Partnership to End Homelessness	Commissioner Dorosin
TJCOG	Commissioner Rich – Member Chair McKee - Alternate
Triangle Area Rural Planning Organization (TARPO) Transportation Advisory Committee	Commissioner Price –Member-Chair-Officer  Alternate-OPEN
Go Triangle Board of Trustees	Commissioner Pelissier- Secretary
Upper Neuse River Basin Association	Pam Hemminger *not to exceed one year Chair McKee Commissioner Jacobs
Workforce Development Board – Regional Partnership	Nancy Coston
Visitor's Bureau	Commissioner Rich – Member – Finance Officer
<b>BOARDS TO WHICH BOCC HAS ALREADY MADE APPOINTMENTS for 2015</b>	
<b>NACo Voting Delegate</b>	Commissioner Price
<b>NCACC Voting Delegate</b>	Commissioner Price
<b>Triangle Transit Special Tax Board</b>	Commissioner Dorosin Commissioner Burroughs
<b>LIWG ( Legislative Issues Work Group)</b>	Commissioner Burroughs and Commissioner Rich

### SHORT TERM TASK FORCES/WORKGROUPS

<b>Alternatives to Jail Assessment Work Group</b>	Commissioner Jacobs and Commissioner Pelissier
<b>Cedar Grove Advisory Board Meeting</b>	Commissioner Jacobs and Commissioner Price
<b>Strategic Communications Work Group</b>	In Maintenance
<b>Solid Waste</b>	Commissioner

<b>Advisory Group (SWAG)</b>	Jacobs and Commissioner Rich
<b>Space Study Work Group</b>	In Maintenance

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

**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT  
Meeting Date: February 16, 2016**

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

**SUBJECT:** Amendment to the Orange County Code of Ordinances – Regulating the Discharge of Firearms

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**DEPARTMENT:** County Attorney

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

N

**ATTACHMENT(S):**

1. Draft Ordinance
2. Adoption Resolution
3. Email from the Sheriff's Legal Advisor

**INFORMATION CONTACT:**

John Roberts, (919) 245-2318

**PURPOSE:** To consider the adoption of rules regulating the discharge of firearms in Orange County.

**BACKGROUND:** This item was presented in similar form at the January 21, 2016 meeting by Orange County Planning Staff as an amendment to the Orange County Code of Technical Ordinances ("UDO") recommended by the Planning Board.

The proposed amendments establish new regulations governing the discharge of firearms on private property. At the January 21, 2016 meeting the Board of County Commissioners determined the regulation of the discharge of firearms was more appropriately regulated through Orange County's police power and its General Ordinances rather than through the UDO. The Board of County Commissioners, after receiving the Planning Board's recommendation and discussing the item, instructed the County Attorney to bring the Planning Board's recommended language back for consideration at the February 16, 2016 regular meeting.

Among other things the recommended ordinance restricts the discharge of firearms to 10:00 a.m. to 6:00 p.m. daily, prohibits the discharge of firearms within designated distances of property lines and dwelling structures, requires discharged projectiles to remain on the property upon which they are discharged, and requires most firearms discharges to be directed into a projectile-proof backstop. The ordinance will not impact or regulate hunting activities.

For additional information refer to the January 21, 2016 agenda item at <http://server3.co.orange.nc.us:8088/weblink8/0/doc/40308/Page1.aspx>.

**FINANCIAL IMPACT:** Indirect costs associated with ordinance enforcement.

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

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

1. Deliberate as necessary on the proposed amendments; and

2. Adopt the firearms discharge provisions into the Orange County Code of Ordinances, authorize the Chair to sign the attached Resolution of Adoption, and authorize the County Attorney to make any minor non-substantive changes or corrections that may be necessary prior to submission of the amendment to Municode.

**Section. 24-3.-Regulating the Discharge of Firearms.**

(a) This Section is enacted pursuant to the authority of N.C.G.S. 153A-129. This Section shall be interpreted in accordance with any sections of the North Carolina General Statutes which, by their terms, limit the authority of the County to regulate the discharge of firearms.

(b) Firearm as defined herein shall mean any handgun, shotgun, or rifle which expels a projectile by the ignition of gunpowder or by other explosive reaction.

(c) It is unlawful for any person to discharge a firearm outdoors:

- (1) Within three hundred (300) feet of all property lines of the property on which the firearm is discharged; or
- (2) Within three hundred (300) feet of all rights of way or access easements; or
- (3) Within one thousand (1000) feet of any structure external to the property on which the firearm is discharged; or
- (4) Unless such discharge is directed into a projectile-proof backstop constructed of concrete, steel, earth, wood, or combination thereof a minimum of fifteen (15) feet in height and thirty (30) feet in depth; or
- (5) Using any explosive shell, target, or similar materials; or
- (6) At any hour of the day other than between the hours of 10:00 a.m. and 6:00 p.m.; or
- (7) Carelessly or heedlessly in wanton disregard for the safety of others; or
- (8) Without due caution or circumspection and in a manner so as to endanger any person or property and resulting in the unlawful property damage or bodily injury of another; or
- (9) On the property of another without their permission; or
- (10) In any manner which causes the projectile to leave the property on which it is discharged.

(d) It is unlawful for any person to discharge a firearm indoors:

- (1) Within one hundred (100) feet of all property lines of the property on which the firearm is discharged; or
- (2) Within one hundred (100) feet of all rights of way or access easements; or
- (3) In any manner which causes the discharged projectile to leave the structure; or
- (4) Carelessly or heedlessly in wanton disregard for the safety of others; or
- (5) Without due caution or circumspection and in a manner so as to endanger any person or property and resulting in the unlawful property damage or bodily injury of another.

(e) Prior to engaging in any firearms discharge on any parcel of property the owner of the property shall cause to be erected warning signs indicating that firearms discharge is occurring on the property at one hundred (100) foot intervals around the perimeter of the property in accordance with Section 6.12.5 of the Orange County Code of Technical Ordinances.

(f) A Type B land use buffer, as detailed within Section 6.8 of the Orange County Code of Technical Ordinances, shall be required around the perimeter of the portion of property where outdoor target shooting activities, including skeet shooting, occurs.

(g) Nothing in this section shall be construed as prohibiting discharge of a firearm when used:

- (1) In lawful defense of person or property; or
- (2) To lawfully take birds or animals where authorized by the North Carolina General Statutes and other applicable laws; or
- (3) Pursuant to lawful directions of law enforcement officers; or
- (4) By law enforcement officers acting in the line of duty or during official law enforcement related training; or
- (5) By members of the armed forces acting in the line of duty; or
- (6) At permitted historical, ceremonial, or commemoration functions held for such purpose provided that in no event shall live ammunition be used or discharged; or
- (7) At school sanctioned instructional or recreational activities intended to further the use of safe firearms practices; or
- (8) The use of fireworks; or
- (9) To engage in target shooting activities two (2) or fewer days per month.

(h) Any person violating any provision of this Section shall be guilty of a misdemeanor and subject to a fine of not more than five hundred dollars (\$500.00) and/or imprisonment for not more than thirty (30) days. Violators may be subject to a civil penalty of five hundred dollars (\$500.00) per violation to be recovered in the nature of debt if not paid within (30) days.

**RESOLUTION OF AMENDMENT**

**A RESOLUTION AMENDING CHAPTER 24 OF THE ORANGE COUNTY CODE OF ORDINANCES**

Be it Resolved and Ordained by the Board of Commissioners of Orange County, North Carolina:

WHEREAS, the State of North Carolina authorizes counties to regulate the discharge of firearms through North Carolina General Statute 153A-129; and

WHEREAS, the discharge of firearms is an inherently dangerous activity that can threaten the health, life, safety, and welfare of individuals in the vicinity of such discharge; and

WHEREAS, in order to protect the health, life, safety, and welfare of individuals engaged in the discharge of firearms and that of individuals located in and around areas in which firearms are discharged it is appropriate to establish regulations for the safe discharge of firearms; and

WHEREAS, the Orange County Board of Commissioners, believing it to be in the best interest of the citizens and residents of Orange County, hereby determines that Chapter 24 of the Orange County Code of Ordinances should be amended to regulate the discharge of firearms.

NOW THEREFORE BE IT RESOLVED AND ORDAINED, that the Code of Ordinances, Orange County, North Carolina, Chapter 24, is hereby amended by adding a section to be numbered 24-3, which section reads as shown in the attached revised ordinance to regulate the discharge of firearms in Orange County.

This Amendment shall become effective upon adoption.

Adopted by the Orange County Board of Commissioners this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

By:

Attest:

\_\_\_\_\_  
Earl McKee, Chair  
Orange County Board of Commissioners

\_\_\_\_\_  
Donna Baker, Clerk to the Board

[SEAL]

## Attachment 3

**From:** Jennifer Galassi  
**Sent:** Monday, February 01, 2016 12:13 PM  
**To:** John Roberts; Sheriff Charles Blackwood  
**Cc:** Earl McKee  
**Subject:** RE: February 16 BOCC

Good morning, John.

After reviewing the proposed Firearms Discharge Ordinance with the Sheriff, here are his comments.

(c)(4)- The backstop specifications seem excessive. Instead, language to this effect is preferred:

Unless such discharge is directed into a projectile-proof backstop to be constructed in such a way as to reasonably prevent fired rounds from passing through, over, or around said backstop.

(c)(6)- Discharge of a firearm should extend beyond 10:00 a.m. to 6:00 p.m. The Sheriff would like the Board to consider 7:00 a.m. to 11:00 p.m.

(e) and (f)- As proposed, the posting and buffer requirements create a significant financial cost to County residents in order to comply with the Ordinance. Failure to do so, would require deputies to levy criminal charges for violation of the UDO.

Thanks,  
Jenny

Jennifer Galassi | Legal Advisor to the Sheriff  
106 E. Margaret Lane | Hillsborough, North Carolina | 27278  
919.245.2952 (o) | 919.732.6403 (f) | [jgalassi@orangecountync.gov](mailto:jgalassi@orangecountync.gov)

**OFFICE OF THE ORANGE COUNTY SHERIFF**



**Sheriff Charles S. Blackwood**

E-mail correspondence to and from this address may be subject to the provisions of North Carolina General Statute § 132-1, the North Carolina Public Records Laws, and if so, may be disclosed.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT  
Meeting Date: February 16, 2016**

**Action Agenda  
Item No. 8-a**

**SUBJECT:** Orange County Bus and Rail Investment Plan Annual Report

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**DEPARTMENT:** Planning and Inspections

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

No

**ATTACHMENT(S):**

1. Memo from GoTriangle with Annual Report

**INFORMATION CONTACT:**

Bonnie Hammersley, Orange County Manager, 919-245-2300  
Jeff Mann, GoTriangle General Manager, 919-485-7424

---

**PURPOSE:** To receive GoTriangle's annual report on the Orange County Bus and Rail Investment Plan (OCBRIP) and provide feedback.

**BACKGROUND:** The OCBRIP was approved by the BOCC in June 2012. The OCBRIP provides local and regional transit opportunities including expanded bus service and proposed light rail. Voters in November 2012 approved a one-half cent sales tax to fund the local portion of the Plan and collection of the sales tax began on April 1, 2013.

This is the third annual report that GoTriangle (Triangle Transit/TTA) has provided to the Board, the last taking place at the Board's March 19, 2015 work session.

Attachment 1 is a memo from Jeff Mann, General Manager of GoTriangle, which introduces its annual report. Although the memo is dated December 14, 2015, the accompanying report has been updated more recently to address comments provided by Orange Public Transportation and Orange County Planning Staff.

Additional background documents such as the adopted OCBRIP and Interlocal Implementation Agreement (October 24, 2012) can be found via the following link, listed under Transportation Documents:

[http://www.orangecountync.gov/departments/planning\\_and\\_inspections/transportation\\_planning.php](http://www.orangecountync.gov/departments/planning_and_inspections/transportation_planning.php)

**NEXT STEPS:**

Consistent with the Interlocal Implementation Agreement, next steps are to include the development of appropriate benchmarks and timeline to evaluate progress in gaining federal and state financial support for the LRT project in the Plan and to incorporate these benchmarks and timeline into the OCBRIP. This is to be done in a manner that coordinates with the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization's preparation of a new Metropolitan Transportation Plan.

**FINANCIAL IMPACT:** There is no financial impact associated with receiving the annual report. The OCBRIP serves as the financial plan for expending:

- Half-cent transit sales tax revenues;

- \$7 County vehicle registration fees;
- \$3 regional/GoTriangle vehicle registration fees; and
- Existing regional/GoTriangle rental car tax revenues.

**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goals are applicable to this agenda item: Public Transportation provides opportunity for access to jobs and services to many individuals.

- **GOAL: FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND INEQUITY**

The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status.

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**

The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

- **GOAL: CREATE A SAFE COMMUNITY**

The reduction of risks from vehicle/traffic accidents, childhood and senior injuries, gang activity, substance abuse and domestic violence.

Implementation of the OCBRIP results in positive outcomes related to the above goals.

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

1. Receive the report; and
2. Provide feedback as appropriate.



Connecting all points of the Triangle

December 14, 2015

Mrs. Bonnie Hammersley, Manager  
Orange County  
Link Government Services Center  
200 South Cameron Street  
Hillsborough, North Carolina 27278

Via Email

Dear Mrs. Hammersley,

GoTriangle is pleased to provide you the attached draft of the FY 2015 Orange Bus and Rail Investment Plan, covering the period July 1, 2014 through June 30, 2015.

This third report adds a map of services that have been added since we began implementing the Plan.

The annual report is usually transmitted to you in November, but delays in receiving financial information from the NCDOT and DMV did not allow us to complete the report sooner.

Please review the draft report with your staff and let us know of any edits or corrections that may be needed by January 4, 2016.

My staff and our Board are pleased to work with you to give the citizens of Orange County the improved transit services they have voted to support.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeff Mann".

Jeff Mann  
General Manager



Orange County Bus and Rail Investment Progress Report  
Fiscal Year 2015  
July 1, 2014 – June 30, 2015

### Background

In 2012, voters approved a local sales tax to support funding for the Orange County Bus and Rail Investment Plan (Transit Plan). The tax levy went into effect in April 2013.

This third annual progress report prepared by GoTriangle highlights the goals, accomplishments, projects and finances of the Transit Plan from July 1, 2014 to June 30, 2015.

### Goals

The long range goals of the Transit Plan are to:

- Improve overall mobility and transportation options in the region
- Provide geographic equity
- Support improved capital facilities
- Support transit supportive land use
- Provide positive impact on air quality

### Accomplishments

During the year, the following service enhancements were funded with transit tax dollars:

- Chapel Hill Transit expanded peak period and mid-day service on Routes A, D, J and NS
- Chapel Hill Transit expanded Saturday hours on the FG and D Routes
- New GoTriangle commuter express service (Route ODX) from Mebane, Efland, and Hillsborough to Duke and VA Medical Centers and downtown Durham
- Later Saturday evening and Sunday service on GoTriangle routes connecting Durham, Chapel Hill and RTP (Routes 400, 700, and 800), also with Route 100 to RDU Airport and Raleigh (Route 100 is funded by a separate source, not Orange County funds)

*Appendix A shows accomplishments since the Transit Plan's adoption.*

### Chapel Hill North-South Bus Project

Chapel Hill Transit is conducting the North South Corridor Study along Martin Luther King Jr. Boulevard – South Columbia – US 15-501 South Corridor. The study is funded by a federal grant which is not part of the Transit Plan. The Transit Plan does include a 25% local match (\$24.5 million) set aside for capital improvements, if this project moves to construction in the future.

The North-South Corridor Study (NSCS) represents a significant step towards achieving the goals established by the Chapel Hill 2020 Comprehensive Plan which calls for improved transit service within the corridor. It is the first step in the federal process that helps determine viability of potential transit investment within the corridor.

Following a multi-phased alternatives and development and evaluation process, supported by public engagement initiatives, a total of six (6) Bus Rapid Transit (BRT) alternatives will be presented to the public at a series of open houses in early January 2016. More information about the study is available on the project website: [www.nscsstudy.org](http://www.nscsstudy.org).

#### Hillsborough Train Station

Planning on the Hillsborough Train Station is being led by the NCDOT Rail Division. Construction funding for the Hillsborough Train Station is scheduled to be available in FY 2019 and FY 2020, with \$3.6 million per year provided by the N.C. Department of Transportation and GoTriangle.

The station will be served by two Amtrak passenger train routes that already pass through Hillsborough – the Carolinian, which travels between Charlotte and New York twice daily, and the Piedmont, which makes travels between Charlotte and Raleigh four times daily

#### Durham-Orange Light Rail Transit Project

During the year, GoTriangle continued work on the proposed 17-mile Durham-Orange Light Rail Transit Project. The proposed light rail line will run from Chapel Hill to East Durham, serve UNC Hospitals and UNC, the Friday Center, Patterson Place, Duke University, Duke University Medical Center, the VA Medical Center, downtown Durham, and East Durham.

Environmental work underway will lead to a Draft Environmental Impact Statement in the fall of 2015 (FY16) and a Final Environmental Impact Statement/Record of Decision in early calendar year 2016.

The Draft Environmental Impact Statement on the Project shows a cost range between \$1.4B and \$1.6B. The Orange voter-approved one-half cent sales tax will help fund the 25% local share of the D-O LRT Project.

#### Financials

The FY15 revenues and expenses for the Orange Bus and Rail Investment Plan are shown below. The revenues to fund the Transit Plan include a voter-approved one-half cent sales tax, a seven dollar county vehicle registration fee, a three dollar regional registration fee and a portion of the five percent regional vehicle rental tax. Expenditures include light rail project development, bus services and administration.

<u>FY 2015 Revenues***</u>	<u>FY 2015**</u>
Orange voter-approved one-half cent sales tax:	\$ 6,189,162
\$7 vehicle registration fee:	\$ 760,711
\$3 vehicle registration fee:	\$ 238,368
5% vehicle rental tax:	\$ <u>501,185</u>
Total	\$ 7,689,426

<u>FY2015 Expenses</u>	<u>FY 2015**</u>
Light Rail Development	\$ 3,322,213
Bus Services*	\$ 1,379,291
Administration	\$ 46,657
Total	\$ 4,748,161

*\*Funding for bus services is allocated 64% to Chapel Hill Transit, 24% to GoTriangle, and 12% to Orange Public Transportation.*

*FY15 revenue shown excludes interest income and investment earnings of \$51,937.*

*FY15 ending reserves total \$9,171,186; (FY14 \$6,125,406; FY13 \$1,112,228). The reserves will be used for services and capital projects defined in the Next Steps section of this report.*

*\*\*More financial information by year can be found in Appendix B.*

*\*\*\*Issues surrounding state funding can be found in Appendix C.*

#### Deciding on New Services

GoTriangle, the Town of Chapel Hill and Orange County have agreed that, in the third quarter of each fiscal year, an estimate of funds available for bus service operation and capital expenses during the next fiscal year will be provided by GoTriangle. Each administration will recommend a spending program on services and project for the upcoming year to be approved by the GoTriangle Board of Trustees by June 30<sup>th</sup> of each calendar year.

In June 2014, FY15 services were approved. See Appendix D for more information.

#### Service Evaluation

New services added during a fiscal year will be evaluated at least annually by the partners as part of a review of ridership and performance.

#### Next Steps

The following services will be implemented in the upcoming fiscal year (FY16: July 2015-June 2016):

- In August 2015, Orange County through Orange Public Transportation will implement an increase in the midday service frequency of the Hillsborough-Chapel Hill Shuttle and extended the route to Cedar Grove, north of Hillsborough.
- Orange County through Orange Public Transportation will implement three new services:
  - Orange-Alamance Connector with midday service between Mebane and Hillsborough
  - Efland-Hillsborough Commuter Loop with peak period service between Efland and Hillsborough

- Zoned deviated fixed routes serving three rural county areas midday, two days per week per zone
- Chapel Hill Transit will expand service during peak periods and evenings on the HS route
- Any new potential services for Chapel Hill Transit will be identified as part of annual budget development in coordination with Chapel Hill Transit's Public Transit Committee
- GoTriangle will add trips to the Chapel Hill-Raleigh Express

The following capital projects will move forward in the upcoming fiscal year (FY16):

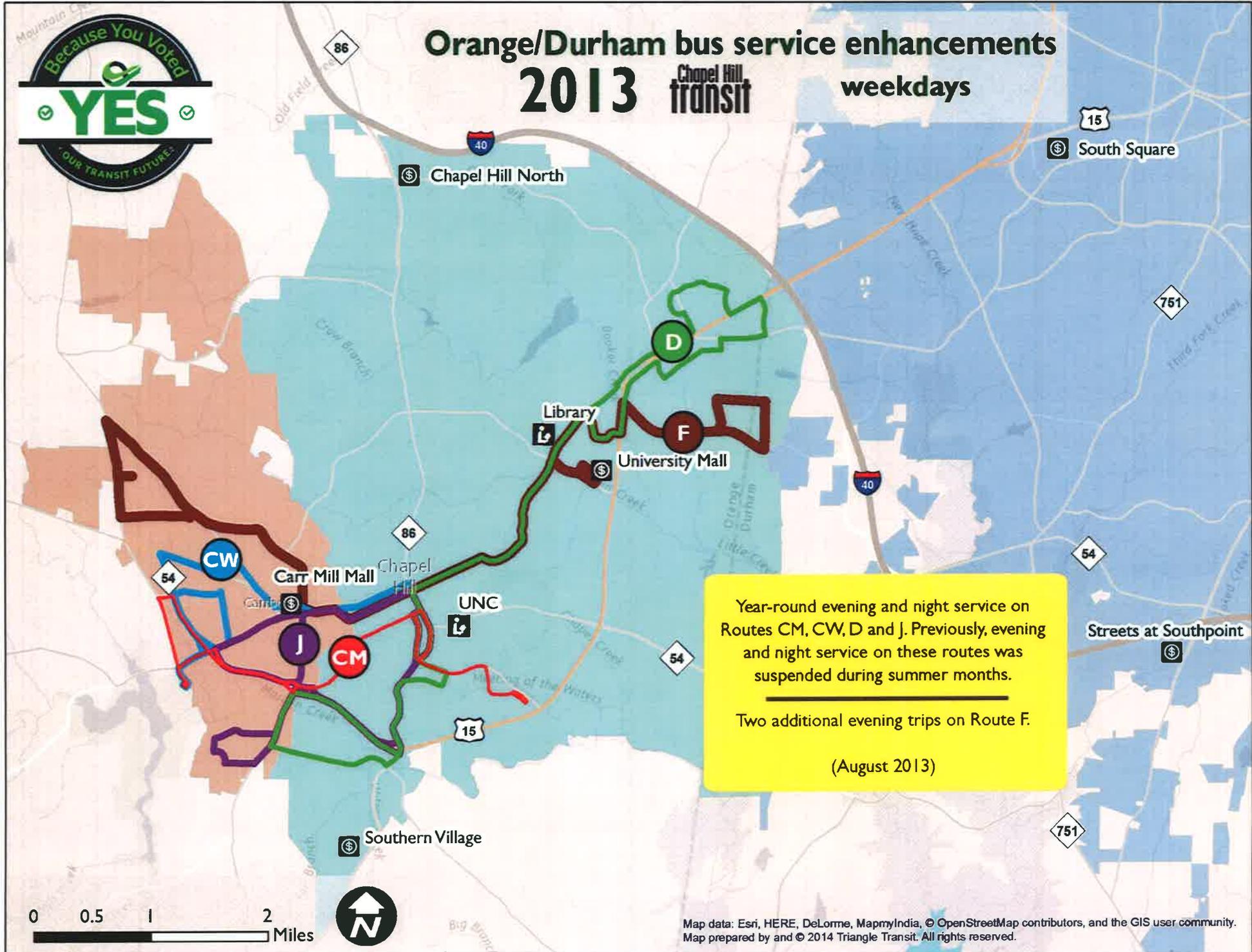
- Vehicle purchases by all three agencies
- Feasibility analysis and design of a park-and-ride lot in Hillsborough
- Feasibility and design of bus stop improvements at Manning Drive at UNC Hospital

## Appendix A

Appendix A shows annual Bus Service improvements in the Western Tax District comprising Durham and Orange counties.



# Orange/Durham bus service enhancements 2013 Chapel Hill transit weekdays



Year-round evening and night service on Routes CM, CW, D and J. Previously, evening and night service on these routes was suspended during summer months.

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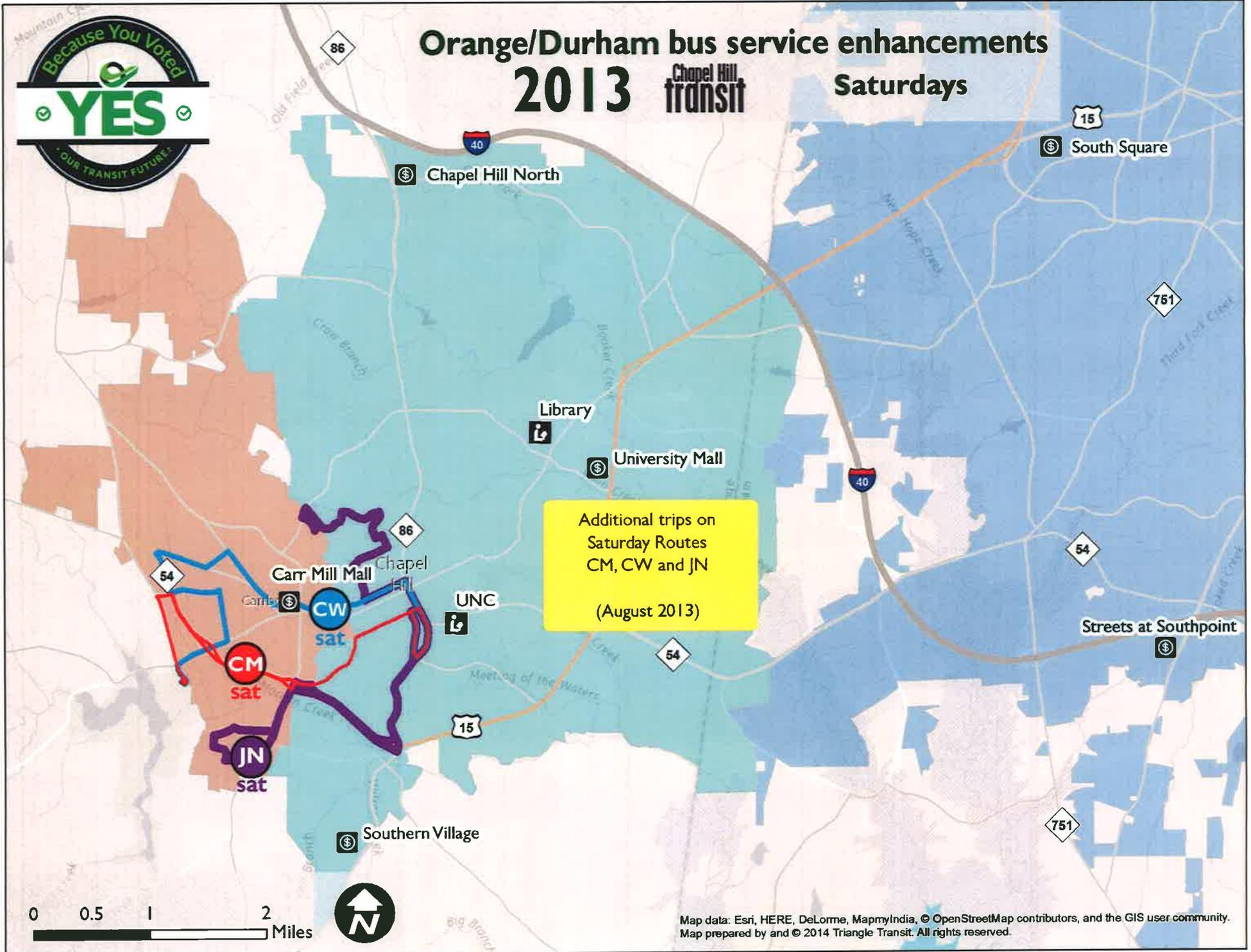
Two additional evening trips on Route F.

(August 2013)

Map data: Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community. Map prepared by and © 2014 Triangle Transit. All rights reserved.



# Orange/Durham bus service enhancements 2013 **Chapel Hill transit** Saturdays



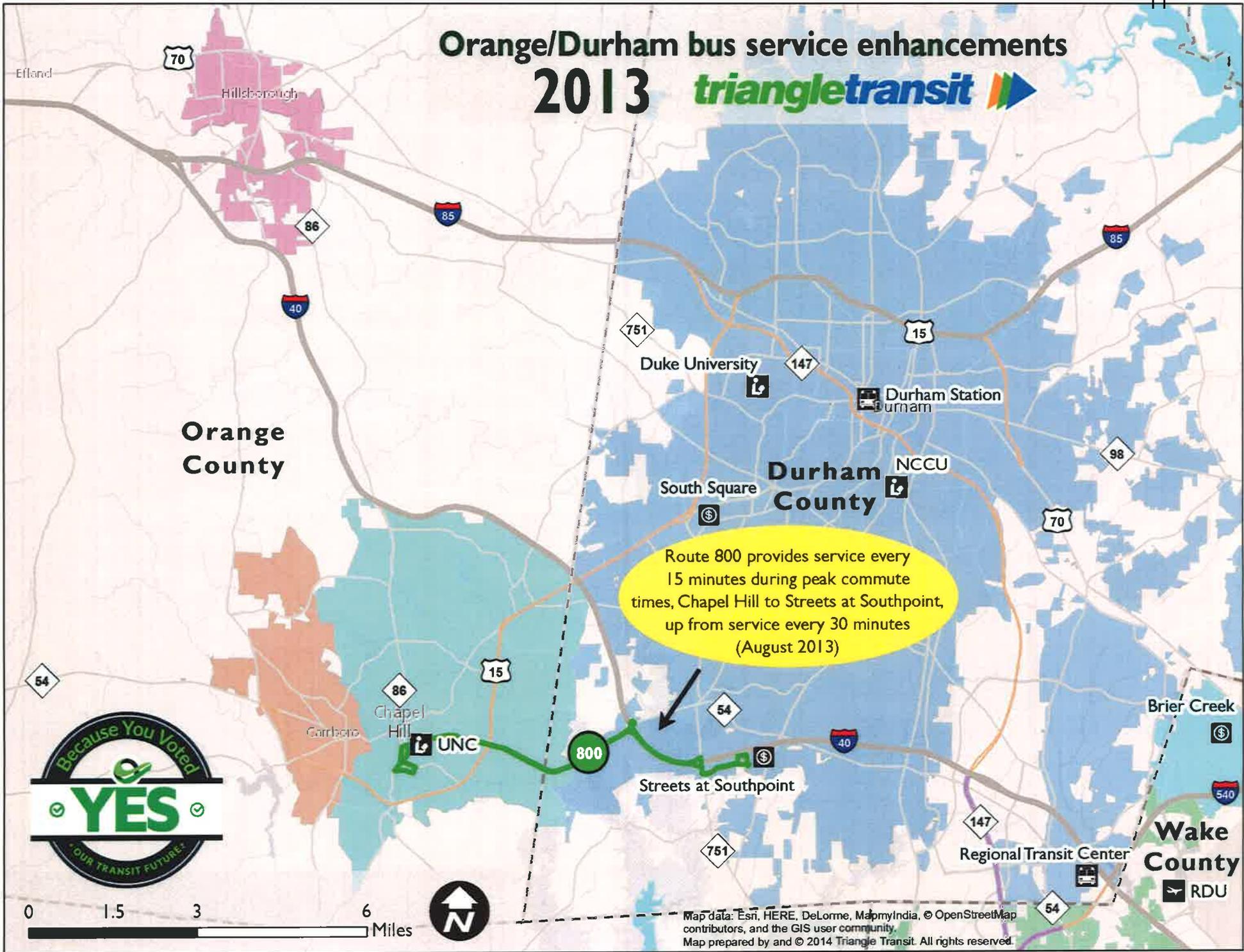
Additional trips on Saturday Routes CM, CW and JN (August 2013)

0 0.5 1 2 Miles

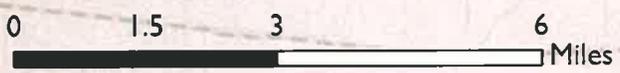


Map data: Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community. Map prepared by and © 2014 Triangle Transit. All rights reserved.

# Orange/Durham bus service enhancements 2013



Route 800 provides service every 15 minutes during peak commute times, Chapel Hill to Streets at Southpoint, up from service every 30 minutes (August 2013)



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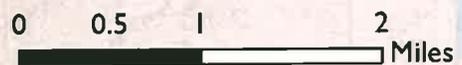
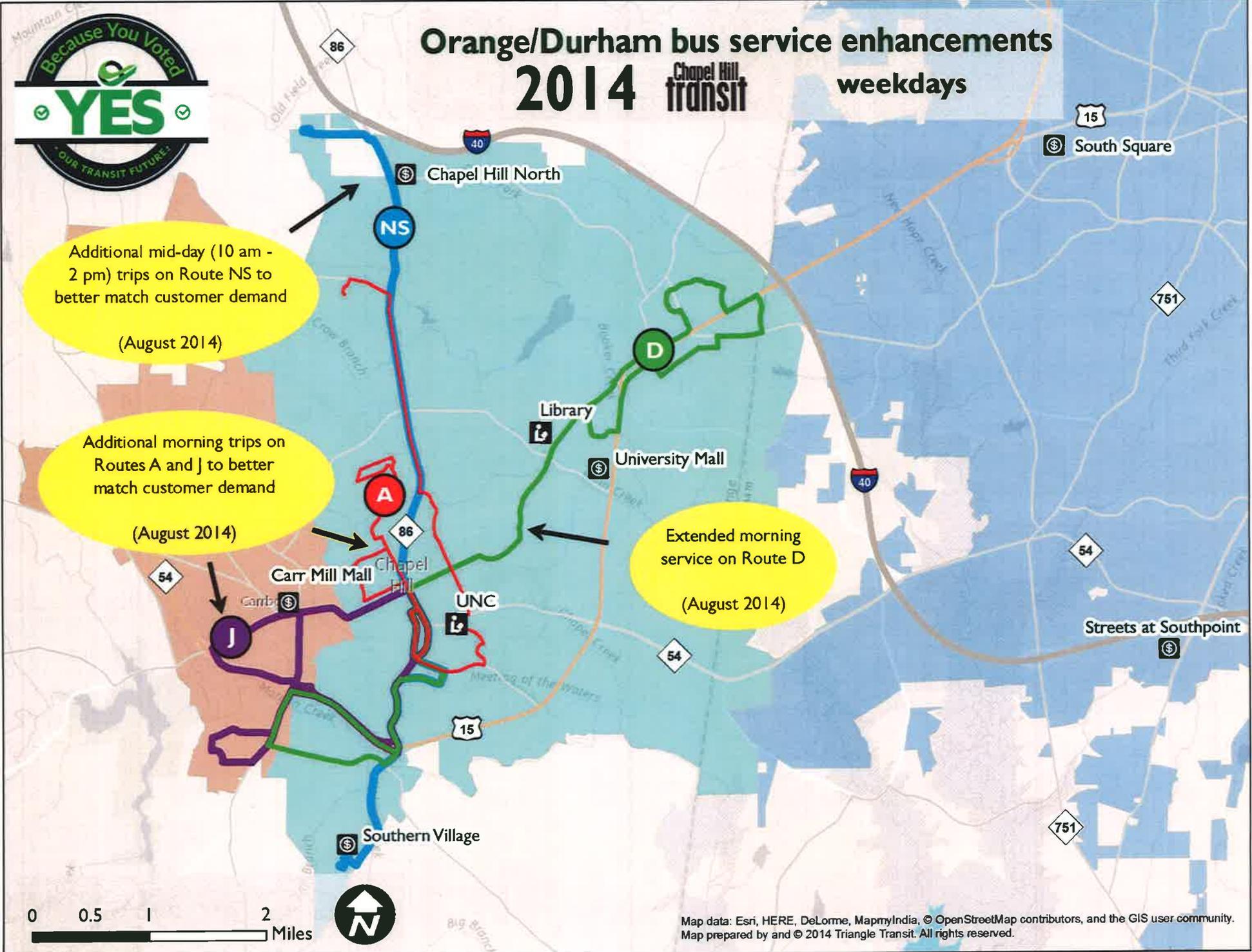


# Orange/Durham bus service enhancements 2014 Chapel Hill transit weekdays

Additional mid-day (10 am - 2 pm) trips on Route NS to better match customer demand  
(August 2014)

Additional morning trips on Routes A and J to better match customer demand  
(August 2014)

Extended morning service on Route D  
(August 2014)



Map data: Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community. Map prepared by and © 2014 Triangle Transit. All rights reserved.



# Orange/Durham bus service enhancements 2014 Chapel Hill transit Saturdays

Additional afternoon trips on Saturday Routes D and FG (August 2014)

Chapel Hill North

South Square

Library  
University Mall

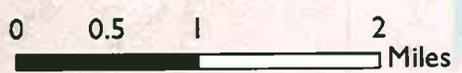
Carr Mill Mall  
Chapel Hill  
UNC

Streets at Southpoint

Southern Village

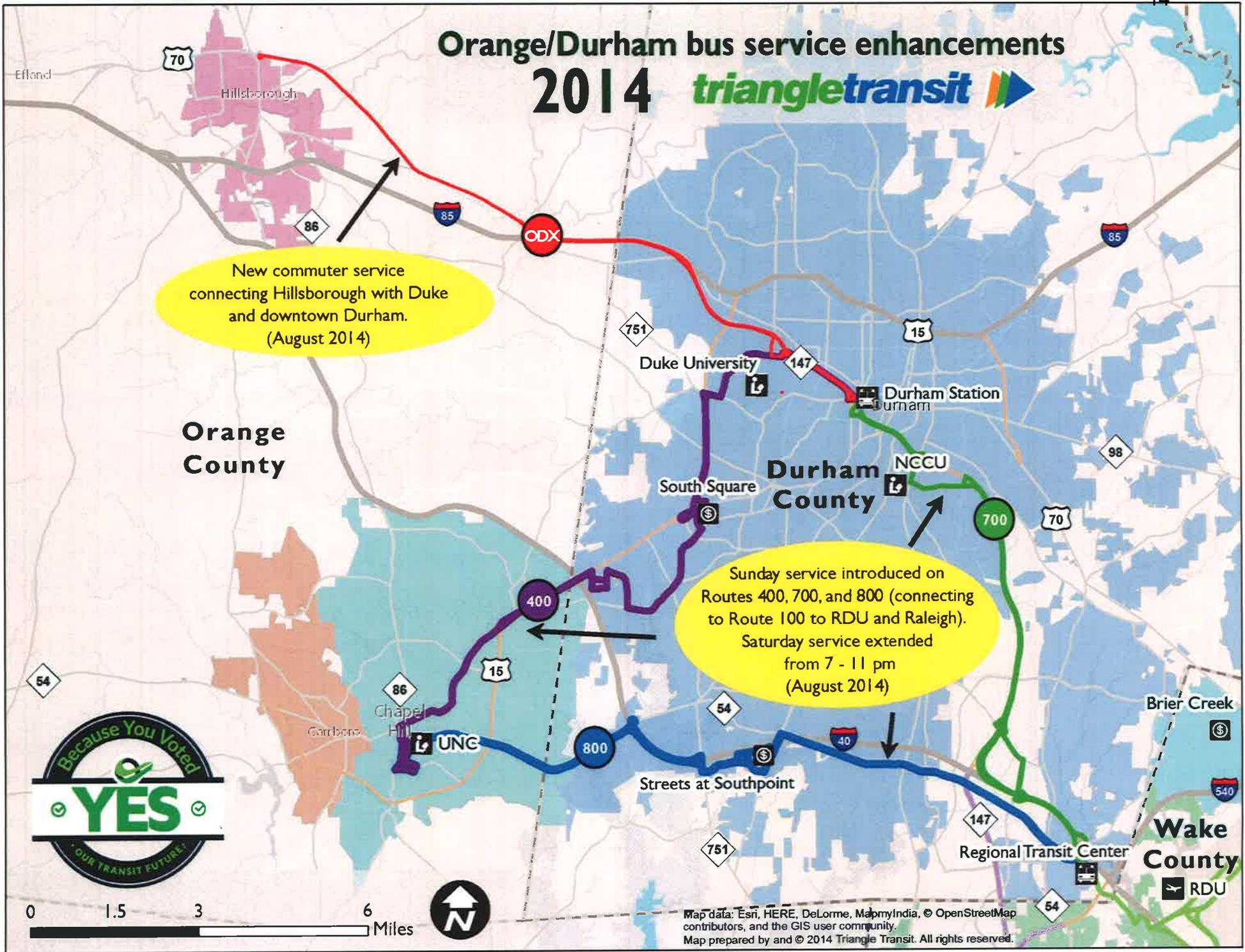
D sat

FG sat



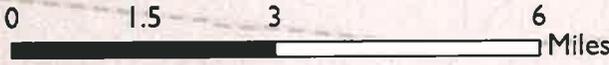
Map data: Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community. Map prepared by and © 2014 Triangle Transit. All rights reserved.

# Orange/Durham bus service enhancements 2014 *triangletransit*



New commuter service connecting Hillsborough with Duke and downtown Durham. (August 2014)

Sunday service introduced on Routes 400, 700, and 800 (connecting to Route 100 to RDU and Raleigh). Saturday service extended from 7 - 11 pm (August 2014)

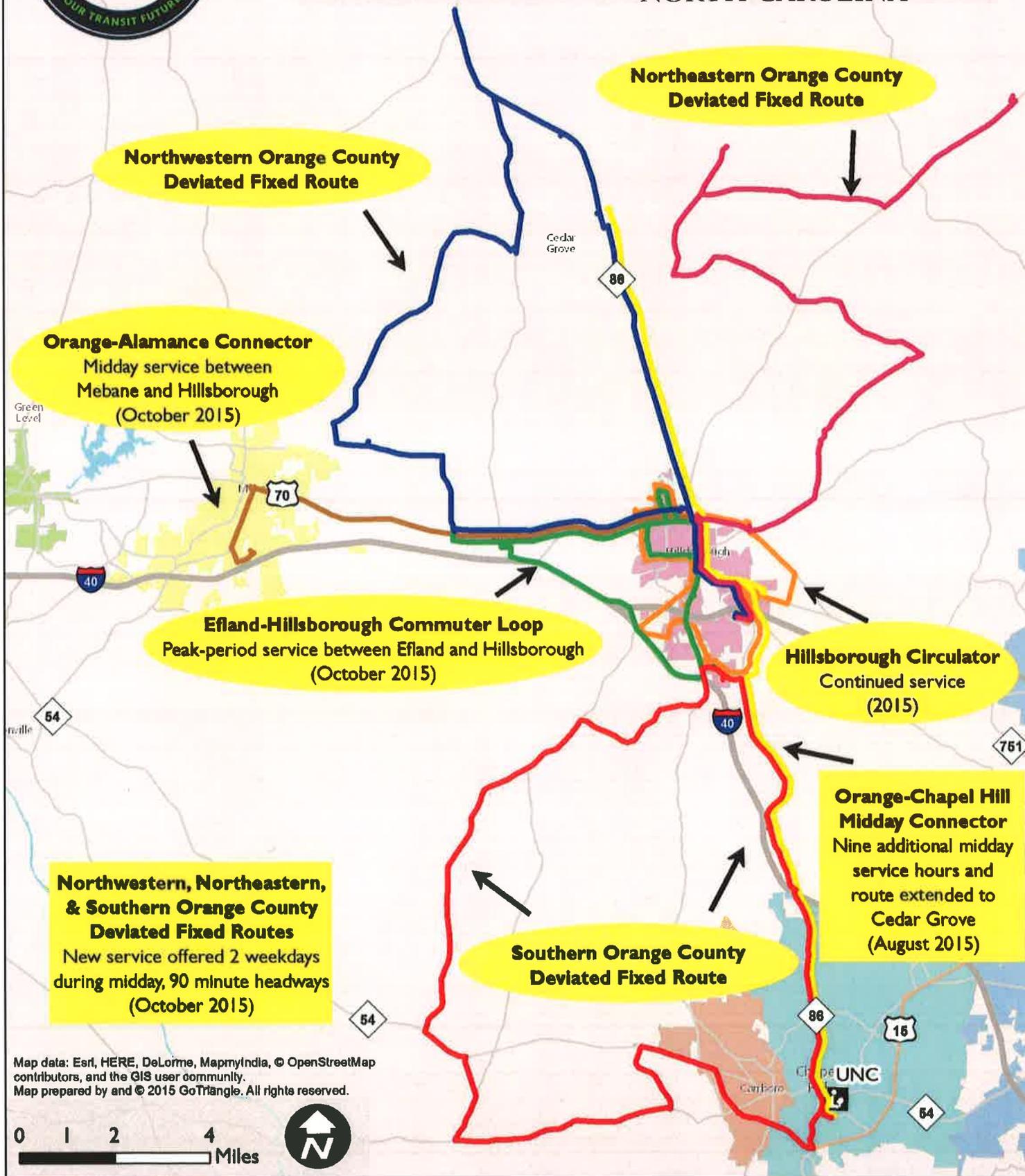


Map data: Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community. Map prepared by and © 2014 Triangle Transit. All rights reserved.

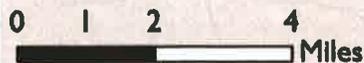


# Orange/Durham bus service enhancements 2015

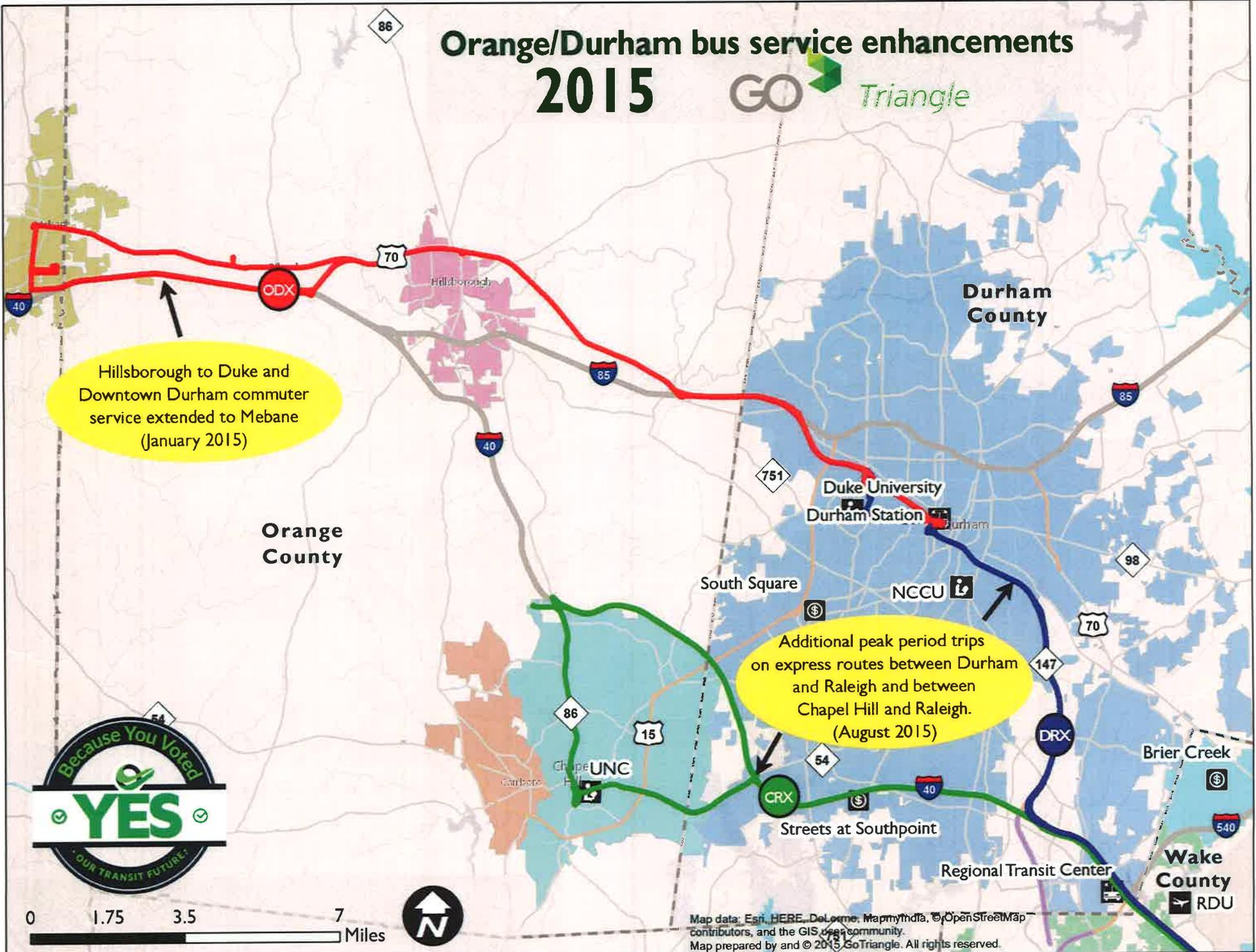
ORANGE COUNTY  
NORTH CAROLINA



Map data: Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community.  
Map prepared by and © 2015 GoTriangle. All rights reserved.



# Orange/Durham bus service enhancements 2015



Hillsborough to Duke and Downtown Durham commuter service extended to Mebane (January 2015)

Additional peak period trips on express routes between Durham and Raleigh and between Chapel Hill and Raleigh. (August 2015)



Map data: Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community.  
Map prepared by and © 2015 GoTriangle. All rights reserved.

## Appendix B

<b>Orange Co. Revenues</b>	<b>FY13</b>	<b>FY14</b>	<b>FY15</b>
.5% Sales Tax - Tax District	989,103	6,559,793	6,189,162
Vehicle Rental Tax	123,125	476,437	501,185
\$7 Vehicle Registration Fee	-	565,560	813,290
\$3 Vehicle Registration Fee Durham/Orange Tax District	-	-	238,368
<b>Total Revenues</b>	<b>1,112,228</b>	<b>7,606,341</b>	<b>7,793,941</b>
<b>Orange Co. Expenses</b>			
Administration	-	54,848	46,657
Bus Services**	-	530,100	1,379,291
Light Rail Development	-	2,008,215	3,322,213
<b>Total Expenses</b>	<b>-</b>	<b>2,593,163</b>	<b>4,748,161</b>
<b>Reserves</b>	<b>1,112,228</b>	<b>5,013,179</b>	<b>3,045,780</b>

\* Includes interest and investment

\*\* Includes GoTriangle and CHT

## Appendix C

### State Funding Cap

Funding for the Durham-Orange Light Rail Transit Project is currently budgeted as 50% federal, 25% state and 25% local. In September 2015, state lawmakers approved a \$500,000 funding cap for light rail projects in the state budget. While efforts to remove the cap were not entirely successful during the regular session, the State House passed an amendment to remove the cap and restore funding programmed for the project through the data driven Strategic Transportation Investments law. The amendment to Senate Bill 605 passed with strong support, and the bill is eligible for consideration in the short session that will convene in spring 2016.

GoTriangle remains confident that the funding cap will be addressed in the future, and are grateful for the support we have received for the project. GoTriangle believes the Durham-Orange Light Rail Transit Project provides the best transportation solution for the Durham to Chapel Hill corridor.

## Appendix D

Appendix D shows proposed service and expenditures for the Town of Chapel Hill, Orange Public Transportation and Triangle Transit (now GoTriangle) as of 5-22-14.

The budget was approved by the Triangle Transit Board of Trustees in June 2014 for FY2015.

**Chapel Hill**

**Orange County Bus and Rail Investment Plan Proposed Expenditures for FY15**

FY15 Available Bus Operating Revenue from TTA	\$1,125,300
Maximum Amount Eligible for Increased Cost of Existing Service (ICES)	\$533,500
Current FY14 Projected Cost Per Hour	
Budgeted FY15 Cost Per Hour	
Annualized Revenue Hours of Service Provided in November 2012	180,792
Increased Cost of Existing Service (ICES)	
Proposed FY15 Expenditures on Service Expansion	\$ -
Proposed FY15 Expenditures on Increased Cost of Existing Service (ICES)	
Proposed FY15 Expenditure on Existing Service above ICES	\$0.00
<b>Total Proposed FY15 Expenditures</b>	<b>\$ -</b>
Estimated Farebox Recovery Ratio	0%
Estimated Farebox Revenue	\$ -
Estimate of Other Revenues (eg., SMAP, Sec. 5307, CMAQ)	0
<b>Total Projected Revenues</b>	<b>\$ 1,125,300</b>

Descriptions of Service Expansion	Time Period	Start Date	FY15 Hours	FY15 Projected Expenses	Annualized Hours	Annualized Expenses	In County Plan?	Notes
CM, CW, D, F, & J - extension of weekday evening hours	M-F	8/12/2013		\$ -		\$0.00	Yes	
CM, CW & JN - extension of Saturday hours	Saturday	8/12/2013		\$ -		\$0.00	Yes	
New								
New								
<b>Total</b>				<b>0 \$</b>		<b>0 \$</b>		

Descriptions of Increased Cost of Existing Services (ICES)	FY13 Expenses	FY15 Projected Expenses	Difference
Increased costs in a number of areas, including insurance, utilities, fuel, etc.	\$ 18,685,436.00		#####
			\$ -
			\$ -
			\$ -
			\$ -
<b>Total</b>	<b>\$ 18,685,436.00</b>	<b>\$ -</b>	<b>#####</b>

Triangle Transit

Triangle Transit

Durham/Orange County Bus and Rail Investment Plan Proposed Expenditures for FY15	Orange Share	Durham Share	Total
FY15 Available Bus Operating Revenue from TTA	\$422,000	\$692,100	\$1,114,100
Maximum Amount Eligible for Increased Cost of Existing Service (ICES)	\$0	\$0	\$0
FY13 Cost Per Hour	\$108	\$108	\$108
Budgeted FY15 Cost Per Hour	\$117	\$117	\$117
Annualized Revenue Hours of Service Provided in November 2012			107,216
Increased Cost of Existing Service (ICES)	\$ -	\$ -	\$ -
Proposed FY15 Expenditures on Service Expansion	\$ 463,790	\$548,968	\$ 1,012,758
Proposed FY15 Expenditures on Increased Cost of Existing Service (ICES)	\$0.00	\$0.00	\$0.00
Proposed FY15 Expenditure on Existing Service above ICES	\$0.00	\$0.00	\$0.00
<b>Total Proposed FY15 Expenditures</b>	<b>\$ 463,790</b>	<b>\$ 548,968</b>	<b>\$ 1,012,758</b>
Estimated Farebox Recovery Ratio	15%	15%	15%
Estimated Farebox Revenue	\$ 69,569	\$ 82,345	\$ 178,722
Estimate of Other Revenues (eg., SMAP, Sec. 5307, CMAQ)	\$8,714	\$6,000	\$14,714
Unspent revenue from FY14	\$58,080	\$41,680	\$99,760
<b>Total Projected Revenues</b>	<b>\$ 558,363</b>	<b>\$ 822,125</b>	<b>\$ 1,407,296</b>

Descriptions of Service Expansion	Time Period	Start Date	FY15 Hours	FY15 Projected	Annualized	Annualized	In County Plan?	Notes
				Expenses	Hours	Expenses		
Chapel Hill-Regional Transit Center via Southpoint (Route 800) - peak only	M-F	8/19/2013	2,455	\$273,335	2,455	\$273,335	Yes	
Central Orange-Durham Express	M-F	8/18/2014	2,180	\$242,739	2,510	\$279,483	Yes	
Chapel Hill-Regional Transit Center via Southpoint (Route 800) - add'l Sat	Sat	8/23/2014	384	\$42,758	440	\$48,993	Yes	
Chapel Hill-Regional Transit Center via Southpoint (Route 800) - Sun	Sun	8/24/2014	1,044	\$116,247	1,206	\$134,330	Yes	
Durham-Regional Transit Center (Route 700) - add'l Sat	Sat	8/23/2014	192	\$21,379	220	\$24,497	Yes	
Durham-Regional Transit Center (Route 700) - Sun	Sun	8/24/2014	536	\$59,627	619	\$68,902	Yes	
Carrboro/Chapel Hill-Durham Express (Route 405) - add'l Sat	Sat	8/23/2014	384	\$42,758	440	\$48,993	Yes	
Carrboro/Chapel Hill-Durham Express (Route 405) - Sun	Sun	8/24/2014	1,071	\$119,254	1,238	\$137,804	Yes	
Paratransit service with additional service span - required by FTA	Sat/Sun	8/23/2014	480	\$48,180	554	\$55,547	No	Paratransit costs were not shown in either plan. Can be funded because hours for some fixed route service was overestimated in both Transit Plans.
<b>Total</b>			<b>8725</b>	<b>\$ 966,275</b>	<b>9682</b>	<b>\$ 1,071,885</b>		

Descriptions of Increased Cost of Existing Services (ICES)	FY14 Expenses	FY15 Projected	
		Expenses	Difference
ex. Fuel		\$ -	\$ -
ex. Personnel (wages, benefits)		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Orange County Public Transportation**

**Orange County Bus and Rail Investment Plan Proposed Expenditures for FY15**

FY15 Available Bus Operating Revenue from TTA	\$210,990
Maximum Amount Eligible for Increased Cost of Existing Service (ICES)	\$43,570
Current FY14 Projected Cost Per Hour	
Budgeted FY15 Cost Per Hour	
Annualized Revenue Hours of Service Provided in November 2012	
Increased Cost of Existing Service (ICES)	\$ -
Proposed FY15 Expenditures on Service Expansion	\$ -
Proposed FY15 Expenditures on Increased Cost of Existing Service (ICES)	\$0.00
Proposed FY15 Expenditure on Existing Service above ICES	
<b>Total Proposed FY14 Expenditures</b>	<b>\$ -</b>
Estimated Farebox Recovery Ratio	15%
Estimated Farebox Revenue	\$ -
Estimate of Other Revenues (eg., SMAP, Sec. 5307, CMAQ)	0
<b>Total Projected Revenues</b>	<b>\$ 210,990</b>

Descriptions of Service Expansion	Time Period	Start Date	FY15 Hours	FY15 Projected Expenses	Annualized Hours	Annualized Expenses	In County Plan?	Notes
ex. Route 5 (Durham Station to MLK Blvd via Fayetteville St)	M-Sat	9/28/2013	2533	\$ -	3377	\$0.00	Yes	
<b>Total</b>			<b>2532.75</b>	<b>\$ -</b>	<b>3377</b>	<b>\$ -</b>		

Descriptions of Increased Cost of Existing Services (ICES)	FY13 Expenses	FY15 Projected Expenses	Difference
ex. Fuel			\$ -
ex. Personnel (wages, benefits)			\$ -
			\$ -
			\$ -
			\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT  
Meeting Date: February 16, 2016**

**Action Agenda  
Item No. 8-b**

**SUBJECT:** Update from GoTriangle - Park and Ride Lot and Bus Transfer Facility

**DEPARTMENT:** Planning and Inspections

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

No

**ATTACHMENT(S):**

**INFORMATION CONTACT:**

1. GoTriangle PowerPoint Presentation

Jenny Green, GoTriangle Capital Projects Planner,  
919-485-7529

Peter Murphy, Orange Public Transportation (OPT)  
Transportation Administrator, 919-245-2002

Tom Altieri, Orange County Comprehensive Planning  
Supervisor, 919-245-2579

**PURPOSE:** To receive a report and provide feedback on staff's work planning for a park and ride lot and bus transfer facility in the Hillsborough area, including options to:

- 1) locate a park and ride lot on US 70 at New Hope Church, with a transfer facility at US 70 and Faucette Mill Road; or
- 2) locate a park and ride lot on US 70 at Faucette Mill Road, with a transfer facility; or
- 3) conduct a more extensive site selection process.

**BACKGROUND:** The Orange County Bus and Rail Investment Plan (OCBRIP) was approved by the BOCC in June 2012. The need for expanded bus services in and through Hillsborough, as well as new park and ride lot on the north side of Hillsborough, were among the many public transit improvements identified in the Plan. GoTriangle immediately began planning for both short-term and long-term park and ride solutions. The short-term solution was found and located at the North Hills Shopping Center (formerly Maxway site) and was made available through a lease agreement. This enabled GoTriangle to begin its new Orange County-Durham Express (Route ODX) in August 2014 and later expand service to Mebane and Efland.

Subsequently, in October 2014, the BOCC approved the Central and Rural Orange Five-Year Bus Service Expansion Program for Orange Public Transportation (OPT), which provided the implementation specifics for its new bus routes. In August 2015, OPT expanded its bus services adding additional midday hours to the Orange-Chapel Hill Connector and extending the route to serve Cedar Grove. New services delivered, as well as those planned through the Bus Services Expansion Program, were structured around the North Hills Shopping Center as the location for park and ride. The shopping center has since sold, ending the lease agreement, and park and ride needs in Hillsborough are now being met exclusively through the lot at the Durham Tech Orange County Campus. This change has accelerated the search for a long-term park and ride facility on the north side of Hillsborough.

Park and Ride Lot Specifications

The park and ride is intended to serve two commuter routes: Route ODX to Durham and Route 420 to Chapel Hill. To plan for current and future demand, GoTriangle is planning to build a park

and ride facility with 100 parking spaces. GoTriangle has had positive conversations with a church located along US 70 to the east of NC 86 about using its parking lot as a Park-and-Ride, but no agreements have been made.

### Bus Transfer Facility Specifications

A transfer facility is a bus stop or facility located where multiple routes converge. Customers can change from one bus to another, buses can dwell out of traffic and improved passenger amenities are installed. Town of Hillsborough staff has suggested locations along US 70 to the west of NC 86 as possible locations for a transfer facility given the proximity to neighborhoods and commercial centers.

There is not a parcel or combination of undeveloped parcels to the west of NC 86 that is both walkable to the neighborhoods and sufficiently sized for a park and ride. GoTriangle recommends pursuing an option in which the park and ride is located separate from the transfer facility. However, the Route ODX and Route 420 would still be able to provide access to the community by stopping at the transfer facility.

GoTriangle staff will present the recommendation and alternative scenarios with the BOCC for comment.

BOCC Feedback- Staff is seeking any initial feedback that the BOCC may have on planning for a park and ride lot and bus transfer facility in the Hillsborough area. This report is in preparation for the upcoming joint meeting with the Town of Hillsborough on February 25 when the Boards have the opportunity to discuss together. GoTriangle also provided a similar preparatory report to the Town's Board on February 8th.

**FINANCIAL IMPACT:** This item does not have an immediate financial impact. Any future costs for a transfer facility and/or park and ride lot will be funded primarily through the 1/2% public transportation sales tax and to a much lesser extent, federal funds administered through the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization. Costs will vary depending upon the site selected and associated amenities.

**SOCIAL JUSTICE IMPACT:** The following Orange County Social Justice Goals are applicable to this agenda item: Public Transportation provides opportunity for access to jobs and services to many individuals.

- **GOAL: FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND INEQUITY**  
The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status.
- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**  
The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.
- **GOAL: CREATE A SAFE COMMUNITY**

The reduction of risks from vehicle/traffic accidents, childhood and senior injuries, gang activity, substance abuse and domestic violence.

Developing a transfer facility and/or park and ride lot on the northern side of Hillsborough results in positive outcomes related to the above goals.

**RECOMMENDATION(S):** The Manager recommends the Board provide any initial feedback on staff's work planning for a park and ride lot and bus transfer facility in the Hillsborough area, including options to:

- 1) locate a park and ride lot on US 70 at New Hope Church, with a transfer facility at US 70 and Faucette Mill Road; or
- 2) locate a park and ride lot on US 70 at Faucette Mill Road, with a transfer facility; or
- 3) conduct a more extensive site selection process.



# Hillsborough Park-and-Ride

*Town of Hillsborough  
Board of Commissioners  
February 8, 2016*

*Orange County  
Board of County Commissioners  
February 16, 2016*

# Purpose

- To report on activities in identifying a Park-and-Ride in North Hillsborough
- Receive feedback from board members
- Prepare board members for Joint meeting on February 25

# Background

- Orange County Bus and Rail Investment Plan (2012)
- 5-Year Bus Program (2014)
- Orange-Durham Express (ODX) (Aug 2014)

# Park-and-Ride

- North Hills Shopping Center
  - US 70 and Churton St (NC 86)
- Two commuter routes – ODX and Route 420
- Transfer location for Orange Public Transportation (OPT) routes

# What is a Park-and-Ride?

- Commuter-oriented
- Weekday only with bus service during peak commuting hours
- Customers leave cars on site in the morning and return in the afternoon
- Size requirement
- Bus amenities – shelter, bench, trash can

# What is a Park-and-Ride?



# What is a Transfer Facility?

- All day service
- Multiple routes converge on a common location
- Customers transfer from one bus to another
- It can range from a bus stop to a staffed facility
- Bus amenities – shelter, bench, trash can

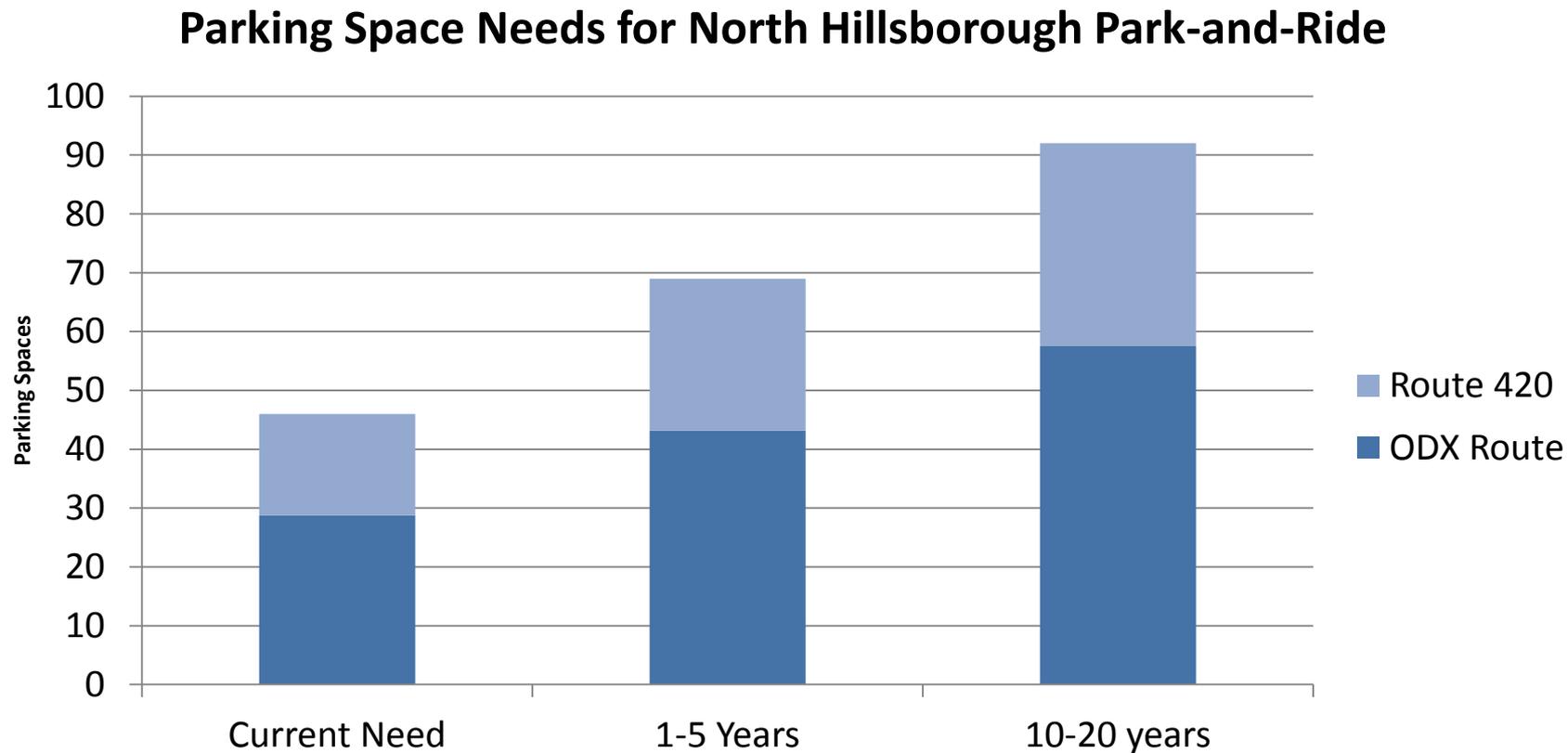
# What is a Transfer Facility?



# North Hillsborough Park-and-Ride

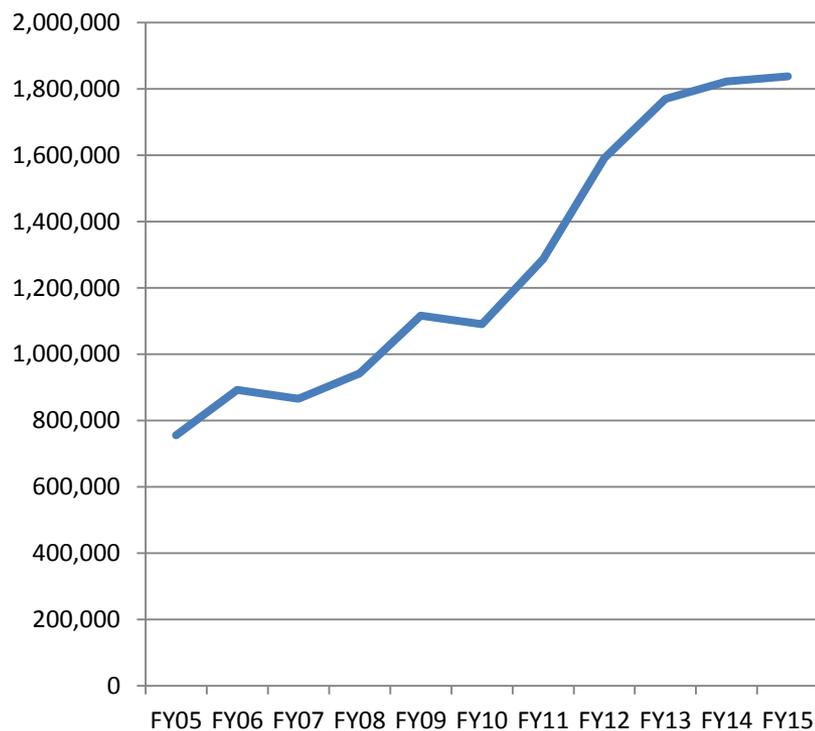
- Goal: Along US 70
- Parking facility for two commuter routes
  - Orange-Durham Express
  - Route 420 to Chapel Hill
- When defining site selection criteria
  - Plan for growth in transit ridership
  - Locate to attract customers

# Size: Meet current and future demand

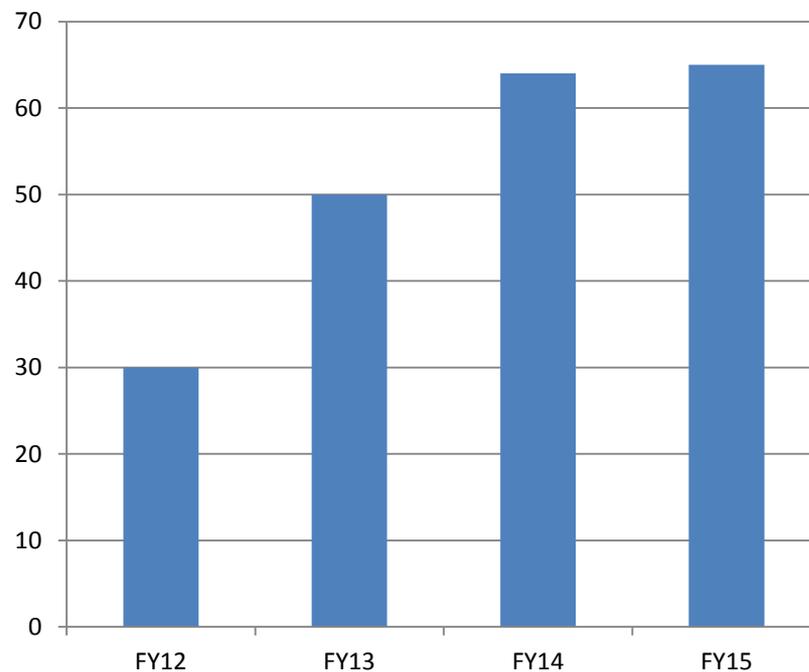


# Size: Meet current and future demand

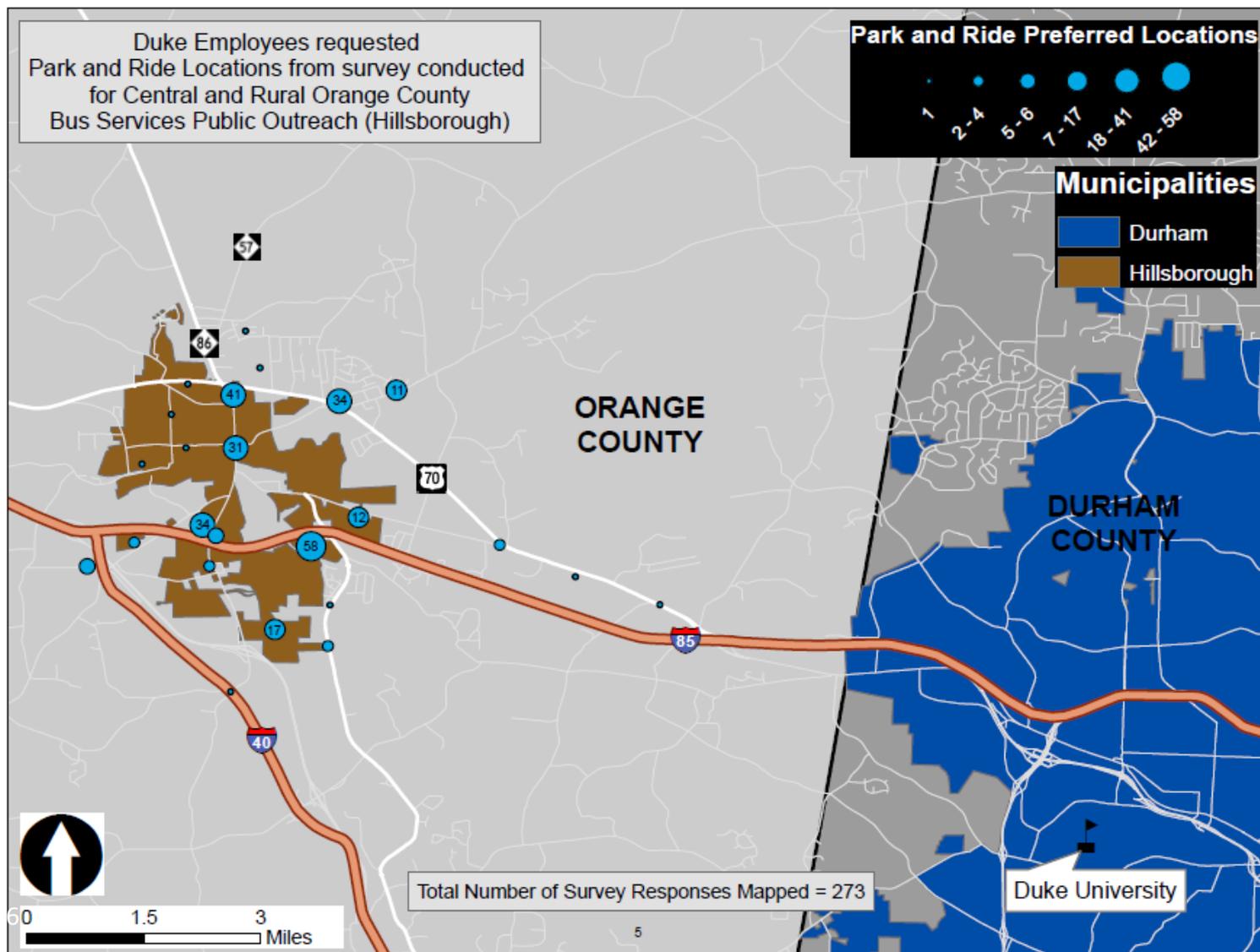
## GoTriangle Ridership



## Daily Boardings Durham Tech Park-and-Ride



# Location: Be “on the way”



# Recommendation

- Locate Park-and-Ride at Newhope Church with transfer facility on US 70 at Faucette Mill Rd
  - Meets size and location needs for Park-and-Ride
  - Walk access to route for Fairview residents
  - Connections from ODX to OPT routes provided at transfer facility
  - Pursue lease arrangement with church to use parking during week



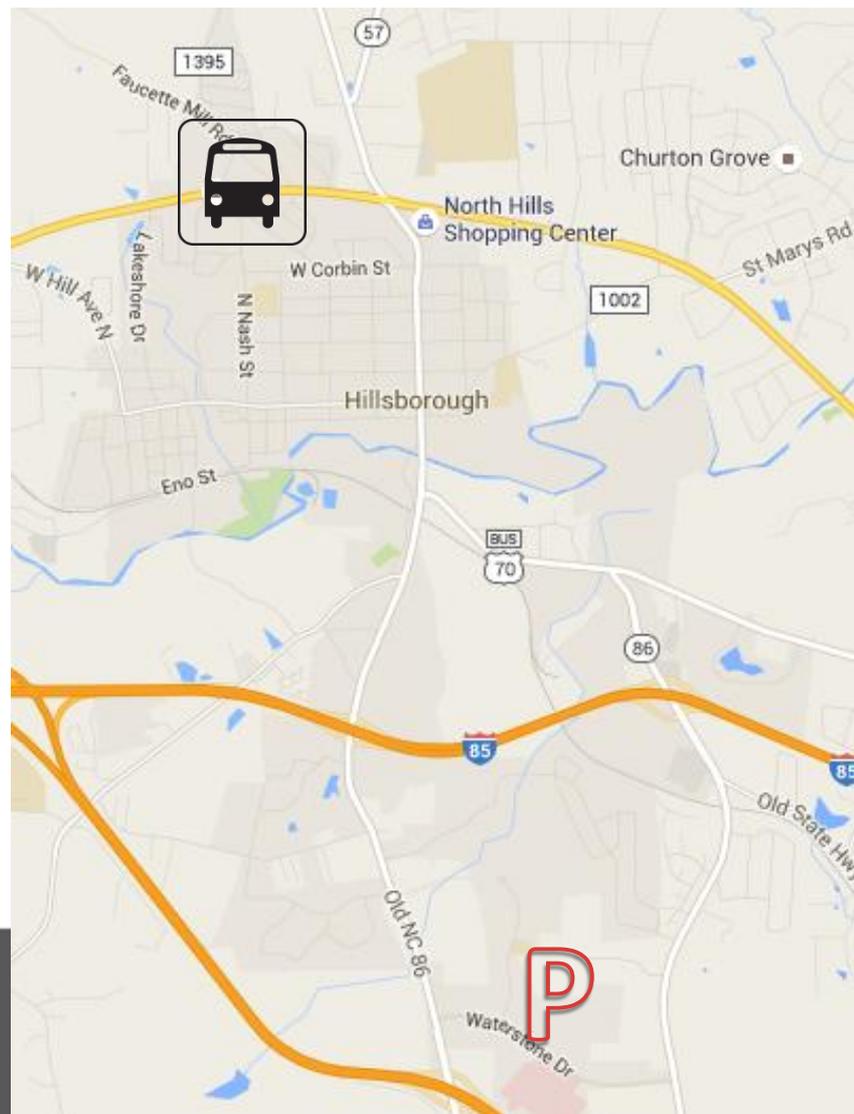
# Alternate Scenario 1

- Locate Park-and-Ride on US 70 at Faucette Mill Rd with transfer facility
  - Size and location issues for Park-and-Ride
  - One facility for both uses



## Alternate Scenario 2

- Conduct more extensive site selection process
  - Use Durham Tech Orange County Campus as Park-and-Ride until another more suitable location is found
  - Transfer facility on US 70 at Faucette Mill Rd



# Discussion

# Staff Contact Information

Jennifer Green

GoTriangle Capital Projects Planner

[jgreen@gotriangle.org](mailto:jgreen@gotriangle.org)

919-485-7529

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

**Action Agenda  
Item No.** 8-c

**SUBJECT:** FY2015-16 Second Quarter General Fund and Enterprise Funds Financial Report

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**DEPARTMENT:** Finance and Administrative Services

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

No
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**ATTACHMENT(S):**

1. Narrative; including Revenue and Expenditure Tables
2. NC State 2016 Economic Outlook
3. Powerpoint Presentation

**INFORMATION CONTACT:**

Gary Donaldson, (919) 245-2453  
Paul Laughton, (919) 245-2152

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**PURPOSE:** To receive a Second Quarter General Fund and Enterprise Funds summary Financial Report for the period of July 1, 2015 – December 31, 2015.

**BACKGROUND:** As part of meeting the periodic financial reporting requirements and providing timely information in regards to the financial status of the County, staff has developed financial information related to the FY2015-16 Second Quarter General Fund and Enterprise Funds.

**FINANCIAL IMPACT:** There is no financial impact in receiving this FY2015-16 Second Quarter Financial Report.

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

**RECOMMENDATION(S):** The Manager recommends that the Board receive the FY 2015-16 Second Quarter Financial Report and provide staff with feedback.

FINANCE *and* ADMINISTRATIVE SERVICES

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Gary Donaldson, CTP, Chief Financial Officer | gdonaldson@orangecountync.gov | 200 S. Cameron Street, Hillsborough, NC 27278 | 919.245.2151

## MEMORANDUM

To: Board of County Commissioners

From: Gary Donaldson, Chief Financial Officer

Date: February 16, 2016

Re: Second Quarter FY2015-16 Financial Report- Period Ending December 31, 2015

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The Second Quarter FY2015-16 report represents the Department of Finance and Administrative Services commitment to providing important financial reporting to you, the County Manager, and our Residents.

The Major Orange County Operating funds are:

- General Fund
- Enterprise Funds (Solid Waste Fund and Sportsplex Fund)

The quarterly report is presented with a detailed comparison of FY2015-16 Budget versus Actual and FY2014-15 Budget versus Actual indicating year to date revenues and expenditures performance. The primary goal of this quarterly report is to communicate a concise financial status of the County's major operating funds. Your input and feedback is appreciated, as enhancements are made to our quarterly financial reporting.

A 2016 Economic Outlook Report by Dr. Michael Walden of NC State University is included to complement this quarterly financial report.

### **General Fund Performance**

The FY2015-16 General Fund performance is consistent with historical performance. Unlike the first three months of the County's fiscal year, where expenditures normally exceed revenues due to the timing of Property Tax revenues which are due September 1, the second quarter revenues normally exceed expenditures due to the collection of a large majority of Property Tax revenues by December 31, 2015. The County's cash flow and ability to cover expenditures during the first quarter is attributed to a strong balance sheet.

### **General Fund Revenues**

Second quarter FY2015-16 General Fund revenues total \$137.7 million or 65.3% of budgeted revenues, which is consistent with 2Q FY2014-15 total of \$134.5 million or 66.1% of budgeted revenues. This slight decrease of 0.8% is

mostly attributed to a decrease in Intergovernmental revenue, and more specifically, the timing of the receipt of Child Support Services and Department of Social Services Federal intergovernmental revenues.

### Summary of Major General Fund Revenues

Category	FY2015-16 Original Budget	FY2015-16 Revised Budget	YTD Actual	YTD % Collected	Category	FY2014-15 Original Budget	FY2014-15 Revised Budget	YTD Actual	YTD % Collected
Property Tax	\$ 147,551,332	\$ 147,551,332	\$ 120,454,187	81.6%	Property Tax	145,714,650	\$ 145,714,650	\$ 117,523,829	80.7%
Local Option Sales Tax	20,652,132	20,652,132	4,321,358	20.9%	Local Option Sales Tax	19,001,962	19,001,962	3,943,843	20.8%
Licenses and Permits	313,000	313,000	77,552	24.8%	Licenses and Permits	313,000	313,000	83,166	26.6%
Charges for Services	10,766,030	10,807,314	4,602,324	42.6%	Charges for Services	9,799,005	9,866,868	4,499,294	45.6%
Intergovernmental	15,000,278	18,524,600	7,602,005	41.0%	Intergovernmental	13,575,486	16,354,491	7,967,007	48.7%
Transfers from Other Funds	1,052,600	1,052,600	-	0.0%	Transfers from Other Funds	1,052,600	1,052,600	-	0.0%
Investment Earnings	52,500	52,500	5,656	10.8%	Investment Earnings	105,000	105,000	3,726	3.5%
Miscellaneous	737,468	972,934	645,499	66.3%	Miscellaneous	798,065	934,769	520,650	55.7%
Fund Balance Appropriation	10,650,770	10,826,066	-	0.0%	Fund Balance Appropriation	10,068,343	10,150,647	-	0.0%
<b>General Fund Revenues</b>	<b>206,776,110</b>	<b>210,752,478</b>	<b>137,708,580</b>	<b>65.3%</b>	<b>General Fund Revenues</b>	<b>200,428,111</b>	<b>203,493,987</b>	<b>\$ 134,541,516</b>	<b>66.1%</b>

### Property Tax Revenues

2Q FY2015-16 Property Tax revenues total \$120.4 million or 81.6% of budgeted revenues, which is above the 2Q FY2014-15 total of \$117.5 million or 80.7% of budgeted revenues, with actual collections in FY2015-16 more than FY2014-2015 collections in the second quarter by \$2.9 million. It is important to note that Property Tax revenues are due September 1, with interest and penalties accruing January 2016. The billing versus collection rate is projected to be in the high 90 percentile by January 31. The tax office annual billing versus collection rate is 99%. Property Tax budgeted revenues accounts for 71% of the total General Fund revenue budget.

### Local Option Sales Tax Revenues

2Q FY2015-16 revenues total \$4.3 million or 20.9% of budgeted revenues, which is \$400,000 above the 2Q FY2014-15 Sales Tax revenues of \$3.9 million or 20.8%. This reflects three months of actual collections due to the timing of receipts from the North Carolina Department of Revenue. The local government sales tax distributions in any given month reflect actual sales made up to three months prior. For example, August collections reflect July vendor sales, which are processed and allocated in September, with a local government distribution made on or before October 20. The October payment was the first month's sales tax distribution allocated to the July-June fiscal year. The December 2016 distribution, as historically is the case, includes a large number of calendar year end refunds, which results in significantly lower net Sales Tax revenues.

The North Carolina Department of Revenue administers the following monthly disbursement of local option sales taxes recorded in the County's General Fund:

- Article 39 (one-cent) - authorized in 1971, and is currently allocated on a point of delivery basis.
- Article 40 (half-cent) - authorized in 1983, and is currently allocated on a per capita basis.
- Article 42 (half-cent) - authorized in 1986, and is currently allocated on a point of delivery basis.

## Charges for Services

2Q FY2015-16 Charges for Services total \$4.6 million or 42.6% of budgeted revenues, as compared with 2Q FY2014-15 total of \$4.5 million or 45.6% of budgeted revenues with actual collections in FY2015-16 exceeding FY2014-15 collections in the second quarter by \$103,030. This source of income is comprised of various departmental fees for services including Planning and Inspections, Environment, Agriculture, Parks and Recreation, Aging, Sheriff's Office, Emergency Services, and Register of Deeds. Register of Deeds revenues are approximately 9.4% higher as compared to the second quarter of FY2014-15, the department has received approximately \$108,000 more in revenue as compared to the same period in FY2014-15. This department has collected approximately 60% of its annual budgeted revenues.

## Intergovernmental Revenues

2Q FY2015-16 Intergovernmental revenues total \$7.6 million or 41.0% of budgeted revenues, as compared to 2Q FY2014-15 total of revenues of \$7.9 million or 48.7% of budgeted revenues. This source of income includes revenue received from the Federal, State, and other local governments. Examples of revenue from local governments include contracts with the Towns of Chapel Hill, Carrboro, and Hillsborough for animal control services, and tax collection services. As reported in the 1Q FY2015-16 report, the second quarter variance reflects only a timing variance of receipts and is not a performance variance. Timing in receipt of Federal Medicaid and Work First revenues explains the majority of the variance for the Department of Social Services. The Department of Social Services (DSS) receives 64% of the annual budgeted revenues.

## General Fund Expenditures

2Q FY2015-16 General Fund expenditures total \$95.3 million or 45.0% of budgeted expenditures, as compared with 2Q FY2014-15 total expenditures of \$91.1 million or 44.6% of budgeted expenditures, with actual expenditures in FY2015-16 more than FY2014-15 expenditures by \$4.2 million. The overall General fund increase of 0.4% in 2QFY2015-16 is attributed to increased expenditures of approximately \$1.0 million in Current Expense funding for Schools, increased expenditures and/or encumbrances in Emergency Services and Sheriff Department, and increased expenditures and/or encumbrances in DSS and Health Department (see Functional Leadership Teams below for more detail).

## Summary of Major General Fund Expenditures

Category	FY2015-16 Original Budget	FY2015-16 Revised Budget	YTD Actual	YTD % Expended	Category	FY2014-15 Original Budget	FY2014-15 Revised Budget	YTD Actual	YTD % Expended
Community Services	\$ 10,568,530	\$ 10,730,406	\$ 4,876,052	45.4%	Community Services	9,706,823	\$ 9,881,248	\$ 4,444,971	45.0%
General Government	7,761,418	7,834,873	3,620,299	46.2%	General Government	7,052,986	7,148,018	3,365,899	47.1%
Public Safety	22,915,823	23,134,660	11,161,607	48.2%	Public Safety	22,021,055	22,167,858	9,642,227	43.5%
Human Services	33,941,247	37,606,119	17,935,939	47.7%	Human Services	32,016,307	34,446,023	16,922,393	49.1%
Education	78,837,341	78,837,341	39,046,174	49.5%	Education	76,847,414	76,847,414	37,929,707	49.4%
Support Services	11,726,879	11,995,293	6,695,003	55.8%	Support Services	11,087,403	11,343,016	6,170,740	54.4%
Non-Departmental	41,024,872	41,880,133	12,029,303	28.7%	Non-Departmental	41,696,123	42,449,708	12,682,157	29.9%
<b>General Fund Expenditures</b>	<b>206,776,110</b>	<b>212,018,826</b>	<b>95,364,376</b>	<b>45.0%</b>	<b>General Fund Expenditures</b>	<b>200,428,111</b>	<b>204,283,285</b>	<b>91,158,094</b>	<b>44.6%</b>

**Please note that the reporting of Budget versus Actual expenditures is reflected by the following Functional Leadership Teams:**

**Community Services** - Animal Services, NC Cooperative Extension, DEAPR, Economic Development, Planning and Inspections/Orange Public Transportation.

2Q FY2015-16 General Fund expenditures total \$4.8 million or 45.4% as compared with 2QFY2014-15 Community Services expenditures of \$4.4 million or 45.0%, with actual expenditures in FY2015-16 exceeding FY2014-15 expenditures by \$400,000. The increase in expenditures is attributed to an increase in expenditures and/or encumbrances in Animal Services due to department having fewer vacancies in the current fiscal year, a modest increase in Operating expenditures, and an increase in Recurring Capital due to the construction of an outdoor dog exercise area in the current fiscal year; increases in Planning/Inspections Department and Orange Public Transportation (OPT) due to increases in additional OPT staff approved by the Board during the FY2015-16 Budget process) and an increase in the Contract Services account within the Operating expenditures; and increases in Economic Development primarily due to being fully staffed in FY2015-16.

**General Government** - Board of Elections, Clerk to the Board, County Attorney, County Manager, Register of Deeds and Tax Administration

2Q FY2015-16 General Government expenditures total \$3.6 million or 46.2% of budgeted expenditures, as compared with 2Q FY2014-15 total of \$3.4 million or 47.1% of budgeted expenditures. The increase in expenditures are mostly attributed to an increase in the County Manager's Office due to the transfer of the Pre-Trial Services and Drug Treatment Court programs from Social Services to the Manager's Office in FY2015-16.

**Public Safety** – Courts, Emergency Services, and Sheriff's Office

2Q FY2015-16 Public Safety expenditures total \$11.1 million or 48.2% of budgeted expenditures, as compared with 2Q FY2014-15 total of \$9.6 million or 43.5% of budgeted expenditures. The Department of Emergency Services expenditures are 5.5% higher than during the second quarter of FY2014-15. This EMS increase is attributed to an increase in Personnel Services accounts (due to having fewer vacancies within the Communications division, but still requiring significant Temporary Personnel hours to ensure proper coverage) and an increase in the Contract Services and an increase in the Medical Supplies operating accounts. EMS remains within budget and assuming a constant spending rate, the department is projected to end within budget. The Sheriff's Office expenditures are 4.1% higher than during the second quarter of FY2014-15, and are mostly attributed to the purchase of recurring capital items, such as a firearms training simulator, mobile field units, and firearms.

**Human Services** – Department on Aging, Child Support, Housing, Human Rights, and Community Development, Library, Public Health and Social Services

2Q FY2015-16 Human Services expenditures total \$17.9 million or 47.7% of budgeted expenditures, as compared with 2Q FY2014-15 total of \$16.9 million or 49.1% of budgeted expenditures. The Department of Social Services comprises more than 50% of the human services budget, and is the primary driver of the second quarter expenditure increase, attributed to the renovations to the former Dollar Tree site, child day care, and less staff vacancies, although the percent of budget comparison is lower by 1.4%. The overall percent decrease in the function is also attributed to the OPC Area Program and Library Municipal non-departmental payment timing variance. The Health Department expenditures are 2.6% higher than during the second quarter of FY2014-15. This increase is primarily due to an increase in the Personnel Services accounts, due to fewer vacancies within the department and an increase in the amount of Non-Permanent

Personnel expenditures. Additionally, the Health Department has an increase of 3.8% within its Operating accounts, primarily driven by the Contract Services account and the inclusion of the Family Success Alliance account in FY2015-16 (no funds had been expended in this account through the first 2 quarters of FY2014-15).

#### **Support Services - Asset Management Services, Community Relations, Finance, Human Resources, and Information Technology**

2Q FY2015-16 Support Services expenditures total \$6.7 million or 55.8% of budgeted expenditures, as compared with 2Q FY2014-15 total of \$6.1 million or 54.4% of budgeted expenditures. The year to date rate of expenditures are above the 50% straight-line due to an increase in Asset Management Services of 3.6% and an increase in Information Technology of 5.3%. The increase in Asset Management is attributed to Personnel Services accounts, due to having fewer vacancies, and increases in the Vehicle Maintenance, Building Repair, Facility Care, Contract Services, and Electricity Operating accounts. The increase in Information Technology is attributed to Personnel Services accounts, due to fewer vacancies within the department, and an increase in IT Equipment capital outlay.

#### **Education**

2Q FY2015-16 Education expenditures total \$39.0 million or 49.5% of budgeted expenditures, as compared with 2Q FY2014-15 total of \$37.9 million or 49.1% of budgeted expenditures. The FY2015-16 Education budget was increased by \$1.9 million over the prior year's budget, and the County has remitted amounts commensurate with the prior year. The Education expenditures are comprised of Current Expenses to the Chapel Hill-Carrboro City School District and Orange County School District. Current Expenses of \$37.0 million or 50% of budgeted expenditures was remitted to the school districts through the second quarter; this was \$975,166 more than the same period in FY2014-15. The remaining Education budget pertains to Fair Funding, Recurring Capital, and Other Related County Support, specifically support to Durham Technical College (Orange County campus).

#### **Non-Departmental**

2Q FY2015-16 Non-Departmental expenditures total \$12.0 million or 28.7% of budgeted expenditures, as compared with 2Q FY2014-15 total of \$12.6 million or 29.9% of budgeted expenditures. The second quarter expenditures are 1.2% lower than the same period in 2Q FY2014-15 due to the timing of debt service payments.

In summary, 2Q FY2015-16 General Fund Revenues and Expenditures are in line with the adopted FY2015-16 General Fund Budget; and there are no material areas of concern at the mid-year point.

#### **Enterprise Funds Performance**

##### **Solid Waste Fund**

2Q FY2015-16 Solid Waste Fund performance is in line with the adopted FY2015-16 budget. Second quarter revenues are \$7.1 million or 62.4% of budgeted revenues and expenses are \$6.7 million or 54.3% of budgeted expenses. This compares with FY2014-15 second quarter revenues of \$5.2 million or 39.9% of budgeted revenues and expenses of \$8.9 million or 56% of budgeted expenses. The FY2014-15 higher expenses were attributed to landfill closure costs, while the increase in revenues in FY2015-16 is attributed to increased collections from the \$107 Solid Waste Programs fee.

##### **Sportsplex Fund**

2Q FY2015-16 Sportsplex Fund performance is consistent with the adopted FY2015-16 budget. The revenue stream is comprised of Ice Rink-34% of budgeted revenues, Membership and Fitness-32% of budgeted revenues, with the remaining revenues comprised primarily of Aquatic and Kidsplex. Second quarter revenues are \$1.6 million or 50.7% of budgeted revenues and expenses are \$1.7 million or 49.8% of expenses. This compares with FY2014-15 second quarter revenues of \$1.6 million or 52.9% of budgeted revenues and expenses of \$2.5 million or 45.2% of budgeted expenses. The increase in expenses in FY2014-15 was attributed to the lobby and locker room renovations project.

Enclosures

## Revenue by Category (2nd Quarter)

### Summary - General Fund

	FY2015-16				FY2014-15			
	Original Budget	Revised Budget	YTD Actual	YTD % Collected	Original Budget	Revised Budget	YTD Actual	YTD % Collected
<b>Property Taxes</b>								
Property Taxes	136,413,322	136,413,322	115,361,560	84.6%	135,734,649	135,734,649	111,545,148	82.2%
Motor Vehicles	8,953,010	8,953,010	4,127,977	46.1%	8,102,271	8,102,271	4,889,911	60.4%
Gross Receipts	55,000	55,000	35,061	63.7%	45,000	45,000	38,384	85.3%
Delinquent Taxes	1,150,000	1,150,000	682,056	59.3%	994,130	994,130	715,712	72.0%
Interest on Delinquent Taxes	450,000	450,000	122,140	27.1%	350,000	350,000	172,857	49.4%
Late List Penalties	75,000	75,000	33,931	45.2%	60,000	60,000	67,614	112.7%
Animal Taxes	200,000	200,000	91,461	45.7%	205,000	205,000	94,204	46.0%
Beer and Wine	255,000	255,000	0	0.0%	223,600	223,600	0	0.0%
<b>Property Taxes Total</b>	<b>147,551,332</b>	<b>147,551,332</b>	<b>120,454,187</b>	<b>81.6%</b>	<b>145,714,650</b>	<b>145,714,650</b>	<b>117,523,829</b>	<b>80.7%</b>
<b>Sales Tax</b>								
Article 39 One Cent	9,429,650	9,429,650	1,754,841	18.6%	8,667,512	8,667,512	1,566,766	18.1%
Article 40 Half Cent	6,489,632	6,489,632	1,681,343	25.9%	5,994,861	5,994,861	1,584,323	26.4%
Article 42 Half Cent	4,732,850	4,732,850	885,174	18.7%	4,339,589	4,339,589	792,754	18.3%
<b>Sales Tax Total</b>	<b>20,652,132</b>	<b>20,652,132</b>	<b>4,321,358</b>	<b>20.9%</b>	<b>19,001,962</b>	<b>19,001,962</b>	<b>3,943,843</b>	<b>20.8%</b>
<b>Licenses and Permits</b>								
Privilege License	13,000	13,000	1,672	12.9%	13,000	13,000	2,521	19.4%
Franchise Fee	300,000	300,000	75,880	25.3%	300,000	300,000	80,645	26.9%
<b>Licenses and Permits Total</b>	<b>313,000</b>	<b>313,000</b>	<b>77,552</b>	<b>24.8%</b>	<b>313,000</b>	<b>313,000</b>	<b>83,166</b>	<b>26.6%</b>
<b>Charges for Services</b>								
Aging	67,100	90,100	52,409	58.2%	67,100	95,068	49,583	52.2%
Animal Services	193,100	194,300	90,761	46.7%	197,800	197,800	97,338	49.2%
Asset Management	1,156	1,156	1,018	88.0%	600	600	175	29.2%
Board Of Elections	54,495	54,495	5,814	10.7%	100	100	113	113.3%
Child Support	1,100	1,100	625	56.8%	1,100	1,100	896	81.5%
Cooperative Extension	20,000	31,000	33,850	109.2%	20,000	26,180	15,700	60.0%
DEAPR	317,823	317,823	161,370	50.8%	279,858	279,858	162,005	57.9%
Emergency Services	2,490,215	2,490,215	1,161,605	46.6%	2,240,215	2,240,215	1,120,021	50.0%
General Revenue	472,798	472,798	0	0.0%	472,798	472,798	0	0.0%
Health	1,588,127	1,594,211	754,295	47.3%	1,364,166	1,385,666	652,404	47.1%
Library	29,850	29,850	11,312	37.9%	29,850	29,850	11,301	37.9%
OPT	114,500	114,500	31,612	27.6%	96,500	96,500	41,012	42.5%
Planning & Inspections	1,065,865	1,065,865	676,702	63.5%	707,330	719,545	597,558	83.0%
Register Of Deeds	1,355,500	1,355,500	805,568	59.4%	1,393,687	1,393,687	697,295	50.0%
Sheriff	2,615,700	2,615,700	680,642	26.0%	2,591,700	2,591,700	845,206	32.6%
Tax	378,701	378,701	134,741	35.6%	336,201	336,201	208,687	62.1%
<b>Charges for Services Total</b>	<b>10,766,030</b>	<b>10,807,314</b>	<b>4,602,324</b>	<b>42.6%</b>	<b>9,799,005</b>	<b>9,866,868</b>	<b>4,499,294</b>	<b>45.6%</b>

## Revenue by Category (2nd Quarter)

### Summary - General Fund

	FY2015-16				FY2014-15			
	Original Budget	Revised Budget	YTD Actual	YTD % Collected	Original Budget	Revised Budget	YTD Actual	YTD % Collected
<b>Intergovernmental</b>								
Aging	532,367	578,345	204,120	35.3%	541,480	583,256	192,956	33.1%
Animal Services	218,218	218,218	92,284	42.3%	200,493	200,493	84,603	42.2%
Child Support	1,318,075	1,318,075	470,542	35.7%	1,270,000	1,270,000	638,159	50.2%
County Debt Svc - Revs	0	0	0	0.0%	42,991	2,991	0	0.0%
DEAPR	132,838	135,728	28,135	20.7%	126,717	130,522	3,805	2.9%
Emergency Services	0	1,101	1,101	100.0%	0	0	0	100.0%
General Revenue	400,000	400,000	200,000	50.0%	400,000	400,000	200,000	50.0%
Health	973,772	1,054,763	507,583	48.1%	871,740	918,628	452,855	49.3%
Information Technologies	19,645	19,645	0	0.0%	19,645	19,645	0	0.0%
Library	100,000	123,480	51,086	41.4%	100,000	101,031	54,054	53.5%
OPC Mental Health	40,000	40,000	21,349	53.4%	40,000	40,000	16,478	41.2%
OPT	844,100	844,100	231,252	27.4%	611,647	611,647	349,448	57.1%
Planning & Inspections	24,024	24,024	2,823	11.8%	0	24,024	0	0.0%
Public Safety Non-Deptl	277,731	277,731	138,840	50.0%	277,731	277,731	126,090	45.4%
Lottery Proceeds	0	713,239	713,239	100.0%	0	616,517	218,775	35.5%
Sheriff	364,469	364,469	35,500	9.7%	184,469	184,469	6,501	3.5%
Social Services	9,709,839	12,366,482	4,904,149	39.7%	8,843,373	10,928,337	5,610,466	51.3%
Tax	45,200	45,200	0	0.0%	45,200	45,200	12,818	28.4%
<b>Intergovernmental Total</b>	<b>15,000,278</b>	<b>18,524,600</b>	<b>7,602,005</b>	<b>41.0%</b>	<b>13,575,486</b>	<b>16,354,491</b>	<b>7,967,007</b>	<b>48.7%</b>
<b>Transfers from Other Funds</b>								
Impact Fees	1,040,000	1,040,000	0	0.0%	1,040,000	1,040,000	0	0.0%
Other	12,600	12,600	0	0.0%	12,600	12,600	0	0.0%
<b>Transfers from Other Funds Total</b>	<b>1,052,600</b>	<b>1,052,600</b>	<b>0</b>	<b>0.0%</b>	<b>1,052,600</b>	<b>1,052,600</b>	<b>0</b>	<b>0.0%</b>
<b>Investment Earnings Total</b>	<b>52,500</b>	<b>52,500</b>	<b>5,656</b>	<b>10.8%</b>	<b>105,000</b>	<b>105,000</b>	<b>3,726</b>	<b>3.5%</b>
<b>Miscellaneous Total</b>	<b>737,468</b>	<b>972,934</b>	<b>645,499</b>	<b>66.3%</b>	<b>798,065</b>	<b>934,769</b>	<b>520,650</b>	<b>55.7%</b>
<b>Appropriated Fund Balance Total</b>	<b>10,650,770</b>	<b>10,826,066</b>	<b>0</b>	<b>0.0%</b>	<b>10,068,343</b>	<b>10,150,647</b>	<b>0</b>	<b>0.0%</b>
<b>Total General Fund Revenue</b>	<b>206,776,110</b>	<b>210,752,478</b>	<b>137,708,580</b>	<b>65.3%</b>	<b>200,428,111</b>	<b>203,493,987</b>	<b>134,541,516</b>	<b>66.1%</b>

## Expenditures by Functional Leadership Team (2nd Quarter)

### Summary - General Fund

	FY2015-16				FY2014-15			
	Original Budget	Revised Budget	YTD Actual*	YTD % Expended	Original Budget	Revised Budget	YTD Actual	YTD % Expended
<b>Community Services</b>								
Animal Services	1,958,791	1,983,197	940,703	47.4%	1,884,793	1,897,793	827,159	43.6%
Cooperative Extension	379,843	390,843	150,202	38.4%	367,972	374,152	159,882	42.7%
Department of Environment, Agriculture, Parks & Recreation	3,464,888	3,522,342	1,665,565	47.3%	3,177,359	3,235,775	1,616,803	50.0%
Economic Development	515,575	519,421	257,430	49.6%	511,710	520,276	165,906	31.9%
Planning & Inspections	4,124,325	4,189,495	1,826,786	43.6%	3,639,881	3,728,145	1,609,942	43.2%
Recreation Municipal	125,108	125,108	35,365	28.3%	125,108	125,108	65,279	52.2%
<b>Community Services Total</b>	<b>10,568,530</b>	<b>10,730,406</b>	<b>4,876,052</b>	<b>45.4%</b>	<b>9,706,823</b>	<b>9,881,248</b>	<b>4,444,971</b>	<b>45.0%</b>
<b>General Government</b>								
Board of County Commissioners	870,355	870,930	443,671	50.9%	830,578	833,278	415,550	49.9%
Board of Elections	1,063,148	1,063,148	367,063	34.5%	694,173	724,977	418,797	57.8%
County Attorney's Office	551,501	551,501	266,685	48.4%	541,000	541,000	239,285	44.2%
County Manager's Office	856,037	856,037	386,536	45.2%	722,580	722,580	259,739	35.9%
Register of Deeds	924,165	924,165	460,086	49.8%	903,025	903,025	450,539	49.9%
Tax Administration	3,496,212	3,569,092	1,696,259	47.5%	3,361,630	3,423,158	1,581,989	46.2%
<b>General Government Total</b>	<b>7,761,418</b>	<b>7,834,873</b>	<b>3,620,299</b>	<b>46.2%</b>	<b>7,052,986</b>	<b>7,148,018</b>	<b>3,365,899</b>	<b>47.1%</b>
<b>Public Safety</b>								
Courts	90,655	90,655	29,379	32.4%	81,655	81,655	17,195	21.1%
Emergency Services	10,146,314	10,234,652	4,822,822	47.1%	9,924,769	9,987,078	4,154,492	41.6%
Sheriff	12,678,854	12,809,353	6,309,406	49.3%	12,014,631	12,099,125	5,470,541	45.2%
<b>Public Safety Total</b>	<b>22,915,823</b>	<b>23,134,660</b>	<b>11,161,607</b>	<b>48.2%</b>	<b>22,021,055</b>	<b>22,167,858</b>	<b>9,642,227</b>	<b>43.5%</b>
<b>Human Services</b>								
Department of Social Services	18,153,438	21,482,330	10,645,973	49.6%	17,196,401	19,354,948	9,808,894	50.7%
Health Department	8,600,516	8,776,156	4,306,680	49.1%	7,910,226	8,008,633	3,725,295	46.5%
<b>Human Services Total</b>	<b>26,753,954</b>	<b>30,258,486</b>	<b>14,952,654</b>	<b>49.4%</b>	<b>25,106,627</b>	<b>27,363,581</b>	<b>13,534,189</b>	<b>49.5%</b>
<b>Education</b>								
Current Expenses	74,097,466	74,097,466	37,048,733	50.0%	72,147,134	72,147,134	36,073,567	50.0%
Fair Funding	988,000	988,000	121,503	12.3%	988,000	988,000	0	0.0%
Other Related County Support	751,875	751,875	375,938	50.0%	712,280	712,280	356,140	50.0%
Recurring Capital	3,000,000	3,000,000	1,500,000	50.0%	3,000,000	3,000,000	1,500,000	50.0%
<b>Education Total</b>	<b>78,837,341</b>	<b>78,837,341</b>	<b>39,046,174</b>	<b>49.5%</b>	<b>76,847,414</b>	<b>76,847,414</b>	<b>37,929,707</b>	<b>49.4%</b>

## Expenditures by Functional Leadership Team (2nd Quarter)

### Summary - General Fund

	FY2015-16				FY2014-15			
	Original Budget	Revised Budget	YTD Actual*	YTD % Expended	Original Budget	Revised Budget	YTD Actual	YTD % Expended
<b>Support Services</b>								
Asset Management Services	4,295,957	4,508,428	2,559,154	56.8%	4,135,662	4,331,917	2,305,059	53.2%
Community Relations	188,716	189,941	94,655	49.8%	186,028	194,618	89,254	45.9%
Finance & Administrative Services	3,401,850	3,418,120	1,991,298	58.3%	3,364,117	3,368,807	2,045,770	60.7%
Human Resources	945,127	951,961	388,626	40.8%	780,016	785,602	360,680	45.9%
Information Technologies	2,895,229	2,926,843	1,661,269	56.8%	2,621,580	2,662,072	1,369,977	51.5%
<b>Support Services Total</b>	<b>11,726,879</b>	<b>11,995,293</b>	<b>6,695,003</b>	<b>55.8%</b>	<b>11,087,403</b>	<b>11,343,016</b>	<b>6,170,740</b>	<b>54.4%</b>
<b>Non-Departmental</b>								
Culture & Recreation	90,294	90,294	28,522	31.6%	91,374	91,374	39,487	43.2%
Community & Environment	234,425	279,960	212,316	75.8%	219,651	295,959	204,149	69.0%
General Services	1,735,518	1,735,518	981,722	56.6%	1,871,543	1,871,543	1,039,339	55.5%
Governing & Management	4,046,062	4,062,071	587,547	14.5%	5,105,948	5,124,208	602,716	11.8%
Human Services	2,462,315	2,464,837	663,807	26.9%	2,337,980	2,337,980	293,916	12.6%
Public Safety	401,052	401,052	173,611	43.3%	361,052	361,052	153,754	42.6%
Debt Service	26,913,693	26,913,693	9,381,778	34.9%	26,529,306	26,529,306	10,348,796	39.0%
Transfers to Other Funds	5,141,513	5,932,708	0	0.0%	5,179,269	5,838,286	0	0.0%
<b>Non-Departmental Total</b>	<b>41,024,872</b>	<b>41,880,133</b>	<b>12,029,303</b>	<b>28.7%</b>	<b>41,696,123</b>	<b>42,449,708</b>	<b>12,682,157</b>	<b>29.9%</b>
<b>Total Expenditures</b>	<b>199,588,817</b>	<b>204,671,192</b>	<b>92,381,091</b>	<b>45.1%</b>	<b>193,518,431</b>	<b>197,200,844</b>	<b>87,769,890</b>	<b>44.5%</b>

\*YTD Actuals include Encumbrances

## Revenues and Expenses (2nd Quarter)

### Summary - Solid Waste Enterprise Fund

	FY2015-16				FY2014-15			
	Original Budget	Revised Budget	YTD Actual*	YTD % Expended	Original Budget	Revised Budget	YTD Actual	YTD % Expended
<b>Revenues</b>								
Charges for Services	7,805,439	7,805,439	5,945,473	76.2%	5,264,960	5,264,960	4,125,451	78.4%
General Govt Revenue	1,840,518	1,947,218	1,048,251	53.8%	4,459,272	4,459,272	943,515	21.2%
Intergovernmental	353,000	353,000	157,106	44.5%	601,925	601,925	130,811	21.7%
Contribution from Equipment Reserves	1,362,061	1,362,061	0	0.0%	2,696,893	2,696,893	0	0.0%
<b>Revenues Total</b>	<b>11,361,018</b>	<b>11,467,718</b>	<b>7,150,830</b>	<b>62.4%</b>	<b>13,023,050</b>	<b>13,023,050</b>	<b>5,199,777</b>	<b>39.9%</b>
<b>Expenses</b>								
Personnel	3,822,663	3,822,663	1,855,457	48.5%	3,558,815	3,558,815	1,607,564	45.2%
Operations	5,296,743	5,896,153	3,520,867	59.7%	5,231,847	6,027,104	4,383,416	72.7%
Recurring Capital	1,244,137	1,597,569	1,305,339	81.7%	3,268,389	5,386,503	2,935,232	54.5%
Contribution to Equipment Reserves	997,475	997,475	0	0.0%	963,999	963,999	0	0.0%
<b>Expenses Total</b>	<b>11,361,018</b>	<b>12,313,860</b>	<b>6,681,663</b>	<b>54.3%</b>	<b>13,023,050</b>	<b>15,936,422</b>	<b>8,926,213</b>	<b>56.0%</b>

\*YTD Actuals include Encumbrances

## Revenues and Expenses (2nd Quarter)

### Summary - Sportsplex Fund

	FY2015-16				FY2014-15			
	Original Budget	Revised Budget	YTD Actual*	YTD % Expended	Original Budget	Revised Budget	YTD Actual	YTD % Expended
<b>Revenues</b>								
<b>Charges for Services</b>								
Ice Rink	1,115,385	1,115,385	587,633	52.7%	1,126,360	1,126,360	590,402	52.4%
Aquatic	436,000	436,000	221,544	50.8%	327,400	327,400	208,264	63.6%
Kidsplex	384,010	384,010	187,537	48.8%	412,800	412,800	190,909	46.2%
Membership and Fitness	1,051,528	1,051,528	513,920	48.9%	970,300	970,300	458,043	47.2%
Other Income	183,077	183,077	96,027	52.5%	192,950	192,950	153,887	79.8%
<b>Charges for Services Total</b>	<b>3,170,000</b>	<b>3,170,000</b>	<b>1,606,661</b>	<b>50.7%</b>	<b>3,029,810</b>	<b>3,029,810</b>	<b>1,601,505</b>	<b>52.9%</b>
<b>Appropriated Fund Balance Total</b>	<b>106,278</b>	<b>106,278</b>	<b>0</b>	<b>0.0%</b>	<b>202,926</b>	<b>752,926</b>	<b>0</b>	<b>0.0%</b>
<b>Transfer from General Fund Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>	<b>376,450</b>	<b>376,450</b>	<b>0</b>	<b>0.0%</b>
<b>Revenues Total</b>	<b>3,276,278</b>	<b>3,276,278</b>	<b>1,606,661</b>	<b>49.0%</b>	<b>3,609,186</b>	<b>4,159,186</b>	<b>1,601,505</b>	<b>38.5%</b>
<b>Expenses</b>								
Personnel	1,177,868	1,177,868	588,517	50.0%	1,147,706	1,147,706	531,204	46.3%
Operations	2,098,410	2,120,081	987,462	46.6%	2,041,480	2,063,151	1,390,876	67.4%
Recurring Capital	0	201,094	167,230	83.2%	420,000	2,349,246	591,656	25.2%
<b>Expenses Total</b>	<b>3,276,278</b>	<b>3,499,042</b>	<b>1,743,209</b>	<b>49.8%</b>	<b>3,609,186</b>	<b>5,560,103</b>	<b>2,513,736</b>	<b>45.2%</b>

\*YTD Actuals include Encumbrances

### Revenues by Fund (2nd Quarter)

Summary - Other Funds

	FY2015-16				FY2014-15			
	Original Budget	Revised Budget	YTD Actual*	YTD % Expended	Original Budget	Revised Budget	YTD Actual	YTD % Expended
10 - General Fund	206,776,110	210,720,278	137,266,350	65.1%	200,428,111	203,507,807	133,938,613	65.8%
29 - Annual Grants Project Fund	163,694	132,870	46,939	35.3%	163,694	203,778	96,945	47.6%
30 - Multi-Year Grant Projects Fund	14,808,163	16,122,418	11,441,788	71.0%	14,389,084	15,120,542	10,851,638	71.8%
32 - Community Development Fund	15,815,909	23,167,370	21,163,586	91.4%	15,370,993	22,458,524	19,525,620	86.9%
33 - Housing Fund	4,907,698	4,907,698	1,861,690	37.9%	4,569,529	4,569,529	1,902,258	41.6%
35 - Emergency Telephone Fund	925,099	925,099	169,985	18.4%	857,041	857,041	234,359	27.3%
36 - Revaluation Fund	0	0	0	0.0%	0	0	0	100.0%
37 - Visitor's Bureau Fund	1,441,340	1,693,440	791,365	46.7%	1,503,101	1,503,101	666,359	44.3%
38 - Spay/Neuter Fund	64,150	64,480	20,771	32.2%	66,350	67,616	24,501	36.2%
50 - Solid Waste Enterprise Fund	11,361,018	11,467,718	7,150,830	62.4%	13,023,050	13,023,050	5,199,777	39.9%
51 - Efland Sewer Operating Fund	331,930	331,930	112,665	33.9%	374,480	374,480	97,145	25.9%
53 - Sportsplex Fund	3,276,278	3,276,278	1,606,661	49.0%	3,609,186	4,159,186	1,601,505	38.5%

### Expenditures by Fund (2nd Quarter)

Summary - Other Funds

	FY2015-16				FY2014-15			
	Original Budget	Revised Budget	YTD Actual*	YTD % Expended	Original Budget	Revised Budget	YTD Actual	YTD % Expended
10 - General Fund	206,776,110	212,018,826	95,364,817	45.0%	200,428,111	204,283,285	91,158,094	44.6%
29 - Annual Grants Project Fund	165,770	137,011	80,804	59.0%	163,694	206,124	112,066	54.4%
30 - Multi-Year Grant Projects Fund	15,245,440	16,131,203	10,806,572	67.0%	14,890,532	15,120,542	10,183,376	67.3%
32 - Community Development Fund	15,273,116	23,167,370	20,832,963	89.9%	14,822,778	22,459,230	19,595,504	87.2%
33 - Housing Fund	4,907,698	4,907,698	2,007,035	40.9%	4,569,529	4,569,529	1,865,464	40.8%
35 - Emergency Telephone Fund	925,099	964,273	352,726	36.6%	857,041	1,064,072	442,022	41.5%
36 - Revaluation Fund	0	0	0	0.0%	0	0	26	25790.0%
37 - Visitor's Bureau Fund	1,441,340	1,693,440	907,112	53.6%	1,503,101	1,503,101	694,191	46.2%
38 - Spay/Neuter Fund	64,150	73,240	23,209	31.7%	66,350	67,616	27,129	40.1%
50 - Solid Waste Enterprise Fund	11,361,018	12,313,860	6,681,663	54.3%	13,023,050	15,936,422	8,926,212	56.0%
51 - Efland Sewer Operating Fund	331,930	331,930	135,334	40.8%	374,480	374,480	117,053	31.3%
53 - Sportsplex Fund	3,276,278	3,499,042	1,743,209	49.8%	3,609,186	5,560,103	2,513,736	45.2%

\*YTD Actuals include Encumbrances

# NC STATE ECONOMIST

COLLEGE OF AGRICULTURE & LIFE SCIENCES

## 2016 ECONOMIC OUTLOOK: A STRONGER BEAT TO THE ECONOMY?

*M.L. Walden, William Neal Reynolds Distinguished Professor and Extension Economist, NC State University*

### National Economy: A Turning Point in 2015

Gains in the national economy were strong enough in 2015 that the Federal Reserve made a turn in their monetary policy. Late in the year, the Federal Reserve (the “Fed”) announced the first increase in their key interest rate—the federal funds rate—since before the Great Recession of 2008-2009. The Fed cited the strength in the economy, and no signs of an impending new recession, as reasons for their move. Analysts also think the Fed wants to moderate recent strong gains in asset markets—such as the stock market—in order to avert an asset bubble. Asset bubbles are often forerunners to a recession.

A look at key economic data in Table 1 supports the Fed’s assessment of reasonable growth in the economy for 2015. Growth of real GDP (gross domestic product, adjusted for inflation) was stronger than the average over the period since the end of the recession (2010-2014), and approached the twenty year average from 1990-2010. A similar pattern was seen for real GDP growth per capita (per person). Especially bullish were strong gains in both real personal income and real personal consumption per capita; the figures for 2015 were above both the post-recessionary average (2010-2014) and the twenty year average (1990-2010).

The national labor market also posted post-recession improvements. The “headline” unemployment rate—the rate quoted in the

media—fell during the year and approached 5% by year’s end. Gains in the labor force and in both employment counts (household and payroll) equaled or exceeded post-recessionary averages. Inflation continued to be a non-issue. The “core” CPI (Consumer Price Index, excluding food and energy) indicated that inflation was at the Fed’s preferred 2% rate, and that the all-item rate lay well below the Fed’s target. The all-item rate was clearly impacted by the sharp drop in oil and gasoline prices. Also, interest rates were at or near historical lows in 2015, reflecting both the low inflationary environment and the Fed’s continuing accommodative posture.

Key business sector indicators were also upbeat. Although relative business investment was below the recent (1990-2010) historical average, there was a gain from the post-recessionary period (2010-2014). The same trend was seen for labor productivity. The housing market continued to rebound. The stock market’s gains were considerably trimmed down in 2015 compared to the previous few years; but this result was not surprising considering the market has almost tripled since the bottom of the recession. An international “vote of confidence” was registered for the U.S. economy with the strong gain in the dollar’s value. Since a stronger dollar makes U.S. exports more expensive, a downside of this “vote” was a slight reduction in exports. But with continued domestic oil

Table 1. Performance and Forecasts of the U.S. Economy

	1990-2010 annual average	2010-2014 annual average	2015 <sup>1</sup>	2016 (projected)
<b>GENERAL</b>				
Real GDP growth rate	2.5%	2.0%	2.2%	2.5%
Real GDP per capita growth rate	1.5%	1.2%	1.4%	1.5%
Real personal income per capita growth rate	1.7%	1.0%	3.1%	1.6%
Real consumption per capita growth rate	1.8%	1.3%	2.4%	2.0%
Headline unemployment rate	5.8%	8.0%	5.0% <sup>2</sup>	4.7%
Labor force growth rate	1.0%	0.4%	0.6%	0.7%
Household (HH) employment growth rate	0.8%	1.4%	1.4%	1.3%
Payroll jobs growth rate	0.9%	1.8%	1.9%	1.7%
All- item CPI inflation rate	2.5%	1.7%	0.5%	2.0%
Core CPI inflation rate	2.4%	1.9%	2.0%	2.0%
3-month Treasury-bill rate	3.5%	0.1%	0.2%	1.5%
10-year Treasury-note rate	5.5%	2.5%	2.3%	2.8%
<b>BUSINESS</b>				
Equipment investment, % of GDP	6.3%	5.6%	5.7%	6.0%
Labor productivity growth rate	2.5%	0.3%	1.7%	1.8%
Residential housing price growth rate	3.4%	1.5%	5.6%	4.0%
Residential housing starts growth rate	6.3% <sup>3</sup>	-11.2% <sup>4</sup>	8.7%	11.0%
Dow-Jones Industrial Avg growth rate	7.7%	10.4%	1.1%	3.0%
Trade-weight dollar index	90.6	85.0	106.4	112.0
Net trade balance, % of GDP <sup>5</sup>	-2.9%	-3.4%	-2.9%	-3.1%
<b>HOUSEHOLDS</b>				
Population growth rate	1.2%	1.2%	1.0%	1.3%
Real median HH income growth rate	0.08%	0.07%	5.3%	1.5%
Real hourly earnings growth rate	n/a	0.3%	1.9%	1.5%
Average weekly hours	n/a	34.4	34.6	34.5
HH debt, % of GDP	75.0%	83.9%	80.0%	81.0%
HH debt payment, % of disposable income	11.8%	10.6%	10.1%	10.2%
Savings rate, %	5.4%	5.8%	5.2%	5.0%
<b>FISCAL POLICY</b>				
Federal budget deficit, % of GDP	2.5%	6.1%	2.4%	2.3%
Federal debt, % of GDP	62.8%	97.1%	100.5%	98.5%
Federal interest payments, % of GDP	2.2%	1.4%	1.2%	1.3%
<b>MONETARY POLICY</b>				
Federal funds rate, %	3.82% <sup>6</sup>	0.08% <sup>7</sup>	0.15%	1.00%
Money supply growth rate	3.1% <sup>6</sup>	11.2% <sup>7</sup>	7.5%	5.0%
Excess reserves growth rate	0.4% <sup>6</sup>	181.8% <sup>7</sup>	-0.5%	-1.0%
Money velocity growth rate	0.5% <sup>6</sup>	-3.9% <sup>7</sup>	-2.0%	0.3%

<sup>1</sup> year over year based on the latest data; <sup>2</sup> November; <sup>3</sup>1990-2006; <sup>4</sup> 2006-2014; <sup>5</sup> '-' indicates a trade deficit;

<sup>6</sup> 1990-2007; <sup>7</sup> 2007-2014

**Sources:** Federal Reserve Bank of St. Louis; U.S. Dept. of Commerce; author's forecasts

production reducing the need for imported foreign oil, the trade deficit maintained its moderate level.

Households continued to improve their economic position in 2015. Real median household income grew by 5.3%, well above both the twenty year average and the post-recessionary average. Real hourly earnings increased more than in the years since the recession, and work hours also edged up. Household debt relative to GDP, which almost reached 100% prior to the Great Recession, moderated close to the 1990-2010 annual average. Low interest rates also allowed households to post a thirty-year low in their debt service payments as a percent of disposable income. The personal savings rate, which had fallen into negative territory prior to the recession, continued to register above 5%.

With a stronger economy, the fiscal situation of the federal government became less unbalanced. As a percent of GDP, the deficit in 2015 was smaller than the 1990-2010 annual average, and well under the average for 2010-2014 when fiscal policy was used to stimulate economic growth. The relative size of the total federal debt declined slightly in 2015. And again compliments of low interest rates, the carrying cost of the federal debt (federal interest payments as a percent of GDP) in 2015 was under the post-recessionary average and just over half of the annual average posted in the two decades from 1990 to 2010.

After almost a decade of first attempting to stop the economy's decline during the Great Recession and then trying to stimulate the economic recovery, monetary policy operated by the Federal Reserve turned the corner in 2015. Fed policy was enormously accommodative during and immediately after the Great Recession. Table 1 shows the federal funds rate—one of the Fed's key policy tools—averaged 3.8% during 1990-2007, but was virtually zero from 2007 to 2014. Likewise, the annual growth rate in the money supply—another important tool used by Fed

policymakers—almost tripled between the two periods. Besides the weakness of the economy, these actions didn't spark the higher inflation that many feared for two reasons: the unprecedented increase in excess reserves held at the Fed, and the dramatic drop in money velocity. The increase in excess reserves was a way for the Fed to create money as a backstop for the banks, but to keep that money at the Fed so as not to elevate prices. The decline in money velocity reduced the ability of dollars in circulation to generate higher inflation.

At the end of 2015 the Fed announced a modest increase (0.25 percentage points) in the federal funds rate, the first of many expected rate hikes. Growth rates in both the money supply and excess reserves moderated in 2015, and the reduction in money velocity was likewise more modest. All these moves signaled a shift away from stimulative policies introduced by the Fed over the past few years.

### The National Economy in 2016

The last column in Table 1 presents forecasts for the national economic indicators in 2016. In general, the forecasts are upbeat and suggest a national economy growing at a slightly faster pace than in 2015. Among the 'General' measures, the biggest changes will be in inflation and interest rates. Oil prices will stop falling—and may even rise modestly—in 2016, which will cause the all-item CPI rate to be closer to 2%, as compared to the 0.5% rate in 2015. Higher measured inflation will reduce some of the real per capita gains in personal income and consumption. As a result of the Fed's tightening of interest rates, short-term rates will undoubtedly move higher. Long-term rates will also move up due to higher expected future inflation rates, along with expectations that the Fed will push interest rates higher over a multi-year period.

The biggest change in the 'Business' environment will be an increase in the rate of housing

starts and a moderation in the rate of housing price increases. The stock market will gain—but only slightly—and the dollar will continue strengthening. The latter will present challenges for the manufacturing sector and keep the GDP growth rate from being even higher than 2.4%.

With the Fed's interest rate moves, 'Households' will see higher borrowing costs in 2016. This will cause the relative size of household debt payments to increase and the savings rate to fall. But more limited household borrowing will mean only a small increase in the relative size of household debt. An acceleration in household formation will boost GDP growth.

With regard to 'Fiscal Policy', faster economic growth will produce larger federal tax revenues, which in turn will keep lids on the relative sizes of both the budget deficit and national debt. However, higher interest rates will mean a rise in the relative size of federal interest payments. If the Fed continues raising interest rates beyond 2016, the impacts on financing the national debt will become a prominent issue.

The Fed is now on an announced track to be less stimulative in its monetary policy. The federal funds rate is forecast to jump to 1.0% by the end of 2016. Money supply growth will moderate and excess reserves will slightly contract. A faster paced economy with higher interest rates will accelerate money velocity.

### The "R" Word

The current economic expansion, which began in mid-2009, is already longer than all but three of the eleven post-World War II expansions. Hence, there is understandable concern about the imminent possibility of a new recession.

Although no economic forecast is absolutely certain, all signs point to no recession in 2016. However, historical precedent suggests a likely

recession before the end of the decade. While the next recession will not be as severe as the Great Recession of 2008-2009, it will require retrenchment by households and businesses for at least half a year. The best guarantee of a moderate recession is modest debt loads by households and businesses going into the downturn.

### The North Carolina Economy: Ahead of the Pack, But Not Everywhere Nor for Everyone

Table 2 shows the recent performance of the key indicators of the North Carolina economy. Compared to both the longer (1997-2010) period and the more recent post-recessionary period (2010-2014), North Carolina performed much better on all measures (1997 is the beginning year of the longer period due to the unavailability of state GDP data prior to that year). In particular, both real GDP and real GDP per capita in North Carolina grew by 50% more than the national average. Labor force growth in North Carolina was an astonishing five times faster than the national rate, and job growth from both the household survey and the payroll survey were stronger than the comparable national growth rates. The state's rapid labor force growth was likely due to immigration of new households from other states as well as a return of "discouraged workers" (unemployed individuals who had stopped looking for work and therefore were not counted as officially unemployed) to the active labor force. The fact that the labor force grew faster than employment in North Carolina explains the rise in the state jobless rate during some months in 2015.

The state is expected to out-perform the nation again in 2016. The forecasted 2.1% growth in payroll jobs will boost non-farm job numbers by close to 90,000. The state's "headline" unemployment rate will drop to near 5% by year's end. Yet job growth will not be evenly spread among sectors and salaries.

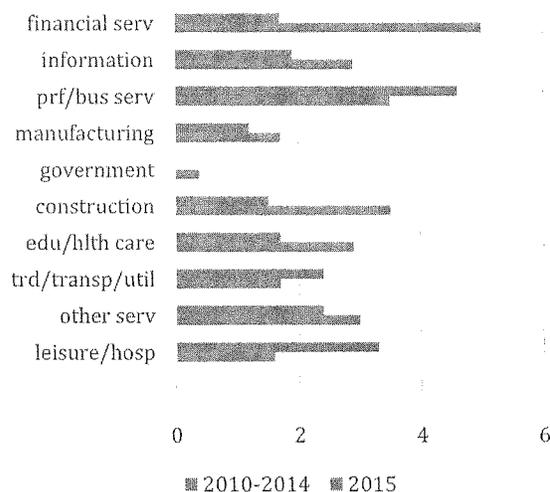
**Table 2. Relative Performance of the North Carolina Economy**

	1997-2010 avg		2010-2014 avg		2015		2016 Forecast	
	NC	U.S.	NC	U.S.	NC	U.S.	NC	U.S.
Real GDP growth rate	2.5%	2.1%	1.3%	2.0%	3.4%	2.2%	3.5%	2.4%
Real GDP growth rate per capita	0.8%	1.1%	0.2%	1.2%	2.7%	1.4%	2.7%	1.5%
Headline unemployment rate	6.0%	5.8%	8.2%	8.0%	5.5%	5.0%	5.1%	4.7%
Labor force growth rate	1.1%	0.9%	0.06%	0.04%	3.2%	0.6%	3.0%	0.7%
Household employment growth rate	0.6%	0.5%	1.4%	1.4%	3.1%	1.4%	2.9%	1.3%
Payroll jobs growth rate	0.4%	0.4%	1.9%	1.8%	2.2%	1.9%	2.1%	1.7%

**Sources:** U.S. Dept. of Commerce; author's forecasts

Figure 1 shows the annual percentage increase in employment in major economic sectors for the 2010-2014 and 2015 time periods. The economic sectors are arranged in declining order by average salary. Financial services, the top paying sector, lies at the top of the chart while the sector with the lowest average salary (leisure/hospitality) is at the bottom. During both periods the fastest growth generally has been in the top and lowest paying sectors, while the slowest growth has been in the middle paying sectors. This pattern—one that has been observed at the national level, and is one contributor to widening income inequality among households—is projected to continue in 2016.

For decades, a geographic divide in economic performance has prevailed in North Carolina. Figure 2 shows annual average payroll job growth for the 2010-14 and 2015 periods in the state's regions. In 2010-2014, the metro areas of Asheville, Charlotte, Durham, Raleigh, and Wilmington clearly outpaced other regions in growth. In 2015, the leaders were Charlotte, Durham, Greensboro, Winston-Salem, and—perhaps surprisingly—rural North Carolina.

**Figure 1. Annual Percentage Change in NC Payroll Employment by Sector**

However, even with the relatively positive performance of rural regions of the state in 2015, broad economic forces still point to further urbanization and faster population and job growth in metropolitan regions of North Carolina in the years ahead.

Figure 2. Annual Percentage Change in Payroll Employment in NC Regions

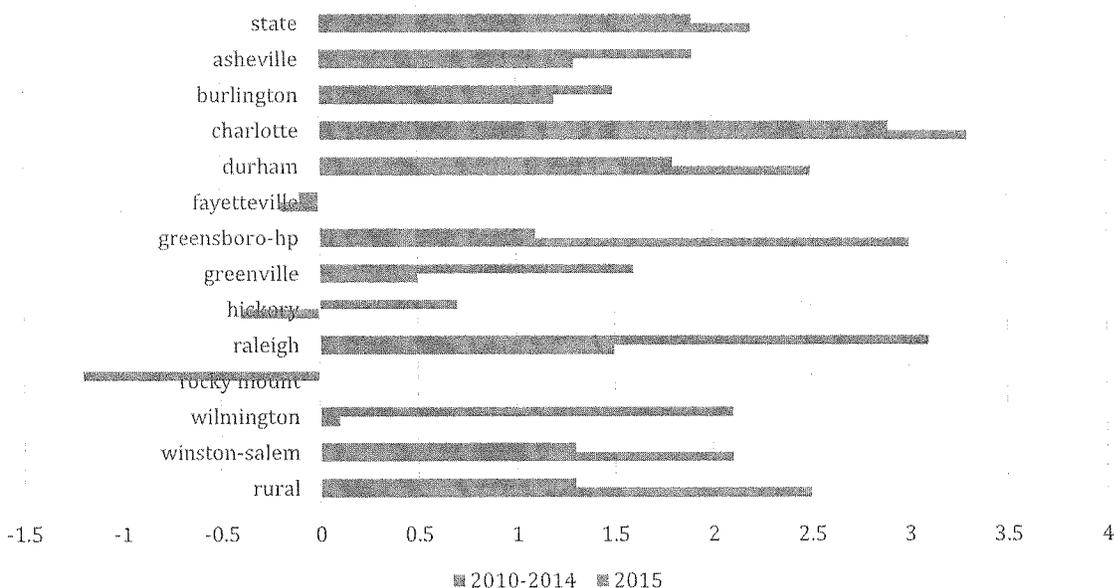


Table 3. Regional Unemployment Rate Forecasts, % (not seasonally-adjusted)

Region	October 2015 (Actual)	December 2016 (Forecast)
Asheville	4.4	4.1
Burlington	5.1	4.9
Charlotte	5.3	4.2
Durham	4.8	4.5
Fayetteville	7.3	6.9
Greensboro-High Point	5.7	5.3
Greenville	5.9	5.4
Hickory	5.5	5.3
Raleigh	4.7	4.3
Rocky Mount	7.7	7.4
Wilmington	5.3	4.8
Winston-Salem	5.2	4.8
Rural areas	6.2	5.8

Regional unemployment rate forecasts for the state are given in Table 3. All regions are expected to register lower jobless rates at the end of 2016 as compared to late 2015. The metro regions of Asheville, Burlington, Charlotte, Durham, Raleigh, Wilmington, and Winston-Salem will have year-end 2016 jobless rates under 5%. This rate has traditionally been considered “full-employment.” Due to military downsizing, Fayetteville is forecast to end 2016 with an unemployment rate near 7%. Issues related to restructuring their economies for the 21st century will keep Rocky Mount’s jobless rate above 7% and rural North Carolina’s rate near 6% in 2016.



Employment and program opportunities are offered to all people regardless of race, color, national origin, sex, age, or disability. North Carolina State University, North Carolina A&T State University, U.S. Department of Agriculture, and local governments cooperating.



**DEPARTMENT OF FINANCE AND ADMINISTRATIVE SERVICES**

**FY2015-16 SECOND QUARTER  
FINANCIAL REPORT**

# Quarterly Financial Report Contents

- General Fund Revenues and Expenditures Analysis by Major Revenue Categories and each Department by Functional Leadership Team
- 5-Page Narrative explaining Major variances (1<sup>st</sup> Abstract Attachment)
  - Narrative delineating any material variance by either Performance or Timing
- Detailed Comparison of FY2015-16 Budget versus Actual and FY2014-15 Budget versus Actual Table (2<sup>nd</sup> Abstract Attachment)
- NC State 2016 Economic Outlook (3<sup>rd</sup> Abstract Attachment)

# General Fund Revenue Overview

- Solid revenue performance consistent with improving economy and consumer confidence
- Property tax revenue performance reflects Tax Administration's Office collection efforts; improved processing of returned mail and increased taxpayer participation in payment plans; property tax revenues comprise 71% of Budgeted General Fund revenues
- Sales tax revenues accounts for three months of economic activity; these revenues are the next largest revenue source accounting for 9.6% of Budgeted General Fund revenues
- Remaining 20% of revenues consists primarily of Intergovernmental and Charges for Services

# General Fund Revenues Budget versus Actual Comparative Analysis

Category	FY2015-16 Original Budget	FY2015-16 Revised Budget	YTD Actual	YTD % Collected	Category	FY2014-15 Original Budget	FY2014-15 Revised Budget	YTD Actual	YTD % Collected
Property Tax	\$ 147,551,332	\$ 147,551,332	\$ 120,454,187	81.6%	Property Tax	145,714,650	\$ 145,714,650	\$ 117,523,829	80.7%
Local Option Sales Tax	20,652,132	20,652,132	4,321,358	20.9%	Local Option Sales Tax	19,001,962	19,001,962	3,943,843	20.8%
Licenses and Permits	313,000	313,000	77,552	24.8%	Licenses and Permits	313,000	313,000	83,166	26.6%
Charges for Services	10,766,030	10,807,314	4,602,324	42.6%	Charges for Services	9,799,005	9,866,868	4,499,294	45.6%
Intergovernmental	15,000,278	18,524,600	7,602,005	41.0%	Intergovernmental	13,575,486	16,354,491	7,967,007	48.7%
Transfers from Other Funds	1,052,600	1,052,600	-	0.0%	Transfers from Other Funds	1,052,600	1,052,600	-	0.0%
Investment Earnings	52,500	52,500	5,656	10.8%	Investment Earnings	105,000	105,000	3,726	3.5%
Miscellaneous	737,468	972,934	645,499	66.3%	Miscellaneous	798,065	934,769	520,650	55.7%
Fund Balance Appropriation	10,650,770	10,826,066	-	0.0%	Fund Balance Appropriation	10,068,343	10,150,647	-	0.0%
<b>General Fund Revenues</b>	<b>206,776,110</b>	<b>210,752,478</b>	<b>137,708,580</b>	<b>65.3%</b>	<b>General Fund Revenues</b>	<b>200,428,111</b>	<b>203,493,987</b>	<b>\$ 134,541,516</b>	<b>66.1%</b>

- FY 2015-16 General Fund revenues are on target with the adopted budget; through the second quarter \$137.7 million or 65.3% of budgeted revenues has been collected as compared to \$134.5 million or 66.1% in the prior year
- Property Tax revenues totals \$120.4 million or 81.6% of Budgeted Revenues compared to \$117.5 million or 80.7% in the prior year; increased collections attributed to expedited processing of returned mailings; the remaining amount of property tax revenues will be collected in January;
- Sales Tax revenues reflects three months of activity; the NC Department of Revenue (NCDOR) remittances to local jurisdictions has normally lagged up to three months throughout the State; attributed to the time to process and remit distributions to local governments
- Charges for Services revenues collected are \$4.6 million or 42.6% of Budgeted Revenues compared to \$4.4 million or 45.6% in the prior year
- Intergovernmental revenues which includes grant remittances are \$7.6 million or 41% of Budgeted Revenues compared to \$7.9 million or 48.7% in the prior year

# General Fund Expenditure Overview

- Expenditures are indicated by the Functional Leadership Teams
- Department Expenditures are within Budgeted appropriations
- 2Q Spending accounts for 45% of Budgeted Expenditures as compared to 44.6% in the prior year
- No significant variances attributed to Performance
- Debt Service payments are budgeted in Non-Departmental

# General Fund Expenditures Budget versus Actual Comparative Analysis

Category	FY2015-16 Original Budget	FY2015-16 Revised Budget	YTD Actual	YTD % Expended
Community Services	\$ 10,568,530	\$ 10,730,406	\$ 4,876,052	45.4%
General Government	7,761,418	7,834,873	3,620,299	46.2%
Public Safety	22,915,823	23,134,660	11,161,607	48.2%
Human Services	33,941,247	37,606,119	17,935,939	47.7%
Education	78,837,341	78,837,341	39,046,174	49.5%
Support Services	11,726,879	11,995,293	6,695,003	55.8%
Non-Departmental	41,024,872	41,880,133	12,029,303	28.7%
<b>General Fund Expenditures</b>	<b>206,776,110</b>	<b>212,018,826</b>	<b>95,364,376</b>	<b>45.0%</b>

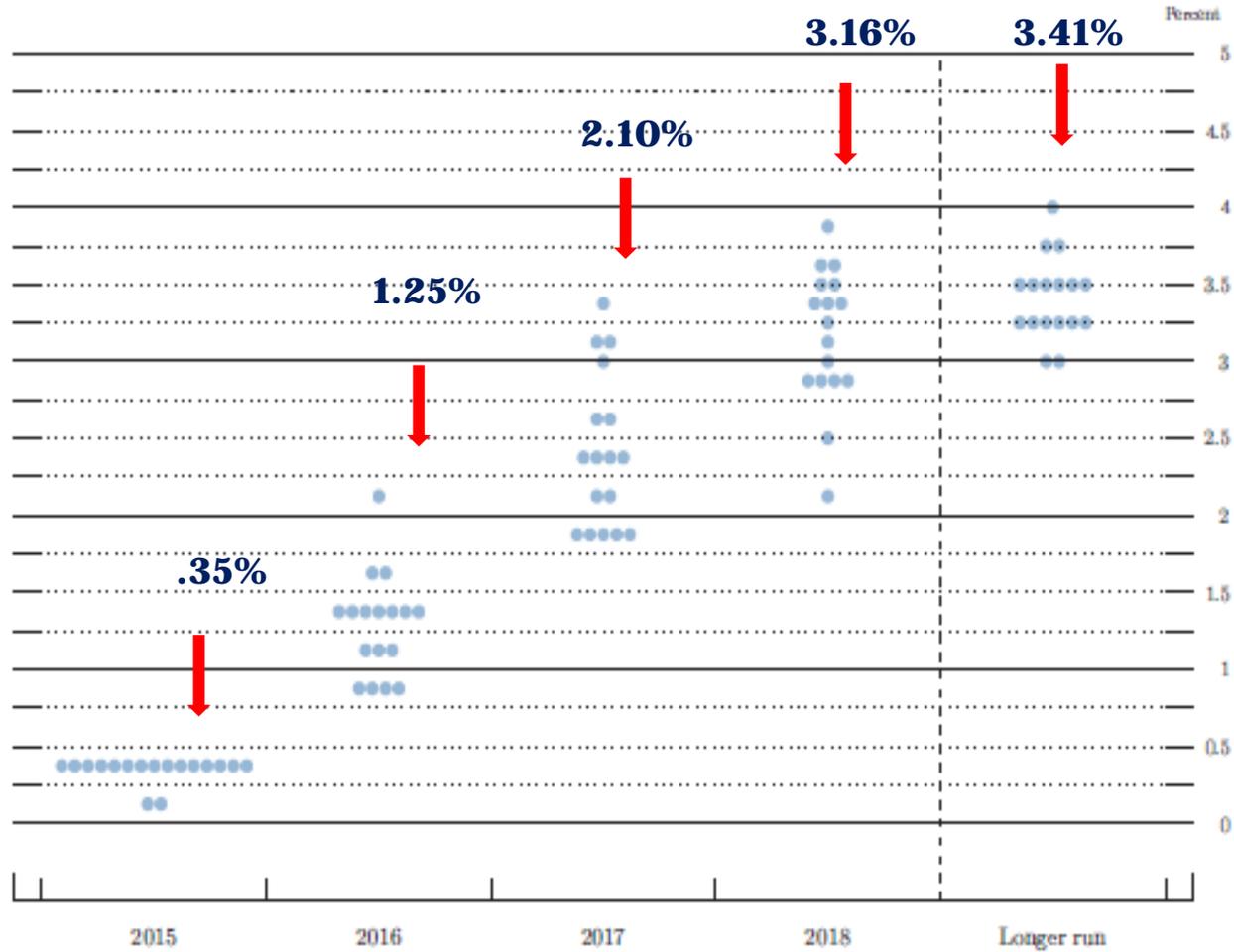
Category	FY2014-15 Original Budget	FY2014-15 Revised Budget	YTD Actual	YTD % Expended
Community Services	9,706,823	\$ 9,881,248	\$ 4,444,971	45.0%
General Government	7,052,986	7,148,018	3,365,899	47.1%
Public Safety	22,021,055	22,167,858	9,642,227	43.5%
Human Services	32,016,307	34,446,023	16,922,393	49.1%
Education	76,847,414	76,847,414	37,929,707	49.4%
Support Services	11,087,403	11,343,016	6,170,740	54.4%
Non-Departmental	41,696,123	42,449,708	12,682,157	29.9%
<b>General Fund Expenditures</b>	<b>200,428,111</b>	<b>204,283,285</b>	<b>91,158,094</b>	<b>44.6%</b>

- FY 2015-16 General Fund expenditures in line with historical performance
- 2Q FY2015-16 expenditures are \$95.3 million or 45% of Budgeted Expenditures compared with \$91.1 million or 44.6% in the prior year
- Community Service includes Animal Services, NC Cooperative Extension, Economic Development, and Planning and Inspections; spending rate of 45.4% of Budgeted Expenditures is consistent with the prior year at 45%
- General Government includes Board of Elections, Clerk to the Board, County Attorney, County Manager, Register of Deeds, and Tax Administration; spending rate of 46.2% of Budgeted Expenditures is .9% less consistent with historical rate
- Education expenditures in line with prior year and represents Current Expenditures, Fair Funding, and Recurring Capital; School Debt Service of \$16 million is budgeted in Non-Departmental
- Support Services includes Asset Management, Community Relations, Finance, HR, and IT; spending rate of 55.8% reflects the payment dates for workers compensation, bonds/insurance, and IT contracts

# Investments Overview

- Orange County funds invested in North Carolina Capital Management Trust (NCCMT) Fund
  - Fund is a mutual fund that is managed by Fidelity Management and Research Company
  - Fund is rated AAA by Standard & Poor's
  - The Effective Yield for the NCCMT was .24% as of December 31, 2015
  - The Average Portfolio Maturity was 43 Days
  - Portfolio composition is: High Grade Commercial Paper (69.7%), U.S. Treasury Securities (16.7%), Federal Agency (12.8%), and Cash (.8%)
  - Effective Yield is consistent with Interest Rate environment
  - December 16 Federal Reserve meeting minutes indicate that interest rates will rise slower than previous recoveries

# Federal Funds Rate Projections



Source: Minutes of Federal Reserve Meeting December 16, 2015

# Economic Overview

- NC State 2016 Economic Outlook indicates:
  - No signs of any slow down in the economy
  - By December 2016 Regional unemployment is projected to be below 5% as compared to the 8% average during the Great Recession (2010-2014)
  - State labor force growth rate is projected to increase 3% as compared to .06% average between 2010-2014; due to discouraged workers returning to the labor force
  - Continued widening income inequality between highest average salaried sectors of Financial Services and Information Technology
  - The lowest average salaries are in Leisure and Hospitality, Trade, Utility, and Transportation sectors

# Questions

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

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

**SUBJECT:** Chapel Hill Orange County Visitors Bureau – Appointments

**DEPARTMENT:** Board of Commissioners

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

No

**ATTACHMENT(S):** Under Separate Cover  
Membership Roster  
Recommendations  
Position Re-assignments  
Attendance Records  
Applications for Persons Recommended  
Interest List  
Applications of Persons on the Interest  
List

**INFORMATION CONTACT:**  
Clerk's Office, 919-245-2130

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

**BACKGROUND:** The following information is for Board consideration:

- Appointment to a first full term (Position #1) At-Large Chapel Hill Town Council position for George Cianciolo expiring 12/31/2018.
- Appointment to a partial term (Position #7) Town of Hillsborough Board of Commissioners for Mark Bell expiring 12/31/2016.
- Appointment to a first full term (Position #8) OC Lodging Association for Andrew Strickland expiring 12/31/2018.
- Appointment to a partial term (Position #10) Alliance for Historic Hillsborough for Jeff Strickler expiring 12/31/2017.
- Appointment to a one year term (Position #13) Ex-Officio Economic Development Staff-Town of Chapel Hill for Lee Storrow expiring 12/31/2016.
- Request to move member Mark Sherburne from (Position #5) Economic Development Advisory Board – Orange County to (Position #11) OC Lodging Association expiring 12/31/2018.
- Request to move member Nitin Khanna from (Position #11) OC Lodging Association to (Position #5) Economic Development Advisory Board – Orange County expiring 12/31/2017.

<i>POSITION NO.</i>	<i>NAME</i>	<i>SPECIAL REPRESENTATIVE</i>	<i>EXPIRATION DATE</i>
1	George Cianciolo	At-Large Chapel Hill Town Council	12/31/2018
7	Mark Bell	Town of Hillsborough Board of Commissioners	12/31/2016

8	Andrew Strickland	OC Lodging Association	12/31/2018
10	Jeff Strickler	Alliance for Historic Hillsborough	12/31/2017
13	Lee Storrow	Ex-Officio Economic Development Staff-Town of Chapel Hill	06/30/2017
5	Nitin Khanna	Economic Development Advisory Board – Orange County	12/31/2017
11	Mark Sherburne	OC Lodging Association	12/31/2018

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

- None.

**FINANCIAL IMPACT:** None.

**SOCIAL JUSTICE IMPACT: Enable Full Civic Participation.** Ensure that Orange County residents are able to engage government through voting and volunteering by eliminating disparities in participation and barriers to participation.

**RECOMMENDATION(S):** The Manager recommends that the Board consider making appointments to the Chapel Hill Orange County Visitors Bureau.

# Board and Commission Members

## And Vacant Positions

### ***Chapel Hill/Orange County Visitors Bureau***

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

Terms: 2

Contact Person: Allison Chambers

Meeting Place: location varies

Positions: 17

Length: 3 years

Contact Phone: 919-215-4328

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

1	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr: Chapel Hill Town Council	First Appointed: Current Appointment: Expiration: 12/31/2018 Number of Terms:
2	<b>Mrs. Rosemary Waldorf</b> <b>Chair</b> 106 Gurnsey Trail Chapel Hill NC 27517	Day Phone: 919-414-2047 Evening Phone: 919-929-7556 FAX: E-mail: waldorf@nc.rr.com	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: Chapel Hill-Carrboro Chamber of Commerce	First Appointed: 12/09/2014 Current Appointment: 12/09/2014 Expiration: 12/31/2017 Number of Terms: 1
3	<b>Ms. Jill McCullough</b>  1021 Walkerfield Drive Rougemont NC 27572	Day Phone: Evening Phone: FAX: E-mail: Amerylis.jm@gmail.com	Sex: Female Race: Caucasian Township: Little River Resid/Spec Req: At-Large Special Repr: Orange County/Hillsborough Chamber of Com	First Appointed: 12/09/2014 Current Appointment: 12/09/2014 Expiration: 12/31/2017 Number of Terms: 1
4	<b>Dr. Aaron Bachenheimer</b>  340 Summer Walk Circle Chapel Hill NC 27517	Day Phone: 919-843-5827 Evening Phone: 823-773-0099 FAX: E-mail: bachenhe@email.unc.edu	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: UNC- Chapel Hill	First Appointed: 06/03/2014 Current Appointment: 12/15/2015 Expiration: 12/31/2018 Number of Terms: 2
5	<b>Mr Mark Sherburne</b>  524 Highgrove Drive Chapel Hill NC 27516	Day Phone: 919-698-5996 Evening Phone: 919 960 8192 FAX: E-mail: mandmsherburne@nc.rr.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: Economic Development Advisory Board-Oran	First Appointed: 10/17/2014 Current Appointment: 10/17/2014 Expiration: 12/31/2017 Number of Terms: 1

# Board and Commission Members

## And Vacant Positions

### ***Chapel Hill/Orange County Visitors Bureau***

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

Terms: 2

Contact Person: Allison Chambers

Meeting Place: location varies

Positions: 17

Length: 3 years

Contact Phone: 919-215-4328

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

6	<b>Mrs. Karen DeHart</b>  102 Old Larkspur Way Chapel Hill NC 27516	Day Phone: 919-240-7369 Evening Phone: 919-929-6661 FAX: 919-240-7397 E-mail: karen@nchsaa.org	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: NC High School Athletic Association	First Appointed: 02/15/2011 Current Appointment: 12/10/2013 Expiration: 12/31/2016 Number of Terms: 2
7	<b>Mr. Michael Gering</b>  158 W. King Street Hillsborough NC 27278	Day Phone: Evening Phone: 919-644-8321 FAX: E-mail: mike.gering@hillsboroughnc.org	Sex: Male Race: Caucasian Township: Resid/Spec Req: Hillsborough Twmsp Special Repr: Town of Hillsborough Board of Commissioner	First Appointed: 11/04/2010 Current Appointment: 11/04/2010 Expiration: 12/31/2016 Number of Terms: 2
8	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr: O/C Lodging Assoc.	First Appointed: Current Appointment: Expiration: 12/31/2018 Number of Terms:
9	<b>Michelle Johnson</b>  10 Center Street Carrboro NC 27510	Day Phone: 919-260-2145 Evening Phone: FAX: E-mail: michelleforcarrboro@gmail.com	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr: Carrboro Board of Aldermen.	First Appointed: 01/02/2014 Current Appointment: 01/02/2014 Expiration: 12/31/2016 Number of Terms: 1
10	<b>Ms. Libbie Hough</b>  5401 Hough Road Hillsborough NC 27278	Day Phone: 919-967-8070 Evening Phone: 919-619-7116 FAX: 919-967-9383 E-mail: libbiehough@cmatters.org	Sex: Female Race: Caucasian Township: Bingham Resid/Spec Req: At-Large Special Repr: Alliance/Hist.Hillsborough	First Appointed: 11/06/2014 Current Appointment: 11/06/2014 Expiration: 12/31/2017 Number of Terms: 1

# Board and Commission Members

## And Vacant Positions

### ***Chapel Hill/Orange County Visitors Bureau***

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

Terms: 2

Contact Person: Allison Chambers

Meeting Place: location varies

Positions: 17

Length: 3 years

Contact Phone: 919-215-4328

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

11	<b>Mr. Nitin Khanna</b> One Europa Drive Chapel Hill NC 27517	Day Phone: 919-968-4900 Evening Phone: 919-697-1715 FAX: E-mail: nkhanha@sheratonchapelhill.com	Sex: Male Race: Asian American Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: O/C Lodging Assoc.	First Appointed: 11/06/2014 Current Appointment: 12/15/2015 Expiration: 12/31/2018 Number of Terms: 1
12	<b>Ms. Deborah Hepp</b> 20 Dogwood Acres Drive Chapel Hill NC 27516	Day Phone: 919-260-4495 Evening Phone: 919-942-3398 FAX: E-mail: debbie@ballyhoostudio.com	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: O.C. Arts Commission	First Appointed: 03/19/2014 Current Appointment: 03/19/2014 Expiration: 12/31/2017 Number of Terms: 1
13	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: Ex-officio Special Repr: Economic Development Staff - Town of Chap	First Appointed: Current Appointment: Expiration: 06/30/2017 Number of Terms:
14	<b>Ms Annette Stone</b> 105 Fidelity Street Unit 49A Carrboro NC 27510	Day Phone: 919 918 7319 Evening Phone: FAX: E-mail: astone@townofcarrboro.org	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: Ex-officio Special Repr: Economic Development Staff - Town of Carrb	First Appointed: 04/23/2013 Current Appointment: 09/16/2014 Expiration: 06/30/2017 Number of Terms: 1
15	<b>Ms. Meg McGurk</b> 308 West Rosemary Street, Suite 202 Chapel Hill NC 27516	Day Phone: 919-967-9440 Evening Phone: FAX: E-mail: meg@downtownchapelhill.com	Sex: Undesignat Race: Undesignated Township: Chapel Hill Resid/Spec Req: Ex-officio Special Repr: Chapel Hill Downtown Partnership Staff	First Appointed: 04/23/2013 Current Appointment: 09/16/2014 Expiration: 06/30/2017 Number of Terms: 1

# Board and Commission Members

## And Vacant Positions

### ***Chapel Hill/Orange County Visitors Bureau***

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

Terms: 2

Contact Person: Allison Chambers

Meeting Place: location varies

Positions: 17

Length: 3 years

Contact Phone: 919-215-4328

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

	<b>Mr. Lee Pavao</b>	Day Phone: 919-942-4682	Sex: Male	First Appointed: 04/23/2013
16	<b>Vice-Chair</b>	Evening Phone:	Race: Caucasian	Current Appointment: 12/15/2015
	The Gables, 620 Airport Road, Unit 503	FAX: 919-942-6511	Township: Chapel Hill	Expiration: 12/31/2018
	Chapel Hill NC 27514	E-mail: lee@thecanaryperch.com	Resid/Spec Req: At-Large	Number of Terms: 2
			Special Repr: At-Large	
<hr/>				
	<b>Ms. Penny Rich</b>	Day Phone: 919-428-5952	Sex: Female	First Appointed: 02/01/2015
17	<b>Finance Chair</b>	Evening Phone:	Race: Caucasian	Current Appointment: 02/01/2015
	109 Oldham Place	FAX:	Township: Chapel Hill	Expiration: 02/01/2016
	Chapel Hill NC 27516	E-mail: prich@orangecountync.gov	Resid/Spec Req:	Number of Terms:
			Special Repr: County Commissioner	

February 2, 2016

To: Board of Orange County Commissioners  
c/o Orange County Clerk's Office

From: Laurie Paolicelli, Director, Orange County Community Relations and Visitors Bureau

Re: Town of Chapel Hill's Nomination for Visitors Bureau's Board

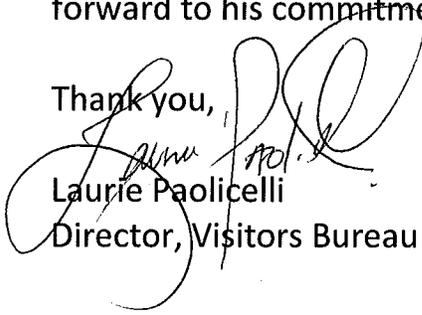
The Chapel Hill/Orange County Visitors Bureau by-laws currently include a seat for an elected representative from the Town of Chapel Hill.

At its December work session, Mayor Pam Hemminger appointed Chapel Hill Town Councilman, George Cianciolo, to serve on the board of the Visitors Bureau. Mr. Cianciolo attended the January meeting of the Visitors Bureau and has expressed interest and enthusiasm for this role.

With the Board of Orange County Commissioners approval, George will serve as the new representative for the Visitors Bureau Board,

Mr. Cianciolo has a keen interest in advancing the economic development goals of Orange County and has long served on the Town's economic development committee. George has worked at Duke University for most of his career, watching that city experience a renaissance in its tourism community, adding new arts venues, hotels and facility expansions. We look forward to his commitment to our board.

Thank you,



Laurie Paolicelli  
Director, Visitors Bureau

February 2, 2016

To: Board of Orange County Commissioners  
c/o Orange County Clerk's Office

From: Laurie Paolicelli, Director, Orange County Community Relations and Visitors Bureau

Re: Town of Hillsborough's Nomination for Visitors Bureau's Board

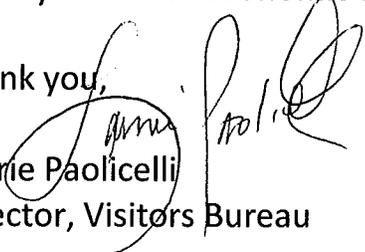
The Chapel Hill/Orange County Visitors Bureau by-laws currently include a seat for an elected representative from the Hillsborough Town Board.

At its December work session, Mayor Tom Stevens appointed Hillsborough Board member, Mark Bell, to serve on the board of the Visitors Bureau, pending the Board of Orange County Commissioners approval.

Mr. Bell attended the January meeting of the Visitors Bureau and has expressed interest and enthusiasm for this role.

Mr. Bell has a strong background in advancing tourism in Hillsborough, having served on the Alliance for Historic Hillsborough board and many preservation and historic groups. His allegiance to Hillsborough and the tourism potential for that town will surely benefit Orange County's work in economic development.

Thank you,

  
Laurie Paolicelli  
Director, Visitors Bureau

February 2, 2016

To: Board of Orange County Commissioners  
c/o Orange County Clerk's Office

From: Laurie Paolicelli, Director, Orange County Community Relations and Visitors Bureau

Re: Nominating Committee Recommendation for Hotel Seat on Visitors bureau Board

At its January, 2016 board meeting, the Visitors Bureau Board members nominated, **Andrew Strickland, Residence Inn**, to serve in the seat of Hotelier on the advisory board.

Please accept this nomination now.

Mr. Strickland has applied for this board on two occasions and brings with him more than fifteen years' experience managing hotels, including Triangle hotels and a stint in Pinehurst.

He now serves at the Residence Inn on Erwin Road in Chapel Hill and has long been a partner to sales staff at the Bureau, helping to secure group business, produce special events, and work with medical institutions on hosting long term visitors who have family in local hospitals.

He is a regular sponsor of events, maintains an impressive demand an occupancy rate and contributes to several area economic groups, including the Chamber of Commerce and the Triangle Area Hotel Motel Association board. In 2015, he was nominated as the Chamber's [2015 Young Professional of the Year](#).

Please accept this recommendation and nomination. Mr. Strickland would be a new and welcome addition to Orange County's advisory boards.

Thank you.

January 28, 2016

Laurie Paolicelli  
Chapel Hill/Orange County Visitors Bureau  
501 W. Franklin St.  
Chapel Hill, NC 27516

To Whom It May Concern:

The Alliance for Historic Hillsborough hereby appoints Jeff Strickler to serve as our representative to the Chapel Hill/Orange County Visitors Bureau Board of Directors, beginning January 2016. We look forward to working together and building a partnership for the benefit of Orange County.

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah DeGennaro", with a long horizontal flourish extending to the right.

Sarah DeGennaro  
Executive Director

Date: January 12, 2016

To: Chapel Hill/Orange County Visitors Bureau Board  
c/o Laurie Paolicelli, Director

From: Roger Stancil, Town Manager, Chapel Hill 

Re: Town of Chapel Hill appointment to Visitors Bureau Board

Thank you for keeping the Town Council and me updated on tourism successes and your board's activities. We are only successful together.

I understand that there is a current vacancy for an ex-officio representative appointed by the Town Manager from the Town of Chapel Hill to work in tandem with your board leadership, including additional Orange County municipality staff and representatives.

Thanks for updating me on the BOCC's addition of these positions to keep the tourism industry abreast of local government activity in economic development.

I understand this position is separate from the Town of Chapel Hill's elected official position.

For the ex officio role currently open, I would like to appoint former Town Council Member Lee Storrow to this position for one year, expiring in December 2016. At that time, we will mutually review your needs and determine how we approach the appointment in the future.

I will ask Lee to provide me a monthly report on the activities of the CVB that relate to the Town.

Lee Storrow has been instrumental in representing the town's tourism interests and I understand he remains committed to working with area hotels and your team on maintaining our success in this sector. Lee tells me that his work with area restaurants, food related events, LGBT tourism and recommending Orange County tourism packages, have benefited all.

Thank you for considering Lee for this position.

I look forward to attending a future board meeting of the Chapel Hill/Orange County Visitors Bureau.

Please let me know when this appointment is confirmed by the BOCC.

Thank you to you and your team.

February 2, 2016

To: Board of Orange County Commissioners  
c/o Orange County Clerk's Office

From: Laurie Paolicelli, Director, Orange County Community Relations and Visitors Bureau

Re: Nominating Committee Recommendation for Economic Development

At the request of the Economic Development Department, Nitin Khanna will step-in to the board seat that department has on the Visitors Bureau board of directors, pending the Board of County Commissioners approval.

Khanna has served on the Visitors Bureau previously, filling an Orange County Lodging seat.

In his role with Economic Development, Khanna is working to represent tourism and travel and the potential for new hotel development.

His regular attendance at Orange County economic development board meetings is helpful because he updates the Visitors Bureau board on key issues throughout the county, including discussions surrounding potential hotel development near Hillsborough, Waterstone and throughout the region.

Khanna has worked at Sheraton Hotel for many years and serves as General Manager of our largest Orange County hotel.

Please accept this nomination, which comes with a letter of recommendation from Steve Brantley.

February 2, 2016

To: Board of Orange County Commissioners  
c/o Orange County Clerk's Office

From: Laurie Paolicelli, Director, Orange County Community Relations and Visitors Bureau

Re: Nominating Committee Recommendation for Hotel Seat on Visitors bureau Board

Please accept this nomination for Mark Sherburne, General Manager of the Carolina Inn, to fill the Orange County lodging seat on the Visitors Bureau Board.

Sherburne has served on this Orange County advisory board for many years; including previous stretches while he worked as General Manager for Siena Hotel, 2005-2008 and again in 2014 when he served on Orange County's Economic Development Board, a seat he vacated in 2015.

Sherburne has long worked to build tourism in Orange County. His role is helpful because Carolina Inn books conference business five plus years into the future, providing this board with a sense of trends and demand for the future. The Carolina Inn is also the largest contributor of occupancy taxes in Orange County.

In addition to being a hotel, Carolina Inn is an attraction in Orange County, attracting visitors for their Fridays on the Front Porch events; Birdhouse event, annual bridal show, et.

Carolina Inn is a flagship hotel in Orange County and having their input, feedback and University vision a part of our tourism board is helpful and productive.

Thank you for your consideration.

BOCC Attendance Report For Advisory Boards  
Chapel Hill Orange County Visitors Bureau Jan / 2015 - Dec / 2015

Member	Appointed	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Mark Sherburne	10/17/2014	P		E	E	P	E		E	E	P	E							
Nitin Khanna	11/06/2014	P		P	P	E	P		P	E	P	E							
<b>P: Present   A: Absent   E = Excused</b>																			
<b>Current through - 12/31/2015</b>																			

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** George Cianciolo  
**Name Called:**  
**Home Address:** 7704 Amesbury Drive  
 Chapel Hill NC 27514  
**Phone (Day):** 919-684-8131  
**Phone (Evening):** 919-489-8539  
**Phone (Cell):** 919-824-1003  
**Email:** george.j.cianciolo@gmail.com  
**Place of Employment:** Duke University; Town of Chapel Hill  
**Job Title:** Assoc. Professor Emeritus; Town Council member  
**Year of OC Residence:** 1989  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Chapel Hill Public Library Foundation - Director and former President  
 NAACP - member

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Adult Care Home Community Advisory Committee

##### Background, education and experience relevant to this board:

For over eight years I have served on several Institutional Review Boards that review the safety and ethics of human clinical trials.

For sixteen years I have served on Chapel Hill advisory boards and/or Chapel Hill Town Council (last 2 years). I have chaired the following Chapel Hill advisory boards (Transportation, Community Design Commission, Planning) and also served as Co-Chair for both the regional Special Transit Advisory Commission and for Chapel Hill 2020, the Town's Comprehensive Planning process.

##### Reasons for wanting to serve on this board:

I believe that our elder population can often be at risk for a number of reasons and that for this reason there needs to be adequate oversight of those caring for them. I believe that my extensive experience on 4 different institutional review boards (two at Duke; two central review boards) has provided very relevant experience in insuring that the rights and safety of individuals at risk are being safeguarded.

##### Conflict of Interest:

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

Applied through the Town of Chapel Hill

**Reasons for wanting to serve on this board:**

**Conflict of Interest:**

**Supplemental Questions:****Other Comments:**

This application was current on: 1/6/2016 10:51:28 AM

**Date Printed:** 1/28/2016

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**Volunteer Application  
Orange County Advisory Boards and Commissions**

**Name:** Mark Bell  
**Name Called:**  
**Home Address:** 168 West King Street  
Hillsborough NC 27278  
**Phone (Day):** 000-000-0000  
**Phone (Evening):** 000-000-0000  
**Phone (Cell):** 000-000-0000  
**Email:** Mark.Bell@HillsboroughNC.org  
**Place of Employment:** Hillsborough  
**Job Title:** Hillsborough  
**Year of OC Residence:** 2000  
**Township of Residence:** Hillsborough  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Community Activities/Organizational Memberships:**  
None

**Past Service on Orange County Advisory Boards:**  
None

**Boards/Commissions applied for:**

Chapel Hill/Orange County Visitors Bureau

**Background, education and experience relevant to this board:**

N/A

**Reasons for wanting to serve on this board:**

N/A

**Conflict of Interest:**

**Supplemental Questions:**

**Other Comments:**

This application was current on: 2/2/2016 2:38:31 PM

**Date Printed:** 2/2/2016

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr Andrew Strickland  
**Name Called:**  
**Home Address:** 101 erwin road  
 Chapel Hill NC 27514  
**Phone (Day):** 9199131765  
**Phone (Evening):** 9199334848  
**Phone (Cell):** 9194172003  
**Email:** astrickland@shgltd.com  
**Place of Employment:** Residence Inn by Marriott Chapel Hill  
**Job Title:** General Manager  
**Year of OC Residence:** 2014  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** County  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

### Boards/Commissions applied for:

#### Chapel Hill/Orange County Visitors Bureau

##### Background, education and experience relevant to this board:

Since starting in the restaurant business as a dishwasher I have always had a passion for the hospitality industry. This passion drove me to Johnson & Wales University where I graduated with a Bachelor's Degree in Hotel Management. While in college and in my professional career I have been involved with Visitors Bureaus across North Carolina and South Carolina including Charleston, Charlotte, Raleigh, Durham, Pinehurst/Moore County and Orange County. Each of these bureaus was very different from size, demographics, leadership and involvement with the community. In each of these I was able to contribute my own expertise and collaborate on many projects. I feel that this experience and my youthfulness would be a great asset to the Chapel Hill/Orange County Visitors Bureau Board.

##### Reasons for wanting to serve on this board:

While working in Orange County beginning in 2010 I have been active in participating in Orange County Visitor Bureau events and bringing new business to Orange County through our Residence Inn by Marriott Chapel Hill. Now as the General Manager I hope to use this experience to help advise on new marketing plans, community events, and business plans to improve the economic activity and quality of life in the community.

##### Conflict of Interest:

As General Manager of the Residence Inn by Marriott Chapel Hill my role is to create a safe workplace for my associates, a wonderful stay for my guest, and drive revenues for the hotel. I do not see this hindering my role on this board.

### Supplemental Questions:

**Other Comments:**

This application was current on: 12/14/2015

**Date Printed:** 2/1/2016

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**Volunteer Application  
Orange County Advisory Boards and Commissions**

**Name:** Jeffery Strickler  
**Name Called:**  
**Home Address:** 430 Waterstone Drive  
Hillsborough NC 27278  
**Phone (Day):** 000-000-0000  
**Phone (Evening):** 000-000-0000  
**Phone (Cell):** 000-000-0000  
**Email:** Jeffery.Stickler@unchealth.unc.edu  
**Place of Employment:** UNC  
**Job Title:** UNC  
**Year of OC Residence:** 2000  
**Township of Residence:** Hillsborough  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Community Activities/Organizational Memberships:**  
None

**Past Service on Orange County Advisory Boards:**  
None

**Boards/Commissions applied for:**

Chapel Hill/Orange County Visitors Bureau

**Background, education and experience relevant to this board:**

N/A

**Reasons for wanting to serve on this board:**

N/A

**Conflict of Interest:**

**Supplemental Questions:**

**Other Comments:**

This application was current on: 2/2/2016 2:34:34 PM

**Date Printed:** 2/2/2016

**Volunteer Application**  
**Orange County Advisory Boards and Commissions**

**Name:** Mr. Lee Storrow  
**Name Called:**  
**Home Address:** 208 Barclay Road  
Chapel Hill NC 27516  
**Phone (Day):**  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** LeeStorrow.ch@gmail.com  
**Place of Employment:**  
**Job Title:** Chapel Hill Town Council Member  
**Year of OC Residence:**  
**Township of Residence:**  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:**  
**Community Activities/Organizational Memberships:**  
**Past Service on Orange County Advisory Boards:**  
**Boards/Commissions applied for:**  
Chapel Hill/Orange County Visitors Bureau  
Background, education and experience relevant to this board:  
Reasons for wanting to serve on this board:  
Conflict of Interest:  
**Supplemental Questions:**

**Other Comments:**

This application was current on: 2/27/2013

**Date Printed:** 2/2/2016

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Nitin Khanna  
**Name Called:**  
**Home Address:** One Europa Drive  
 Chapel Hill NC 27517  
**Phone (Day):** 919-968-4900  
**Phone (Evening):** 919-697-1715  
**Phone (Cell):** 919-697-1715  
**Email:** nkhanna@sheratonchapelhill.com  
**Place of Employment:** Sheraton Chapel Hill  
**Job Title:** General Manager  
**Year of OC Residence:** 2006  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Chapel Hill Township within C.H. city limits  
**Sex:** Male  
**Ethnic Background:** Asian American

### Community Activities/Organizational Memberships:

I started working at the Sheraton Chapel Hill in 2006 and for past 8 years I have been actively involved in the local community. Below are some of the current/past positions that I held:

- Board of Director for Chapel Hill-Carrboro Chamber of Commerce
- President Triangle Hotel Motel Association (2009)
- Active Rotarian at East Chapel Hill Rotary
- Board member for NC lodging
- Active Triangle Hotel Motel Association member

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Economic Development Advisory Board (REQUIRES DISCLOSURE STATEMENT)

##### Background, education and experience relevant to this board:

I have been in the hospitality industry since 1994 and I am a hospitality graduate from Swiss Hotel School with an international experience who has worked with different cultures and nationalities.

Over the past 25 years I have held several positions in the Hospitality industry including my current role as a General Manager for the Sheraton Hotel in Chapel Hill. My previous role was a VP of Operations with a Development group where I managed 12 assets for different ownership.

The responsibilities included were:

- Liaison between brand and ownership
- Responsible to find suitable brand for assets and work through the Re-flagging of assets to improve value

- 
- Worked with town and counties to maintain the community relationship on behalf of the ownership and properties
  - Responsible for renovating 5 full service assets with over \$35 million of budget which positively impacted the revenues of the assets and taxes generated for the county
  - Oversaw the development of a Hilton Garden Inn and worked through opening a successful operating hotel
  - Helped ownership with purchase or sale of the assets

Below is the list of boards that I currently serve or have served in the past:

- Currently serves on board of directors for Chapel Hill-Carrboro Chamber of Commerce
- Currently serves on board of directors for Orange County Visitor Bureau
- Served a board member of NC Lodging Association
- Served on Board of Triangle Hotel & Motel Association
- Served a Past President of Triangle Hotel & Motel Association

**Reasons for wanting to serve on this board:**

Help in advising, attracting and retaining the right business to the Orange County that will assist in creating jobs and tax revenues for the county.

**Conflict of Interest:**

No.

**Supplemental Questions:**

**Other Comments:**

This application was current on: 9/30/2014 1:55:35 PM

Date Printed: 8/17/2015

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr Mark Sherburne  
**Name Called:**  
**Home Address:** 524 Highgrove Drive  
 Chapel Hill NC 27516  
**Phone (Day):** 919-698-5996  
**Phone (Evening):** 919 960 8192  
**Phone (Cell):**  
**Email:** mandmsherburne@nc.rr.com  
**Place of Employment:** Aloft Chapel Hill  
**Job Title:** General Manager  
**Year of OC Residence:** 2000  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Does not apply  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

### Boards/Commissions applied for:

### Supplemental Questions:

Work Experience: Have managed hotels in chapel Hill for 12 years. Worked on new hotel development in the triangle for 2 years.

Volunteer Experience: Chapel Hill/ Carrboro Chamber of Commerce Board of Directors; Government Relations Council; Education Council; Treasurer for the Triangle Area Hotel Motel Association; Past work with United Way: Allocations Panel Chariman and Meals on Wheels. Visitor's Bureau Board, Triangle Area Hotel & Motel Association Board, Chapel Hill Chamber of Commerce Board, United Way Allocations Committee.

Education: BS in Hospitality Management, Johnson State College, Johnson, VT  
 Masters Degree studies, NC State, Landscape Architecture \* worked on two development projects with NC State LA program for international development: Italy & Venezuela

### Other Comments:

STAFF NOTES: Original application for Visitors Bureau 11/21/03. STAFF COMMENTS: Applied 05/04/2012 for Economic Development Advisory Board. ADDRESS VERIFICATION: 524 Highgrove Drive is Chapel Hill Township, Chapel Hill Town Limits.

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Chapel Hill/Orange County Visitors Bureau*

Contact Person: Allison Chambers

Contact Phone: 919-215-4328

**Mr. Manish Atma**10447 Swain  
Chapel Hill NC 27517

Day Phone: 919-969-2728

Evening Phone: 704-361-3930

Cell Phone: 704-361-3930

E-mail: manish@atmahotelgroup.com

Sex: Male

Race: Asian American

Township: Chapel Hill

Res. Eligibility:

Date Applied: 10/09/2014

Skills:

Also Serves On:

**Mark Bell**168 West King Street  
Hillsborough NC 27278

Day Phone: 000-000-0000

Evening Phone: 000-000-0000

Cell Phone: 000-000-0000

E-mail: Mark.Bell@HillsboroughNC.org

Sex: Male

Race: Caucasian

Township: Hillsborough

Res. Eligibility:

Date Applied: 02/02/2016

Skills:

Also Serves On:

**George Cianciolo**7704 Amesbury Drive  
Chapel Hill NC 27514

Day Phone: 919-684-8131

Evening Phone: 919-489-8539

Cell Phone: 919-824-1003

E-mail: george.j.cianciolo@gmail.com

Sex: Male

Race: Caucasian

Township: Chapel Hill

Res. Eligibility:

Date Applied: 01/06/2016

Skills:

Also Serves On:

**Mr. Art Menius**6627 Maynard Farm Rd  
Chapel Hill NC 27516

Day Phone: 919-675-2787

Evening Phone: 919-675-2787

Cell Phone: 919-675-2787

E-mail: art@artmenius.com

Sex: Male

Race: Caucasian

Township: Bingham

Res. Eligibility: County

Date Applied: 10/06/2014

Skills:

Also Serves On: Orange Unified Transportation Board

**Mr. Brian Rowe**3235 Rigsbee Road N  
Chapel Hill NC 27514

Day Phone: 919-389-2331

Evening Phone:

Cell Phone:

E-mail: bsrowe67@aol.com

Sex: Male

Race: Caucasian

Township: Chapel Hill

Res. Eligibility:

Date Applied: 10/13/2014

Skills: Accounting Experience

Also Serves On:

Skills: Insurance

Also Serves On:

# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Chapel Hill/Orange County Visitors Bureau*

Contact Person: Allison Chambers

Contact Phone: 919-215-4328

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<b>Ms. Joy Salyers</b>	Day Phone: 919-383-6040	Sex: Female
1563 Riverside Drive	Evening Phone: 919-998-8041	Race: Caucasian
Hillsborough NC 27278	Cell Phone:	Township: Hillsborough
	E-mail: joysalyers@ncfolk.org	Res. Eligibility: Rural Area Resident
		Date Applied: 08/06/2014
Skills: Arts Administration	Also Serves On: Arts Commission	

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<b>Mr Daniel Siler</b>	Day Phone: 919-597-9447	Sex: Male
108 Ray Road	Evening Phone: 919-597-9447	Race: Caucasian
Chapel Hill NC 27516	Cell Phone: 919-597-9447	Township: Chapel Hill
	E-mail: daniel.siler@gmail.com	Res. Eligibility: Carrboro City Limits
		Date Applied: 02/06/2015
Skills: Advertising	Also Serves On: Orange County Parks and Recreation Council	
Skills: News Reporter		

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<b>Mr Andrew Strickland</b>	Day Phone: 9199131765	Sex: Male
101 erwin road	Evening Phone: 9199334848	Race: Caucasian
Chapel Hill NC 27514	Cell Phone: 9194172003	Township: Chapel Hill
	E-mail: astrickland@shglt.com	Res. Eligibility: County
		Date Applied: 12/14/2015
Skills:	Also Serves On:	

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<b>Jeffery Strickler</b>	Day Phone: 000-000-0000	Sex: Male
430 Waterstone Drive	Evening Phone: 000-000-0000	Race: Caucasian
Hillsborough NC 27278	Cell Phone: 000-000-0000	Township: Hillsborough
	E-mail: Jeffery.Stickler@unchealth.unc.edu	Res. Eligibility:
		Date Applied: 02/02/2016
Skills:	Also Serves On:	

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## Volunteer Application Orange County Advisory Boards and Commissions

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

### Community Activities/Organizational Memberships:

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

### Past Service on Orange County Advisory Boards:

None Listed

### Boards/Commissions applied for:

#### Chapel Hill/Orange County Visitors Bureau

##### Background, education and experience relevant to this board:

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

##### Reasons for wanting to serve on this board:

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

##### Conflict of Interest:

### Supplemental Questions:

### Other Comments:

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

**Date Printed:** 10/9/2014

## Volunteer Application Orange County Advisory Boards and Commissions

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

### Community Activities/Organizational Memberships:

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

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Chapel Hill/Orange County Visitors Bureau

##### Background, education and experience relevant to this board:

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

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

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

**Reasons for wanting to serve on this board:**

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

**Conflict of Interest:**

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

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

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

**Reasons for wanting to serve on this board:**

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

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

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

**Reasons for wanting to serve on this board:**

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

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

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

Date Printed: 10/9/2014

## Volunteer Application Orange County Advisory Boards and Commissions

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

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

#### Boards/Commissions applied for:

Orange County Parks and Recreation Council

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

Chapel Hill/Orange County Visitors Bureau

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

### Supplemental Questions:

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

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

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

### Other Comments:

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

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

**This application was current on:** 10/13/2014

**Date Printed:** 10/13/2014

## Volunteer Application Orange County Advisory Boards and Commissions

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

### Community Activities/Organizational Memberships:

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

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Arts Commission

#### Background, education and experience relevant to this board:

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

#### Reasons for wanting to serve on this board:

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

#### Conflict of Interest:

The only potential conflict of interest would be if my organization was working on a project in Orange County or with a community partner who was applying for a grant from the Arts Commission. Because we are a statewide organization, this is a possibility (in which case i would abstain from that vote etc.) but there are no plans to work in Orange County at this time.

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

I direct the North Carolina Folklife Institute, whose mission is to preserve and promote the traditional arts and cultures of the state and connect them with issues of public concern, including community-based economic development. One of the major tools for such development is heritage- and culture-based tourism, and the Institute helps communities use their traditions and unique sense of place to draw visitors.

**Reasons for wanting to serve on this board:****Conflict of Interest:****Supplemental Questions:****Other Comments:**

STAFF COMMENTS: Originally (08/13/2013) applied for Chapel Hill/Orange County Visitors Bureau. ADDRESS VERIFICATION: 1563 Riverside Drive is Hillsborough Township, Orange County Jurisdiction, R1 Rural Residential Zoning.

This application was current on: 8/6/2014 4:20:08 PM

Date Printed: 8/6/2014

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr Daniel Siler  
**Name Called:**  
**Home Address:** 108 Ray Road  
 Chapel Hill NC 27516  
**Phone (Day):** 919-597-9447  
**Phone (Evening):** 919-597-9447  
**Phone (Cell):** 919-597-9447  
**Email:** daniel.siler@gmail.com  
**Place of Employment:** Self Employed  
**Job Title:** Strategist  
**Year of OC Residence:** 1999  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro City Limits  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

I serve as Chair to Carrboro s Recreation and Parks Commission and regularly attend the Chapel Hill Carrboro Chamber of Commerce s Economic Development and Public Policy Committee. Chair of the Carrboro Recreation and Parks Commission

### Past Service on Orange County Advisory Boards:

As mentioned, I Chair the Carrboro Recreation and Parks Commission. Carrboro Recreation and Parks

### Boards/Commissions applied for:

#### Chapel Hill/Orange County Visitors Bureau

##### Background, education and experience relevant to this board:

My entire professional career has been dedicated to journalism and public relations/marketing. As news director of WCHL, I covered news about Orange County extensively. As a strategist and account executive at first Rivers Agency and now at Glyph Interface, I work with clients based in the area and am intimately acquainted with the unique values that come with living and working in our area. I also have a long time hobby of live event production, and have been a part of the New Media team at UNC Chapel Hill, showcasing the best of Tar Heel athletics.

##### Reasons for wanting to serve on this board:

I count myself lucky to call Orange County home. While I don t want millions of others to try and move into the county, I would dearly love for them to come visit, see all of the wonderful things that we have to share, and spend a considerable sum before heading back to their hometowns. I don t mean to be glib - I honestly believe that it is in our community s interest to pursue tourism dollars as part of the overall economic development mix. Further, there are times when my leadership of the Carrboro Rec+Parks commission will help inform decisions that the Visitor s Bureau must make. The bottom line is that I have professional skills in marketing and public relations. It will be a privilege to put them to use for the benefit of the Visitor s Bureau.

**Conflict of Interest:****Orange County Parks and Recreation Council****Background, education and experience relevant to this board:**

Extensive use of the parks and facilities that are provided and maintained by the County. I m active in the Carrboro recreation and parks community.

**Reasons for wanting to serve on this board:**

Serving with Carrboro can only accomplish so much. I would like to work with the County in order to ensure that the entire County has a variety of resources for people to safely enjoy.

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

STAFF COMMENTS: Originally applied 03/31/2013) for Chapel Hill/Orange County Visitors Bureau. ADDRESS VERIFICATION: 108 Ray Road is Chapel Hill Township, Carrboro Jurisdiction, Carrboro City Limits, CA ETJ.

REAPPLIED: 11/5/2013 for Chapel Hill Board of Adjustment, Historic Preservation Commission.

REAPPLIED: 11/22/2013 for Carrboro Recreation & Parks Commissions as he inadvertantly listed Chapel Hill rather than Carrboro.

Reapplied 12/17/2014 for the Chapel Hill/Orange County Visitors Bureau.

Applied for Orange County Parks and Recreation Council 02/06/2015.

This application was current on: 2/6/2015

Date Printed: 2/9/2015

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

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

**SUBJECT:** Hillsborough Planning Board – Appointment

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**DEPARTMENT:** Board of Commissioners

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

No

**ATTACHMENT(S):** Under Separate Cover  
Membership Roster  
Resolution - Frazier  
Application for Person Recommended  
Interest List  
Applications of Persons on the Interest  
List

**INFORMATION CONTACT:**  
Clerk's Office, 919-245-2130

**PURPOSE:** To consider making an appointment to the Hillsborough Planning Board.

**BACKGROUND:** The following information is for Board consideration:

- Appointment to a first full term (Position #2) Hillsborough ETJ position for Lisa Frazier expiring 10/31/2018.

<i>POSITION NO.</i>	<i>NAME</i>	<i>SPECIAL REPRESENTATIVE</i>	<i>EXPIRATION DATE</i>
2	Lisa Frazier	Hillsborough ETJ	10/31/2018

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

- None.

**FINANCIAL IMPACT:** None.

**SOCIAL JUSTICE IMPACT: Enable Full Civic Participation.** Ensure that Orange County residents are able to engage government through voting and volunteering by eliminating disparities in participation and barriers to participation.

**RECOMMENDATION(S):** The Manager recommends that the Board consider making an appointment to the Hillsborough Planning Board.

# Board and Commission Members

## And Vacant Positions

### ***Hillsborough Planning Board***

Meeting Times: 7:00 pm third Thursday of each month

Terms: 2

Contact Person: Margaret Hauth, Planning Director,

Meeting Place: the Hillsborough Barn

Positions: 3

Length: 3 years

Contact Phone: 919-732-1270 x 86

Description: The Board of Commissioners appoints three County residents to positions on this board. Applicants to this board should reside in Hillsborough Township. The board acquires and maintains information in order to understand past trends, prepare and amend the comprehensive plan for the development of the area, and prepare and recommend ordinances promoting orderly development. One In-Town seat is a Liaison from the Hillsborough Board of Adjustment and floats.

1	<b>Ms. Erin Eckert</b> 1811 Rams Way Hillsborough NC 27278	Day Phone: 919-768-3155 Evening Phone: 919-245-3777 FAX: E-mail: elm.eckert@gmail.com	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: Hillsb. ETJ Special Repr: County	First Appointed: 10/19/2010 Current Appointment: 11/19/2013 Expiration: 10/31/2016 Number of Terms: 2
2	<b>Mr. John Bemis</b> 125 Tuscarora Drive Hillsborough NC 27278	Day Phone: 919-644-7478 Evening Phone: FAX: E-mail: john@johnclaudobemis.com	Sex: Male Race: Caucasian Township: Hillsborough Resid/Spec Req: Hillsb. ETJ Special Repr: County	First Appointed: 11/17/2009 Current Appointment: 10/16/2012 Expiration: 10/31/2015 Number of Terms: 2
3	<b>Ms. Janie Morris</b> 1318 Farmview Road Hillsborough NC 27278	Day Phone: 919-732-7125 Evening Phone: FAX: E-mail: librper@netzero.net	Sex: Female Race: Caucasian Township: Hillsborough Resid/Spec Req: Hillsb. ETJ Special Repr: County	First Appointed: 05/03/2011 Current Appointment: 05/20/2014 Expiration: 05/31/2017 Number of Terms: 2

RESOLUTION REQUESTING APPOINTMENT  
TO AN EXTRATERRITORIAL JURISDICTION SEAT  
ON THE HILLSBOROUGH PLANNING BOARD

WHEREAS, as a result of the end of a term, it is necessary to appoint a volunteer to a seat reserved on the Hillsborough Planning Board for persons residing within the town’s extraterritorial planning jurisdiction; and

WHEREAS, by state statute and town ordinance, the Orange County Board of Commissioners initially has the authority and responsibility to appoint ETJ members to the town’s Planning Board; and

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE TOWN OF HILLSBOROUGH RESOLVES:

Section 1. The Orange County Board of Commissioners is respectfully requested to appoint the following individual to an ETJ seat on the Hillsborough Planning Board, whose term would expire in October 31, 2018:

Ms. Lisa Frazier  
810 Latimer St  
Hillsborough, NC 27278

Section 2. If the Orange County Board of Commissioners fails to appoint persons willing to serve in the capacity described above within 90 days after receiving this resolution, then the Hillsborough Town Board may make this appointment.

Section 3. The Town Clerk shall send a copy of this resolution to the Orange County Manager.

Section 4. This resolution shall become effective upon adoption.

The foregoing resolution having been submitted to a vote received the following vote and was duly adopted this 11<sup>th</sup> day of January, 2016.

Ayes: 5

Noes: 0

Absent or excused: 0

I, Katherine M. Cathey, Town Clerk of the Town of Hillsborough, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Hillsborough Town Board of Commissioners on January 11<sup>th</sup>, 2016.



\_\_\_\_\_  
Katherine M. Cathey  
Human Resources Director/Town Clerk

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Lisa Frazier  
**Name Called:**  
**Home Address:** 810 Latimer Street  
Hillsborough NC 27278  
**Phone (Day):** 919-286-6960  
**Phone (Evening):** 919-695-6348  
**Phone (Cell):** 000-000-0000  
**Email:** lmfrazier04@yahoo.com  
**Place of Employment:** Durham VA Medical Center  
**Job Title:** Medical Support Assistant  
**Year of OC Residence:** 2000  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough ETJ  
**Sex:** Female  
**Ethnic Background:** African American

**Community Activities/Organizational Memberships:**  
None.

**Past Service on Orange County Advisory Boards:**  
None

### Boards/Commissions applied for:

#### Hillsborough Planning Board

**Background, education and experience relevant to this board:**

I have been a resident of Hillsborough, and raised 4 children who have attended Orange County Schools. I now will have grandchildren who will also be in the school system. I enjoy living here, and now with 4 grown children I feel it is time to give to the community by volunteering.

**Reasons for wanting to serve on this board:**

I have been a resident of Hillsborough, and raised 4 children who have attended Orange County Schools. I now will have grandchildren who will also be in the school system. I enjoy living here, and now with 4 grown children I feel it is time to give to the community by volunteering.

**Conflict of Interest:**

### Supplemental Questions:

### Other Comments:

This application was current on: 1/19/2016 11:46:36 AM

Date Printed: 1/19/2016

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Hillsborough Planning Board*

Contact Person: Margaret Hauth, Planning Direc  
Contact Phone: 919-732-1270 x 86

### Mr. Mark Anderson

2310 Stagecoach Dr.  
Hillsborough NC 27278

Day Phone: 919-259-1295  
Evening Phone: 919-423-6081  
Cell Phone:  
E-mail: mark.g.anderson@us.pwc.com

Sex: Male  
Race: Caucasian  
Township: Eno  
Res. Eligibility: Does not apply  
Date Applied: 10/01/2014

Skills: Web Site Advisor

Also Serves On:

### Lisa Frazier

810 Latimer Street  
Hillsborough NC 27278

Day Phone: 919-286-6960  
Evening Phone: 919-695-6348  
Cell Phone: 000-000-0000  
E-mail: Imfrazier04@yahoo.com

Sex: Female  
Race: African American  
Township: Hillsborough  
Res. Eligibility:  
Date Applied: 01/19/2016

Skills:

Also Serves On:

Skills:

Also Serves On:

Skills:

Also Serves On:

### Ms. Carolyn Helfrich

1233 Highland Loop  
Hillsborough NC 27278

Day Phone: 757-871-6092  
Evening Phone:  
Cell Phone:  
E-mail: Carolyn.helfrich@gmail.com

Sex: Female  
Race: Other  
Township: Hillsborough  
Res. Eligibility: Hillsborough ETJ  
Date Applied: 06/18/2015

Skills: Social Work

Also Serves On:

Skills: Teacher

Also Serves On:

### Mr. Gerald Ponder

2 Winnawa Walk  
Hillsborough NC 27278

Day Phone: 919-732-8576  
Evening Phone: 919-732-8576  
Cell Phone:  
E-mail: Gaponder@gmail.com

Sex: Male  
Race: Caucasian  
Township: Hillsborough  
Res. Eligibility: Hillsborough ETJ  
Date Applied: 07/16/2015

Skills: Associate Dean

Also Serves On: Durham Technical Community College Board of Truste

Also Serves On: Human Relations Commission

Skills: Teacher

Also Serves On: Durham Technical Community College Board of Truste

Also Serves On: Human Relations Commission

Skills: University Administration

Also Serves On: Durham Technical Community College Board of Truste

Also Serves On: Human Relations Commission

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# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Hillsborough Planning Board*

Contact Person: Margaret Hauth, Planning Direc  
Contact Phone: 919-732-1270 x 86

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Dr. Edward Stirman

554 E Hatterleigh Ave  
Hillsborough NC 27278

Day Phone: 919-241-4912

Evening Phone: 919-241-4912

Cell Phone: 423-677-3295

E-mail: monty.stirman@gmail.com

Sex: Male

Race: Caucasian

Township: Eno

Res. Eligibility: County

Date Applied: 06/03/2015

Skills:

Also Serves On:

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## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Mr. Mark Anderson  
**Name Called:**  
**Home Address:** 2310 Stagecoach Dr.  
Hillsborough NC 27278  
**Phone (Day):** 919-259-1295  
**Phone (Evening):** 919-423-6081  
**Phone (Cell):**  
**Email:** mark.g.anderson@us.pwc.com  
**Place of Employment:** PricewaterhouseCoopers LLP  
**Job Title:** Manager  
**Year of OC Residence:** 2006  
**Township of Residence:** Eno  
**Zone of Residence:** Does not apply  
**Sex:** Male  
**Ethnic Background:** Caucasian

### **Community Activities/Organizational Memberships:**

### **Past Service on Orange County Advisory Boards:**

#### **Boards/Commissions applied for:**

##### **Orange County Parks and Recreation Council**

**Background, education and experience relevant to this board:**

**Reasons for wanting to serve on this board:**

**Conflict of Interest:**

##### **Hillsborough Planning Board**

**Background, education and experience relevant to this board:**

**Reasons for wanting to serve on this board:**

**Conflict of Interest:**

##### **Orange County Planning Board (REQUIRES DISCLOSURE STATEMENT)**

**Background, education and experience relevant to this board:**

**Reasons for wanting to serve on this board:**

**Conflict of Interest:**

### **Supplemental Questions:**

Work Experience: I have over 18 years of experience dedicated to managing the design of web applications. I specializes in User Experience (UX) Design and have experience in functional and technical roles within the UX context. These include Usability, User

Interface Design, Usability Evaluation, Usability Testing, Accessibility Evaluation and Information Architecture. I have performed multiple design and consulting roles during my career including Designer, Design Manager, Creative Director, Usability Engineer and Production Manager.

Volunteer Experience: Architecture Review Board Chairman, Auburn Neighborhoods, Durham 2003-2006

Education: Ohio State University Columbus OH, Graduate work in Geographic Information Systems design 1991-1993; Tongji University Shanghai, The People's Republic of China Grad Study Abroad Program Summer 1993; Purdue University West Lafayette IN Bachelor of Science (graduated with highest distinction) 1991; US Army 1984 - 1987, US Army Honorable Discharge 5/1987  
St. Francis College Ft. Wayne IN Commercial Art and Design 1979-1981.

**Other Comments:**

STAFF COMMENTS: 05/02/2011 - Originally applied for Orange County Planning Board, Orange County Parks and Recreation Council, and Hillsborough Planning Board. UPDATED APPLICATION 02/13/2012 FOR OC PLANNING BOARD. UPDATED APPLICATION 12/19/2012 FOR PARKS AND REC. COUNCIL. ADDRESS VERIFICATION: 2310 Stagecoach Dr., Hillsborough is Orange County Jurisdiction and Eno Township.

This application was current on: 10/1/2014

Date Printed: 10/13/2014

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Carolyn Helfrich  
**Name Called:**  
**Home Address:** 1233 Highland Loop  
 Hillsborough NC 27278  
**Phone (Day):** 757-871-6092  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** Carolyn.helfrich@gmail.com  
**Place of Employment:** Weaver St. Mkt  
**Job Title:** Clerk  
**Year of OC Residence:** 2008  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough ETJ  
**Sex:** Female  
**Ethnic Background:** Other

### Community Activities/Organizational Memberships:

Recently retired teacher, work at Weaver St. mkt

### Past Service on Orange County Advisory Boards:

#### Boards/Commissions applied for:

##### Advisory Board on Aging

###### Background, education and experience relevant to this board:

As a person who is aging I recognize the necessity of recognizing how this process effects people physically and mentally. I have worked as a geriatric social worker and am a long time believer in the connection of maintaining physical and mental activities as well as connection to the larger community to help people age with integrity and dignity. Recently retiring as a high school teacher, I clearly see the importance of maintaining ties to a larger community to lessen the isolation created with retirement. I would like the opportunity to bring my ideas to a larger group in order to be more inclusive of the aging population.

###### Reasons for wanting to serve on this board:

###### Conflict of Interest:

##### Hillsborough Planning Board

###### Background, education and experience relevant to this board:

As a life long walker and cyclist, I would be able to help make this community plan for these as well as possible expanded public transportation as Hillsborough grows.

###### Reasons for wanting to serve on this board:

###### Conflict of Interest:

### Supplemental Questions:

**Other Comments:**

STAFF COMMENTS: Originally (07/10/2013) applied for Advisory Board on Aging and Hillsborough Planning Board. ADDRESS VERIFICATION: 1233 Highland Loop is Hillsborough Township, Orange County Jurisdiction, Hillsborough ETJ, Hillsborough Town Limits, and R1 Rural Residential Zoning.

**This application was current on:** 7/10/2013 9:29:58 AM

**Date Printed:** 12/27/2013

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**Volunteer Application**  
**Orange County Advisory Boards and Commissions**

**Name:** Mr. Gerald Ponder  
**Name Called:**  
**Home Address:** 2 Winnawa Walk  
Hillsborough NC 27278  
**Phone (Day):** 919-732-8576  
**Phone (Evening):** 919-732-8576  
**Phone (Cell):**  
**Email:** Gaponder@gmail.com  
**Place of Employment:** Retired (7/1/12) from NCSU  
**Job Title:** Associate Dean, College of Education  
**Year of OC Residence:** 2005  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough ETJ  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Serving third year on the HRC and currently the Vice-Chair.

**Boards/Commissions applied for:**

**Hillsborough Planning Board**

**Background, education and experience relevant to this board:**

**Reasons for wanting to serve on this board:**

**Conflict of Interest:**

**Durham Technical Community College Board of Trustees****Background, education and experience relevant to this board:**

I outlined my experience and expertise to a great degree in my response to question 1. Specifically, though, I believe that I have extensive experience and expertise in

A. data-based decision making through my time on the school board and through my administrative career.

B. Curriculum policy and instructional practice, including distance education and technology-based teaching and learning applications as well as research-based and effective instructional models.

C. Student engagement and success practices that enhance re-enrollment and graduation rates.

**Reasons for wanting to serve on this board:**

I have both personal and professional knowledge reasons, as well as a commitment to the mission of community colleges, for wanting to serve. While I have never taught or served as administrator at a Community College, I had a 42 year career as an educator both at the K-12 and higher education levels in 4 states. In North Carolina, I was department head at UNCG in a department where I initiated a community college emphasis as a graduate program. A number of Community College leaders, including Don Cameron, then President of GTCC, served as advisors for the initiative. I also served as major advisor for several doctoral candidates who have since become Community College leaders, including Walter Bartlett, President of Piedmont Community College in Roxboro.

Most recently I served as Associate Dean at NC State in the College of Education, which houses the Higher Education program and has a long history of preparing community college leaders. I also taught a course in college teaching for some years, a course which included a number of Community College teachers.

While in Texas, I served two terms on the Denton, Texas, School Board, so I have experience at putting the interests of students and the community above personal agendas.

On a personal note, I have a strong belief in the mission of community colleges, and I strongly support the political directions of President Obama and the Democratic Presidential candidates to make Community College tuition-free as a way to build the capacity of young citizens in commerce, community, and citizenship.

On another personal note, my daughter is the CEO of a Chicago nonprofit called One Million Degrees (OMD). OMD's mission is to provide scholarship and soft skills development to community college students in Chicago so they will have a more successful transition to a corporate career and a middle class lifestyle. In many ways, this mission of providing academic and workforce training to yield a better family and civic life epitomizes the mission I see for community colleges.

**Conflict of Interest:****Supplemental Questions:****Durham Technical Community College Board of Trustees****What improvements do you believe can be made so that DTCC better serves the residents of Orange County?**

I think that each recommendation for improvements has to be tempered with the caveat that community colleges in North Carolina have been historically underfunded, a situation made worse by recent budget actions by the legislature. Nevertheless, there are improvements that

can be made or can serve as guidelines.

1. Hillsborough and Orange County have a rich heritage and an exceptional group of writers and artists. DTCC could serve as a venue for continuing education and other community-based programs that focus on the arts, literature, and history of Hillsborough and Orange County. There might in the future be opportunities for town/county/DTCC partnership on facilities (theater space, museum space, etc) and internships (WHUP, history and archaeology, literary or environmental festivals, etc).

2. The county and its businesses can all benefit from a robust and successful workforce preparedness program at DTCC. That plan should include supports for student success as well as a regular and rigorous curriculum review to insure that both the college transfer and workforce functions of DTCC are current and meeting the needs of the county. I would include in that review the possibility of offering training and certificates certifying knowledge and skills in emerging areas such as green energy, new health care fields, and gerontological care.

3. As part of a student success program that benefits students, employers, higher education and other members of the Orange County community, "transition review teams" that could include student advocate members from DTCC, school districts, and businesses and higher education institutions that receive DTCC students could help set policies and practices that help the transitions into and out of DTCC for incoming and graduating students.

As a disabled person myself, I am particularly interested in insuring that ADA guidelines are in force for facilities and that genuine opportunities exist for disabled persons to receive and benefit from a DTCC education.

I will be happy to provide further information or to modify my answers to another format if requested by the BOCC. Thanks.

**Work Experience:** 42 years in K-12 and higher education, including HS teacher, university faculty member, and administrator (most recently dept. head at UNCG and Associate Dean at NC State).

**Volunteer Experience:** 6 years (two terms) on school board in Denton, TX, Kiwanis, community foundation (Greensboro), Early College planning committee (Wake County) church finance and other committees

**Education:** BA, MA, University of Arkansas  
PhD, University of Texas at Austin

#### **Other Comments:**

I have recently retired and hope to use knowledge, skills, and experience in purposeful community service. I also am disabled (mobility) from MS and would like to contribute in areas of accessibility and disability rights and support. Human Relations Council, especially, seems most aligned with my interests. **STAFF COMMENTS:** Originally applied for Human Relations Commission, Hillsborough Planning Board, and Durham Technical Community College Board of Directors 08/08/2012. **ADDRESS VERIFICATION:** 2 Winnawa Walk is Hillsborough Jurisdiction, Hillsborough Township, and Hillsborough ETJ.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr. Edward Stirman  
**Name Called:**  
**Home Address:** 554 E Hatterleigh Ave  
 Hillsborough NC 27278  
**Phone (Day):** 919-241-4912  
**Phone (Evening):** 919-241-4912  
**Phone (Cell):** 423-677-3295  
**Email:** monty.stirman@gmail.com  
**Place of Employment:** retired  
**Job Title:** retired  
**Year of OC Residence:** 2012  
**Township of Residence:** Hillsborough  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

**Community Activities/Organizational Memberships:**  
none

**Past Service on Orange County Advisory Boards:**  
none

### Boards/Commissions applied for:

#### Board of Health

**Background, education and experience relevant to this board:**  
family practice physician in practice in TN for 34 years

**Reasons for wanting to serve on this board:**  
would like to volunteer in area more likely to have some expertise

**Conflict of Interest:**

#### Hillsborough Planning Board

**Background, education and experience relevant to this board:**  
physician from TN-retired

**Reasons for wanting to serve on this board:**  
interested in helping Hillsborough improve

**Conflict of Interest:**

### Supplemental Questions:

### Other Comments:

**This application was current on:** 3/13/2014 2:40:34 PM

**Date Printed:** 3/14/2014

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

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

**SUBJECT:** Historic Preservation Commission – Appointment

**DEPARTMENT:** Board of Commissioners

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

No

**ATTACHMENT(S):** Under Separate Cover  
Membership Roster  
Recommendation  
Application for Person Recommended  
Applicant Interest List  
Applications for Persons on the Interest  
List

**INFORMATION CONTACT:**  
Clerk's Office, 919-245-2130

**PURPOSE:** To consider making an appointment to the Historic Preservation Commission.

**BACKGROUND:** The following information is for Board consideration:

- Appointment to a first full term (Position #3) At-Large for Alexandria Mead expiring 03/31/2018.

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
3	Alexandria Mead	At-Large	03/31/2018

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

- None

**FINANCIAL IMPACT:** None.

**SOCIAL JUSTICE IMPACT: Enable Full Civic Participation.** Ensure that Orange County residents are able to engage government through voting and volunteering by eliminating disparities in participation and barriers to participation.

**RECOMMENDATION(S):** The Manager recommends that the Board consider making appointments to the Historic Preservation Commission.

# Board and Commission Members

## And Vacant Positions

### **Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERR**

Meeting Times: 7:00 pm fourth Wednesday of each month

Terms: 2

Contact Person: Peter Sandbeck

Meeting Place: Old Orange County Courthouse

Positions: 7

Length: 3 years

Contact Phone: 919-245-2517

Description: Appointments are made for three years. The majority of the members of the commission shall have demonstrated special interest, experience or education in history, architecture, landscape architecture, archaeology, or related fields. This commission is charged with undertaking an inventory of properties of historical, prehistorical, architectural, and/or cultural significance. It recommends areas to be designated or removed as "historic districts" and reviews and acts upon proposals for alterations, demolition, new construction, etc. APPLICANTS MUST RESIDE WITHIN THE TERRITORIAL JURISDICTION OF ORANGE COUNTY. To learn more, visit this web

1	<b>Ms. Jaime Grant</b> 9103 Greenbrier Sta Chapel Hill NC 27516	Day Phone: 860-218-4921 Evening Phone: FAX: E-mail: grantjaime@gmail.com	Sex: Female Race: Other Township: Bingham Resid/Spec Req: At-Large Special Repr:	First Appointed: 09/17/2013 Current Appointment: 11/05/2015 Expiration: 03/31/2018 Number of Terms: 1
2	<b>Mr. Thomas Loter</b> 629 E Hatterleigh Ave Hillsborough NC 27278	Day Phone: 919-843-3238 Evening Phone: 919-245-1327 FAX: E-mail: tom.loter@gmail.com	Sex: Male Race: Caucasian Township: Eno Resid/Spec Req: At-Large Special Repr:	First Appointed: 11/05/2015 Current Appointment: 11/05/2015 Expiration: 06/30/2017 Number of Terms:
3	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-large Special Repr:	First Appointed: Current Appointment: Expiration: 03/31/2018 Number of Terms:
4	<b>Ms Grace White</b> 1711 New Hope Church Rd. Chapel Hill NC 27516	Day Phone: 9196605906 Evening Phone: 3363401753 FAX: E-mail: papergrace@gmail.com	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-large Special Repr:	First Appointed: 06/03/2014 Current Appointment: 06/03/2014 Expiration: 03/31/2017 Number of Terms: 1
5	<b>Dr. Robert Ireland</b> <b>Vice-Chair</b> 721 Mary E. Cook Rd. Hillsborough NC 27278	Day Phone: 732-7538 Evening Phone: 732-7538 FAX: E-mail: ireland.bob@gmail.com	Sex: Male Race: Caucasian Township: Eno Resid/Spec Req: At-large Special Repr:	First Appointed: 12/13/2011 Current Appointment: 03/19/2013 Expiration: 03/31/2016 Number of Terms: 1

# Board and Commission Members

## And Vacant Positions

### ***Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERR***

Meeting Times: 7:00 pm fourth Wednesday of each month

Terms: 2

Contact Person: Peter Sandbeck

Meeting Place: Old Orange County Courthouse

Positions: 7

Length: 3 years

Contact Phone: 919-245-2517

Description: Appointments are made for three years. The majority of the members of the commission shall have demonstrated special interest, experience or education in history, architecture, landscape architecture, archaeology, or related fields. This commission is charged with undertaking an inventory of properties of historical, prehistorical, architectural, and/or cultural significance. It recommends areas to be designated or removed as "historic districts" and reviews and acts upon proposals for alterations, demolition, new construction, etc. **APPLICANTS MUST RESIDE WITHIN THE TERRITORIAL JURISDICTION OF ORANGE COUNTY.** To learn more, visit this web

<p>6</p> <p><b>Mr. Robert T. Golan</b></p> <p>1830 Halls Mill Road Efland NC 27243</p>	<p>Day Phone: 919-644-6483</p> <p>Evening Phone:</p> <p>FAX: 919-644-7506</p> <p>E-mail: robgol@mindspring.com</p>	<p>Sex: Male</p> <p>Race: Caucasian</p> <p>Township: Cheeks</p> <p>Resid/Spec Req: At-large</p> <p>Special Repr:</p>	<p>First Appointed: 01/20/2011</p> <p>Current Appointment: 03/19/2013</p> <p>Expiration: 03/31/2016</p> <p>Number of Terms: 2</p>
<p>7</p> <p><b>Ms Susan T Ballard</b> <b>Chair</b></p> <p>3517 Iva Ada Drive Hillsborough NC 27278</p>	<p>Day Phone: 919-260-9243</p> <p>Evening Phone: 919-732-4443</p> <p>FAX:</p> <p>E-mail: sballard@nc.rr.com</p>	<p>Sex: Female</p> <p>Race: Caucasian</p> <p>Township: Eno</p> <p>Resid/Spec Req: At-large</p> <p>Special Repr:</p>	<p>First Appointed: 05/21/2013</p> <p>Current Appointment: 05/21/2013</p> <p>Expiration: 03/31/2016</p> <p>Number of Terms: 1</p>



## HISTORIC PRESERVATION COMMISSION

January 28, 2016

Donna Baker  
Clerk to the Board of County Commissioners  
200 South Cameron Street  
Hillsborough, NC 27278

Dear Ms. Baker:

The members of the Orange County Historic Preservation Commission (HPC) are pleased to recommend Alexandria Mead for an appointment to fill the HPC's vacant position number 3.

Ms. Mead's background and professional training in historical archaeology and her strong personal interest in historic preservation will be great assets for the work of the HPC.

Thank you for your assistance.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter Sandbeck', is written over a horizontal line.

Peter Sandbeck, Cultural Resources Coordinator

cc: Susan Ballard, Chair  
Bob Ireland, Vice-Chair  
Rich Shaw, Land Conservation Manager

**NATURAL and CULTURAL RESOURCES DIVISION**  
*Orange County Department of Environment, Agriculture, Parks & Recreation*  
PO Box 8181 Hillsborough, NC 27278  
Phone: (919) 245-2517 Fax: (919) 644-3351

**Volunteer Application  
Orange County Advisory Boards and Commissions**

**Name:** Ms. Alexandria Mead  
**Name Called:**  
**Home Address:** 1702 McRae Pl.  
Hillsborough NC 27278  
**Phone (Day):** 919.357.2214  
**Phone (Evening):** 919.357.2214  
**Phone (Cell):** 919.357.2214  
**Email:** alexandria.mead@meadholm.com  
**Place of Employment:** Leland Little Auctions  
**Job Title:** Office Mangemant  
**Year of OC Residence:** 2004  
**Township of Residence:** Hillsborough  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian

**Community Activities/Organizational Memberships:**

Wall Site Archaeology Excavation 2015, Volunteer

**Past Service on Orange County Advisory Boards:**

None

**Boards/Commissions applied for:**

**Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL**

**Background, education and experience relevant to this board:**

M.A. in Archaeology, University College of London

B.A. Anthropology, UNC-Chapel Hill

I have participated in four archaeological field seasons, including site in Hillsborough, and two years at Old Salem.

**Reasons for wanting to serve on this board:**

I have a strong interest in Historical Archaeology and Historic Preservation and want to participate in preserving Orange County history.

**Conflict of Interest:**

**Supplemental Questions:**

**Other Comments:**

This application was current on: 9/27/2015 1:27:54 PM

Date Printed: 9/30/2015

# Applicant Interest Listing

by Board Name and by Applicant Name

## ***Historic Preservation Commission (APPLICANTS S***

Contact Person: Peter Sandbeck

Contact Phone: 919-245-2517

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**Rev. Susie Enoch**  
 4002 McGowan Creek Road  
 Efland NC 27243

Day Phone: 336-260-7694  
 Evening Phone: 336-260-7694  
 Cell Phone:  
 E-mail: enochts@aol.com

Sex: Female  
 Race: African American  
 Township: Cheeks  
 Res. Eligibility: County  
 Date Applied: 03/06/2015

Skills: Human Resources Director  
 Skills: Human Resources Manager  
 Skills: Pastoral Services

Also Serves On: Human Relations Commission

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**Ms. Alexandria Mead**  
 1702 McRae Pl.  
 Hillsborough NC 27278

Day Phone: 919.357.2214  
 Evening Phone: 919.357.2214  
 Cell Phone: 919.357.2214  
 E-mail: alexandria.mead@meadholm.com

Sex: Female  
 Race: Caucasian  
 Township: Hillsborough  
 Res. Eligibility: County  
 Date Applied: 09/27/2015

Skills:  
 Also Serves On:

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**Mr. Art Menius**  
 6627 Maynard Farm Rd  
 Chapel Hill NC 27516

Day Phone: 919-675-2787  
 Evening Phone: 919-675-2787  
 Cell Phone: 919-675-2787  
 E-mail: art@artmenius.com

Sex: Male  
 Race: Caucasian  
 Township: Bingham  
 Res. Eligibility: County  
 Date Applied: 10/06/2014

Skills:  
 Also Serves On: Orange Unified Transportation Board

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**Ms. Jennifer Shelton**  
 5705 Field Court  
 Mebane NC 27302

Day Phone: 919-304-6557  
 Evening Phone: 919-304-6557  
 Cell Phone: 336-512-0686  
 E-mail: jshelton@email.unc.edu

Sex: Female  
 Race: Caucasian  
 Township: Cheeks  
 Res. Eligibility: County  
 Date Applied: 04/03/2015

Skills:  
 Also Serves On: Arts Commission

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**Cherylann Thompson**  
 2418 Hurdle Mills Rd.  
 Cedar Grove NC 27231

Day Phone: 919-943-0061  
 Evening Phone: 919-943-0061  
 Cell Phone: 919-943-0061  
 E-mail: ilcjbrcs@live.unc.edu

Sex: Female  
 Race: Caucasian  
 Township: Cedar Grove  
 Res. Eligibility: County  
 Date Applied: 06/18/2015

Skills:  
 Also Serves On:

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## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Rev. Susie Enoch  
**Name Called:**  
**Home Address:** 4002 McGowan Creek Road  
 Efland NC 27243  
**Phone (Day):** 336-260-7694  
**Phone (Evening):** 336-260-7694  
**Phone (Cell):**  
**Email:** enochts@aol.com  
**Place of Employment:** Unemployed  
**Job Title:**  
**Year of OC Residence:** 2009  
**Township of Residence:** Cheeks  
**Zone of Residence:** Rural Area Resident  
**Sex:** Female  
**Ethnic Background:** African American

### Community Activities/Organizational Memberships:

Contracted Qualified Professional @ Ethel's Footprints, - Burlington, NC (Feb 2014-Present)- provide counseling services in facility and at consumer's homes. Works independently to provide clinical interventions based on best practice counseling models and techniques to work effectively with children and families. Duties include but are not limited to: conducting clinical assessments, developing treatment plans with client and family participation, providing individual, family, and group therapeutic sessions, and providing on-call crisis intervention services.

Contracted Authorization Professional @ Just In Time Youth Services, -Burlington, NC ( Nov 2113-Present) -Provide documentation to MCO's for managed specialized care ( inpatient, outpatient, ancillary services for consumers. Ensuring that all initial and reauthorizations for services occur in a timely fashion.

### Past Service on Orange County Advisory Boards:

#### Boards/Commissions applied for:

Durham Technical Community College Board of Trustees

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

**Board of Social Services****Background, education and experience relevant to this board:****Reasons for wanting to serve on this board:****Conflict of Interest:****Economic Development Advisory Board (REQUIRES DISCLOSURE STATEMENT)****Background, education and experience relevant to this board:****Reasons for wanting to serve on this board:****Conflict of Interest:****Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL****Background, education and experience relevant to this board:****Reasons for wanting to serve on this board:****Conflict of Interest:****Supplemental Questions:****Durham Technical Community College Board of Trustees****What improvements do you believe can be made so that DTCC better serves the residents of Orange County?**

Durham Technical Community College is a vital source of education to many individuals seeking to improve their lifestyles, as well as their economic status within Orange County. Due to the population growth we are seeing in this area; it is imperative DTCC be on the forefront to provide the necessary tools for our residents to be competitive in the 21st century job market.

One of the major improvements DTCC can implement now and in the future is a science and mathematics program. Because we live in the shadow of the UNC Hospital, there is a high demand in the field of clinical research, medical, scientific and mathematical engineering. If we continue to grow both economically and socially in this area, and attract new businesses that highlight these particular career, we must be able to readily produce the individuals who can meet the demand, rather than recruit others from around the world to fulfill these perspective positions.

Orange County residents deserve the opportunity to take advantage of the high income jobs offered in their area. DTCC can provide the residents here that opportunity through the benefits of a quality education. DTCC needs to improve its recruitment process by aggressively offering courses that target our area and its' desire and need to be relevant. With DTCC's commitment to Orange County residents, we can readily be one of the most influential places to reside in North Carolina.

Thank you for the opportunity to voice my interest with DTCC and the privilege to serve my community of Orange County with pride and respect.

Respectfully Submitted,

Susie Wright Enoch, BA, Mdiv,

Work Experience: WrightCare Alternatives Services, Hillsborough, NC [Mar 2008 - May 2011]

Human Resource Director; Served in a pivotal role as a member of the senior leadership team, while providing organizational leadership for the alignment of WCAS workforce with the mission and vision. Worked closely with the Program Director and key clinical team to develop and implement HR strategies, functions and systems to facilitate the achievement of WCAS strategic directions and initiatives. Served as the staff advisor and liaison within various Committees of WCAS Board of Directors, as needed: Promoted and facilitated the mission and vision of the organization. Maintained the staff needed for client care. Created, directed, and implemented development strategies to solidify and expand the organization's employee and employer relationship. Developed a sound HR dept which allowed for effective delivery of excellent services while achieving the financial goals set for the organization. Oversaw all operations including hiring and supervising of staff, training, and developing and implementing organizational policies and procedures.

Qualified Professional: Served as Qualified Professional responsible for providing an array of case coordination and mental health services for MH/DD/SA clients. Determined the extent of each individual's mental health or crisis situations as well as the appropriate measures to be taken in each case. Upheld agency goals to meet the educational, vocational, residential, mental health treatment, financial, social and other non-treatment needs of the recipient. Managed the arrangement, and linkage or integration of multiple services as needed as it related to programs and other outside agencies. Assessed and reassessed recipient's needs for case management services; informed the recipient about benefits, community resources, and services.

Duke University Medical Center (Pastoral Services), Durham, NC [May 2010 - May 2011]  
Chaplain Resident: Provided interfaith pastoral/spiritual care to patients, families, and staff in crisis situations. Evaluated emotional, social, spiritual and religious factors to determine the capacity to cope with illness and death through completed spiritual assessments outlining problems, goals and interventions. Served as a liaison with community pastoral care services, clergy and faith communities. Successfully educated patients, families, and staff, as well as participated in ethics consults. Developed sacerdotal functions, religious rituals, and services upon personal request of patients or their family members according to their beliefs, and religious orientations; personally or in conjunction with community spiritual leaders.

Durham Technical Community College, Durham, NC [2004 - 2005]  
Continuing Education Instructor: Taught classes in basic money marketing skills, customer service, healthcare, and teaching careers for c.e.u certification, and associate/bachelor level degrees. Lead Job Fairs and provided classroom instruction in job assistance training [ in both group/individual] settings. Successfully educated clients in job preparation through counseling, mock interviews and resume critique.

Bank of America (formerly NationsBank), Burlington, NC & Greensboro, NC [1998 - 2000]  
Assistant Branch Manager/ Consumer Banker. Played a key role in developing sales programs that helped meet company goals. Maintained direct oversight of branch cash flow; resolved escalated issues and reported to management. Conducted monthly and quarterly branch audits, including security system tests. Open and closed the branch daily; supervised a staff of 12.

Great American Knitting Mills (Gold Toe), Burlington, NC [1995 - 1998] Credit/Account Analyst - Worked with a team of three analyst/collectors. Ensured that staff members complied with FDCPA guidelines. Conducted some training and team development sessions. Recovered \$750,000 in charged off collateral. Implemented a new goal oriented business plan detailing objectives, costs and accomplishments. Reduced delinquencies 20%

Volunteer Experience: New Covenant UHC (Burlington, NC) Clothing Giveaway (Evangelism Committee);

Education: Duke Univeristy Medical Center-Pastoral Services, Durham, NC C.P.E. Residency, 3 Units- May 2011

Duke Univeristy Medical Center-Pastoral Services, Durham, NC C.P.E. Internship, 1 Unit- May 08-Aug 08

Duke University Duke Divinity School, Durham, NC Master of Divinity, GPA: 2.89 -May 2009

Shaw University, Raleigh, NC BA Religion/Philosophy; Summa Cum Laude, GPA:3.89 - Dec-2004

**Other Comments:**

The community in which one lives should always be a matter of concern to them. The quality of life within the community reflects the heart and soul of its residents in regards to their values and principles they live by. With that said, I am most interested to be a part of the Orange County community not just as a mere resident, but one who desires to serve the community in a greater aspect within the Advisory Board, Commission, and or Committee(s) listed above. STAFF COMMENTS: Applied for Orange County Planning Board, Board of Social Services, and Interlocal Agreement committee for the Hillsborough Area-Orange county Strategic Growth Plan Phase II 12/29/2010. Updated application through Planning Department for OUTBoard 1/24/2011. UPDATED APPLICATION FOR OC PLANNING BOARD 02/13/2012. UPDATED APPLICATION 05/15/2012 TO INCLUDE Human Relations Commission, Commission for the Environment, Historic Preservation Commission, Orange Unified Transportation Board, Board of Social Sevices, Durham Technical Community College Board of Directors, and Economic Development Advisory Board. , ADDRESS VERIFICATION: 4002 McGowan Creek Road, Efland, NC is in Orange County Jurisdiction and Cheeks Township.

This application was current on: 3/6/2015

Date Printed: 7/31/2015

## Volunteer Application Orange County Advisory Boards and Commissions

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

### Community Activities/Organizational Memberships:

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

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Chapel Hill/Orange County Visitors Bureau

##### Background, education and experience relevant to this board:

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

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

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

**Reasons for wanting to serve on this board:**

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

**Conflict of Interest:**

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

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

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

**Reasons for wanting to serve on this board:**

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

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

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

**Reasons for wanting to serve on this board:**

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

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

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

Date Printed: 10/9/2014

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Jennifer Shelton  
**Name Called:**  
**Home Address:** 5705 Field Court  
 Mebane NC 27302  
**Phone (Day):** 919-304-6557  
**Phone (Evening):** 919-304-6557  
**Phone (Cell):** 336-512-0686  
**Email:** jshelton@email.unc.edu  
**Place of Employment:** The Hawbridge School  
**Job Title:** Teacher and Director of Instructional Assessment a  
**Year of OC Residence:** 1993  
**Township of Residence:** Cheeks  
**Zone of Residence:** County  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

National Honor Society Adviser (lead students in community service and leadership)

### Past Service on Orange County Advisory Boards:

Orange County Commission for Women

### Boards/Commissions applied for:

#### Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL

##### Background, education and experience relevant to this board:

Teacher of NC and US history at The Hawbridge School, Saxapahaw, NC

##### Reasons for wanting to serve on this board:

In addition to a personal love of the history of the area and a passion for learning about historical locations throughout the South, my relatives settled in Orange County, NC in the late 1700s. I am still trying to locate the grave of my great-grandparents (grandfather died in 1801).

##### Conflict of Interest:

#### Arts Commission

##### Background, education and experience relevant to this board:

Art history courses at Vanderbilt University

##### Reasons for wanting to serve on this board:

I have been actively following local artists in Hillsborough and Mebane for a decade now. I am a regular at all the art walks and never miss the Eno Gallery Art in the Garden event. Our local art scene is part of what makes Orange County unique.

##### Conflict of Interest:

**Durham Technical Community College Board of Trustees****Background, education and experience relevant to this board:**

I hold a Master s Degree from UNC Chapel Hill and have been a college instructor for over 15 years. I have worked in the continuing education department at Alamance Community College so am familiar with the community college system. I also teach high school at The Hawbridge School and know the value community colleges add to the local community.

**Reasons for wanting to serve on this board:**

All of my work experience for the past 25 years has been in education. Education is a passion of mine.

**Conflict of Interest:****Supplemental Questions:****Durham Technical Community College Board of Trustees****What improvements do you believe can be made so that DTCC better serves the residents of Orange County?**

I have lived in Orange County for 22 years and have worked in the field of education the entire time. I spend a great deal of my time in Hillsborough. I frequent businesses and the library. I rarely miss a town festival. I am in Chapel Hill at least once a week. While I am quite familiar with Alamance Community College, the Durham campus of Durham Technical Community College and the local universities, I have minimum knowledge of the Orange County campus of DTCC. I realize the campus was only opened in 2008, but I have not come across information about the Orange County campus of DTCC, other than what I've actively sought out through the website and social media. From what I've found through my research, the college provides many excellent opportunities for both formal and informal education. So, one way that DTCC could better serve the residents of Orange County is to help the residents of Orange County become more aware of the diverse ways in which the campus serves Orange County.

**Other Comments:**

This application was current on: 4/3/2015 10:01:01 AM

Date Printed: 7/31/2015

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Cherylann Thompson  
**Name Called:**  
**Home Address:** 2418 Hurdle Mills Rd.  
 Cedar Grove NC 27231  
**Phone (Day):** 9199430061  
**Phone (Evening):** 9199430061  
**Phone (Cell):** 9199430061  
**Email:** ilcjbrcs@live.unc.edu  
**Place of Employment:** Roland's Auto Center, Inc.  
**Job Title:** Office Manager  
**Year of OC Residence:** 1988  
**Township of Residence:** Cedar Grove  
**Zone of Residence:** County  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

I am a recent graduate of UNC-Chapel Hill. My double major was US History and Southern Studies, with a minor in African American Studies. I have done extensive research on Historic Stagville (one time part of Orange County), the Cameron/Bennehan family, and the slaves and their descendants. I have a great interest in the history and historical preservation of Orange County.

I participated in the Candlelight Tour several times in High School and volunteered at the Burwell School and Colonial Inn. I was also in the History Club at Orange High School.

I would like to be considered for the vacancy of the board of Historic Preservation Commission. I can submit my CV and references upon request.

### Past Service on Orange County Advisory Boards:

N/A

### Boards/Commissions applied for:

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

I have a Bachelor s degree in US History and Southern Studies. I plan to pursue my Master s degree next.

#### Reasons for wanting to serve on this board:

It is where my educational background and interests lie.

#### Conflict of Interest:

### Supplemental Questions:

**Other Comments:**

**This application was current on:** 6/18/2015 11:09:13 AM

**Date Printed:** 6/22/2015

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 16, 2016

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

**SUBJECT:** Nursing Home Community Advisory Committee – Appointment

**DEPARTMENT:** Board of Commissioners

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

No

**ATTACHMENT(S):** Under Separate Cover  
Membership Roster  
Recommendation Hardin  
Attendance Record for Recommendation  
Application for Person Recommended  
Interest List  
Application of Person on the Interest list

**INFORMATION CONTACT:**  
Clerk's Office, 919-245-2130

**PURPOSE:** To consider making an appointment to the Nursing Home Community Advisory Committee.

**BACKGROUND:** The following information is for Board consideration:

- Appointment to a partial term (Position #11) At-Large Nursing Home Administration position for Maria Hardin expiring 12/31/2016.

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
11	Maria Hardin	At-Large Nursing Home Administration	12/31/2016

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

- \*Position #6--- "At-Large" position----- expiring 03/31/2016. **This position will be vacant as of 03/31/2016.**
- \*Position #7--- "At-Large Nursing Home Administration" position----- expiring 06/30/2017. **This position has been vacant since 01/06/2016.**

**FINANCIAL IMPACT:** None.

**SOCIAL JUSTICE IMPACT: Enable Full Civic Participation.** Ensure that Orange County residents are able to engage government through voting and volunteering by eliminating disparities in participation and barriers to participation.

**RECOMMENDATION(S):** The Manager recommends that the Board consider making appointments to the Nursing Home Community Advisory Committee.

# Board and Commission Members

## And Vacant Positions

### ***Nursing Home Community Advisory Committee***

Meeting Times: 5:30 pm Every other 1st Tuesday starting with Jan.

Terms: 2

Contact Person: Carolyn Pennington

Meeting Place: United Church of CH - 1321 ML King Blvd

Positions: 12

Length: 3 years

Contact Phone: 919-558-2703

Description: All appointments are made by the Board of Commissioners. This committee helps to maintain the intent of the Residents' Bill of Rights, promotes community involvement and provides public education on long-term care issues. The regional ombudsman with Triangle J Council of Governments provides specialized training and support.

1	<b>Ms. Martha Bell</b> 100 Macrae Court Chapel Hill NC 27516	Day Phone: 919-968-4674 Evening Phone: 919-968-4674 FAX: E-mail: mbell968@yahoo.com	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 10/06/2015 Current Appointment: 10/06/2015 Expiration: 10/06/2016 Number of Terms:
2	<b>Ms. Molly Stein</b> 103 Stephens Street Chapel Hill NC 27516	Day Phone: 954-254-2865 Evening Phone: 954-254-2865 FAX: E-mail: msstein@live.unc.edu	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 06/16/2015 Current Appointment: 06/16/2015 Expiration: 06/16/2016 Number of Terms:
3	<b>Ms. Teri J. Driscoll</b> <b>Chair</b> 422 Hampton Pointe Hillsborough NC 27278	Day Phone: 919-245-1127 Evening Phone: 919-245-1127 FAX: E-mail: driscoll323@nc.rr.com	Sex: Female Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 09/17/2013 Current Appointment: 10/07/2014 Expiration: 09/30/2017 Number of Terms: 1
4	<b>Mr. Jerry Schreiber</b> <b>Trainee</b> 1606 Pathway Dr Carrboro NC 27510	Day Phone: 919 967 2962 Evening Phone: 919 967 2962 FAX: E-mail: jrogerschreiber@gmail.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 10/07/2014 Current Appointment: 10/06/2015 Expiration: 06/30/2017 Number of Terms:
5	<b>Ms. Sandra Nash</b> 600 West Poplar Ave., Apt. 239 Carrboro NC 27510	Day Phone: 828-668-9628 Evening Phone: FAX: E-mail: None	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: Nursing Home Administration	First Appointed: 02/04/2014 Current Appointment: 03/03/2015 Expiration: 06/30/2017 Number of Terms: 2

# Board and Commission Members

## And Vacant Positions

### *Nursing Home Community Advisory Committee*

Meeting Times: 5:30 pm Every other 1st Tuesday starting with Jan.

Terms: 2

Contact Person: Carolyn Pennington

Meeting Place: United Church of CH - 1321 ML King Blvd

Positions: 12

Length: 3 years

Contact Phone: 919-558-2703

Description: All appointments are made by the Board of Commissioners. This committee helps to maintain the intent of the Residents' Bill of Rights, promotes community involvement and provides public education on long-term care issues. The regional ombudsman with Triangle J Council of Governments provides specialized training and support.

#### Ms. Vicki Barringer

6	Day Phone: 919-971-9333 Evening Phone: 919-971-9333 FAX: E-mail: vbarringer@gmail.com 3612 Old Vine Trail Hillsborough NC 27278	Sex: Female Race: Caucasian Township: Eno Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 03/22/2012 Current Appointment: 03/19/2013 Expiration: 03/31/2016 Number of Terms: 1
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#### VACANT

7	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr: Nursing Home Administration	First Appointed: Current Appointment: Expiration: 06/30/2017 Number of Terms:
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#### Mrs. Jerry Ann Gregory

8	Day Phone: 919-644-8172 Evening Phone: 919-644-8172 FAX: E-mail: harleyphn@yahoo.com 2224 Lebanon Rd Efland NC 27243	Sex: Female Race: Caucasian Township: Cheeks Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 12/09/2014 Current Appointment: 11/17/2015 Expiration: 03/31/2017 Number of Terms:
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#### Ms. Susan Deter

9	Day Phone: 919-682-4124 Evening Phone: 919-479-0574 FAX: 919-956-7703 E-mail: susiedeter@yahoo.com 5512 Quail Hollow Drive Hillsborough NC 27278	Sex: Female Race: Caucasian Township: Little River Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 04/19/2011 Current Appointment: 03/22/2012 Expiration: 06/30/2016 Number of Terms: 1
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#### Ms GLenda FLoyd Training Term

10	Day Phone: 812-205-6595 Evening Phone: 812-205-6595 FAX: E-mail: gkf1121@gmail.com 103 Culbreth Rd Ghapel Hill NC 27516	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 11/17/2015 Current Appointment: 11/17/2015 Expiration: 11/17/2016 Number of Terms:
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# Board and Commission Members

## And Vacant Positions

### *Nursing Home Community Advisory Committee*

Meeting Times: 5:30 pm Every other 1st Tuesday starting with Jan.

Terms: 2

Contact Person: Carolyn Pennington

Meeting Place: United Church of CH - 1321 ML King Blvd

Positions: 12

Length: 3 years

Contact Phone: 919-558-2703

Description: All appointments are made by the Board of Commissioners. This committee helps to maintain the intent of the Residents' Bill of Rights, promotes community involvement and provides public education on long-term care issues. The regional ombudsman with Triangle J Council of Governments provides specialized training and support.

#### Mrs. Maria Hardin

11

2026 Black Walnut Farm Road  
Hillsborough NC 27278

Day Phone: 9197326589

Evening Phone: 9197326589

FAX:

E-mail: mariaahardin@gmail.com

Sex: Female

Race: Caucasian

Township: Eno

Resid/Spec Req: At-Large

Special Repr: Nursing Home Administration

First Appointed: 03/03/2015

Current Appointment: 03/03/2015

Expiration: 03/03/2016

Number of Terms:

#### Ms. Vibeke Talley

12

134 East Tryon Street  
Hillsborough NC 27278

Day Phone: 919-732-3112

Evening Phone: 919-732-3112

FAX: 968-2017

E-mail: vibandjoe@hotmail.com

Sex: Female

Race: Caucasian

Township: Hillsborough

Resid/Spec Req: At-Large

Special Repr: Nursing Home Administration

First Appointed: 05/20/2014

Current Appointment: 05/20/2014

Expiration: 12/31/2016

Number of Terms:

**Thom Freeman**

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**From:** Charlotte Terwilliger <cterwilliger@tjcog.org>  
**Sent:** Wednesday, December 30, 2015 9:20 AM  
**To:** Thom Freeman  
**Subject:** Reappointment- Maria Hardin, NH CAC  
**Attachments:** Attendance Record Maria Hardin.xlsx

Dear Thom,

The Nursing Home Community Advisory Committee would like to recommend Maria Hardin for a first full term. Her current one year appointment will expire on 03/03/2016. During the past year Ms. Hardin attended 4 out of 6 business meetings and has actively participated in all of her assigned quarterly facility visitations. Her strong interest in serving elders and her advocacy skills have been invaluable to the work of this committee.

Please let me know if you need anything else from me to move this recommendation forward.

Thank you.

Best Regards,  
Charlotte

Charlotte Terwilliger, MSW  
Regional Long Term Care Ombudsman

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

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

Charlotte Terwilliger, MSW  
Regional Long Term Care Ombudsman

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

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

Attendance Record Current - Member Re-appointment Recommendation For BOCC Review  
 Nursing Home Community Advisory Committee- Dec / 2014 – Nov / 2015

Member	Appointed	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov					
Maria Hardin	03/03/2015			Guest		P		P		E		P		E					
<b>P: Present   A: Absent   E = Excused</b> <b>Current through - 11/30/2015</b>																			

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs. Maria Hardin  
**Name Called:**  
**Home Address:** 2026 Black Walnut Farm Road  
 Hillsborough NC 27278  
**Phone (Day):** 9197326589  
**Phone (Evening):** 9197326589  
**Phone (Cell):** 9192595704  
**Email:** mariaahardin@gmail.com  
**Place of Employment:** Ebenezer Baptist Church  
**Job Title:** Preschool Director  
**Year of OC Residence:** 2006  
**Township of Residence:** Hillsborough  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

I have been involved with The PTA, Character Ed. program in the middle schools, outreach to Nursing/Assisted Living with our Church for many years, Durham Rescue Mission as well.

### Past Service on Orange County Advisory Boards:

I am not currently serving on any boards or have I in the past. My father is currently living in a assisted living center in Hillsborough, and I would like to be a part of a group that is helping.

### Boards/Commissions applied for:

#### Nursing Home Community Advisory Committee

##### Background, education and experience relevant to this board:

I have always had a love for senior citizens they have so much wisdom to share, growing up my Grandfather lived with us and I spent a lot of time at the senior center helping and as an adult my Mom spend several years in both assisted living and nursing home, and now my Dad is living in a memory care area of a assisted living center. I spend a lot of time each week with the residents.

##### Reasons for wanting to serve on this board:

This is one of the most important boards that Orange Co. can have, we have so many Seniors living at Nursing homes or assisted living that do not have family or friends who can help and support them, our seniors are so important to our history of this town, state and country.

##### Conflict of Interest:

### Supplemental Questions:

**Other Comments:**

This application was current on: 11/5/2014 12:58:22 PM

Date Printed: 11/6/2014

# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Nursing Home Community Advisory Committee*

Contact Person: Carolyn Pennington

Contact Phone: 919-558-2703

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### Ms. Susan Adams

211 Hogan Woods Circle

Chapel Hill NC 27516

Day Phone: 919-357-5541

Evening Phone: 919-357-5541

Cell Phone:

E-mail: jaseradams@gmail.com

Sex: Female

Race: Caucasian

Township: Chapel Hill

Res. Eligibility: Carrboro City Limits

Date Applied: 06/02/2015

Skills: Consultant

Also Serves On:

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### Mrs Judith Causey

2621 Beavertail Dr

Hillsborough NC 27278

Day Phone: 9192604249

Evening Phone: 9192604249

Cell Phone: 9192604249

E-mail: judithcausey@hotmail.com

Sex: Female

Race: Caucasian

Township: Hillsborough

Res. Eligibility:

Date Applied: 01/25/2016

Skills:

Also Serves On:

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## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Susan Adams  
**Name Called:**  
**Home Address:** 211 Hogan Woods Circle  
 Chapel Hill NC 27516  
**Phone (Day):** 919-357-5541  
**Phone (Evening):** 919-357-5541  
**Phone (Cell):**  
**Email:** jaseradams@gmail.com  
**Place of Employment:** Self-employed  
**Job Title:** Consultant  
**Year of OC Residence:** 2004  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro City Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

- IFC - Orange County Homeless Shelter, Galloway Ridge - Volunteer, Care Ministry - Newman Center, Coastal Pines of North Carolina - troop 862 - Adult Volunteer, Treasurer 2007-2012, AARP, GSA - Gerontological Society of America
- MAC Committee - Mandarin Advisory Council for the Dual Language Program for Chapel Hill Carrboro City School District, Newman center outreach care ministry, MAC-dual language for Mandarin Chinese advisory board for school system, NAHB - National Home Builders Association Orange, Chatham and Durham counties - remodeler s council, National Gerontology Society, AARP,
- Received Masters of Gerontology from University of Southern California 2014 Magna Cum Laude - Thesis title " Enviornmental and technological interventions to decrease agitation in dementia patients"
  - Founded Consulting Business CareGiving Technologies - Safer Independent Living
  - Received CAPS " Certified Aging in Place Specialist" Certification from Nathional Home Builders Association 2014
  - Received Universal Design Certification from National Home Builders Association 2014
  - Asked to become board member of SHARP " Senior Health Advisory Resouce Partnership" in Orange County executive director Healthier Altman
  - Working closely with Dr. Cheire Rosemond at UNC for Tax incentives for livable homes as part of the Aging in Community Series
  - Speaker at Caregiver's Conference Durham and Raleigh 2015
  - Speaker at Alzheimer Association Fall Conference 2015
  - Became Lively partner - Award winning passive senior Monitoring system
  - Member of HART Health Aging Round Table
  - Recently accepted position at Carolina Villages for director of Volunteer Services

## Past Service on Orange County Advisory Boards:

### Boards/Commissions applied for:

#### Advisory Board on Aging

##### Background, education and experience relevant to this board:

I am energized by solving problems and taking on challenges. With over 1 person turning 50 every second due to the dramatic achievements in public health, Orange County is poised to see a 67% increase in persons over 65 and a 43% increase in persons over 85 in the next 10 years. This trend continues through 2030 when persons over 65 will again increase by 42% and over 85 by 70%. Orange county is a leader in serving its senior population and I want to contribute to preparing and meeting these needs throughout the next 20 years.

Although I worked as a chemical engineer for 15 years, I recently returned to school to get a BA in Multidisciplinary studies, with an emphasis on social sciences and the Socio-Ecological Model which shows that the health of an individual is based not just on the person but withing the greater context of his relationships, his community and his society. Because of my interest in the aging process, I am currently completing a Masters in Gerontology from the University of Southern California. Through this program I have been able to receive the training and tools that will aid me in pursuing my goal of improving the disparity in the aging experience between the different economic classes. The research area where I am basing my concentration consists of early depression intervention for the home caregiver. Many home caregivers are thrust into their duties with little to no training and as more residents, especially in the rural areas, are deciding to age in place there will be a need for increased programs to address the adult child or spousal caregiver, many of whom are over 50.

I am excited to be beginning this new phase of my life as I turn 50, and consider myself to be a life-long learner who believes that we are all part of something larger and there is purpose to all our lives. My belief system influences all I do and I value responsibility and high ethical standards. I believe that the strategic methods of problem solving I utilized as an engineer allows me to find and evaluate alternatives and seek innovative ways to get things done. I believe in community involvement as I was a member of the School Improvement Team (SIT) committee for McDougle Middle School for 2 years, worked as a volunteer at the Chapel Hill Museum for 3 years, and have been a member of the MAC -Mandarin Advisory Council for the dual language program in CHCCS since it began and my daughter has been part of the program for the past 8 years. As my children are growing up and moving on to new goals, I feel that I too must focus my time and energies on the future.

I appreciate your time in considering me for this position.

##### Reasons for wanting to serve on this board:

##### Conflict of Interest:

#### Nursing Home Community Advisory Committee

##### Background, education and experience relevant to this board:

I am graduating with my Masters of Arts in Gerontology in May 2014 from the University of Southern California. My BS is multi disciplinary in psychology and public health. My concentration of study is in environmental interventions to decrease agitation in persons with dementia. I currently volunteer at Galloway Ridge and care part time for my elderly parents who I relocated to Chatham County in 2008.

##### Reasons for wanting to serve on this board:

##### Conflict of Interest:

### Supplemental Questions:

**Other Comments:**

STAFF COMMENTS: Applied 2/1/2013 for Advisory Board on Aging. Applied 10/4/2013 for Nursing Home CAC. ADDRESS VERIFICATION: 211 Hogan Woods Circle is Chapel Hill Township, Carrboro Jurisdiction, Carrboro City Limits.

This application was current on: 6/2/2015

Date Printed: 6/2/2015

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs Judith Causey  
**Name Called:**  
**Home Address:** 2621 Beavertail Dr  
 Hillsborough NC 27278  
**Phone (Day):** 9192604249  
**Phone (Evening):** 9192604249  
**Phone (Cell):** 9192604249  
**Email:** judithcausey@hotmail.com  
**Place of Employment:** Retired. UNC  
**Job Title:** RN Center For Excellence  
**Year of OC Residence:** 1999  
**Township of Residence:** Hillsborough  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Active RN License  
 PHRC  
 MADD

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Nursing Home Community Advisory Committee

##### Background, education and experience relevant to this board:

I am 77. I have interacted with and nursed many geriatric patients. I have. Visited many long term care facilities. I have placed patients into long term care facilities & continued to supervise care & services on site

##### Reasons for wanting to serve on this board:

Serve in some capacity to help Orange County to be first class in services offered our citizens.

##### Conflict of Interest:

#### Adult Care Home Community Advisory Committee

##### Background, education and experience relevant to this board:

Interacted with & nursed many seniors. I am a senior in good health

##### Reasons for wanting to serve on this board:

I have an interest in helping our citizens to age in their own homes

##### Conflict of Interest:

### Supplemental Questions:

**Other Comments:**

**This application was current on:** 1/25/2016 11:39:33 PM

**Date Printed:** 2/1/2016

**BOCC Meeting Follow-up Actions**

(Individuals with a \* by their name are the lead facilitators for the group of individuals responsible for an item)

<b>Meeting Date</b>	<b>Task</b>	<b>Target Date</b>	<b>Person(s) Responsible</b>	<b>Status</b>
2/2/16	Review and consider request by Cheryl Zimmerman and Phillip Sloane regarding property tax penalties relief	3/22/2016	Chair/Vice Chair/ Manager, Dwane Brinson, and John Roberts	In process
2/2/16	Review and consider request by Commissioner Jacobs that staff review monitor sizes, locations, etc. in Whitted Meeting Facility to improve legibility	3/22/2016	Jeff Thompson	Staff already reviewing alternatives to relocate and/or replace some monitors to improve legibility
2/2/16	Review and consider request by Commissioner Jacobs that staff begin a comprehensive assessment of all facets of County government for accessibility, including areas such as Braille in elevators, document access, sidewalks, etc.	4/1/2016	Jeff Thompson Bonnie Hammersley	Staff is moving forward to identify areas to address as well as staffing and financial needs to address those areas
2/2/16	Review and consider request by Commissioner Jacobs that the Arts Survey be expanded beyond the basic arts impact on the economy to developing more of a strategic plan for arts to address youth arts participation, diversity of art from a diverse community, arts marketing, etc.	4/1/2016	Bonnie Hammersley, Steve Brantley & Martha Shannon	County Manager and Staff to discuss with Arts Commission
2/2/16	Draft letter for Chair to send to Morinaga congratulating the company on being named the 2015 Confectioner of the Year	2/16/2016	Steve Brantley Donna Baker	Economic Development to provide draft letter to Clerk's Office



Department of Environment,  
Agriculture, Parks & Recreation

MEMORANDUM

To: Bonnie Hammersley, County Manager

From: David Stancil, DEAPR Director

Date: February 16, 2016

Re: Hollow Rock Nature Park Update

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Construction of the Hollow Rock Nature Park (formerly Hollow Rock Access Area) continues this winter. Despite several major rainfall events and one ice event that has slowed and complicated the work, the project is generally on schedule and plans are underway for an opening of Phase I later this spring.

Hollow Rock Nature Park is a 75-acre site comprised of multiple land parcels owned separately by Orange County, Durham County, and the Town of Chapel Hill. The site straddles the Orange-Durham county line and New Hope Creek forms the western boundary. Portions of the site are protected with conservation easements held by the State of NC. Plans for a nature preserve styled park date back to the early 1990's, when Orange County, Chapel Hill, Durham County and the City of Durham adopted the New Hope Creek Corridor Master Plan, which called for preservation of lands along the New Hope Creek corridor, from central Orange County to Jordan Lake. The master plan envisioned a public trail network with a number of "access areas" at strategic locations, including the "Hollow Rock Access Area" at the intersection of Erwin Road and Pickett Road. A Master Plan for the 75-acre Hollow Rock site was developed by an interjurisdictional master plan committee and adopted in 2010.

Orange County and Durham County, under an interlocal agreement signed in 2015 (with the Town of Chapel Hill as an additional signatory), will jointly manage and operate the park, with Durham County managing the area east of Pickett Road, and Orange County the portion west of Pickett Road.

Construction of the initial public amenities outlined in Phase 1a (Exhibit B) for the Hollow Rock site is well underway and with anticipated opening mid spring of

2016 (date TBA). These amenities are being constructed with help from a \$200,000 North Carolina Recreational Trails Program (RTP) grant awarded to Durham County in collaboration with Orange County. Orange County's share of this Phase 1a construction is \$50,000 appropriated in FY 2014-15 and FY 2015-16.

These amenities include a gravel 15-car parking area and turn around, overflow parking area, natural surface trails, four pedestrian bridges, information kiosks, a park entrance sign, and a cleared area for the "old" Hollow Rock Store, which is planned to be relocated to this site by a non-profit organization working with the Friends of Hollow Rock Store.

Despite the weather delays, construction is well underway and within budget. Orange County staff is currently working with the NC Department of Transportation in providing addition wayfinding and safety signage. DEAPR is also developing a pre-application for a potential 2017 RTP grant to help fund Phase 1b construction. A phasing plan for development of Phase 1b of the site is provided as Exhibit B. The adopted CIP identifies additional funds from both Orange and Durham counties for Phase 1b construction in 2016-17.

We hope to be in touch with plans for an opening event in the spring, possibly late-April or early-May.

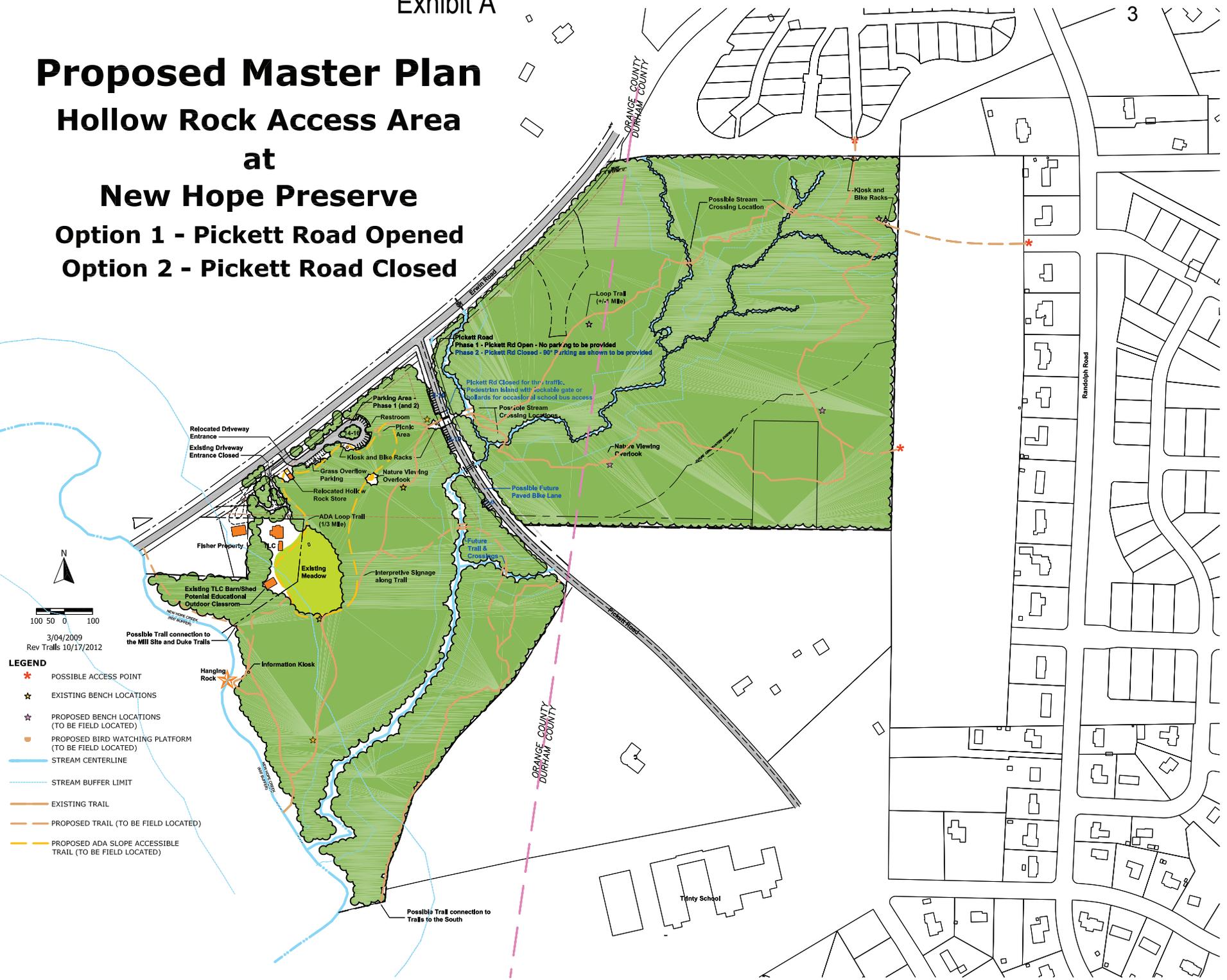
#### Attachments

Copies: Travis Myren, Deputy County Manager  
Marabeth Carr, Landscape Architect  
Dan Derby, Parks Superintendent

# Proposed Master Plan Hollow Rock Access Area at New Hope Preserve

**Option 1 - Pickett Road Opened**  
**Option 2 - Pickett Road Closed**

Exhibit A



3/04/2009  
Rev Trails 10/17/2012

- LEGEND**
- \* POSSIBLE ACCESS POINT
  - ☆ EXISTING BENCH LOCATIONS
  - ☆ PROPOSED BENCH LOCATIONS (TO BE FIELD LOCATED)
  - PROPOSED BIRD WATCHING PLATFORM (TO BE FIELD LOCATED)
  - STREAM CENTERLINE
  - STREAM BUFFER LIMIT
  - EXISTING TRAIL
  - PROPOSED TRAIL (TO BE FIELD LOCATED)
  - PROPOSED ADA SLOPE ACCESSIBLE TRAIL (TO BE FIELD LOCATED)

Possible Trail connection to the Mill Site and Duke Trails

Possible Trail connection to Trails to the South

## Exhibit B

### Phasing Plan for Hollow Rock Nature Park

<b>Phase 1a- Infrastructure, amenities, and site work already completed or allowable under RTP Grant.</b>
<ul style="list-style-type: none"> <li>• Additional Survey work - Cultural &amp; Archaeological (Completed)</li> <li>• Land Acquisition (TLC Parcel in Orange County) (Completed)</li> <li>• Bridge Engineering Design Work for Pedestrian Bridges (4) (Completed)</li> <li>• Preliminary Design Work for Parking Lot (Site Plan, Engineering, Approvals, Topo Survey) (Completed)</li> <li>• Entrance Driveway and Parking(Gravel/HC Paved/Wheel Stops) (Underway)</li> <li>• Entrance and Directional Signage (Underway)</li> <li>• Pedestrian Bridges (4) for nature trails on east side of Pickett Road (Completed)</li> <li>• Information kiosks and trail maps (Completed)</li> <li>• Site clearing for future Hollow Rock Store (Completed)</li> </ul>
<b>Phase 1b - Additional Amenities</b>
<ul style="list-style-type: none"> <li>• Site Amenities - Picnic Tables, Waste/Recycling Receptacles, and Dog Waste Receptacles</li> <li>• Interpretative Signage</li> <li>• Restroom (vault type) and engineering</li> <li>• Platform Overlooks for nature observation</li> <li>• Nature Trail Bridges (2) on west side of Pickett Road</li> <li>• Barn Renovation for Educational Use</li> <li>• Accessible trail loop</li> </ul>
<b>Phase 2 (Timeframe TBD)</b>
<ul style="list-style-type: none"> <li>• Additional Survey work - Cultural &amp; Archaeological and/or Topographic</li> <li>• Hollow Rock Store relocation (by Friends of Hollow Rock Store)</li> </ul> <p><b>If Pickett Road were ever closed:</b></p> <ul style="list-style-type: none"> <li>• Entrance Gates</li> <li>• Parking (Gravel/HC paved/Wheel Stops)</li> <li>• Top-dress gravel - Pickett Road</li> <li>• New Entrance Sign/Directional Signage</li> </ul>

# Hollow Rock Nature Park — Under Development



Parking area and turn around under construction



Stone mason's working on the entrance sign in the snow!



Bridge and Kiosk at trail head

## INFORMATION ITEM



EARL MCKEE, CHAIR  
MARK DOROSIN, VICE CHAIR  
MIA BURROUGHS  
BARRY JACOBS  
BERNADETTE PELISSIER  
RENEE PRICE  
PENNY RICH

**Orange County Board of Commissioners**  
**Post Office Box 8181**  
**200 South Cameron Street**  
**Hillsborough, North Carolina 27278**

February 9, 2016

Dear Commissioners,

At the Board's February 2, 2016 regular meeting, petitions were brought forth which were reviewed by the Chair/Vice Chair/Manager Agenda team. The petitions and responses are listed below:

- 1) Review and consider a request by Orange County residents Cheryl Zimmerman and Phillip Sloane regarding property tax penalties relief.

**Response:** *In process.*

- 2) Review and consider a request by Commissioner Jacobs that staff review monitor sizes, locations, etc. in the Whitted Meeting Facility to improve viewing/legibility.

**Response:** *Staff reviewing alternatives to relocate and /or replace some monitors to improve legibility.*

- 3) Review and consider a request by Commissioner Jacobs that staff begin a comprehensive assessment of all facets of County government for accessibility, including areas such as the web, Braille in elevators, document access, sidewalks, etc.

**Response:** *Staff is moving forward to identify areas to address as well as staffing and financial needs to address those areas.*

- 4) Review and consider a request by Commissioner Jacobs that the Arts Survey be expanded beyond the basic arts impact on the economy to developing more of a strategic plan for arts to address youth arts participation, diversity of art from a diverse community, arts marketing, etc.

**Response:** *County Manager and Staff to discuss with the Arts Commission.*

Regards,

Earl McKee, Chair  
Board of County Commissioners