



**Orange County
Board of Commissioners**

Agenda

Regular Meeting

March 1, 2016

7:00 p.m.

Richard Whitted Meeting Facility

300 West Tryon Street

Hillsborough, NC 27278

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

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

1. Additions or Changes to the Agenda

PUBLIC CHARGE

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

2. Public Comments (Limited to One Hour)

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

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

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

- b. Matters on the Printed Agenda

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

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

4. Proclamations/ Resolutions/ Special Presentations

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. Motor Vehicle Property Tax Releases/Refunds
 - c. Property Tax Releases/Refunds
 - d. Applications for Property Tax Exemption/Exclusion
 - e. Sole Source Bid Award: Software Purchase for Emergency Medical Services
 - f. Schools Adequate Public Facilities Ordinance (SAPFO) – Receipt and Transmittal of 2016 Annual Technical Advisory Committee Report

7. Regular Agenda

- a. Bicycle Safety Task Force
- b. Amendment to the Orange County Code of Ordinances – Large Scale Display of Pyrotechnics Ordinance
- c. Orange County Firearms Safety Committee

8. Reports

- a. Orange County Bus and Rail Investment Plan Annual Report
- b. Update from GoTriangle - Park and Ride Lot and Bus Transfer Facility

9. County Manager's Report

10. County Attorney's Report

11. Appointments

12. Board Comments (Three Minute Limit Per Commissioner)

13. Information Items

- February 16, 2016 BOCC Meeting Follow-up Actions List
- Tax Collector's Report – Numerical Analysis
- Tax Collector's Report – Measure of Enforced Collections
- Tax Assessor's Report – Releases/Refunds under \$100
- BOCC Chair Letter Regarding Petitions from February 16, 2016 Board Meeting

14. Closed Session

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

15. Adjournment



Note: Access the agenda through the County's web site, 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 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: March 1, 2016

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

SUBJECT: MINUTES

DEPARTMENT: BOCC

ATTACHMENT(S):

Draft Minutes

INFORMATION CONTACT:

Donna Baker, 245-2130

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

February 2, 2016

February 9, 2016

BOCC Regular Meeting

BOCC Work Session

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

FINANCIAL IMPACT: NONE

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

1
2
3 DRAFT

4 **MINUTES**
5 **BOARD OF COMMISSIONERS**
6 **REGULAR MEETING**
7 **February 2, 2016**
8 **7:00 p.m.**

9 The Orange County Board of Commissioners met in regular session on Tuesday, February 2,
10 2016 at 7:00 p.m. at the Whitted Building, in Hillsborough, N.C.

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

14 **COUNTY COMMISSIONERS ABSENT:**

15 **COUNTY ATTORNEYS PRESENT:** John Roberts

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

19
20 Chair McKee called the meeting to order at 7:03 p.m.

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

23 Chair McKee noted the following item at the Commissioners' places:
24 - Monthly memorandum from the Planning Department

25
26 **PUBLIC CHARGE**

27
28 *Chair McKee dispensed with the reading of the Public Charge.*

29
30 **2. Public Comments**

31
32 **a. Matters not on the Printed Agenda**

33 Sheryl Zimmerman spoke about an ongoing property tax issue that she and her
34 husband, Philip Sloan, are facing. She provided a hand out of her comments as well as
35 several documents pertaining to her comments. All of referenced documents are in the
36 meeting's permanent record at the office of the Clerk to the Board of County
37 Commissioners (BOCC). She reviewed these documents and thanked the Board for its
38 consideration.

39 Chair McKee thanked Sheryl Zimmerman and said the case would be discussed
40 in a closed session at a later date.

41
42 **b. Matters on the Printed Agenda**

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

45
46 **3. Petitions by Board Members**

47 Commissioner Rich had no petitions.

48 Commissioner Pelissier had no petitions.

49 Commissioner Dorosin said he attended a fantastic advocacy training this past
50 weekend, and reviewed some of the resolutions that were presented that may be for

1 consideration by local governments in reference to per pupil funding and some resolutions
2 related to increased accountability for Charter schools. He said he will bring forth draft
3 resolutions in the coming weeks.

4 Commissioner Rich suggested Commissioner Dorosin share these resolutions with the
5 Legislative Issues Work Group (LIWG).

6 Commissioner Price said the Human Relations Commission (HRC) had a forum this
7 past weekend. She said it was mentioned that the County is making great strides in
8 accessibility but noted the need for increased assistance for people with sight or hearing
9 impairments.

10 Commissioner Jacobs said he had a petition related to Commissioner Price's
11 comments. He said he also attended the HRC forum, as well as an additional meeting at the
12 library regarding community design and awareness related to disabilities. He said when he
13 attended the HRC forum he observed that the video screens are hard to see. He said the
14 forum included discussions about getting around the community, noting the lack of sidewalks
15 near certain County buildings. He applauded the current review of all County buildings but
16 asked if this could be expanded to a comprehensive study of all accessibility issues for County
17 facilities and documents.

18 Commissioner Jacobs noted that Arts grants are being given away tonight and said
19 there was a press release regarding a survey about the value of the arts as an economic
20 engine. He suggested that such a survey is insufficient and he referred to an article about
21 Raleigh adoption of a plan called *Creative Life: the Raleigh Arts Plan*. He said this plan
22 identified eight broad goals, which he reviewed, and is a guide for how Raleigh can invest in the
23 arts. He said he would like to see Orange County have a strategic plan for promoting the arts
24 through the County, as well as partnering with the municipalities.

25 Chair McKee said the second petition, pertaining to the arts, would be referred to the
26 Chair/Vice Chair committee. He asked the County Manager to incorporate the first petition
27 regarding accessibility into the buildings review that has already begun.

28 Commissioner Burroughs had no petitions.

29 Chair McKee had no petitions.

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

33 **a. Orange County Arts Grant Recipients**

34 The Board acknowledged local artists and arts organizations receiving Fall 2015 Orange
35 County Arts Grants with the presentation of checks by the Board Chair.

36 Martha Shannon, staff support for the Orange County Arts Commission, reviewed the
37 recipients for fall 2015.

39 Fall, 2015 Arts Grant Recipients:

40
41 ArtsCenter -
42 Central/New Hope/Efland-Cheeks Elementary Schools Coalition –
43 Chapel Hill-Carrboro Public School Foundation -
44 Chapel Hill Downtown Partnership (fiscal agent) -
45 Ephesus Elementary School PTA -
46 Expedition School -
47
48 Gravelly Hill Middle School -
49 Hillsborough Arts Council -

Attendees:

Jesse Hollars
Myron Wilson
Lynn Lehmann
Sarah Wolfe
Kristen Stewart
Bessie Mbadugha &
Angie Archbold
Eric Yarbrough
Micki Saad

1	Historical Foundation of Hillsborough and Orange County -	Candace Midgett,
2		Whitney Watson,
3		Gabriel Delgadillo,
4		Jamiyah Brigman,
5		Isbah Neit, Neftaly,
6		Eli Morales, Jessica
7	Tinka Jordy -	NOT AVAILABLE
8	Michael Roy Layne from Legacyworks	Michael Roy Layne
9		attending from
10		Legacyworks
11	McDougle Elementary School PTA -	Siobhan Colgan
12	North Carolina Symphony Society, Inc. -	Lisa Ransom
13	One Song Productions -	Anna LeDuc
14	Peoples Channel -	Carson Riedel
15	Phillips Middle School PTSA -	Alyse Levine &
16		Cristina Smith
17	Triangle Weavers -	Ruth Ann Ross, Lori
18		Rhodes, Janice Kohl
19	Susie Wilde -	NOT AVAILABLE
20	Women's Voices Chorus, Inc. -	Shelley Hedtke

21
22 A motion was made by Commissioner Rich, seconded by Commissioner Burroughs to
23 acknowledge the local recipients of the Arts Grants.

24
25 VOTE: UNANIMOUS

26
27 **b. Cedar Grove Community Center Update**

28 The Board received a progress report on the Cedar Grove Community Center project.

29 Jeff Thompson, Asset Management Services Director, said he is here tonight with David
30 Stancil, Department of Agriculture, Environment, Parks and Recreation (DEAPR) Director, and
31 David Caldwell, Orange County Community Center Coordinator. He said the purpose of the
32 presentation is to update the Board on this project, introduce David Caldwell, and provide an
33 update on community center outreach and program development.

34 Jeff Thompson said the Cedar Grove Community Center is a 30,000 square foot center
35 featuring several flexible, multipurpose rooms, an Internet café, a quiet room, art and heritage
36 display areas, a multimedia room, and exercise areas and is 90% complete. He said the
37 construction is currently focused on interior finishes. He said the exterior landscaping and
38 parking areas are complete and the library kiosk and the bus shelter will be installed in the
39 coming weeks. He said a ribbon cutting will take place in the spring. He introduced David
40 Caldwell.

41 David Caldwell said he is glad to be here. He said he is looking forward to being the
42 Community Center Coordinator for the community centers in Orange County. He said it is a
43 pleasure to work at Orange County.

44 Chair McKee said the Cedar Grove community is excited to have David Caldwell serving
45 in this new position and to be working with him going forward.

46 Commissioner Rich said David Caldwell was a recipient of the citizen of the year award
47 at the MLK Banquet for his community work.

48 Commissioner Dorosin welcomed David Caldwell and noted the County's fortune at
49 having him serve in this position.

1 Commissioner Price said the community wanted to attend tonight but there was a
2 conflict. She asked if Jeff Thompson could keep the community members in the loop.

3 David Caldwell said the Rogers Road Community Center was a team effort.

4 David Stencil said everyone is working hard to get the Cedar Grove Community Center
5 up and running.

6 Commissioner Jacobs asked if Jeff Thompson could review the timetable for
7 completion.

8 Jeff Thompson said the certificate of occupancy is expected in April, with a few weeks of
9 soft operations, prior to the ribbon cutting in the summer. He said the kiosk is scheduled to
10 arrive in March and the concrete pad is already in place.

11 Commissioner Rich asked if there will be training for community members on how to use
12 the library kiosk.

13 Jeff Thompson said library services staff will be doing training in coordination with the
14 community center.

15 Commissioner Price asked if the draft timetable could be sent to the Board of County
16 Commissioners and community members.

17 Jeff Thompson said yes.

18 19 **c. Alcohol Beverage Control (ABC) Board Update Presentation**

20 The Board received a brief presentation from Tony DuBois, General Manager of the
21 Orange County Alcoholic Beverage Control (ABC) Board, and provided any questions or
22 comments to Mr. DuBois.

23 Lisa Stuckey, ABC Board Chair, said they are here to give the BOCC an annual update
24 and is joined by Tony Dubois and Ron McCoy, ABC Finance Director.

25 Tony Dubois said the ABC Board is a political subdivision of the State, an independent
26 government agency. He said there is a Board of Directors, and there will be an appointment for
27 the Board Chair this summer. He said the mission of the ABC Board is to serve the County
28 responsibly, not selling to anyone under the age of 21; return profits to law enforcement,
29 alcohol education, and the County general fund; and provide excellent customer service in
30 modern, well kept stores. He said all ABC Board members go through ethics training to insure
31 the highest ethical standards and transparency. He said activities of the last year include the
32 opening of their new administrative offices and the new store in Chapel Hill. He said this store
33 has one of the highest local North Carolina sections in the state.

34 Tony Dubois reviewed the following information:

35 In the fiscal year starting July 1, 2015, a distribution of \$400,000 was promised to the
36 Orange County General fund. Distributions are made the last month of each quarter
37 (September, December, March and June) in the amount of \$100,000. The board also set aside
38 \$ 48,333 to contribute to the Board Retiree Health Care Plan. The board funded local Alcohol
39 Law Enforcement agencies \$135,000. The board also increased the amount available for
40 community Alcohol Education and Rehabilitation grants for schools and local community
41 organizations to \$173,125. The distributions from the board for fiscal year 2015-16 total
42 \$734,883. We also set aside \$50,000 to initiate the living wage in 2016 and the board is
43 currently considering how to implement this in a fair manner. Starting the living wage will affect
44 the board's profitability and ability to increase payments to the general fund in the future.

45 46 **Alcohol Law Enforcement Amount**

47 Hillsborough Police Department \$ 7,000

48 Carrboro Police Department \$ 16,000

49 Chapel Hill Police Department \$ 25,000

50 Orange County Sheriff's Department \$ 87,000

1 Total Alcohol Law Enforcement \$135,000
2
3 **Alcohol Education and Rehabilitation Grants**
4 Mental Health Orange Co Teen Partnership \$ 5,000
5 El Centro Hispano \$ 10,000
6 Carpe Diem \$ 13,125
7 El Futuro \$ 18,000
8 Orange County Drug Court \$ 25,000
9 Orange County Health Department \$ 30,000
10 Orange County Schools \$ 32,000
11 Chapel Hill-Carrboro city Schools \$ 40,000
12 Total Alcohol Education and Rehabilitation \$173,125
13

14 Ron McCoy said the ABC Board has the mission to return the profits made back into the
15 Orange County community. He said this mission is taken seriously and is successfully met. He
16 said the FY 2015 sales were \$17.9 million. He said 1.3 million bottles were sold in Orange
17 County with the average sale price of a bottle at \$13.80. He said \$7.10 per bottle was the cost
18 of the product with \$3.30 remitted to the state and local tax authorities, \$2.30 went to
19 operational costs, \$.38 was retained by the ABC Board for working capital and \$.72 was
20 distributed directly back into the County. He said in FY 2015, the total amount distributed by
21 the ABC Board was \$737,315. He said \$50,765 was paid directly to the County for alcohol
22 rehabilitation services; \$156,550 was distributed to schools and community organizations for
23 alcohol education; \$130,000 was distributed to local law enforcement agencies; and \$400,000
24 was distributed to the Orange County general fund.

25 Lisa Stuckey said the ABC Board did a careful wage and salary study and adopted the
26 living wage last month. She said entry level, part-time pay was increased to \$12.76 per hour,
27 full-time pay was increased to \$14.00 per hour, and everyone in the organization received a pay
28 increase. She said the pay increases most greatly benefited those at the bottom of the pay
29 scale. She said this is a substantial change, increasing the payroll by about \$118,000 but the
30 ABC Board is very excited to be moving in this direction.

31 Lisa Stuckey referred to the North Carolina ABC annual report, noting the "Talk It Up"
32 campaign to reduce underage drinking, which the Orange County ABC Board is happy to
33 support. She said additionally this year, the Board has partnered with the University of North
34 Carolina (UNC), the Town of Chapel Hill, and the Orange County Health Department to fund a
35 position, under the town gown auspices, that will coordinate community and campus efforts to
36 curb high-risk drinking.

37 Lisa Stuckey said she will be rotating off the ABC Board and she thanked the
38 Commissioners for the opportunity to serve.

39 Commissioner Price expressed congratulations to Lisa Stuckey for her six years of
40 service.

41 Commissioner Jacobs asked if a pay study was completed.

42 Lisa Stuckey said yes. She added that the ABC Board does not determine the price of
43 the bottles that are sold or purchased and therefore it was important to insure that increased
44 wages were fiscally viable.

45 Commissioner Jacobs asked if salary compression was reviewed.

46 Lisa Stuckey said yes, and noted that it will be reviewed further. She said merit raises
47 were not sacrificed in order to achieve the overall wage increases.

48 Commissioner Jacobs said the ABC Board has made admirable positive steps to treat
49 its employees appropriately.

1 Commissioner Jacobs asked if the BOCC could be updated when, and if, the legislature
2 speaks about the ABC control system, in order to offer support.

3 Lisa Stuckey said the legislature has banned powdered alcohol which she deemed a
4 wise decision.

5 Commissioner Rich expressed thanks for the wage study and the implementation of the
6 living wage. She urged the ABC Board to get in touch with the Living Wage Project of Orange
7 County in order to be certified as a certified as living wage employer.

8 Commissioner Pelissier echoed Commissioner Rich's comments. She asked if the
9 sales for this year could be compared to those of the previous year.

10 Ron McCoy said the sales were up by about a half million dollars this year. He said
11 there has not been a large increase in the number of bottles sold but rather the bottles being
12 purchased are at a higher price point.

13 Commissioner Burroughs said serving as the liaison this past year has shown her how
14 invested the ABC Board is in the organization, and the living wage issue in particular. She
15 thanked the ABC Board for the work being done.

16 Commissioner Rich asked if the local product selections are selling well.

17 Tony Dubois said it has been well received by everyone and there are local liquors from
18 all over the state.

19 Commissioner Price referred to the allocations of funding and asked if there has been
20 an increase in the needs for education and rehab programs.

21 Lisa Stuckey said there is a grant process on the website and about 8-10 requests per
22 year are received. She said the process is similar to the way Orange County funds outside
23 agencies.

24 Commissioner Price asked if underage drinking is an increasing problem.

25 Lisa Stuckey said there has been an increase in monetary requests each year. She
26 said a lot of underage drinkers end up in the emergency room, which is designed to maintain
27 privacy; and this is why she is especially excited about the town gown collaborative, as it will
28 address treatment needs in a new way.

29 Chair McKee acknowledged the professionalism of the ABC Board.

30 Commissioner Dorosin asked if there are any other quasi-county entities over which the
31 BOCC has some indirect control, with reference to promoting the living wage issue.

32 Bonnie Hammersley said one of the guidelines for the 2016-2017 budget is to identify
33 those entities, and department directors are contacting vendors to determine this information.

34 Commissioner Dorosin said the County should promote the living way to all the quasi-
35 governmental agencies, like Orange Water and Sewer Authority (OWASA), the ABC Board, the
36 schools, etc.

37 Commissioner Jacobs said he agreed. He offered the Community Home Trust (CHT)
38 as an example recipient of County funding but is unsure whether CHT pays a living wage. He
39 suggested the BOCC consider even broader application than just the living wage, such as
40 accessibility, noting that those receiving County funds should need to follow certain standards.

41 42 **5. Public Hearings**

43 44 **a. Local Economic Development Public Hearing for Appropriation of Funds for** 45 **Infrastructure**

46 The Board conducted a Public Hearing on the appropriation of Economic Development
47 funds the Article 46 apportionment for Economic Development in accordance with recently
48 modified state law, SL 2015-277, and closed the Public Hearing.

49 Steve Brantley, Orange County Economic Development Director, reviewed the following
50 information:

1 **BACKGROUND:** A recent (summer 2015) state law change now requires additional specificity
2 when expending funds for Economic Development. In consultation with the County Attorney's
3 office, this change requires a more elaborate explanation of the use/purpose and justification of
4 public benefit related to Economic Development monies. This information would be noticed to
5 the public via a newspaper advertisement for input. The information required complements prior
6 adopted Capital Investment Plan (CIP) and budget approvals from a past and current year
7 budget. The attached advertisement meets those requirements. The project is the Efland
8 Mebane Phase II Extension, which was approved by the Board in June 2015. The
9 advertisement explains the project and a map is attached to show the area. The monies have
10 been budgeted in prior and current year CIP budgets in the amount of approximately \$4.97
11 million funded from Article 46 funds.

12 Steve Brantley said one of the land tracks is a 79-acre site, which is referred to as the
13 Simpson Efland Heirs site. He said this property was the first choice site for Morinaga, but was
14 ultimately rejected, as it did not have water and sewer. He said there is currently a new
15 prospect showing strong interest in this property. He said adding utilities to this land would
16 greatly help economic development efforts.

17 Craig Benedict, Orange County Planning Director, reviewed several maps pertaining to
18 the project's sewer line easements, a routing location, and how it impacts the several adjacent,
19 passer-by residential lots. He said property lines were followed whenever possible. He said
20 there are 13 easements, primarily in the Efland area. He noted that an area has been
21 purchased for a sewer lift station. He said this project provides backbone for the infrastructure
22 for this Economic Development zone.

23 Commissioner Jacobs referred to the forced main on Route Ten and asked if it can be
24 tapped into.

25 Craig Benedict said the forced main would not be tapped into. He said any properties
26 west of Gravely Hill Middle School can tie into an existing sewer line, and those to the east
27 would have to have a private lift station.

28 Commissioner Jacobs asked if there is a grand opening date yet for Morinaga.

29 Steve Brantley said a date in April or May is preferable for Morinaga but are flexible to
30 accommodate the BOCC.

31 Commissioner Jacobs asked if Chair McKee would write a letter to Morinaga,
32 acknowledging its accomplishment of being confectionary vendor of the year 2015.

33 Chair McKee said he would do so.

34 Commissioner Price asked if properties to the south would be affected.

35 Craig Benedict said these properties are not within the water and sewer boundary
36 agreement.

37 Commissioner Rich asked if the number of water and sewer agreements held by
38 Orange County is known.

39 Craig Benedict said there is one with the City of Mebane, which was updated in 2009;
40 one with the City of Durham, for the Eno Economic Development zone; and an agreement with
41 the City of Hillsborough is in process.

42 **PUBLIC COMMENT**

43 None.

44
45
46 A motion was made by Commissioner Burroughs, seconded by Commissioner Price for
47 the Board to close the Public Hearing.

48
49 VOTE: UNANIMOUS

50

1 **b. Unified Development Ordinance Text Amendment – Sexually Oriented Businesses**
2 **- Closure of Public Hearing and Action (No Additional Comments Accepted)**

3 The Board considered receiving the Planning Board recommendation, closing the public
4 hearing, and making a decision on text amendments to the Unified Development Ordinance
5 (UDO) initiated by the Planning Director to adopt regulations governing the development of
6 sexually oriented businesses.

7 Michael Harvey, Orange County Planning Supervisor, said this item is a continuation of
8 the public hearing, and noted the abstract contained the UDO outline form in attachment one;
9 excerpts from the Quarterly Public Hearing (QPH) and the Planning Board; a Planning Board
10 statement of consistency; and a proposed text amendment.

11 Michael Harvey said current zoning regulations do not establish locational criteria for
12 sexually oriented businesses and are actually prohibited. He said this prohibition is inconsistent
13 with state law which states this as a land use that can be regulated but not prohibited. He said
14 the proposed text amendment seeks to establish locational criteria and allowable general use
15 zoning districts.

16 Michael Harvey said the recommendation is to allow sexually oriented businesses in the
17 industrial medium and heavy intensity districts, specifically I-2 and I-3. He said the setback
18 standards are designed to protect identified secondary sensitive uses such as schools, libraries,
19 single family residences, and daycares from the impacts that can occur from sexually oriented
20 businesses being located in a given area. He referred to several studies that support the need
21 for these setbacks.

22 Michael Harvey referred to page 7 of attachment 1, noting an inconsistency brought
23 forward. He said it was initially stated that there are no properties in the County zoned I-2 or I-
24 3, but this is not accurate, and appropriate properties have since been located.

25 Commissioner Price said there seems to be inconsistency on page 48 and asked if
26 adult cabarets are allowed.

27 Michael Harvey said yes.

28 Commissioner Price said if they are allowed then page 45 is inconsistent, as it states
29 that the sale and consumption of alcohol is banned on the premises of an adult cabaret.

30 Michael Harvey said it is not inconsistent and the County chose to voluntarily
31 recommend a prohibition on the consumption of alcohol.

32 Commissioner Price clarified that alcohol is going to be banned in a bar.

33 Michael Harvey said no, that alcohol would be banned in an adult cabaret which is the
34 County's right by state law.

35 Michael Harvey said Commissioner Dorosin brought up this same concern during the
36 QPH, and he gave Commissioner Dorosin the same answer that there does not have to be a
37 regulation banning the consumption of alcohol, but it is the recommendation.

38 Commissioner Price referred to page 49, which addresses adult motels. She said this
39 seems absurd.

40 Michael Harvey said there are provisions in state laws that are not sane and the goal
41 here is to provide a definitional framework for what could constitute an adult motel versus trying
42 to reclassify motels throughout the County.

43 Commissioner Price said her only remaining concern is the issue of alcohol.

44 Michael Harvey said the provision was put there because the state law allows it but its
45 elimination from this ordinance text amendment does not impact the enforceability of the text as
46 a whole.

47 Commissioner Dorosin referred to page 26, noting it says there are no properties zoned
48 I-2 and I-3, and he asked if that is incorrect.

49 Michael Harvey said yes, and there are zoned properties in Orange County that can
50 allow for these establishments.

1 Commissioner Dorosin said he appreciated the work on this issue and the regulations
2 that will be imposed, given that sexually oriented businesses have many negatives and dangers
3 related to them; but he does not believe that banning the sale of alcohol relates to the these
4 inherent dangers, such as sexual trafficking. He said the risks of alcohol are the same whether
5 at a sexually oriented business or at a bar.
6

7 A motion was made by Commissioner Dorosin, seconded by Commissioner Price to
8 strike the portion of the draft ordinance that bans the sale and consumption of alcohol in
9 sexually oriented businesses.

10 Michael Harvey said there must first be a motion to approve the statement of consistency,
11 followed by a motion to approve the ordinance text amendment, revised as follows, eliminating
12 the provision contained in Section 5.6.15 (B) (1) prohibiting sexually oriented businesses from
13 selling, or being located within a structure allowing for the consumption of, alcohol.
14

15 Commissioner Dorosin said this process does not make sense to him.

16 John Roberts said the Court's ruling on statement of consistency is unclear, but he does
17 not have any concerns with what Michael Harvey is suggesting. He said it would also be
18 acceptable to adopt the statement of consistency after eliminating a portion of the ordinance.

19 Commissioner Dorosin withdrew the motion.
20

21 A motion was made by Commissioner Dorosin, seconded by Commissioner Price to
22 close the public hearing and adopt the Statement of Consistency, contained within Attachment
23 5.
24

25 VOTE: Ayes, 5 (Chair McKee, Commissioner Dorosin, Commissioner Pelissier, Commissioner
26 Price, and Commissioner Burroughs); Nays, 2 (Commissioner Jacobs and Commissioner Rich)
27 MOTION PASSES
28

29 A motion was made by Commissioner Dorosin, seconded by Commissioner Price to
30 strike from the Ordinance section 5.6.15b1, regarding the prohibition of the sale of alcoholic
31 beverages.
32

33 Commissioner Burroughs asked those in opposition to the vote to explain why.

34 Chair McKee said he is not going to vote in opposition to this motion now, but he has
35 question about the entire issue.

36 John Roberts said Orange County cannot ban alcohol in its entirety, and if an application
37 came forward with this type of use, the BOCC would have to consider it. He said this is needed
38 in the event that something like this comes forward. He said in March, he will bring a general
39 police power ordinance to the Board, and there will be more opportunity to discuss the
40 operational aspects of sexually oriented businesses, as opposed to the land use aspects.
41

42 VOTE: Ayes, 5 (Chair McKee, Commissioner Dorosin, Commissioner Pelissier, Commissioner
43 Price, and Commissioner Burroughs); Nays, 2 (Commissioner Jacobs and Commissioner Rich)
44

45 A motion was made by Commissioner Price, seconded by Commissioner Dorosin to
46 approve the entire attachment 6, as amended.
47

48 VOTE: Ayes, 5 (Chair McKee, Commissioner Dorosin, Commissioner Pelissier, Commissioner
49 Price, and Commissioner Burroughs); Nays, 2 (Commissioner Jacobs and Commissioner Rich)
50

1 **c. Unified Development Ordinance Text Amendment – Display of Vehicles at Motor**
 2 **Vehicle Sales/Rental Land Uses - Closure of Public Hearing and Action (No**
 3 **Additional Comments Accepted)**

4 The Board considered receiving the Planning Board recommendation, closing the public
 5 hearing, and making a decision on text amendments to the Unified Development Ordinance
 6 (UDO) initiated by the Planning Director to adopt regulations regarding the display of vehicles at
 7 motor vehicle sales/rental businesses.

8 Michael Harvey said this is the last UDO text amendment public hearing, the purpose
 9 of which is just to receive a recommendation.

10 Michael Harvey said the intent of this amendment is to establish uniform, global
 11 regulation, providing a specific limit on the number of automobiles that can be displayed for
 12 either rental or sale at businesses. He said an applicant proposed an original amount of 12
 13 vehicles and noted this limit only impacted development of automotive sales, motor vehicle
 14 sales or rental businesses within the neighborhood commercial zoning district.

15 Michael Harvey said staff has seen a dramatic increase in the development of
 16 automotive sales and did not find it reasonable to limit the number of displayed vehicles in only
 17 one zoning district. He said staff recommends establishing a universal standard providing limit
 18 for such businesses in non-urbanizing, but legally located, portions of the County, such as the
 19 rural neighborhood nodes, and providing regulations in the urban areas where a higher degree
 20 of development is expected.

21 Michael Harvey said the standard was raised to 32 cars per acre, and also added
 22 language to not include cars being prepared or refurbished for sale as part of the 32. He added
 23 that such cars would have to be in an identified storage area.

24 Michael Harvey said in the urbanized areas, the limit is 45 cars per acre. He said these
 25 recommendations are in accordance with the open space and impervious surface limit
 26 requirements in each district.

27
 28 A motion was made by Commissioner Rich, seconded by Commissioner Pelissier to
 29 close the hearing.

30
 31 VOTE: UNANIMOUS

32
 33 Commissioner Jacobs asked if any automotive vendors have provided feedback.

34 Michael Harvey said yes, and that the 32 car standard seems acceptable.

35 Commissioner Jacobs asked if a passed ordinance is promulgated to existing auto
 36 dealers in Orange County.

37 Michael Harvey said staff does outreach, but vendors typically become most aware
 38 when seeking expansion.

39 Michael Harvey said the County does not take a heavy hand in the area of enforcement,
 40 but rather work with vendors through the proper channels to make necessary changes.

41
 42 A motion was made by Commissioner Pelissier, seconded by Commissioner Burroughs
 43 to adopt the Statement of Consistency, contained within Attachment 5.

44
 45 VOTE: UNANIMOUS

46
 47 A motion was made by Commissioner Pelissier, seconded by Commissioner Rich to
 48 adopt the Ordinance amending the UDO contained within Attachment 6 as recommended by
 49 the Planning Board and staff.

50

1 VOTE: UNANIMOUS
2
3

4 **6. Consent Agenda**

- 5 • Removal of Any Items from Consent Agenda
- 6 None
- 7
- 8 • Approval of Remaining Consent Agenda
- 9

10 A motion was made by Commissioner Burroughs, seconded by Commissioner Price to
11 approve the remaining items on the consent agenda.
12

13 VOTE: UNANIMOUS
14

- 15 • Discussion and Approval of the Items Removed from the Consent Agenda

16 **a. Minutes**

17 The Board approved the minutes for the December 7, 2015 BOCC Regular Meeting as
18 submitted by the Clerk to the Board.

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

20 The Board accepted the report reflecting the motor vehicle property tax releases/refunds
21 requested in accordance with the NCGS, and adopting the resolution to release motor vehicle
22 property tax value for one (1) taxpayer with a total of one (1) bill that will result in a reduction of
23 revenue.

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

25 The Board adopted the resolution, which is incorporated by reference, to release property tax
26 value for one (1) taxpayer with a total of one (1) bill that will result in a reduction of revenue in
27 accordance with North Carolina General Statute 105-381.

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

29 The Board approved the resolution, which is incorporated by reference, for five (5) untimely
30 applications for exemption/exclusion from ad valorem taxation for five (5) bills for the 2015 tax
31 year.

32 **e. Advertisement of Tax Liens on Real Property**

33 The Board accepted the report reflecting the amount of unpaid taxes for the current year that
34 are liens on real property as required by North Carolina General Statute (NCGS) 105-369,
35 approving a request that March 23, 2016 be set by the Board as the date for the tax lien
36 advertisement, and authorized the Chair to sign the Order setting the lien sale advertisement
37 date for March 23, 2016.

38 **f. Orange County Arts Commission DCP Renewal with NC Arts Council**

39 The Board authorized the Orange County Arts Commission (OCAC) and staff to apply by the
40 March 1, 2016 deadline for annual Designated County Partner (DCP) renewal with the NC Arts
41 Council in order to receive state Grassroots Program funds for Orange County.

42 **g. Resolution Endorsing Congestion Mitigation and Air Quality (CMAQ) Grant Agreement**
43 **with the NCDOT**

44 The Board approved the resolution, which is incorporated by reference, of project agreement
45 between Orange County and the North Carolina Department of Transportation (NCDOT) and
46 authorized the County Manager to sign the agreement.

47 **h. Request for a 1.0 FTE Time Limited Position to Assist in the New Land Management**
48 **Central Permitting Software Implementation Program (LMCP)**

49 The Board created a new 1.0 FTE (full time equivalent) time limited position in the Health
50 Department and to transfer an existing 0.5 FTE position from Health to Planning and

1 Inspections, thereby these positions to backfill the duties of existing staff who will be involved in
 2 implementing the new Land Management Central Permitting (LMCP) Software.

3 **i. Changes in BOCC Regular Meeting Schedule for 2016**

4 The Board made changes to the Board of Commissioners' regular meeting calendar for 2016,
 5 changing the designations of the May 12th and May 26th BOCC meetings and to change the
 6 location of the May 19th meeting: May 12th – Budget Public Hearing at Whitted Building,
 7 Hillsborough, NC (this was originally scheduled as a Budget Work Session); May 19th- Budget
 8 Public Hearing at Southern Human Services Center, Chapel Hill (this was originally scheduled
 9 to be at the Whitted Building); May 26th- Budget Work Session – CIP (this was originally
 10 scheduled as a Budget Public Hearing).

11
 12 **7. Regular Agenda**

13
 14 **a. Rogers Road Sewer Project Easements**

15 The Board considered: 1. Authorizing County Staff to accept and acquire the private
 16 easements required to construct and maintain the Rogers Road Sewer Project by negotiation,
 17 purchase or condemnation, if necessary; 2. Authorizing the payment of negotiated easement
 18 value to individual property owners, within the project budget; 3. Authorizing the County
 19 Attorney's office to proceed with legal acquisition of utility easements with court filing, as
 20 necessary; and 4. Authorizing staff to bring back a budget amendment within the parameters
 21 outlined above to cover the cost of acquiring easements for this project.

22 Travis Myren reviewed the following information:

23 The County has been working with the Towns of Carrboro and Chapel Hill, and with the
 24 Orange Water and Sewer Authority (OWASA) to design and construct a sewer collection
 25 system to serve the Rogers Road neighborhood. The County is leading the effort to obtain the
 26 private easements needed for construction and future maintenance of the sewer collection
 27 system. At this point in the design process, the alignment of the sewer system has been
 28 tentatively established and the design firm is in the process of creating easement plats for each
 29 property noted in Attachment 1. The proposed sewer line is approximately 18,500 linear feet.

30 In anticipation of this easement acquisition effort, County Staff set up an information
 31 meeting for community members, which was held on December 8, 2015. The meeting was
 32 held to explain to the community the purpose of an easement, and the practical implications of
 33 having an easement on their property. This was also a time to answer questions about the
 34 easement acquisition process, the construction process, and the project in general.

35 Following receipt of the easement plats from the design consultant (AECOM), County
 36 staff will develop easement deeds for each property. There are approximately 80 properties
 37 where permanent and temporary easements may be placed: 73 parcels inside the Historic
 38 Rogers Road Area (HRRRA) and 7 parcels outside the HRRRA.

39 Staff will then contact each property owner from whom an easement is needed by letter
 40 to let them know why the County needs the easement, where the easement will be located on
 41 their property, how much the County is offering for the easement and the value of the
 42 infrastructure being installed on their property. The easement deed and a copy of the plat will
 43 be included in the letter, along with instructions on how to complete the document and who to
 44 contact with any questions.

45
 46 **FINANCIAL IMPACT:** County staff will offer a standard monetary amount for each easement,
 47 based on a partial per square foot tax value of each property, since easements are minor
 48 percentage interest and not a fee simple purchase. Approximately \$212,000 is herein being
 49 requested for the project budget to cover these costs. In the event of condemnation, the

1 County will be required to deposit an amount equal to the easement value with the Court upon
 2 filing of the condemnation complaint. A cost sharing agreement with Carrboro and Chapel Hill
 3 will assist in these costs.

4 Chair McKee asked if Bonnie Hammersley could summarize conversations that took
 5 place with the Town of Chapel Hill and representative from the Jackson Center.

6 Bonnie Hammersley said all entities are involved and have been supportive. She said
 7 there is a staff team with representatives from all stakeholders.

8 Chair McKee said Mr. Vaughn said the discussions with the community are going well.
 9

10 **PUBLIC COMMENT:**

11 Reverend Robert Campbell said he is one on staff at the Community Center and is
 12 Chair of Rogers-Eubanks Neighborhood Association (RENA). He expressed the community's
 13 pleasure with everything that is going on, and he thanked the BOCC for all the hard work and
 14 the progress that is being made in the Rogers Road Community.

15 Commissioner Price asked if the easement costs are based on the value of the land.

16 Travis Myren said yes.

17 Commissioner Price asked if the calculations will be made before the revaluation.

18 Travis Myren said yes, the assessed value will be taken as it stands this year.

19 Commissioner Rich asked what would happen if an easement is not voluntarily agreed
 20 to.

21 John Roberts said there would be an attempted negotiation, but if someone refuses to
 22 grant an easement, the County would give proper notification and place a deposit with the Clerk
 23 of Court, immediately granting the County the easement at that time. He said any litigation
 24 thereafter would be about the value.

25 Commissioner Rich asked if such scenarios would slow down the overall process.

26 John Roberts said any property owners who may not be willing will be known
 27 substantially ahead of time.

28 Commissioner Rich asked if Reverend Campbell could help the County make this
 29 progress go smoothly.

30 Reverend Campbell said the process in place now is handling these questions ahead of
 31 time. He said the majority of the community is satisfied and ready to proceed, with perhaps one
 32 or two that may be hesitant about the equity within the space that is going to be used. He feels
 33 these concerns will be resolved.

34 Commissioner Rich said the overarching theme is that the process should continue to
 35 move forward on these easements.

36 John Roberts said there were a number of condemnation actions filed in the Mebane-
 37 Efland area, but noted that all were resolved prior to going to trial.
 38

39 A motion was made by Commissioner Dorosin, seconded by Commissioner Burroughs
 40 for the Board to:

- 41 1. Authorize the payment of negotiated easement value to individual property owners, within the
- 42 project budget;
- 43 2. Authorize the County Attorney's office to proceed with legal acquisition of utility easements
- 44 with court filing, as necessary; and
- 45 3. Authorize staff to bring back a budget amendment within the parameters outlined above to
- 46 cover the cost of acquiring easements for this project.

47
 48 **VOTE: UNANIMOUS**

49 **8. Reports**

1 None

2

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

4 Bonnie Hammersley reviewed the upcoming agenda items for the work session on
5 February 9, 2016 at Southern Human Services Center.

6 Bonnie Hammersley said the update on the Southern Branch Library is an information
7 item she wanted to bring to the Board's attention.

8

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

10 None

11 **11. Appointments**

12 None

13

14 **12. Board Comments**

15 Commissioner Burroughs had no comments.

16 Commissioner Jacobs said at the last Burlington-Graham Metropolitan Planning
17 Organization (MPO) meeting, several vehicles were approved for the Orange County
18 transportation system, as well as expediting bike lanes and sidewalks for Buckhorn Road.

19 Commissioner Price had no comments.

20 Commissioner Dorosin said there was a schools collaboration meeting today, which was
21 effective and positive.

22 Commissioner Pelissier had no comments.

23 Commissioner Rich asked if minutes from the schools collaboration meeting could be
24 distributed to the Board.

25 Commissioner Rich said there is some incorrect information about the Southern Library
26 that is going through the blogs.

27 Commissioner Rich said the Board has a notice from the Orange County Visitor's
28 Bureau about Airbnbs. She stressed the need for the County and its partners to collect
29 appropriate taxes from Airbnbs.

30 Commissioner Price said the Orange County Schools (OCS) had an information session
31 for County Commissioner candidates, where OCS gave an excellent report on all that is
32 happening in the district. She said it would be helpful for the BOCC to hear a similar
33 presentation.

34 Chair McKee said it is campaign season and encouraged all to pay attention to local
35 politics.

36

37 **13. Information Items**

38

- 39 • January 21, 2016 BOCC Meeting Follow-up Actions List
- 40 • Tax Collector's Report – Numerical Analysis
- 41 • Tax Assessor's Report – Releases/Refunds under \$100
- 42 • Update on Southern Branch Library Due Diligence and Siting Process
- 43 • 2015 State of Airbnb in North Carolina and Orange County
- 44 • Parks and Recreation Council Memo - Disc Golf Course
- 45 • BOCC Chair Letter Regarding Petitions from January 21, 2016 Regular Meeting

46

47 **14. Closed Session**

48 None

49

50 **15. Adjournment**

1
2
3
4
5
6
7
8
9
10
11

A motion was made by Commissioner Price, seconded by Commissioner Jacobs to adjourn the meeting at 9:04 p.m.

VOTE: UNANIMOUS

Earl McKee, Chair

Donna Baker,
Clerk to the Board

1
2
3 DRAFT

4 **MINUTES**
5 **BOARD OF COMMISSIONERS**
6 **Work Session**
7 **February 9, 2016**
8 **7:00 p.m.**
9

10 The Orange County Board of Commissioners met in a work session on Tuesday, February 9,
11 2016 at 7:00 p.m. at the Southern Human Services Center, 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 ATTORNEYS PRESENT:** John Roberts

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

21 Chair McKee called the meeting to order at 7:07 p.m. He noted the following items at
22 the Commissioners' places:

- 23 - Letter: update from Orange County Department of Aging
- 24 - Hardcopy of agenda for BOCC assignments
25

26 **1. Board of County Commissioners' (BOCC) External Advisory Board Appointees**
27

28 **BACKGROUND:** The Board suggested in 2014 to invite County-appointed advisory board
29 representatives to external boards to a work session, in order to give these appointees an
30 opportunity to provide updates/concerns on issues they think should be brought to the Board's
31 attention related to their advisory board service. It is in everyone's best interest to improve
32 communication with these Orange County representatives, and to better coordinate their work
33 for the betterment of the County. These appointees have been solicited to submit updates,
34 concerns, and suggestions if they wish. The appointees have also been invited to address the
35 Board at the meeting, all in order to provide a better line of communication between the Board
36 and its appointees to external advisory boards.
37

38 The external appointees that attended this meeting:

- 39 • **Carrboro Northern Transition Area Advisory Committee: Anahid Vrana**

40 Anahid Vrana said this Committee is concerned about the area of Old Highway 86,
41 around the Calvander area. She said this Committee is most concerned about the actual road
42 of Old Highway 86, and the County's future Twin Creek park site.

43 Anahid Vrana said neighbors are very excited about the park site, but are concerned
44 about the entrance/exit to the park, as it is a blind intersection. She said the development is
45 concerned, but has come up with some ideas. She offered one suggestion to enter the park
46 with a right hand turn and to exit the park behind the school and onto Eubanks Road.
47 She said the Department of Transportation (DOT) was able to drop a perpendicular road, called
48 Deer Ridge, to give more sight line to that road area, but there is still a lot of blind traffic.
49 She said the County built a beautiful path from behind Morris Grove Elementary School to the
50 Lake Hogan sub-division, which is an asset and connects with Twin Creek Park. She noted

1 that the path ends abruptly. She said if it were completed, it would offer a beautiful and
2 extremely safe way for children to walk and bike to school. She said the Committee wonders
3 where the responsibility lies for completion of this path.

4 Anahid Vrana said there was a County plan to have a connector road between
5 Homestead Road and Eubanks Road, and there is a stub out connection within the Hogan
6 Farms subdivision for this very purpose. She said this plan was never completed, but would
7 take some of the load off of Old Highway 86, if it were. She said the residents that live along
8 old 86 know is a beautiful, historic road and used to be a wagon trail, but the safety issues are a
9 concern.

10 Chair McKee said the BOCC will pursue her concerns with DOT and staff, especially the
11 pathway.

12 David Stancil, Department of Environment, Agriculture, Parks and Recreation (DEAPR)
13 Director, said the path was part of the greenway that was constructed several years ago as
14 Phase One of the Twin Creeks Park. He said the extension of the greenway is part of the
15 overall plan for this area, and there is a segment that is missing. He said there is a segment
16 planned to go around a townhome community, and there is some work planned to move this
17 forward. He said this path is called the Jones Creek Greenway.

18 David Stancil referred to the road questions, and said the road is on hold due to the
19 Ballentine subdivision being on hold. He said the County is waiting an ultimate decision about
20 the remainder of this subdivision, noting the County does still have some funding to put towards
21 this road project.

22 Commissioner Jacobs said the north-south road that is east of the park, that connects
23 with Eubanks Road, is a four-lane bike and sidewalk that was required by Carrboro of the
24 County, when the park is completed. He said this will be a hugely expensive project, and may
25 merit further conversation with Carrboro.

26 Commissioner Jacobs said there was some concern about this impacting Duke Forest
27 to the east.

28 David Stancil said there are several questions regarding this north-south road, Lake
29 Hogan Farm Road, but there is a stub out that was built at the same time as Morris Grove
30 Elementary School. He said the next phase will happen when the next school facility is built in
31 this area. He said thereafter there are a couple of different alignments as to how the road gets
32 from there to the existing road that straddles the Ballentine-Twin Creeks property.

33
34 • **Chapel Hill Planning Commission: Deborah Harris**

35 Deborah Harris said she had no comments.

36 Commissioner Jacobs said one of the reasons the BOCC wanted to have these
37 opportunities to meet with appointees to outside boards is to have open communication
38 between appointing and appointed boards.

39 Commissioner Jacobs said if she could please send the BOCC an email regarding the
40 issues on which her board is working, which may have impact on the County.

41 Chair McKee said the BOCC wants to give all boards an opportunity to bring any
42 concerns forward.

43 Neal Bench said he is the Chair of the Chapel Hill Planning Commission, and noted that
44 Deborah Harris has been on the Planning Commission for about six months. He said she is
45 getting a good feel as to what is going on. He said it was new to her, and she is working on
46 being a continued addition to the Commission.

47
48 • **Chapel Hill Parks, Greenways and Recreation Commission: Mary Musacchia**

49 Mary Musacchia thanked the Board of County Commissioners for appointing her to this
50 board, saying she has greatly enjoyed representing Orange County. She lives in the University

1 Lake area and has had the privilege to take tours of many of the Orange County parks. She
 2 said Chapel Hill recently integrated their boards and commissions and reduced them, and this
 3 relates to the County at large. She said bringing greenways into the mix was a good idea, and
 4 noted the biggest pressure in Chapel Hill is that all of the facilities are heavily used and
 5 overtaxed. She said there are a lot of Orange County children that come into the Chapel Hill
 6 recreation summer programs, and these children are always accommodated whenever
 7 possible. She said there are children with special needs as well, and a park in the southern
 8 area of Chapel Hill is being expanded to be a full accessibility park. She said as a
 9 representative of the County, she is most concerned with building fully accessible parks.

10 Mary Musacchia said the Legion Road park area has recently received offers from
 11 private developers, and Chapel Hill was unable to meet the market price. She is paying
 12 attention to that area, since there is a need for new park properties.

13 Commissioner Jacobs said there is a program through the Department of Social
 14 Services (DSS) to help subsidize children in recreation programs.

15 Commissioner Jacobs said DSS Director Nancy Coston is here tonight.

16 Mary Musacchia said the earlier children register, the better.
 17

18 • **Mebane Planning Board: Thomas Fenske**

19 Thomas Fenske said there has not been very much activity in the Orange County area
 20 of Mebane. He said the Meadows subdivision, which straddles the county line, is re-zoning to
 21 increase density. He said there is only a small part of Mebane in Orange County, but he is here
 22 to serve.

23 Chair McKee referred to the Meadows project, and asked if there was any discussion
 24 about a buffer area on Ben Wilson Road, given that the property on the eastern side is
 25 commercial.

26 Thomas Fenske said there was discussion about traffic, but no concerns were raised
 27 regarding the commercial property.

28 Commissioner Jacobs said he spoke to the Clerk regarding boards that failed to send
 29 representatives this evening, noting that some did not respond to emails. He suggested
 30 following up with phone calls next year. He said it is valuable to have face-to-face time with
 31 these representatives.
 32

33 **2. County Commissioners – Boards and Commissions – Annual Work Plans/Reports**
 34

35 **PURPOSE:** To provide feedback and/or direction on the list of boards and commissions' annual
 36 work plans/reports with their Chairs (or representatives) in attendance.
 37

38 **BACKGROUND:** In the past, as part of the Board of Commissioners' annual planning and goal
 39 setting retreats, the Board requested and reviewed/provided feedback on annual
 40 summaries/work plans from the County's internal advisory boards and commissions. This
 41 information provided the Board with a yearly overview of the boards and commissions and their
 42 projected goals for the upcoming year. This particular process ended in 2007. The Board
 43 decided at its April 13, 2010 meeting to reinstate this process independent of the Board's
 44 annual retreats.
 45

46 **Boards and their representatives below:**

47 • **ABC Board:**

48 Presentation made to the BOCC on February 2
 49

50 Chair McKee moved the Advisory Board on Aging to be first in the line up of reports.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49
50

- **Advisory Board on Aging: Alex Castro, Jr., Chair**

Alex Castro said he added a letter at the Commissioners' places, which is in addition to the plan the Commissioners already received. He said this letter concerns senior safety, noting there was a tragic accident with a senior walking home from the Seymour Senior Center. He said in Hillsborough there are people pushing walkers down highway 70 to the senior centers. He noted that Orange County owns the facilities, but there is multi-jurisdictional involvement with towns responsible for the sidewalks and DOT for the roadways. He is concerned that safety gets lost in the bureaucracy. He suggested interagency groups that can be tasked with addressing issues that affect multiple jurisdictions and can be held accountable.

Alex Castro said there is a growing population of seniors who are encouraged to get out a walk, but the conditions to do so are unsafe. He referred to a movement called *Complete Streets*, noting Chapel Hill has received bond approval for \$16.2 million to improve infrastructure, including items such as senior crossings, akin to school crossings. He said seniors need crosswalks, and he is asking the Board of County Commissioners to cut across red tape to remedy this concern.

Alex Castro then referred back to the report, which was originally submitted to the BOCC for this evening's discussion. He said he is proud to be associated with this Department, and noted its great efforts to implement programs like Project Engage. He said Project Engage selects individuals from throughout Orange County and provides them with a 13-week overview of all resources available in the County, so that they can return to their own communities and share this knowledge, while perhaps getting involved in the services as well. He said the Department has been developing Master Aging Plans that are community driven, including community meetings to hear all concerns. He said the School of Public Health at the University of North Carolina (UNC) was able to help in these efforts. He said the department is good at harvesting resources from young and dedicated students, county staff, and senior volunteers to create multi-faceted programs.

Commissioner Pelissier asked staff to look into what happened at Eno Haven Apartments, as she recalled there was supposed to be a pathway to the Senior Center.

Alex Castro said there is a sidewalk, but it does not reach the Senior Center, and it is also on a grade.

Commissioner Jacobs said he recalled a discussion about a connection not on highway 70, but rather a road that goes behind the complex. He informed Alex Castro that the BOCC has asked staff to look at all of the County's facilities to make them more accessible to pedestrians.

Alex Castro said attention should be drawn to senior pedestrians, noting the example of strobe lights at some crosswalks in the County.

Commissioner Rich suggested erecting signs at crosswalks noting that seniors are crossing.

Alex Castro referred to an example in the County where a variable marking sign was added to alert motorists of an upcoming change in traffic pattern. He also said lowering and enforcing the speed limit would help.

Commissioner Price said the sidewalk approaching the Senior Center in Hillsborough is on an incline, and once at the Senior Center the line-of-sight needs to be improved at the entrance.

- **Adult Care Community Advisory Board: Mary Frasier, Department on Aging Staff**

Mary Fraiser said the Adult Care Community Advisory Board volunteers visit all six assisted living facilities and five family care homes each quarter, to look at resident rights and quality of life. She said a report is submitted and is available on the County website. She noted

1 there is some disparity between fee-paying facilities and those available to those with lower
2 incomes, and that leadership turnover is a problem. She said Board volunteers try to be
3 supportive to the nurse administrators.

4 Commissioner Dorosin asked if there is a difference between this Board and the Nursing
5 Home committee.

6 Mary Frasier said the two groups are required by state statute, and it is at the county's
7 discretion whether to keep them separate or combined. She said a nursing home requires
8 skilled nursing, whereas an assisted living is more of a social model program where needs are
9 not medical in nature but rather connected to life skills. She said the work of the two
10 committees is identical.

11 Commissioner Burroughs said the work of the group is laudable. She asked if there are
12 enough volunteers for the Board.

13 Mary Frasier said if the committees are full, there are enough people to do the work
14 necessary of visiting the facilities quarterly. She said there must always be at least two people
15 on each quarterly visit, with three being optimal.

16 Commissioner Burroughs asked if there is a pattern to the timing of the visits.

17 Mary Frasier said visits are made at different times, in order to view different elements of
18 the facility's day, including meal times, evenings, leisure time, and weekends.

19 Commissioner Price visited a facility last year with this Board, and recalled its desire to
20 present to the BOCC about its work and what was going on in the facilities. She asked if such
21 a presentation could be added to a future BOCC agenda.

22 Commissioner Pelissier said a weakness mentioned is that staff have limited experience
23 with mental health issues, and she asked if local mental health providers have been contacted
24 to provide training of some sort.

25 Mary Frasier said the Committee has not done so directly. She noted that Cardinal
26 Innovations is involved in most of the assisted living facilities, as they now have a geriatric
27 education specialty team that is funded through the State. She said her concern is when young
28 people suffering from mental illness are placed in the same facility as elderly, frail patients with
29 the same conditions. She said this mixing occurs more in the Medicaid funded facilities.

30 Commissioner Jacobs asked if the number of beds in Orange County for nursing homes
31 versus assisted living is known, and if there is a waiting list. He asked if these numbers could
32 be forwarded to the BOCC.

33 Mary Frasier said yes, she can easily provide this information to the BOCC. She said
34 there are five assisted living facilities, all at a fairly low census and struggling financially. She
35 said Medicaid funded facilities are more full. She noted that there are few facilities that provide
36 both.

37 Commissioner Jacobs asked if there any models in counties across North Carolina that
38 work with people on government assistance to operate or subsidize nursing homes.

39 Mary Frasier said not that she knows of, noting that this is a big policy issue that
40 requires deep review. She said much depends on the federal government and for what
41 Medicaid and insurance will pay.

42 Commissioner Jacobs asked if this topic will be part of Master Aging plan update.

43 Mary Frasier she said it could be.
44

45 • **Affordable Housing Advisory Board: Noah Oswald, Member**

46 Noah Oswald said Chair Barbee had another commitment and had to leave, but he said
47 she did want to thank the Board of Commissioners for all that it has done, noting that the
48 Affordable Housing Advisory Board is at full capacity, which allows for more productive
49 meetings. He also expressed her thanks to the BOCC for including affordable housing as part
50 of bond referendum.

1 Noah Oswald said the draft plan submitted to the BOCC consists of three components:
 2 gather information, innovative solutions, and effective collaboration. He said he would like to
 3 give the BOCC and the public more information about the impact of affordable housing efforts.
 4 He said his Board has talked about property inventory, housing vouchers and barriers landlords
 5 face in offering affordable housing. He said there are a lot of units working toward affordable
 6 housing that can be coordinated to have a far greater impact on the issue. He said his Board is
 7 hoping to work more effectively with its sister boards and the non-profit community.

8 Commissioner Pelissier expressed agreement with the goal of effective collaboration.
 9 She referred to the work plan and asked if the BOCC can attend the affordable housing bus
 10 tour.

11 Noah Oswald said he was not part of the Board the last time this tour was conducted,
 12 but he would extend an invitation to the BOCC when the tour next occurs.

13
 14 • **Agricultural Preservation Board (APB): Renee McPherson, Chair**

15 Renee McPherson thanked the BOCC for her appointment.

16 Staff Member Peter Sandbeck said the APB had a good year and added 17 new farms
 17 this past year voluntarily. He said there is a total of 69 farms in the program now. He said the
 18 ordinance was tweaked to allow farms that are not in the present use program to be in the
 19 voluntary agricultural district program, and there is now have one farmer who is eligible.

20
 21 **Issues:**

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

39
 40 Chair McKee said he thinks the tax office sends out notifications regarding Present Use
 41 status, but he would follow up.

42 Commissioner Pelissier said part of the problem may be the timing of the notification
 43 between the Register of Deeds office and the tax office.

44 Commissioner Jacobs said inserts could be placed in tax bills, or during the revaluation,
 45 to remind the owners of these requirements.

46 Peter Sandbeck said some members talked about direct sales to consumers plateauing
 47 and suggested perhaps a committee could look at this issue.

48 Commissioner Rich said the report referred to the Orange County Agriculture Heritage
 49 project, which takes oral histories, and asked if there is a plan for where this will be kept.

1 Peter Sandbeck said this is an ongoing conversation, with interest from the APB and the
 2 Historic Preservation Commission. He said the project has started by looking at archived
 3 recordings, but has run into the technology divide with old equipment. He said it is expected
 4 that this problem will be overcome. He said key people within the community are being
 5 identified and approached to see if they are willing to be recorded. He said the public library is
 6 interested in hosting this information.

7 Peter Sandbeck said there has been discussion about a possible Heritage Center and
 8 possibly a web site to host this information in the future.

9 Commissioner Jacobs said the Food Council has requested to come before the BOCC
 10 and have a Commissioner volunteer to be a member of the Council, along with a member from
 11 each government in the County.

12 Chair McKee said it may be wise to have Mike Ortosky, Orange County Agriculture
 13 Economic Developer, take a look at this issue as well.

14 Commissioner Jacobs said the Piedmont Food and Agricultural Processing (PFAP)
 15 Center is under new management, and wants to be more proactive in reaching out to the
 16 agricultural community. He said it may be wise for the APB to take a tour of PFAP.

17 Commissioner Price said asked if the lawsuits mentioned in the report are serious.

18 Peter Sandbeck said yes there are complaints, but many are situational and Board
 19 members hear about these issues from their friends. He said he is not sure that they have
 20 been serious, full-blown suits.

21
 22 • **Animal Services Advisory Board (ASAB): Warren Porter, Chair**

23 Warren Porter said the ASAB has three main tasks: act as a sounding board for
 24 residents on all animal related issues in the County; perform the role of the potentially
 25 dangerous dog appeal board hearings; and work with Animal Services staff on policies,
 26 strategies to improve animal welfare in the County, etc. He said some ways that the ASAB
 27 achieves the last task is by seeking partnerships throughout the County, such as working on
 28 the UDO, creating a long-term plan to address pet overpopulation and managing free roaming
 29 cats.

30 He said future plans include investigating options for animals of the homeless and victims of
 31 domestic violence.

32
 33 • **Arts Commission: Tim Hoke, Chair**

34 Tim Hoke said in calendar year 2015, the Arts Commission celebrated its 30th
 35 anniversary, and awarded 11 grants to schools, 28 grants to nonprofit organizations, and 5
 36 grants to local artists. He said artwork was commissioned and purchased (30th Anniversary
 37 Poster Design, NC Emergency Operations Center) from 2 additional local artists. He said the
 38 Commission continues to promote, remind and train artists and arts organizations on our online
 39 arts calendar (www.ExploreChapelHillARTS.com) embedded in our new WordPress website.
 40 He said community outreach is a large goal, and the Commission is starting a new initiative of
 41 mini-grants. He said there will be additional funds dedicated to advertising as well.

42 Commissioner Jacobs said Raleigh just adopted a strategic arts plan and suggested the
 43 Arts Commission consider something similar for Orange County.

44 Tim Hoke said it was a multi-year process, and the Arts Commission will be looking at
 45 their plan.

46 Commissioner Jacobs said there has been criticism of the Art Commission's outreach in
 47 the past, and he is glad to hear this is a focus of the Commission moving forward.

48 Tim Hoke said there are several sub-committees with the Commission, one of which is
 49 reviewing the grant application process. He said sample grants will be provided to aid in the

1 application process, as well as specific training and help for those seeking to submit an
2 application.
3

4 • **Board of Adjustment: Michael Harvey, Planning Staff**

5 Michael Harvey said a new board was appointed late last fall, which did an admirable job
6 of handling two very difficult cases.

7 Chair McKee agreed.
8

9 • **Board of Health (BOH): Liska Lackey, Chair**

10 Liska Lackey said it has been her privilege to serve on this Board, which covers all
11 aspects of health. She gave the BOCC an update on the BOH strategic plan. She noted that
12 every four years, the BOH commissions a community health assessment to identify community
13 health issues. She said the current priorities from the 2011 community health assessment are
14 childhood and family obesity prevention, substance abuse and mental health, and access to
15 care.

16 Liska Lackey said a new community health assessment was completed in fall 2015, and
17 a new strategic plan will be completed in spring 2016. She reviewed the following highlights
18 from 2015:
19

20 **Substance Abuse and Mental Health**

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

28
29 **Childhood and Family Obesity Prevention**

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

34
35 **Access to Care**

- 36 • Celebrated 1st anniversary of the Family Success Alliance
 - 37 ○ 4 Navigators hired
 - 38 ○ 3 Kindergarten readiness programs offered
 - 39 ○ Collective Impact summit recognized statewide
- 40 • Innovation Grants Program on-going

41
42 **Other**

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

45
46 Chair McKee said there has been consideration of a sharp container, or a syringe
47 exchange program, and asked if there was an update on this topic.

48 Colleen Bridger, Orange County Health Department Director, said yes the BOH
49 approved this initiative which will go into effect no later than April 1, 2016. She said this

1 initiative will allow people to go either Health Department location and receive a personal sized
 2 sharps container, as well as clean syringes and needles. She said these supplies can be
 3 returned and replenished as necessary.

4 Chair McKee said there has been a lengthy history of Cardinal Innovations not being
 5 accommodating of County policies and procedures, but he sees a change forthcoming based
 6 on the Board meeting he attended last night.

7
 8 • **Board of Social Services: Tamara Dempsey-Tanner, Chair/Nancy Coston, DSS**
 9 **Director**

10 Tamara Dempsey-Tanner said the Board has identified the following three issues as
 11 those of primary concern for the next year:

12
 13 ○ Child Care

14 Tamara Dempsey-Tanner said DSS received an additional \$1 million from the State for
 15 childcare, and thus DSS will not need to ask the County for additional child care funds at this
 16 time. She said in November there were 160 children on the waiting list, but currently none are
 17 on the waiting list. She said 700 children are currently being served with their funds. She said
 18 some County funds are being used for after school care.

19
 20 ○ NC FAST Expansion

21 Tamara Dempsey-Tanner reminded the BOCC that NC FAST is North Carolina Families
 22 Accessing Services through Technology. She said the intent of this program is to have a
 23 universal system for access to all DSS programs, allowing for seamless application and
 24 enrollment. She said the State is growing this system slowly, with Work First, Nutrition Services
 25 and Medicaid being live thus far. She said there has been some learning curve, and DSS staff
 26 has worked diligently to meet the curve while still serving the clients.

27
 28 ○ ABAWD Work Requirements and Employment Services

29 Tamara Dempsey-Tanner said the able-bodied adult without dependents (ABAWD)
 30 program began in January 2016. She said this program applies to adults ages 18 to 49 who
 31 previously received food and nutrition services. She said these clients will no longer be eligible
 32 for benefits unless they have a qualified dependent, and are not currently working.

33 Nancy Coston said DSS is working diligently with clients regarding this change, noting
 34 benefits will not cease until April 1. She said it has been a great challenge to reach clients, but
 35 DSS will continue to reach out. She said there has been a wonderful response from community
 36 partners regarding work program placements.

37 Commissioner Dorosin asked if there is a plan in place to inform clients that benefits will
 38 be ceasing.

39 Nancy Coston said a notification letter was sent from the State in December 2015, and a
 40 termination letter will also come from the State. She said if clients do not read the letter, they
 41 will be informed when the benefits card no longer works at the grocery store.

42 Chair McKee asked if there is an emergency plan in place to help clients in the
 43 aforementioned scenario, such as extending benefits for a day or a week.

44 Nancy Coston said no, but noted there is a food bank. She said clients can get back
 45 into the program by working with DSS staff to reapply or getting an exemption for a disability.
 46 She said the number of people facing the loss of benefits may be as high as 900, and DSS will
 47 likely receive many phone calls when benefits are terminated.

48 Commissioner Jacobs asked if the local supermarkets have been notified that this may
 49 happen.

50 Nancy Coston said not yet, but outreach to some of these vendors has been discussed.

1 Commissioner Jacobs said it would be preferable to avoid humiliation at an open
2 market, and perhaps vendors would be willing to exercise some charity.

3 Commissioner Rich asked if there is a telephone number on the card.

4 Nancy Coston said yes, but the number is for the EBT call center only. She said the
5 client would be told the benefits have been terminated, and they must call the local DSS office;
6 it will not replenish the card at that point.

7 Commissioner Burroughs referred to the DSS report and asked if DSS is indeed
8 continuing to see increases in the number of people needing services.

9 Nancy Coston said it varies by service, but the numbers of people needing public
10 assistance are not decreasing.

11
12 • **Chapel Hill/Orange County Visitors Bureau; Rosemary Waldorf, Chair**

13 Rosemary Waldorf said the County gets 2.5 million overnight visitors per year, and each
14 one spends between \$255.00 and \$348.00 per visit. She said in 2014, tourism contributed
15 \$181 million to the local economy and provided 1,800 jobs. She said there is a wonderful staff
16 at the Visitor's Bureau, including an excellent, high-energy new sales director, Marlene
17 Barberra.

18 Rosemary Waldorf provided an update on new hotels: the Hyatt Place at Southern
19 Village, which should be accepting guests in spring 2017; and the AC Marriott in downtown
20 Chapel Hill, which has been approved. She noted a boom in hotel building in the area and said
21 the Board will stay on top of that.

22 Rosemary Waldorf said Jeff Stickler has agreed to serve on the Board, pending BOCC
23 appointment. She said he works in health care and will be a helpful addition to the Board as
24 healthcare is a growing industry in the area.

25 Rosemary Waldorf said discussions have begun about whether to move the Visitor's
26 Center to the old InterFaith Council facility, and the Visitor's Bureau has deemed this to be a
27 matter between the Town of Chapel Hill and Orange County. She noted that should the
28 Visitor's Bureau move to this location, it will be a first class operation.

29 Rosemary Waldorf said one issue the Board has been pondering is the potential need
30 for an expanded multi-purpose meeting space, as a lot of business has been lost due to the
31 lack of such a facility. She said several consultants have given proposals for consideration, and
32 the Board would welcome input from the BOCC as this idea is considered further.

33 Rosemary Waldorf said agricultural tourism is growing, and she is thinking about
34 overnight packages connecting to this area.

35 Laurie Paolicelli, Orange County Community Relations Department Director, said a
36 potential multi-purpose meeting space is a three-prong process: local needs assessment,
37 outside market analysis assessment, and site selection review and process.

38
39 • **Commission for the Environment (CFE): Lydia Wegman, Chair**

40 Lydia Wegman said the Commission has excellent support from staff. She reviewed the
41 following information:

42
43 **Highlights/Accomplishments**

- 44 ○ Initiated a series of articles on environmental issues featured in SOE report (2015)

45
46 **Recommendations:**

- 47 ○ The CFE will continue to advocate for an expansion of the County's commercial food
48 waste pickup and composting services to reduce food waste in the solid waste stream
- 49 ○ The CFE remains interested in developing incentives for increasing energy efficiency in
50

1 new construction

- 2
- 3 ○ The CFE will continue to learn more about environmental justice matters and
- 4 incorporate relevant information and considerations in the State of the Environment
- 5 report and its other activities
- 6
- 7 ○ The CFE will continue to follow the Solid Waste Advisory Group's discussions of how to
- 8 improve the handling and disposal of Orange County's solid waste, and will advocate for
- 9 better long-term solutions
- 10
- 11 ○ The CFE will continue to advocate for increased efforts to gather information related to
- 12 water resources in Orange County and to increase public awareness and understanding
- 13 of water supply sources, related concerns, and what steps can be undertaken to
- 14 maintain or improve the quantity and quality of Orange County water supply resources
- 15
- 16 ○ The CFE will continue to address, as appropriate, the critical environmental issues for
- 17 Orange County as enumerated on page 3 of the 2014 State of the Environment report,
- 18 which include potential adverse effects from a) invasive, non-native, plant and animal
- 19 species; b) reductions in State-led collection of water resources data; c) potential drilling
- 20 for natural gas in the Deep River basin; d) urban sprawl; and CFE support for e) the
- 21 responsible deployment of clean and appropriately-sited renewable energy and
- 22 reductions in energy use to help fight climate change
- 23

24 Commissioner Dorosin said he appreciated that environmental justice has been folded

25 into the CFE plan.

26

27 • **Economic Development Advisory Board: Donald (D.R.) Bryan, Chair**

28 D.R. Bryan said in 2015, the Advisory Board received 50 small business applications

29 and approved 28 awards, totaling \$183,338.00 for the Small Business Investment Grant

30 program. He said in addition, the Agriculture Economic Development Grant program received

31 24 applications and approved 20 awards, totaling \$157,178.49.

32 D.R. Bryan said in 2016, staff asked the Board to consider how Orange County should

33 be branded for Economic Development. He said the Board is considering a SWOT (strengths,

34 weaknesses, opportunities and threats) approach to assess and brand Orange County.

35 He said the Board also plans to look more closely at the Economic Development District

36 (EDDs), and the characteristics of each one. He said the EDDs were created 25 years ago. He

37 said the Board has asked staff about the possibility of having certified sites for industrial

38 recruitment.

39 Commissioner Rich said at the BOCC retreat Chair McKee and Commissioner Jacobs

40 requested an update on these issues, and the information is eagerly anticipated.

41 Commissioner Jacobs said Chair McKee suggested having a work session on these

42 issues.

43 Commissioner Jacobs said he would like to have more regular information about what

44 the Economic Development Advisory Board is discussing and considering.

45 Chair McKee said he sees a crucial tie between tourism and economic development.

46 He thanked the Board for its expeditious work on the grant programs.

47 D.R. Bryan said the Board spent a great deal of its efforts on the grants process.

48 Commissioner Rich asked if those who did not receive a grant are being encouraged to

49 reapply.

50 D.R. Bryan said yes.

1
2 • **Historic Preservation Commission (HPC): Susan Ballard, Chair**

3 Peter Sandbeck, Orange County Cultural Resources Coordinator, reviewed the following
4 highlights:

- 5 ○ Applied for and received a second federal grant of \$5,000 to continue a major
6 project to update the County's historic resources inventory in partnership with the
7 State Historic Preservation Office. This includes GIS mapping, digital photography,
8 research and written text for the HPC's planned publication documenting the
9 county's historic properties. (2015)
- 10 ○ Completed in 2015 the first phase of a multi-year project to update the County's
11 historic resources inventory with a focus on African-American, agricultural/farm
12 heritage sites and post-World War II resources. This will culminate in a new
13 publication documenting our historic properties and sites. The HPC obtained a
14 federal grant of \$15,000 from the State Historic Preservation Office, through the
15 Certified Local Government (CLG) program.
- 16 ○ Designated two new properties as Orange County Local Historic Landmarks: White
17 Cross School in White Cross and the Nicholas Corbett Hester House in Cedar
18 Grove. (2015)
- 19 ○ Held a successful piedmont regional history symposium in partnership with
20 Preservation Chapel Hill and the Alliance for Historic Hillsborough (2014)
- 21 ○ Hosted a historic preservation training workshop for piedmont region city and county
22 historic preservation and planning staffers, in partnership with the State Historic
23 Preservation Office and the Certified Local Government Program (2014)
- 24 ○ Held a full membership retreat to review goals and establish a new five-year action
25 plan to focus the energies of the HPC on a series of major projects and initiatives
26 (2013)
- 27 ○ Completed an archaeological survey (Phase II) of Hollow Rock Access Area (New
28 Hope Creek Preserve) to further identify Native American sites, with funding
29 assistance from a \$15,000 federal grant through the State Historic Preservation
30 Office (2013)
- 31 ○ Designated the Captain John S. Pope Farm in Cedar Grove as an Orange County
32 Local Landmark (2013)
- 33 ○ Convened the Orange County Historic Preservation Summit (May 2012) involving 10
34 organizations (historic commissions and non-profits) from the county and
35 municipalities
- 36 ○ Completed *Design Standards for Orange County Local Landmarks and Local*
37 *Historic Districts* to provide the HPC with proper design review guidelines (2010)
- 38 ○ Prepared the Cultural Resources Chapter of the 2030 Comprehensive Plan (2008)

39
40 Issues going forward:

- 41
42 ○ The HPC will seek grant funds from private foundations to help complete the update
43 of the county-wide historic resources inventory started in 2014. These funds are
44 needed to allow the HPC to produce a comprehensive book/publication documenting
45 the county's historic resources (**Fiscal impact: HPC will request \$10,000 in**
46 **County funds to secure \$25,000 in matching grants in 2016; HPC staff will**
47 **provide project support)**
- 48 ○ The HPC will continue working with the Hillsborough Planning Staff and the County
49 Attorney on an approach for the handling the further identification and protection of
50 historic resources in the Town's extra-territorial jurisdiction (**No fiscal impact**)

- 1 ○ The HPC will increase efforts to promote the Local Historic Landmark program to
2 eligible property owners, working in cooperation with the Lands Legacy Program, to
3 generate at least two new landmark applications per year **(No fiscal impact—**
4 **funding already budgeted for this in the Lands Legacy program funding)**
5

6 Commissioner Jacobs said he is encouraged to hear about the planning regarding the
7 historic courthouse. He said the lands legacy program should address historic preservation as
8 part of its charge, and noted there should be communication between departments and the two
9 boards.

10 Chair McKee asked if the HPC is following the events and developments at the Colonial
11 Inn.

12 Peter Sandbeck said yes, but the HPC is at arms length as it is a Town of Hillsborough
13 issue. He said the HPC could bring something back later about this.

14 Commissioner Jacobs asked if the Colonial Inn will be on the agenda for the BOCC joint
15 meeting with the Town of Hillsborough.

16 Chair McKee said yes.
17

18 • **Housing Authority: Jean Bolduc, Chair**

19 Jean Bolduc thanked the BOCC for its debate on affordable housing as related to the
20 bond referendum. She said a lot of people are being pushed out of their current housing due to
21 unaffordability. She reviewed the following highlights:
22

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

- 24 • Review and Discussion of the Consolidated Plan and Analysis of Impediments
- 25 • Purging of the Existing Waiting List, Planning for and Opening of the Housing Choice
26 Voucher Waiting List (over 800 applicants). For the first time, mail-in of applications and
27 Saturday hours during application period.
- 28 • Development and Submission of the HCV Five Year Plan and Annual Plan following
29 required Public Hearing
- 30 • Initiating a New Resident Advisory Committee
- 31 • Educating the Community and BOCC on affordable housing needs in support of
32 including affordable housing in the Bond Referendum.
- 33 • New Resident Member on the Board and full membership and active participation and
34 attendance of members
35

36 **For next fiscal year some items already discussed include:**

- 37 • Planning for a 2016 Affordable Housing Conference (in collaboration with the Affordable
38 Housing Advisory Board)
- 39 • Developing a family self-sufficiency program
- 40 • Assess initiatives associated with expanding supply of affordable mobile homes
- 41 • Landlord outreach and incentives
- 42 • Review and Amendment of the HCV Program Administrative Plan
- 43 • Increasing homeownership participation in HCV Program for participants
- 44 • Educating the community on affordable housing needs and the importance to the vitality
45 of the County
- 46 • Continued advocacy on behalf of low-income families in need of sustainable housing
47 solutions.
48

1 Jean Bolduc referred to the idea of having an affordable housing conference, saying its
2 goal would be to bring the many wonderful ideas regarding affordable housing and harnessing
3 them into purpose and action moving forwards. She said the BOCC would be invited to attend
4 and hopefully speak at the conference.

5 Jean Bolduc said the Housing Authority is seeking allocated County funds for board
6 volunteers and staff members to attend professional development conferences.

7 Commissioner Rich suggested tapping into the Triangle J Council of Governments
8 (TJCOG) about the affordable housing conference.

9 Commissioner Jacobs suggested considering the Human Relations Commission as a
10 partner.

11
12 • **Human Relations Commission (HRC): Member Matt Hughes and Monica Richard,**
13 **Vice**
14 **Chair**

15 Monica Richard highlighted some of the Commissions accomplishments: after years of
16 work, the BOCC implemented a mandate for all agenda items to include a consideration of
17 possible social justice impacts; and in June 2015, the HRD presented a proclamation to support
18 the full implementation of the Americans with Disabilities Act (ADA), which lead to the County
19 investigating the accessibility of all of its facilities and working towards full ADA compliance.

20 Monica Richard said the HRC is greatly concerned about the demographics of its make
21 up, and its lack of diversity. She said, as a result, the HRC will have a retreat on March 5, out
22 of which the HRC hopes to develop a recruitment plan to generate a more diverse pool of
23 applicants for the HRC. She expressed thanks to the BOCC for its support of the recent HRC
24 forum.

25 Matt Hughes thanked the BOCC for facilitating the ADA review of County facilities, and
26 also Commissioner Price for initiating Constitution Day.

27 Commissioner Rich asked if it would be possible to give the HRC events schedule to the
28 BOCC earlier, in hopes that BOCC members may be able to attend more events.

29
30 • **Nursing Home Community Advisory Committee: Teri Driscoll, Chair**

31 Teri Driscoll said Mary Frasier shared a great deal of information with the BOCC, and
32 the Nursing Home Community Advisory Committee is an advocate for the nursing homes, and
33 also does site visits quarterly and write reports which are on the County website.

34 Teri Driscoll said a goal for 2016 is to recruit more men to serve on the Committee.
35

36 • **OUTBoard: Heidi Perry, Chair**

37 Heidi Perry said she has been the Chair of the OUTBoard since November, but the
38 Board has not met since that time. She said the Office of Public Transportation (OPT)
39 dominates four of the OUTBoard meetings each year. She said this past year the OUTBoard
40 presented an outline for a Bicycle Safety Task Force to the BOCC. She said this outline is
41 undergoing reviews and will be brought back to the BOCC in a revised format soon, with a
42 focus on education.

43 Heidi Perry said she has asked OPT to arrange for a bus trip to travel the new OPT
44 routes, to allow for a greater understanding of exactly where the routes will run.

45 Heidi Perry said so many boards overlap with transportation issues. She said it may be
46 helpful to add in a few extra meetings solely dedicated to some of these overlap issues,
47 specifically issues pertaining to pedestrians.

48
49 • **Parks and Recreation Council (PRC): Neal Bench, Chair**

1 Neal Bench thanked them for their approval of the PRC Master Plan. He said hiking
2 and trails were a priority amenity, as well as primitive campsites in the plan.
3

4 **Accomplishments:**

- 5 ○ The PRC reviews site plans for major subdivision applications in the county's
6 jurisdiction. Recommendations are made on potential land dedication for parks and
7 open space. (Goal 5)
- 8 ○ The PRC was the lead advisory board for the Parks and Recreation Master Plan 2030.
9 This effort was largely undertaken in house, and the Council played a role in advising on
10 surveys, outreach and work products, participating in public input sessions and focus
11 groups in its role as "steering committee." (Goal 5)
- 12 ○ The Council reviewed plans and advised on the Blackwood Farm Park Limited Opening
13 Plan and provided input on trail connectivity and disc golf opportunities. (Goal 6)

14
15 Neal Bench wanted to acknowledge David Stancil and the DEAPR staff for their support.
16
17

18 • **Planning Board: Lydia Wegman, Chair/Tony Blake, Vice Chair**

19
20 Lydia Wegman thanked all involved in supporting the Planning Board and reviewed the
21 following highlights:

- 22 ○ UDO text amendment to require a neighborhood information meeting prior to public
23 hearings for Special Use Permit applications.
- 24 ○ UDO text amendment to establish a new conditional zoning district for Agricultural
25 Support Enterprises, both within the Rural Buffer and in the remainder of County
26 planning jurisdiction, and various accompanying changes to the text.
- 27 ○ UDO text amendment to change standards related to home occupations, which
28 liberalized the ability to have home businesses.
- 29 ○ Pleasant Green Woods Phase IV major subdivision concept plan and preliminary
30 plat.
- 31 ○ Triple Crown Farms major subdivision preliminary plat.
- 32 ○ Stroud's Creek major subdivision concept plan and preliminary plat.
- 33 ○ Class A SUP for a solar facility in Cheeks Township.

34
35 More recently:

- 36 ○ UDO text amendments for revisions to the public hearing process to enhance public
37 input opportunities, streamline when possible, and improve legal integrity.
 - 38 ○ UDO, Comprehensive Plan & Zoning Atlas Amendments to adopt two new zoning
39 overlay districts in Efland that recognize community character and add flexibility to
40 target development.
 - 41 ○ In 2015, two property-owner initiated applications for non-residential rezonings were
42 processed. The Planning Board reviewed these and issued a recommendation to
43 the BOCC on each application.
 - 44 ○ UDO text amendments related to temporary health care structures.
 - 45 ○ Henderson Woods major subdivision concept plan and preliminary plat.
 - 46 ○ UDO text amendments related to impervious surface matters.
 - 47 ○ Class A SUPs for a solar facility in Bingham Township and for Emerson Waldorf
48 School.
 - 49 ○ UDO text amendments related to recreational land uses.
- 50

1 Lydia Wegman said she and Craig Benedict, Orange County Planning Director, believe
2 the population projections to be too high as well as the distribution of the population.

3 Craig Benedict said these numbers will be reviewed moving forward.

4 Tony Blake said the Board's priorities are well aligned, and he is pleased with the inter
5 workings with the telecommunications efforts and the alternate septic areas, as they will draw a
6 thread through affordable housing.

7 Commissioner Jacobs thanked Craig Benedict for the work on the population projections
8 and noted the numbers are way off. He said planning based on these numbers is not
9 conducive to smart planning.

10 Lydia Wegman said all involved agree.

11 Commissioner Burroughs said she heard that Chatham County is well ahead of Orange
12 County on tiny houses' regulations.

13 Craig Benedict said it is both the building code and the Planning Board that will move
14 this issue forward. He said definitions are being established for different types of tiny homes,
15 as well as the expansion of the number of unrelated persons that can dwell in one home. He
16 said these items will return to the BOCC in late February.

17 Commissioner Jacobs recalled Commissioner Dorosin questioning County regulations
18 pertaining to how many people can reside in one dwelling.

19 Craig Benedict said the response will be given at the upcoming quarterly public hearing.

20 Commissioner Jacobs asked if this information will pertain just to medically necessitated
21 co-dwelling.

22 Craig Benedict said no, this expands beyond temporary health care structures.

23 Commissioner Jacobs said he could not find when the Pauli Murray awards will take
24 place anywhere on the HRC website, noting this website is not linked into what Laurie Paolicelli
25 publicizes, or into the County website. He asked if all involved could work together to provide
26 clear communication.

27
28 **3. County Commissioners – Boards and Commissions Assignments**

BOARD NAME	Serving 2016
STATUTORY	
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
INTERGOVERNMENTAL and OTHER GROUPS WITH BOCC MEMBERS	
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, and 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
BOARDS TO WHICH BOCC HAS ALREADY MADE APPOINTMENTS for 2015	
NACo Voting Delegate	Commissioner Price
NCACC Voting Delegate	Commissioner Price
Triangle Transit Special Tax Board	Commissioner Dorosin Commissioner Burroughs
LIWG (Legislative Issues Work Group)	Commissioner Burroughs and Commissioner Rich

1

2

SHORT TERM TASK FORCES/WORKGROUPS

Alternatives to Jail Assessment Work Group	Commissioner Jacobs and Commissioner Pelissier
Cedar Grove Advisory Board Meeting	Commissioner Jacobs and Commissioner Price
Strategic Communications Work Group	In Maintenance

Solid Waste Advisory Group (SWAG)	Commissioner Jacobs and Commissioner Rich
Space Study Work Group	In Maintenance

1
2

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

3
4
5
6

4. Environment and Agricultural Center Project Update

Due to time constraints this item is considered an Information Item.

BACKGROUND:

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

Over the past three months, County staff and consultants have performed due diligence on the site in preparation for the coming engineering and design activities. A request for qualifications (“RFQ”) process was initiated in September 2015 for the designer for the project. Nine submittals were reviewed, and four firms interviewed with a staff panel representing DEAPR, Cooperative Extension, Asset Management Services, the Soil & Water Conservation District Board of Supervisors, and the Commission for the Environment. The interview panel has since selected a preferred designer. Staff is negotiating the professional services agreement and related fees and hopes to bring a recommendation for this firm as part of the agenda review process in March.

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

The project team will present this information to the Board for its discussion and feedback

As the project progresses through this collaborative design process, staff will provide future updates as the schematic design unfolds. The Board will be asked to approve the final design development documents and authorize construction documents and bidding to occur.

A motion was made by Commissioner Jacobs, seconded by Commissioner Pelissier to adjourn the meeting at 10:26 p.m.

VOTE: UNANIMOUS

Earl McKee, Chair

Donna Baker, Clerk to the Board

41

**ORANGE COUNTY
BOARD OF COMMISSIONERS
ACTION AGENDA ITEM ABSTRACT
Meeting Date: March 1, 2016**

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

SUBJECT: Motor Vehicle Property Tax Releases/Refunds

DEPARTMENT: Tax Administration

ATTACHMENT(S):

Resolution
Releases/Refunds Data Spreadsheet
Reason for Adjustment Summary

INFORMATION CONTACT:

Dwane Brinson, Tax Administrator,
(919) 245-2726

PURPOSE: To consider adoption of a resolution to release motor vehicle property tax values for four (4) taxpayers with a total of four (4) bills that will result in a reduction of revenue.

BACKGROUND: North Carolina General Statute (NCGS) 105-381(a)(1) allows a taxpayer to assert a valid defense to the enforcement of the collection of a tax assessed upon his/her property under these sets of circumstances:

- (a) "a tax imposed through clerical error", for example when there is an actual error in mathematical calculation;
- (b) "an illegal tax", such as when the vehicle should have been billed in another county, an incorrect name was used, or an incorrect rate code (the wrong combination of applicable county, municipal, fire district, etc. tax rates) was used;
- (c) "a tax levied for an illegal purpose", which would involve charging a tax which was later deemed to be impermissible under state law.

In addition, NCGS 105-330.2(b) allows for a full or partial refund when a tax has been paid on a classified motor vehicle and a pending appeal for valuation reduction due to excessive mileage, vehicle damage, etc. is decided in the owner's favor.

NCGS 105-381(b), "Action of Governing Body" provides that "Upon receiving a taxpayer's written statement of defense and request for release or refund, the governing body of the taxing unit shall within 90 days after receipt of such a request determine whether the taxpayer has a valid defense to the tax imposed or any part thereof and shall either release or refund that portion of the amount that is determined to be in excess of the correct liability or notify the taxpayer in writing that no release or refund will be made".

FINANCIAL IMPACT: Approval of these release/refund requests will result in a net reduction of \$992.31 to Orange County, the towns, and school and fire districts. Financial impact year to date for FY 2015-2016 is \$32,313.68.

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

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

- Accept the report reflecting the motor vehicle property tax releases/refunds requested in accordance with the NCGS; and
- Approve the attached release/refund resolution.

NORTH CAROLINA

RES-2016-016

ORANGE COUNTY

REFUND/RELEASE RESOLUTION (Approval)

Whereas, North Carolina General Statutes 105-381 and/or 330.2(b) allows for the refund and/or release of taxes when the Board of County Commissioners determines that a taxpayer applying for the release/refund has a valid defense to the tax imposed; and

Whereas, the properties listed in each of the attached "Request for Property Tax Refund/Release" has been taxed and the tax has not been collected: and

Whereas, as to each of the properties listed in the Request for Property Tax Refund/Release, the taxpayer has timely applied in writing for a refund or release of the tax imposed and has presented a valid defense to the tax imposed as indicated on the Request for Property Tax Refund/Release.

NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ORANGE COUNTY THAT the recommended property tax refund(s) and release(s) are approved.

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

Ayes: Commissioners _____

Noes: _____

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

WITNESS my hand and the corporate seal of said County, this _____ day of _____, 2016.

Clerk to the Board of Commissioners

BOCC REPORT - REGISTERED MOTOR VEHICLES MARCH 1, 2016

NAME	ABSTRACT NUMBER	BILLING YEAR	ORIGINAL VALUE	ADJUSTED VALUE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT
Cleary, Eileen	29946582	2015	14,621	-	(173.90)	County changed to Chatham (illegal tax)
Dodson, Michael	22997654	2014	41,000	41,000	(326.91)	Situs error (illegal tax)
Love Chapel Hill	29257412	2015	20,000	-	(237.18)	Exempt (illegal tax)
Wynne, Michael	25045705	2014	29,321	29,321	(254.32)	Situs error (illegal tax)
				Total	(992.31)	

Adjustment Descriptions

Clerical error G.S. 105-381(a)(1)(a): e.g. when there is an actual error in mathematical calculation.

Illegal tax G.S. 105-381(a)(1)(b): e.g. when the vehicle should have been billed in another county, an incorrect name was used, or an incorrect rate code was used.

Tax levied for an illegal purpose G.S. 105-381(a)(1)(c): e.g. charging a tax that was later deemed to be impermissible under State law.

Appraisal appeal G.S. 105-330.2(b): e.g. reduction in value due to excessive mileage or vehicle damage.

Military Leave and Earning Statement: Is a copy of a serviceman's payroll stub covering a particular pay period. This does list his home of record, which is his permanent state of residence where he would pay any state income taxes.

Vehicle Titles

Salvaged and Salvage Rebuilt: Any repairs that exceed 75% of the vehicle's market value using NADA, Kelly Blue Book and various other publications. When the insurance company has totaled the vehicle, and the customer has received the claim check, four things can happen:

- Insurance company can keep the vehicle.
- Customer can keep the vehicle. The customer is instructed to contact the local DMV inspector to have an initial inspection done, for vehicles 2001 to 2006 (these dates change yearly, example in 2007 the models will be 2002-2007).
- Affidavit of Rebuilder- The inspector lists each part that needs to be repaired.
- Final inspection- if all work is cleared and approved by the inspector then the rebuilt status is then removed (salvaged status remains).

Note: Finance companies will not finance a salvaged vehicle.

Total Loss: Repairs were more than the market value of the vehicle and the insurance company is unwilling to pay for the repairs.

Total Loss/Rebuilt: Whatever the repairs were to make the vehicle road worthy after a Total Loss status has been given. Vehicle must be 5 years old or older. Vehicle status then remains as salvaged or rebuilt.

Certificate of Reconstruction: When work has been done on (vehicles 2001-2006 in year 2006) this is issued when the inspector didn't see the original damaged and the vehicle has been repaired.

Certificate of Destruction: NC DMV will not register this type of vehicle. It is not fit for North Carolina roads.

Custom Built: When the customer has built this vehicle himself or herself. Ex. parts taken from various vehicles to build one vehicle. Three titles are required from the DMV in this case. 1) Frame 2) Transmission 3) Engine. Then an indemnity bond must be issued. An indemnity bond must also be issued when the vehicle does not have a title at all.

**ORANGE COUNTY
BOARD OF COMMISSIONERS
ACTION AGENDA ITEM ABSTRACT**
Meeting Date: March 1, 2016

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

SUBJECT: Property Tax Releases/Refunds

DEPARTMENT: Tax Administration

ATTACHMENT(S):

Resolution
Releases/Refunds Data Spreadsheet

INFORMATION CONTACT:

Dwane Brinson, Tax Administrator,
(919) 245-2726

PURPOSE: To consider adoption of a resolution to release property tax values for four (4) taxpayers with a total of four (4) bills that will result in a reduction of revenue.

BACKGROUND: The Tax Administration Office has received four taxpayer requests for release or refund of property taxes. North Carolina General Statute 105-381(b), "Action of Governing Body" provides that "upon receiving a taxpayer's written statement of defense and request for release or refund, the governing body of the Taxing Unit shall within 90 days after receipt of such a request determine whether the taxpayer has a valid defense to the tax imposed or any part thereof and shall either release or refund that portion of the amount that is determined to be in excess of the correct liability or notify the taxpayer in writing that no release or refund will be made". North Carolina law allows the Board to approve property tax refunds for the current and four previous fiscal years.

FINANCIAL IMPACT: Approval of this change will result in a net reduction in revenue of \$8,058.22 to the County, municipalities, and special districts. The Tax Assessor recognized that refunds could impact the budget and accounted for these in the annual budget projections.

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

RECOMMENDATION(S): The Manager recommends the Board approve the attached resolution approving these property tax release/refund requests in accordance with North Carolina General Statute 105-381.

NORTH CAROLINA

RES-2016-017

ORANGE COUNTY

REFUND/RELEASE RESOLUTION (Approval)

Whereas, North Carolina General Statutes 105-381 and/or 330.2(b) allows for the refund and/or release of taxes when the Board of County Commissioners determines that a taxpayer applying for the release/refund has a valid defense to the tax imposed; and

Whereas, the properties listed in each of the attached "Request for Property Tax Refund/Release" has been taxed and the tax has not been collected: and

Whereas, as to each of the properties listed in the Request for Property Tax Refund/Release, the taxpayer has timely applied in writing for a refund or release of the tax imposed and has presented a valid defense to the tax imposed as indicated on the Request for Property Tax Refund/Release.

NOW, THEREFORE, IT IS RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ORANGE COUNTY THAT the recommended property tax refund(s) and release(s) are approved.

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

Ayes: Commissioners _____

Noes: _____

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

WITNESS my hand and the corporate seal of said County, this _____ day of _____, 2016.

Clerk to the Board of Commissioners

Clerical error G.S. 105-381(a)(1)(a)
 Illegal tax G.S. 105-381(a)(1)(b)
 Appraisal appeal G.S. 105-330.2(b)

BOCC REPORT - REAL/PERSONAL MARCH 1, 2016

NAME	ABSTRACT NUMBER	BILLING YEAR	ORIGINAL VALUE	ADJUSTED VALUE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT
Brockwell, Glenn M. Jr.	953018	2015	310,300	0	(3,076.40)	Assessed in error (illegal tax)
Harris, Jason B.	988878	2015	135,300	16,157	(1,168.59)	Incorrect value (clerical error)
Reyes, Sharon S.	263646	2015	130,626	0	(1,295.06)	Assessed in error (clerical error)
Snowden, Gwen Brockwell	285190	2015	253,996	0	(2,518.17)	Assessed in error (clerical error)
				Total	(8,058.22)	

January 13, 2016 thru February 10, 2016

**ORANGE COUNTY
BOARD OF COMMISSIONERS
ACTION AGENDA ITEM ABSTRACT
Meeting Date: March 1, 2016**

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

SUBJECT: Applications for Property Tax Exemption/Exclusion

DEPARTMENT: Tax Administration

ATTACHMENT(S):

Exempt Status Resolution
Spreadsheet
Requests for Exemption/Exclusion

INFORMATION CONTACT:

Dwane Brinson, Tax Administrator,
(919) 245-2726

PURPOSE: To consider two (2) untimely applications for exemption/exclusion from ad valorem taxation for two (2) bills for the 2015 tax year.

BACKGROUND: North Carolina General Statutes (NCGS) typically require applications for exemption to be filed during the listing period, which is usually during the month of January. Applications for Elderly/Disabled Exclusion, Circuit Breaker Tax Deferment and Disabled Veteran Exclusion should be filed by June 1st of the tax year for which the benefit is requested. NCGS 105-282.1(a1) does allow some discretion. Upon a showing of good cause by the applicant for failure to make a timely application, an application for exemption or exclusion filed after the close of the listing period may be approved by the Department of Revenue, the Board of Equalization and Review, the Board of County Commissioners, or the governing body of a municipality, as appropriate. An untimely application for exemption or exclusion approved under this provision applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

Including these two (2) applications, the Board will have considered a total of eighty-two (82) untimely applications for exemption of 2015 taxes since the 2015 Board of Equalization and Review adjourned on May 28th. Taxpayers may submit an untimely application for exemption of 2015 taxes to the Board of Commissioners through December 31, 2015.

The two applicants are applying for homestead exclusion based on NCGS 105-277.1, which allows exclusion of the greater of twenty-five thousand dollars (\$25,000) or fifty percent (50%) of the appraised value of the residence.

Based on the information supplied in the applications and based on the above-referenced General Statutes, the applications may be approved by the Board of County Commissioners. NCGS 105-282.1(a1) permits approval of such application if good cause is demonstrated by the taxpayer.

FINANCIAL IMPACT: The reduction in the County's tax base associated with approval of the exemption application will result in a reduction of FY 2015/2016 taxes due to the County, municipalities, and special districts in the amount of \$1,251.88.

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

RECOMMENDATION(S): The Manager recommends the Board approve the attached resolution for the above-listed applications for FY 2015/2016 exemption.

NORTH CAROLINA

RES-2016-018

ORANGE COUNTY

EXEMPTION/EXCLUSION RESOLUTION

Whereas, North Carolina General Statutes 105-282.1 empowers the Board of County Commissioners to approve applications for exemption after the close of the listing period, and

Whereas, good cause has been shown as evidenced by the information packet provided, and

Whereas, the Tax Administrator has determined that the applicants could have been approved for 2015 had applications been timely.

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

COMMISSIONERS OF ORANGE COUNTY THAT the properties applying for exemption for 2015 are so approved as exempt.

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

Ayes: Commissioners _____

Noes: _____

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

WITNESS my hand and the corporate seal of said County, this ____ day of _____, 2016.

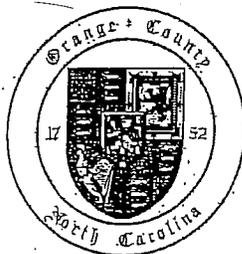
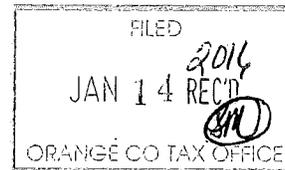
Clerk to the Board of Commissioners

Late exemption/exclusion application - GS 105-282.1(a1)

**BOCC REPORT - REAL/PERSONAL
MARCH 1, 2016**

NAME	ABSTRACT NUMBER	BILL YEAR	ORIGINAL VALUE	TAXABLE VALUE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT
McAdoo, Charlene	4362	2015	49,912	24,912	(237.00)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
Reese, Julie	12239	2015	211,896	105,948	(1,014.88)	Late application for exemption G.S. 105-277.1 (Homestead Exemption)
				Total	(1,251.88)	

January 13, 2016 thru February 10, 2016



Request for Tax Relief
Late Application Filing

Date: 11-16-15

To Whom It May Concern:

I, (PRINT NAME) Charlene McAdoo, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9844495382.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

Thank you,

Charlene McAdoo
(Signature)

How did you learn of this exemption?

From Tax office

FILED

FEB 10 2016

ORANGE COUNTY
TAX ADMINISTRATION



Request for Tax Relief Late Application Filing

Date: 2-10-16

To Whom It May Concern:

I, (PRINT NAME) Julia Rene, wish to be considered for Property Tax Relief Exemption or Exclusion for the year 2015 on Parcel Identification Number (PIN) # 9883247670.

In accordance with North Carolina General Statute 105-282.1(a1), I submit the reason(s) set forth below for consideration as demonstration of "good cause" for failure to make a timely application. An untimely application approved under G.S. 105-282.1(a1) applies only to property taxes levied by the county or municipality in the calendar year in which the untimely application is filed.

- I was not aware that this exemption was available to me.
- I just found out about the Property Tax Relief Program.
- Other (please explain)

Thank you,

Julia Rene
(Signature)

How did you learn of this exemption?

Friend

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: March 1, 2016

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

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

DEPARTMENT: Emergency Services

ATTACHMENT(S):

- 1) MARVLIS Sole Source Letter

INFORMATION CONTACT:

Kim Woodward, 919-245-6133
Jim Northup, 919-245-2280

PURPOSE: To consider awarding a sole source bid to Bradshaw Consulting Services in the amount of \$113,100 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 \$113,100. Sufficient funds (\$113,100) 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 \$113,100 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.

Attachment 1



January 13, 2016

James Lunsford
Orange County, NC
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

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: March 1, 2016

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

SUBJECT: Schools Adequate Public Facilities Ordinance (SAPFO) – Receipt and Transmittal of 2016 Annual Technical Advisory Committee Report

DEPARTMENT: Planning & Inspections

ATTACHMENT(S):

1. SAPFO Partners Transmittal Letter
2. Draft 2016 SAPFOTAC Annual Report and Larger Scale Projection Worksheets

INFORMATION CONTACT:

Ashley Moncado, 919-245-2589
Craig Benedict, 919-245-2592

PURPOSE: To receive the 2016 Annual Report of the SAPFO Technical Advisory Committee (SAPFOTAC) and transmit it to the SAPFO partners for comments before certification in May.

BACKGROUND:

1. Annual Report

Each year, since 2004, the SAPFOTAC Report is updated to reflect actual changing conditions of student membership and school capacity. This information is analyzed and used to project future school construction needs based on adopted levels of service standards. There are two steps to the full report. The first part (Student Membership and Capacity) is certified in the fall and then this full report, in the following spring, is to keep the SAPFO system calibrated. At the December 7, 2015 Board of County Commissioners meeting, the Board approved the November 13, 2015 actual membership and capacity numbers (i.e. first part) for both Orange County Schools (OCS) and Chapel Hill-Carrboro City Schools (CHCCS).

A draft of the full annual SAPFOTAC Report is complete and has been reviewed by the SAPFOTAC members.

2. SAPFOTAC

The SAPFOTAC, comprised of representatives of both school systems and the Planning Directors of the County and Towns, is tasked to produce an annual report for the governing boards of each SAPFO partner outlining changes in actual membership, capacity, student projections, and their collective impacts on the Capital Investment Plan (CIP) and the future issuance of Certificates of Adequate Public Schools (CAPS). Orange County's Planning Staff compiles the report, holds a meeting discussing the various aspects, and then prepares a draft report, which is reviewed by the SAPFO Technical Advisory Committee.

3. Membership Data

CHCCS total decreased from the previous year: 86 students

(40) Elementary School

(17) Middle School

(29) High School

OCS total increase from the previous year: 3 students

59 Elementary School

(23) Middle School

(33) High School

() denotes decrease

4. Capacity Data

There were no changes to school capacities this year for Orange County Schools and Chapel Hill-Carrboro City Schools.

5. Capacity Information

SAPFO vs. DPI

The SAPFO is a local ordinance, independent of State Department of Public Instruction (DPI) projections and rules regarding class size. The SAPFO, for instance, does not count temporary modular classrooms as fulfilling the capacity level of service outlined in the SAPFO interlocal Memorandum of Understanding (MOU). The MOU requires 'bricks and mortar' instead of temporary facilities and also requires its own set of future student projections to identify long-term capital school construction needs. However, the County did phase in the smaller class size in previous years that decreased capacity. Decisions will have to be made if new discussions at the state level create any class size changes that should or should not be reflected in the County's SAPFO.

This year, CHCCS and OCS did not exceed the adopted levels of service established in the SAPFO at this time nor do projections show a potential need at the elementary, middle, and high school levels within the 10-year planning period.

6. Student Projection Analysis

CHCCS

Student membership projections show a mix of increases and decreases at all levels within the 10-year planning period. Projections are shown on page 38 of the report.

OCS

Student membership projections show a mix of increases and decreases at all levels within the 10-year planning period. Projections are shown on page 37 of the report.

7. School Capacity CIP Needs Analysis

CHCCS

Projected needs:

Elementary School

Projections show no needs in the next 10 years

Middle School

Projections show no needs in the next 10 years

High School

Projections show no needs in the next 10 years

OCS

Projected needs:

Elementary School Projections show no needs in the next 10 years

Middle School Projections show no needs in the next 10 years

High School Projections show no needs in the next 10 years

NOTE: School capacity improvements as part of a renovation/upgrade will be reviewed as necessary by the BOCC and school districts.

The SAPFOTAC report notes that there are a significant number of approved, but undeveloped lots within the portion of the City of Mebane that lies within the Orange County Schools District. New construction activity, that had slowed in recent years due to the economic downturn, has seen an increase. Because the City of Mebane is not a party to the SAPFO at this time, CAPS are not required by the local government to be issued prior to development approvals. However, once students generated from Mebane development actually enter the school system, faster enrollment increases would affect projections and may identify CIP needs within 10 years, especially since the Town of Hillsborough is similarly in a residential growth mode.

8. Student Generation Rates

In recent years, the SAPFOTAC discussed the need for further evaluation of the adopted Student Generation Rates and the impacts the number of bedrooms a particular housing type may have on student generation rates. Orange County entered into a contract with TischlerBise to update the student generation rate analysis after funding for the study was approved. The updated student generation rates were approved on May 19, 2015 and are shown in Attachment II.E.1 on page 44 of the report. Updated rates began to be used for CAPS issuances in the fall of 2015 and are based on an inventory of recently built units from January 1, 2004 to December 31, 2013.

9. Access to Full Report

The draft SAPFOTAC report will be posted on the Orange County Planning Department's web site. A letter and the Executive Summary of the report will be sent to all SAPFO partners after this BOCC meeting advising them of the availability of the draft report and inviting comment. It is anticipated the draft 2016 SAPFOTAC report will be brought back to the BOCC for certification at the May 5, 2016 regular meeting.

10. Additional Information

Over the last year, the SAPFO Technical Advisory Committee and Orange County staff have reviewed and analyzed the number of proposed residential projects planned throughout the County. Many of these projects are in various stages of review and approval. In some cases, sole review authority lies with the jurisdiction so they are not necessarily submitted for review by the planning partners. The impacts on schools are not typically addressed by the municipality since local school funding occurs only at the County level. Nonetheless, residential dominant projects affect the appropriation of County funds available to all County services and therein indirectly affect municipal use of countywide services such as solid waste, health, library, aging, etc.

There are two primary parts to the SAPFO system. The first part, Certificate of Adequate Public Schools (CAPS), is the testing and gaging of the student generation rate (SGR) from development projects against available capacity within a school. The second part, student projections and capacity needs assessment, is the tracking of historical enrollment and the projection of future student enrollment against existing capacity at a certain school level. This part is not directly related to a development project, but a

current year outcome of how many children actually 'show up' in a school year. This includes non-new project related students from existing housing stock.

The purpose of explaining these two parts of the SAPFO system is to illustrate how projects can be approved as part of the CAPS system when capacity is available yet aberration in actual enrollment can cause future year projections to accelerate capital needs dramatically. The 10-year student projections developed for the SAPFO Annual Report forecast future school needs based on current student membership numbers and historic growth rates derived by the five projection models.

The process accounting for students once they are actually enrolled in the school system emphasizes a delay that exists from the time a residential development is approved and developed to when students begin to enter the system. For example, the significant proposed residential growth that has occurred in the recent past within Mebane's jurisdiction has yet to be seen with OCS student membership numbers and fully entered into the historically based projection methods. Orange County staff will continue to work with the SAPFO Technical Advisory Committee and the planning partners to monitor future residential development throughout Orange County.

In summary, although the SAPFO Technical Advisory Committee report does not show immediate capital needs, the development approvals in both school districts will, after a normal lag, accelerate capital school needs and renovations based on localized student increases at specific schools. These local impacts will have to be analyzed by the school district to determine the best method to resolve new demands (i.e. redistricting, renovation, new school construction, etc.).

FINANCIAL IMPACT: Current 10-year student growth projections show no future needs for additional schools in the CHCCS District and OCS District.

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

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

RECOMMENDATION(S): The Manager recommends the Board:

1. Receive the 2016 SAPFOTAC Annual Report; and
2. Authorize the Chair to sign the transmittal letter to SAPFO partners contained in Attachment 1.

BOCC Letterhead

March 2, 2016

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

Donna Coffey, Chair
Orange County Board of Education
200 E. King Street
Hillsborough, NC 27278

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

James Barrett, Chair
Chapel Hill-Carrboro Board of Education
750 Merritt Mill Road
Chapel Hill, NC 27516

Tom Stevens, Mayor
Town of Hillsborough
P.O. Box 429
Hillsborough, NC 27278

Subject: Schools Adequate Public Facilities Ordinance Technical Advisory Committee
(SAPFOTAC) Annual Report

Dear Sir or Madam:

This letter is to update you on the status of the 2016 Annual SAPFOTAC Report. In accordance with the SAPFO Memoranda of Understanding (MOU), the Board of County Commissioners (BOCC) approved the November 13, 2015 actual membership and capacity numbers for Orange County Schools and Chapel Hill – Carrboro City Schools at its meeting on December 7, 2015.

The SAPFOTAC, comprised of representatives of both school systems and the Planning Directors of the County and Towns has produced the 2016 Annual Report. As per the SAPFO MOU, the annual technical report contains information on Level of Service, Building Capacity, Membership Date, Capital Investment Plan, Student Membership Projection Methodology, Student Membership Projections, Student Membership Growth Rate, Student/Housing Generation Rate, and the SAPFO Process. Enclosed for your use are copies of the 2016 Executive Summary and the March 1, 2016 BOCC meeting agenda item abstract when the BOCC received the draft report.

The full draft SAPFOTAC report is available on the Orange County Planning Department website in the Current Interest Projects section at the following link: <http://www.co.orange.nc.us/planning/SpecialProjects.asp>

The 2016 Annual SAPFOTAC Report is scheduled to be certified by the BOCC at a regular meeting in May 2016. Therefore, if you have any comments pertaining to the report, please forward them to Craig N. Benedict, Planning Director, no later than 5:00 p.m. on **April 4, 2016**. Mr. Benedict can be reached by phone at (919) 245-2592 or by e-mail at cbenedict@orangecountync.gov. Any comments received will be part of our agenda package in May.

Please share this information and the 2016 SAPFOTAC report with your respective boards.

Sincerely,

Earl McKee
Chair

Enclosures

cc: Board of County Commissioners

Bonnie Hammersley, Orange County Manager

Travis Myren, Deputy Orange County Manager

Roger L. Stancil, Manager, Town of Chapel Hill

David Andrews, Manager, Town of Carrboro

Eric Peterson, Manager, Town of Hillsborough

Tom Forcella, Superintendent, Chapel Hill-Carrboro City Schools

Todd Wirt, Superintendent, Orange County Schools

Todd LoFrese, Assistant Superintendent for Support Services, Chapel Hill-Carrboro City Schools

Catherine Mau, Coordinator for Student Enrollment, Chapel Hill-Carrboro City Schools

Patrick Abele, Chief Operations Officer

Craig Benedict, Planning Director, Orange County

Mary Jane Nirdlinger, Planning and Sustainability Executive Director, Town of Chapel Hill

Margaret Hauth, Planning Director, Town of Hillsborough

Trish McGuire, Planning Director, Town of Carrboro

ORANGE COUNTY, NC
SCHOOLS ADEQUATE PUBLIC
FACILITIES ORDINANCE

**PREPARED BY A STAFF COMMITTEE: PLANNING DIRECTORS,
SCHOOL REPRESENTATIVES, TECHNICAL ADVISORY COMMITTEE
(SAPFOTAC)**

**(PURSUANT TO PROVISIONS OF A MEMORANDUM OF
UNDERSTANDING ADOPTED IN 2002 & 2003)
(ORDINANCES ADOPTED IN JULY 2003)**

Annual Report
2016

(BASED ON NOVEMBER 2015 DATA)

CERTIFIED BY THE BOCC ON MAY X, 2016

Table of Contents

2016 SAPFOTAC Executive Summary	i
Introduction.....	iv
Schools Adequate Public Facilities Ordinance Partners.....	v
Planning Directors/School Representatives Technical Advisory Committee.....	vi
I. Base Memorandum of Understanding	1
A. Level of Service	1
B. Building Capacity and Membership	2
Attachment I.B.1 – Orange County School Capacity (Elementary, Middle, & High) (2014-15).....	5
Attachment I.B.2 – Chapel Hill/Carrboro School Capacity (Elementary, Middle, & High) (2014-15).....	8
Attachment I.B.3 – Orange County School Capacity (Elementary, Middle, & High) (2015-16).....	11
Attachment I.B.4 – Chapel Hill/Carrboro School Capacity (Elementary, Middle, & High) (2015-16).....	14
C. Membership Date.....	17
II. Annual Update to Schools Adequate Public Facilities Ordinance System	18
A. Capital Investment Plan (CIP)	18
B. Student Membership Projection Methodology	19
Attachment II.B.I – Student Membership Projection Descriptions.....	21
Attachment II.B.2 – Student Membership Projection Models Performance Analysis (2014-15).....	22
Attachment II.B.3 – Student Membership Projection Models Performance Analysis (2015-16).....	26
C. Student Membership Projections	30
Attachment II.C.1 – Orange County Student Projections (Elementary, Middle, & High) (2014-15).....	35
Attachment II.C.2 – Chapel Hill/Carrboro Student Projections (Elementary, Middle, & High) (2014-15)	36
Attachment II.C.3 – Orange County Student Projections (Elementary, Middle, & High) (2015-16).....	37
Attachment II.C.4 – Chapel Hill/Carrboro Student Projections (Elementary, Middle, & High) (2015-16)	38
D. Student Membership Growth Rate.....	39
Attachment II.D.1 – Orange County and Chapel Hill/Carrboro Student Growth Rates (Chart dates from 2015-2025 based on 11/14/14 membership numbers) (2014-15)	40
Attachment II.D.2 – Orange County and Chapel Hill/Carrboro Student Growth Rates (Chart dates from 2016-2026 based on 11/13/15 membership numbers) (2015-16)	41
E. Student / Housing Generation Rate	42
Attachment II.E.1 – Current Student Generation Rates (2015)	44
III. Flowchart of Schools Adequate Public Facilities Ordinance Process	45
A. Capital Investment Plan (CIP) (Process 1).....	45
Attachment III.A.1 – Process 1 Capital Improvement Plan	46
B. Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) Update (Process 2)	47
Attachment III.B.1 – Process 2 Certificate of Adequate Public Schools (CAPS) Allocation.....	48

2016 SAPFOTAC Executive Summary

I. Base Memorandum of Understanding

A. Level of Service(No Change).....Pg. 1

	<i>Chapel Hill/Carrboro School District</i>	<i>Orange County School District</i>
<i>Elementary</i>	105%	105%
<i>Middle</i>	107%	107%
<i>High</i>	110%	110%

B. Building Capacity and Membership(Change).....Pg. 2

	<i>Chapel Hill/Carrboro School District</i>			<i>Orange County School District</i>		
	Capacity	Membership	Increase from Prior Year	Capacity	Membership	Increase from Prior Year
<i>Elementary</i>	5829	5501	(40)	3694	3318	59
<i>Middle</i>	2944	2844	(17)	2166	1739	(23)
<i>High</i>	3875	3701	(29)	2439	2469	(33)

C. Membership Date – November 15.....(No Change).....Pg.17

II. Annual Update to SAPFO System

A. Capital Investment Plan (CIP)(No Change).....Pg. 18

B. Student Membership Projection Methodology(No Change).....Pg. 19 *The average of 3, 5, and 10 year history/cohort survival, linear and arithmetic projection models.*

C. Student Membership Projections(Change).....Pg. 30

Analysis of 5 Years of Projections for 2015-16 School Year – Chapel Hill/Carrboro City Schools

(The first column for each year includes the student membership projection made for 2015-2016 in that given year. The second column for each year includes the number of students the projection was off compared to actual membership. An “L” indicates the projection was low compared to the actual, whereas an “H” indicates the projection was high compared to the actual.)

	Actual 2015 Membership	Year Projection Made for 2015-16 Membership									
		2010-2011		2011-2012		2012-2013		2013-2014		2014-2015	
Elementary	5501	5752	H251	5921	H420	5764	H263	5748	H247	5606	H105
Middle	2844	2951	H107	2949	H105	2972	H128	2947	H103	2895	H51
High	3701	3911	H210	3937	H236	3910	H209	3825	H124	3742	H41

Analysis of 5 Years of Projections for 2015-16 School Year – Orange County Schools

(The first column for each year includes the student membership projection made for 2015-2016 in that given year. The second column for each year includes the number of students the projection was off compared to actual membership. An “L” indicates the projection was low compared to the actual, whereas an “H” indicates the projection was high compared to the actual.)

		Year Projection Made for 2015-16 Membership									
	Actual 2015 Membership	2010-2011		2011-2012		2012-2013		2013-2014		2014-2015	
Elementary	3318	3617	H299	3649	H331	3574	H256	3555	H237	3285	L33
Middle	1739	1846	H107	1829	H90	1777	H38	1805	H66	1751	H12
High	2469	2375	L94	2379	L90	2359	L110	2411	L58	2510	H41

D. Student Membership Growth Rate(Change).....Pg. 39

Projected Average Annual Growth Rate over Next 10 Years										
	Chapel Hill/Carrboro School District					Orange County School District				
Year Projection Made:	2011-12	2012-13	2013-14	2014-15	2015-16	2011-12	2012-13	2013-14	2014-15	2015-16
Elementary	1.59%	1.18%	1.44%	1.11%	0.92%	1.6%	1.31%	1.30%	0.55%	0.80%
Middle	1.94%	1.59%	1.58%	1.15%	0.82%	2.01%	1.64%	1.42%	0.09%	0.67%
High	1.73%	1.60%	1.27%	1.22%	0.93%	1.61%	1.43%	1.35%	0.39%	0.56%

E. Student / Housing Generation Rate(No Change).....Pg. 42

SCHOOL ADEQUATE PUBLIC FACILITIES ORDINANCE STATUS

(based on future year Student Membership Projections)

CHAPEL HILL/CARRBORO SCHOOL DISTRICT

Elementary School Level

- A. Does not currently exceed 105% LOS standard (current LOS is 94.4%).
- B. The projected growth rate at this level is expected to decrease over the next 10 years, but remain positive (average ~0.92% per year compared to 1.7% over the past 10 years).
- C. Projections are not showing a need for an additional elementary school in the 10 year projection period. Last year’s projections showed a need in 2023-24.

Middle School Level

- A. Does not currently exceed 107% LOS standard (current LOS is 96.6%).
- B. The projected growth rate at this level is expected to decrease over the next 10 years, but remain positive (average ~0.82% compared to an average of 1.4% over the past 10 years).
- C. Projections are not showing a need for an additional middle school in the 10 year projection period. Last year’s projections showed a need in 2023-24.

High School Level

- A. Does not currently exceed the 110% LOS standard (current LOS is 95.5%).
- B. The projected growth rate at this level is expected to increase over the next 10 years (average ~0.93% compared to 0.79% over the past 10 years).
- C. Similar to last year, projections are not showing a need to expand Carrboro High School from the initial capacity of 800 students to the ultimate capacity of 1,200 students in the 10 year projection period.

ORANGE COUNTY SCHOOL DISTRICT

Elementary School Level

- A. Does not currently exceed 105% LOS standard (current LOS is 89.8%).
- B. The projected growth rate at this level is expected remain the same over the next 10 years (average ~0.80% compared to 0.80% over the past 10 years).
- C. Similar to last year, projections are not showing a need for an additional Elementary School in the 10 year projection period.

Middle School Level

- A. Does not currently exceed 107% LOS standard (current LOS is 80.3%).
- B. The projected growth rate at this level is expected to decrease, but remain positive over the next 10 years (average ~0.67% compared to 1.04% over the past 10 years).
- C. Similar to last year, projections are not showing a need for an additional Middle School in the 10 year projection period.

High School Level

- A. Does not currently exceed 110% LOS standard (current LOS is 101.2%).
- B. The projected growth rate at this level is expected to decrease, but remain positive over the next 10 years (average ~0.56% compared to 1.99% over the past 10 years).
- C. Projections are not showing a need to expand Cedar Ridge High School from the initial capacity of 1,000 students to 1,500 students in the ten year projection period. Last year's projections showed a need in 2022-23.

ADDITIONAL INFORMATION

The Schools Adequate Public Facilities Ordinance (SAPFO) student projections illustrate when the adopted level of service capacities are forecasted to be met and/or exceeded in anticipation of CIP planning and the construction of a new school. However, as is being identified by both school districts, a new trend is emerging to renovate and expand existing facilities to address school capacity needs in a more feasible way. As this trend continues, additional capacity resulting from school renovations and expansions will be added to the projection models in stages, once funding is approved, versus the addition of greater capacity when a new school is constructed and completed. The renovation and expansion to existing facilities may delay construction of new schools further into the future. This process will pose some challenges to SAPFO compared to the existing process which indicates in advance when a completely new school is needed. Decisions on the timing of reconstruction funding would be indirectly linked to the SAPFO model.

Orange County, NC School Adequate Public Facilities Ordinance

Introduction

The Schools Adequate Public Facilities Ordinance and its Memorandum of Understanding are ordinances and agreements, respectively. Supporting documents are anticipated to be dynamic to incorporate the annual changing conditions of membership, capacity and student projections that may affect School Capital Investment Plan (CIP) timing. This formal annual report will be forthcoming to all of the Schools Adequate Public Facilities Ordinance partners each year as new information is available.

This updated information is used in the schools capital needs process of the Capital Investment Plan (Process 1) and within elements of the Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) spreadsheet system (Process 2).

This report and any comments from the Schools Adequate Public Facilities Ordinance partners will be considered in the first half of each year by the Board of County Commissioners at a regular or special meeting. The various elements of the report are then “certified” and formally considered in the process of the upcoming Capital Investment Plan. The Certificate of Adequate Public Schools system is updated after November 15 when data is received from the school districts with actual membership and pre-certified capacity (i.e. CIP capacity or prior “joint action” capacity changes).

The Schools Adequate Public Facilities Ordinance and Memorandum of Understanding have dynamic aspects. The derivation of the baseline and update to the variables will continue in the future as a variety of school related issues are fine-tuned by technical and policy groups.

The primary facet of this report includes the creation of mathematical projections for student memberships by school levels (Elementary, Middle and High) and by School Districts (Chapel Hill/Carrboro and Orange County). This information is found in Section II, Subsections B, C, D, and E.

In summary, this report serves as an update to the dynamic conditions of student membership and school capacity which affect future projected needs considered in Capital Investment Planning.

Interested parties may make their comments known to the Board of County Commissioners prior to their review of the report and school CIP completion or ask questions of the SAPFOTAC members.

Schools Adequate Public Facilities Ordinance Partners

**ANNUAL REPORT AS OUTLINED IN
Schools Adequate Public Facilities Ordinance Memorandum
of Understanding (Schools APFO MOU)
SECTION 1d**

**RESPECTFULLY SUBMITTED
TO SCHOOLS ADEQUATE PUBLIC FACILITIES
ORDINANCE PARTNERS**

Chapel Hill/Carrboro School District School APFO	Orange County School District School APFO
Board of County Commissioners	Board of County Commissioners
Carrboro Board of Aldermen	Hillsborough Town Council
Chapel Hill Town Council	
Chapel Hill/Carrboro School Board	Orange County School Board

Planning Directors/School Representatives
Technical Advisory Committee
(aka SAPFOTAC)

Town of Carrboro
Trish McGuire, Planning Director
301 West Main Street
Carrboro, NC 27510

Town of Chapel Hill
Mary Jane Nirdlinger, Planning and Sustainability Executive Director
405 Martin Luther King, Jr. Blvd.
Chapel Hill, North Carolina 27514

Town of Hillsborough
Margaret Hauth, Planning Director
P.O. Box 429
Hillsborough, NC 27278

Orange County Planning Department
Craig Benedict, Planning Director and
Ashley Moncado, Special Projects Planner and
Gary Donaldson, Director of Finance and Administrative Services
131 W. Margaret Lane
P.O. Box 8181
Hillsborough, NC 27278

Orange County School District
Todd Wirt, Superintendent
Patrick Abele, Chief Operations Officer
200 E. King Street
Hillsborough, NC 27278

Chapel Hill-Carrboro School District
Todd LoFrese, Assistant Superintendent for Support Services and
Catherine Mau, Coordinator of Student Enrollment
750 Merritt Mill Road
Chapel Hill, NC 2751

I. Base Memorandum of Understanding

A. Level of Service

1. **Responsible Entity for Suggesting Change** – Change can only be effectuated by amendment to Memorandum of Understanding (MOU) by all School APFO partners.
2. **Definition** – Level of Service (LOS) means the amount (level) of students that can be accommodated (serviced) at a certain school system grade group [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)].

3. **Standard for:**

Standard for:

Chapel Hill/Carrboro School District			Orange County School District		
Elementary	Middle	High School	Elementary	Middle	High School
105%	107%	110%	105%	107%	110%

4. **Analysis of Existing Conditions:**

Analysis of Existing Conditions:

Chapel Hill/Carrboro School District

Orange County School District

These standards are acceptable at this time.

These standards are acceptable at this time.

5. **Recommendation:**

Recommendation:

Chapel Hill/Carrboro School District

Orange County School District

No change from above standard.

No change from above standard.

B. Building Capacity and Membership

1. **Responsible Entity for Suggesting Change** – The Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) will receive requested changes that are CIP related and adopted in the prior year. CIP capacity changes will be updated along with actual membership received in November of each year. Other changes will be sent to a ‘Joint Action Committee’ of the BOCC and Board of Education, as noted in the MOU, who will make recommendations and forward changes (on the specific forms with justification) to the full Board of County Commissioners for review and action. These non-CIP changes would be updated in the upcoming November CAPS system recalibration and included in the SAPFOTAC report.
2. **Definition** – “For purposes of this Memorandum, "building capacity" will be determined by reference to State guidelines and the School District guidelines (consistent with CIP School Construction Guidelines/policies developed by the School District and the Board of County Commissioners) and will be determined by a joint action of the School Board and the Orange County Board of Commissioners. As used herein the term "building capacity" refers to permanent buildings. Mobile classrooms and other temporary student accommodating classroom spaces are not permanent buildings and may not be counted in determining the school districts building capacity.”

3. **Standard for:**

Chapel Hill/Carrboro School District

The original certified capacity for each of the schools was certified by the respective superintendent and incorporated in the initialization of the CAPS system (Chapel Hill Carrboro School District April 29, 2002 - Base) Capacity changes were made each year as follows:

2003: Increase of 619 at Rashkis Elementary.

2004: No changes at Elementary, Middle, or High School levels.

2005: No changes at Elementary, Middle, or High

Standard for:

Orange County School District

The original certified capacity for each of the schools was certified by the respective superintendent and incorporated in the initialization of the CAPS system (Orange County School District April 30, 2002 - Base) Capacity changes were made each year as follows:

2003: No net increase in capacity at Elementary level. No changes at Middle School level. Increase of 1,000 at Cedar Ridge High School.

2004: No net increase in capacity at Elementary

Section I

School levels.

2006: No changes at Elementary, Middle, or High School levels.

2007: An increase of 800 at the High School level with the opening of Carrboro High School.

2008: An increase of 323 at the Elementary School level due to the opening of Morris Grove Elementary School and the implementation of the 1:21 class size ratio in grades K-3

2009: No changes at Elementary, Middle, or High School levels.

2010: An increase in capacity of 40 students at the High School level with Phoenix Academy High School becoming official high school within the district

2011: No changes at Elementary, Middle, or High School levels.

2012: No changes at Elementary, Middle, or High School levels.

2013: An increase in capacity of 585 students due to the opening of Northside Elementary School.

2014: An increase in capacity of 104 students due to the opening of the Culbreth Middle School addition.

2015: No changes at Elementary, Middle, or High School levels.

level. No changes at Middle or High School levels.

2005: An increase in capacity of 100 at Hillsborough Elementary with the completion of renovations.

2006: An increase in capacity of 700 at the Middle School level with the completion of Gravelly Hill Middle School and an increase of 15 at the High School level with the temporary location of Partnership Academy Alternative School. An increase of 2 at the Elementary level due to a change in the capacity calculation for each grade at each school.

2007: No changes at Elementary, Middle, or High School levels.

2008: A decrease of 228 at the Elementary School level due to the implementation of the 1:21 class size ratio in grades K-3 and an increase of 25 at the High School level with the completion of the new Partnership Academy Alternative School.

2009: No changes at Elementary, Middle, or High School levels.

2010: No changes at Elementary, Middle, or High School levels.

2011: No changes at Elementary, Middle, or High School levels.

2012: No changes at Elementary or Middle School levels. A decrease of 119 at High School level as a result of a N.C. Department of Public Instruction (DPI) study.

2013: No changes at Elementary, Middle, or High

4. Analysis of Existing Conditions:**Chapel Hill/Carrboro School District**

The Schools Facilities Task Force developed a system to calculate capacity. Any changes year to year will be monitored, reviewed, and recorded by the SAPFOTAC on approved forms distributed to SAPFO partners and certified upon approval by the Board of County Commissioners each year. The requested 2015-16 capacity is noted on Attachment I.B.4

5. Recommendation:**Chapel Hill/Carrboro School District**

Accept school capacities at all levels, as reported by CHCCS and shown in Attachment I.B.4.

School levels.

2014: No changes at Elementary, Middle, or High School levels.

2015: No changes at Elementary, Middle, or High School levels.

Analysis of Existing Conditions:**Orange County School District**

The Schools Facilities Task Force developed a system to calculate capacity. Any changes year to year will be monitored, reviewed, and recorded by the SAPFOTAC on approved forms distributed to SAPFO partners and certified upon approval by the Board of County Commissioners each year. The requested 2015-16 capacity is noted on Attachment I.B.3

Recommendation:**Orange County School District**

Accept school capacities at all levels, as reported by OCS and shown in Attachment I.B.3.

Attachment I.B.1 Orange County School Capacity (Elementary, Middle, & High)
(2014-15)
page 1 of 3

School APFO Capacity, Membership and Change Request Form

School District: Orange County Schools
SAPFO CAPS Year: November 14, 2014 - November 13, 2015
Capacity and Membership Submittal Date: November 14, 2014

Elementary School	Square Feet	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	Justification Footnote #	Membership
Cameron Park	70,812	565	565	565	565	565		591
Central	52,492	455	455	455	455	455		305
Efland Cheeks	64,316	497	497	497	497	497		426
Grady Brown	74,016	544	544	544	544	544		466
Hillsborough	51,106	471	471	471	471	471		457
New Hope	100,164	586	586	586	586	586		614
Pathways	85,282	576	576	576	576	576		400
Total	498,188	3,694	3,694	3,694	3,694	3,694		3,259

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Saturday this year, membership and capacity numbers shall be provided for Friday, November 14, 2014.

Justification:

Capacity Certification:

[Signature] 11/14/14
Superintendent Date

Earl M^cLee 12/9/14
BOCC Chair Date

Membership Certification:

[Signature] 11/14/14
Superintendent Date

Earl M^cLee 12/9/14
BOCC Chair Date

**Attachment I.B.1 Orange County School Capacity (Elementary, Middle, & High)
(2014-15)
page 2 of 3**

School APFO Capacity, Membership and Change Request Form

School District: Orange County Schools
SAPFO CAPS Year: November 14, 2014 - November 13, 2015
Capacity and Membership Submittal Date: November 14, 2014

Middle School	Square Feet	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	Justification Footnote #	Membership
A.L. Stanback	136,000	740	740	740	740	740		614
C.W. Stanford	107,620	726	726	726	726	726		650
Gravelly Hill	123,000	700	700	700	700	700		498
Total	366,620	2,166	2,166	2,166	2,166	2,166		1,762

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Saturday this year, membership and capacity numbers shall be provided for Friday, November 14, 2014.

Justification:

Capacity Certification:

[Signature] 12/9/14
Superintendent Date

Earl M. Lee 12/9/14
BOCC Chair Date

Membership Certification:

[Signature] 12/9/14
Superintendent Date

Earl M. Lee 12/9/14
BOCC Chair Date

Attachment I.B.1 Orange County School Capacity (Elementary, Middle, & High)
(2014-15)
page 3 of 3

School APFO Capacity, Membership and Change Request Form

School District: Orange County Schools
SAPFO CAPS Year: November 14, 2014 - November 13, 2015
Capacity and Membership Submittal Date: November 14, 2014

High School	Square Feet	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	Justification Footnote #	Membership
Orange	213,509	1,518	1,518	1,399	1,399	1,399		1,318
Cedar Ridge	206,900	1,000	1,000	1,000	1,000	1,000		1,154
Partnership	6,600	40	40	40	40	40		30
Total	427,009	2,558	2,558	2,439	2,439	2,439		2,502

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. The 2012-2013 capacity numbers for Orange High School (1,399) is based on a capacity analysis and facilities study completed by the Department of Public Instruction in August 2012. 3. Due to November 15th falling on a Saturday this year, membership and capacity numbers shall be provided for Friday, November 14, 2014.

Justification:

Capacity Certification:

Dalsman 11/17/14
Superintendent Date

Earl M'kee 12/9/14
BOCC Chair Date

Membership Certification:

Dalsman 11/17/14
Superintendent Date

Earl M'kee 12/9/14
BOCC Chair Date

Attachment I.B.2 Chapel Hill/Carrboro School Capacity (Elementary, Middle, & High)
(2014-15)
page 1 of 3

School APFO Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools
SAPFO CAPS Year: November 14, 2014 - November 13, 2015
Capacity and Membership Submittal Date: November 14, 2014

Elementary School	Square Feet	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Carrboro	60,832	533	533	533	533	533		500
Ephesus	66,952	448	448	448	448	448		431
Estes Hills	56,299	527	527	527	527	527		480
FP Graham	66,689	538	538	538	538	538		496
Glenwood	50,764	423	423	423	423	423		483
McDougle	98,000	564	564	564	564	564		478
Morris Grove	90,221	585	585	585	585	585		550
Northside	99,500	0	0	0	585	585		520
Rashkis	95,729	585	585	585	585	585		526
Scroggs	90,980	575	575	575	575	575		554
Seawell	52,896	466	466	466	466	466		523
Total	828,862	5,244	5,244	5,244	5,829	5,829		5,541

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Saturday this year, membership and capacity numbers shall be provided for Friday, November 14, 2014.

Justification:

Capacity Certification:

Thomas A. Ford 11/20/14
Superintendent Date

Earl M. Kee 12/9/14
BOCC Chair Date

Membership Certification:

Thomas A. Ford 11/20/14
Superintendent Date

Earl M. Kee 12/9/14
BOCC Chair Date

Attachment I.B.2 Chapel Hill/Carrboro School Capacity (Elementary, Middle, & High)
(2014-15)
page 2 of 3

School APFO Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools
SAPFO CAPS Year: November 14, 2014 - November 14, 2015
Capacity and Membership Submittal Date: November 14, 2014

Middle School	Square Feet	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Culbreth	122,467	670	670	670	670	774	Science wing addition	686
McDougle	136,221	732	732	732	732	732		721
Phillips	109,498	706	706	706	706	706		625
Smith	128,764	732	732	732	732	732		829
Total	496,950	2,840	2,840	2,840	2,840	2,944		2,861

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Saturday this year, membership and capacity numbers shall be provided from Friday, November 14, 2014.

Justification:

Capacity Certification:

Thomas J. Fowell 12/11/14
Superintendent Date

Earl M. Kee 12/9/14
BOCC Chair Date

Membership Certification:

Thomas J. Fowell 12/11/14
Superintendent Date

Earl M. Kee 12/9/14
BOCC Chair Date

Attachment I.B.2 Chapel Hill/Carrboro School Capacity (Elementary, Middle, & High)
(2014-15)
page 3 of 3

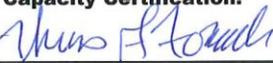
School APFO Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools
SAPFO CAPS Year: November 14, 2014 - November 13, 2015
Capacity and Membership Submittal Date: November 14, 2014

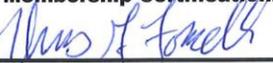
High School	Square Feet	2010-2011 Requested Capacity	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Carrboro	148,023	800	800	800	800	800		833
Chapel Hill	241,111	1,520	1,520	1,520	1,520	1,520		1,454
East Chapel Hill	259,869	1,515	1,515	1,515	1,515	1,515		1,410
Phoenix Acad.	5,207	40	40	40	40	40		33
Total	654,210	3,875	3,875	3,875	3,875	3,875		3,730

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Saturday this year, membership and capacity numbers shall be provided for Friday, November 14, 2014.

Justification:

Capacity Certification:

 Superintendent Date 11/20/14


 BOCC Chair Date 12/9/14

Membership Certification:

 Superintendent Date 11/20/14


 BOCC Chair Date 12/9/14

Attachment I.B.3 Orange County School Capacity (Elementary, Middle, & High)
 (2015-16)
 (page 1 of 3)

School APFO Capacity, Membership and Change Request Form

School District: Orange County Schools
SAPFO CAPS Year: November 13, 2015 - November 14, 2016
Capacity and Membership Submittal Date: November 13, 2015

Elementary School	Square Feet	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	Justification Footnote #	Membership
Cameron Park	70,812	565	565	565	565	565		609
Central	52,492	455	455	455	455	455		319
Efland Cheeks	64,316	497	497	497	497	497		428
Grady Brown	74,016	544	544	544	544	544		486
Hillsborough	51,106	471	471	471	471	471		466
New Hope	100,164	586	586	586	586	586		621
Pathways	85,282	576	576	576	576	576		389
Total	498,188	3,694	3,694	3,694	3,694	3,694		3,318

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Sunday this year, membership and capacity numbers shall be provided for Friday, November 13, 2015.

Justification:

Capacity Certification:


 Superintendent 11/19/15
 Date


 BOCC Chair 12/15/15
 Date

Membership Certification:


 Superintendent 11/19/15
 Date


 BOCC Chair 12/15/15
 Date

Attachment I.B.3 Orange County School Capacity (Elementary, Middle, & High)
(2015-16)
(page 2 of 3)

School APFO Capacity, Membership and Change Request Form

School District: Orange County Schools
SAPFO CAPS Year: November 13, 2015 - November 14, 2016
Capacity and Membership Submittal Date: November 13, 2015

Middle School	Square Feet	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	Justification Footnote #	Membership
A.L. Stanback	136,000	740	740	740	740	740		635
C.W. Stanford	107,620	726	726	726	726	726		654
Gravelly Hill	123,000	700	700	700	700	700		450
Total	366,620	2,166	2,166	2,166	2,166	2,166		1,739

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Sunday this year, membership and capacity numbers shall be provided for Friday, November 13, 2015.

Justification:

Capacity Certification:

[Signature] 11/19/15
Superintendent Date

Earl M^s/lee 12/15/15
BOCC Chair Date

Membership Certification:

[Signature] 11/19/15
Superintendent Date

Earl M^s/lee 12/15/15
BOCC Chair Date

Attachment I.B.3 Orange County School Capacity (Elementary, Middle, & High)
(2015-16)
(page 3 of 3)

School APFO Capacity, Membership and Change Request Form

School District: Orange County Schools
SAPFO CAPS Year: November 13, 2015 - November 14, 2016
Capacity and Membership Submittal Date: November 13, 2015

High School	Square Feet	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	Justification Footnote #	Membership
Orange	213,509	1,518	1,399	1,399	1,399	1,399		1,298
Cedar Ridge	206,900	1,000	1,000	1,000	1,000	1,000		1,140
Partnership	6,600	40	40	40	40	40		31
Total	427,009	2,558	2,439	2,439	2,439	2,439		2,469

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. The 2012-2013 capacity numbers for Orange High School (1,399) is based on a capacity analysis and facilities study completed by the Department of Public Instruction in August 2012. 3. Due to November 15th falling on a Sunday this year, membership and capacity numbers shall be provided for Friday, November 13, 2015.

Justification:

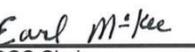
Capacity Certification:

 11/19/15
Superintendent Date

 12/15/15
BOCC Chair Date

Membership Certification:

 11/19/15
Superintendent Date

 12/15/15
BOCC Chair Date

Attachment I.B.4 Chapel Hill/Carrboro School Capacity (Elementary, Middle, & High)
(2015-16)
(page 1 of 3)

School APFO Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools
SAPFO CAPS Year: November 13, 2015 - November 14, 2016
Capacity and Membership Submittal Date: November 13, 2015

Elementary School	Square Feet	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Carrboro	60,832	533	533	533	533	533		502
Ephesus	66,952	448	448	448	448	448		440
Estes Hills	56,299	527	527	527	527	527		485
Glenwood	50,764	423	423	423	423	423		454
FP Graham	66,689	538	538	538	538	538		531
McDougle	98,000	564	564	564	564	564		499
Rashkis	95,729	585	585	585	585	585		517
Scroggs	90,980	575	575	575	575	575		505
Seawell	52,896	466	466	466	466	466		525
Morris Grove	90,221	585	585	585	585	585		558
Northside	99,500	0	0	585	585	585		485
Total	828,862	5,244	5,244	5,829	5,829	5,829		5,501

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Sunday this year, membership and capacity numbers shall be provided for Friday, November 13, 2015.

Justification:

Capacity Certification:

[Signature] 12/15/15
Superintendent Date

Earl M. Lee 12/15/15
BOCC Chair Date

Membership Certification:

[Signature] 12/15/15
Superintendent Date

Earl M. Lee 12/15/15
BOCC Chair Date

Attachment I.B.4 Chapel Hill/Carrboro School Capacity (Elementary, Middle, & High)
 (2015-16)
 (page 2 of 3)

School APFO Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools
SAPFO CAPS Year: November 13, 2015 - November 14, 2016
Capacity and Membership Submittal Date: November 13, 2015

Middle School	Square Feet	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Culbreth	108,058	670	670	670	774	774		716
McDougle	136,221	732	732	732	732	732		689
Phillips	109,498	706	706	706	706	706		642
Smith	128,764	732	732	732	732	732		797
Total	482,541	2,840	2,840	2,840	2,944	2,944		2,844

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Sunday this year, membership and capacity numbers shall be provided for Friday, November 13, 2015.

Justification:

Capacity Certification:

Thos A. [Signature] 12/15/15
 Superintendent Date

Earl M. [Signature] 12/15/15
 BOCC Chair Date

Membership Certification:

Thos A. [Signature] 12/15/15
 Superintendent Date

Earl M. [Signature] 12/15/15
 BOCC Chair Date

Attachment I.B.4 Chapel Hill/Carrboro School Capacity (Elementary, Middle, & High)
 (2015-16)
 (page 3 of 3)

School APFO Capacity, Membership and Change Request Form

School District: Chapel Hill-Carrboro City Schools
SAPFO CAPS Year: November 13, 2015 - November 14, 2016
Capacity and Membership Submittal Date: November 13, 2015

High School	Square Feet	2011-2012 Requested Capacity	2012-2013 Requested Capacity	2013-2014 Requested Capacity	2014-2015 Requested Capacity	2015-2016 Requested Capacity	Justification Footnote #	Membership (referenced school year)
Chapel Hill	241,111	1,520	1,520	1,520	1,520	1,520		1,471
East Chapel Hill	259,869	1,515	1,515	1,515	1,515	1,515		1,373
Carrboro	148,023	800	800	800	800	800		824
Phoenix Acad.	5,207	40	40	40	40	40		33
Total	654,210	3,875	3,875	3,875	3,875	3,875		3,701

Special Note(s): 1. For the November 15, 2002 base year the board accepted the superintendent-certified capacities as part of the School Facilities Task Force review and 2003 Planners and School Representative Technical Advisory Committee Report. These capacities will remain effective until changed by (1) the School CIP or (2) an amended version of this form that is certified by the BOCC. 2. Due to November 15th falling on a Sunday this year, membership and capacity numbers shall be provided for Friday, November 13, 2015.

Justification:

Capacity Certification:

Miss F. Full 12/15/15
 Superintendent Date

Earl M. Lee 12/15/15
 BOCC Chair Date

Membership Certification:

Miss F. Full 12/15/15
 Superintendent Date

Earl M. Lee 12/15/15
 BOCC Chair Date

C. Membership Date

1. ***Responsible Entity for Suggesting Change*** – Change can be effectuated only by amendment to Memorandum of Understanding (MOU) by all School APFO partners. The Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) may advise if a change in date would improve the reporting or timeliness of the report.
2. ***Definition*** – The date at which student membership is calculated. This date is updated each year and also serves as the basis for projections along with the history from previous years. “For purposes of this Memorandum, the term "school membership" means the actual number of students attending school as of November 15 of each year. The figure is determined by considering the number of students enrolled (i.e. registered, regardless of whether a student is no longer attending school) and making adjustments for withdrawals, dropouts, deaths, retentions and promotions. Students who are merely absent from class on the date membership is determined as a result of sickness or some other temporary reason are included in school membership figures. Each year the School District shall transmit its school membership to the parties to this agreement no later than five (5) school days after November 15.
3. ***Standard for:***

Chapel Hill/Carrboro School District November 15 of each year	Standard for: Orange County School District November 15 of each year
---	--
4. ***Analysis of Existing Conditions:***
This will be analyzed in the future years to determine if it is an exemplary date.
5. ***Recommendation:***

Chapel Hill/Carrboro School District No change at this time.	Recommendation: Orange County School District No change at this time.
--	---

II. Annual Update to Schools Adequate Public Facilities Ordinance System

A. Capital Investment Plan (CIP)

1. **Responsible Entity for Suggesting Change** – The updating of this section will be conducted by the Board of County Commissioners (BOCC) after review of the CIP requests from the School Districts. Action regarding CIP programs usually occurs during the BOCC budget Public Hearing process in the winter and spring of each year. The development of the CIP considers the conditions noted in the SAPFOTAC report released in the same CIP development year including LOS (level of service), capacity, and membership projections.
2. **Definition** – The process and resultant program to determine school needs and provide funding for new school facilities through a variety of funding mechanisms.
3. **Standard for:**

Chapel Hill/Carrboro School District	Orange County School District
Not Applicable	Not Applicable
4. **Analysis of Existing Conditions:**

The MOU outlines a system of implementing the SAPFO, including issuing Certificates of Adequate Public Schools (CAPS) to new development if capacity is available. The Requests for CAPS will be evaluated using the most recently adopted Capital Investment Plan. A new Capital Investment Plan is currently under development for approval prior to June 30, 2016.
5. **Recommendation:**

Not subject to staff review.

B. Student Membership Projection Methodology

1. **Responsible Entity for Suggesting Change** – This section is reviewed and recommended by the Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) to the BOCC for change, if necessary.
2. **Definition** – The method(s) by which student memberships are calculated for future years to determine total membership at each combined school level (Elementary, Middle, and High School) which take into consideration historical membership totals at a specific time (November 15) in the school year. These methods are also known as ‘models’.
3. **Standard for:**

Chapel Hill/Carrboro School District	Orange County School District
<p>Presently, the <u>average of five models</u> is being used: namely 3, 5, and 10 year history/cohort survival methods, Orange County Planning Department Linear Wave, and Tischler Linear methods. Attachment II.B.1 includes a description of each model.</p>	
4. **Analysis of Existing Conditions:**

Performance of the models is monitored each year. The value of a projection model is in its prediction of school level capacities at least three years in advance of capacity shortfalls so the annual Capital Investment Plan (CIP) updates can respond proactively with siting, design, and construction. Attachment II.B.1 includes a description of each model. Attachment II.B.3 shows the performance of the models for the 2014-15 school year from the prior year projection.
5. **Recommendation:**

More than ten years of projection results are now available. Analysis on the accuracy of the results is showing that some models have better results in one district while others have better results in the other district. The historic growth rate is recorded by the models, but projected future growth is more difficult to accurately quantify. In all areas of the county, proposed growth is not included in the SAPFO projection system until actual students begin enrollment. The system is updated in November of each year, becoming part of the historical projection base. This is especially pertinent in the Orange County School District which serves students living within the Orange County portion of the City of Mebane which have had little historic enrollment

Section II

impact. The significant proposed residential growth occurring within Mebane's jurisdiction has yet to be fully entered into the historically based projection methods. Although construction activity in this portion of the county has slowed, there are still a substantial number of approved, but undeveloped residential lots.

STUDENT MEMBERSHIP PROJECTIONS

PROJECTION TYPE	DESCRIPTION / CHARACTERISTICS	FORMULA	ASSUMPTIONS
Tischler Linear (OCS & CHCCS)	Mathematical formula; straight line projection	$y = ((c * b)^x) + b$ y=projected population; c=historical annual change; b=base year; x= projection years	Historical growth is reflected in projected growth
OCP Linear Wave (OCS)	Mathematical linear with percent variation among school levels; reflects progressing waves of membership	$BYM + (BYI + 5(n)) = EYM \quad EYM * \%SL = EYM/SL$ BYM= base year 2nd month membership; BYI=year student membership increment base; EYM=ensuing year membership; n=projection year; %SL=% of total membership per school level (i.e. elementary, middle, high); EYM/SL=ensuing year member by school level	Base year growth reflects 10-year average; increase in BYI of 5 every other year reflects increases in housing growth; reflects buildout constraints
OCP Linear Wave (CHCCS)	Mathematical linear with percent variation among school levels; reflects progressing waves of membership	$BYM + (BYI - 15(n)) = EYM \quad EYM * \%SL = EYM/SL$ BYM= base year 2nd month membership; BYI=year student membership increment base; EYM=ensuing year membership; n=projection year; %SL=% of total membership per school level (i.e. elementary, middle, high); EYM/SL=ensuing year member by school level	Base year growth reflects 10-year average; decrease in BYI of 15 until school year 2010-2011 reflects decreases in housing growth; reflects buildout constraints
3-Year Cohort (OCS & CHCCS)	Mathematical formula that computes the average advancement rate over the previous 3 years for each grade level and then uses each rate to calculate projected membership by school level; an assumed kindergarten membership is based on birth records and/or historical growth rates	$K_n = k_{n-1} + (k_{n-1} * 0.01)$ $n=1$ $a = (\sum G_n / g_{n-1}) / 3$ $n=3$ $b = g_{n-1} (a)$ K=kindergarten membership; n=given school year; G=given grade's membership(other than kindergarten); g= previous grade's membership; a=average advancement rate; b=projected membership	Assumes a 1% annual growth rate for the kindergarten grade level; assumes the same percentage of students in each grade level graduate to the next level each year
5 year Cohort (OCS & CHCCS)	Mathematical formula that computes the average advancement rate over the previous 5 years for each grade level and then uses each rate to calculate projected membership by school level; an assumed kindergarten membership is based on birth records and/or historical growth rates	$K_n = k_{n-1} + (k_{n-1} * 0.01)$ $n=1$ $a = (\sum G_n / g_{n-1}) / 5$ $n=5$ $b = g_{n-1} (a)$ K=kindergarten membership; n=given school year; G=given grade's membership(other than kindergarten); g= previous grade's membership; a=average advancement rate; b=projected membership	Assumes a 1% annual growth rate for the kindergarten grade level; assumes the same percentage of students in each grade level graduate to the next level each year
10 year Cohort (OCS & CHCCS)	Mathematical formula that computes the average advancement rate over the previous 10 years for each grade level and then uses each rate to calculate projected membership by school level; an assumed kindergarten membership is based on birth records and/or historical growth rates	$K_n = k_{n-1} + (k_{n-1} * 0.01)$ $n=1$ $a = (\sum G_n / g_{n-1}) / 10$ $n=10$ $b = g_{n-1} (a)$ K=kindergarten membership; n=given school year; G=given grade's membership(other than kindergarten); g= previous grade's membership; a=average advancement rate; b=projected membership	Assumes a 1% annual growth rate for the kindergarten grade level; assumes the same percentage of students in each grade level graduate to the next level each year

**Orange County School District
School Membership 2014-15 School Year (November 14, 2014)**

	11/15/13 Actual 2013-14	2014 Report Projection for 2014-15	11/14/14 Actual 2014-15	Change between actual Nov 2013 - Nov 2014
Elementary	3433		3259	-174
<u>Model</u>			<u>Projection is</u>	
T		3493	H234	
OCP		3492	H233	
10C		3457	H198	
5C		3471	H212	
3C		3488	H229	
AVG		3472	H213	
	11/15/13		11/14/14	
Middle	1747		1762	+15
<u>Model</u>			<u>Projection is</u>	
T		1778	H16	
OCP		1777	H15	
10C		1796	H34	
5C		1799	H37	
3C		1793	H31	
AVG		1789	H27	
	11/15/13		11/14/14	
High	2421		2502	+81
<u>Model</u>			<u>Projection is</u>	
T		2463	L39	
OCP		2434	L68	
10C		2404	L98	
5C		2436	L66	
3C		2294	L208	
AVG		2406	L96	
Totals	11/15/13		11/14/14	
Elementary	3433		3259	
Middle	1747		1762	
High	2421		2502	
	7601		7523	-78
<u>Model</u>			<u>Projection is</u>	
T		7734	H211	
OCP		7703	H180	
10C		7657	H134	
5C		7706	H183	
3C		7575	H52	
AVG		7667	H144	

H means High
L means Low

**Orange County School District
 School Membership 2014-2015 School Year (November 14, 2014)**

Statistical Findings

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T)	10-YEAR COHORT (10C)
ORANGE COUNTY PLANNING (OCP)	5-YEAR COHORT (5C)
	3-YEAR COHORT (3C)

Elementary School Level

- Projections were all high ranging from 198 students to 234 students high. On average, the projections were 213 students higher than actual membership.
- The membership actually decreased by 174 students between November 15, 2013 and November 14, 2014.

Middle School Level

- Projections were all high, ranging from 15 students to 37 students high. On average, the projections were 27 students higher than the actual membership.
- The membership actually increased by 15 students between November 15, 2013 and November 14, 2014.

High School Level

- Projections were all low ranging from 39 students to 208 students low. On average, the projections were 96 students lower than the actual membership.
- The membership actually increased by 81 students between November 15, 2013 and November 14, 2014.

TOTAL

- The totals of all school level projections were high, ranging from 52 to 211 above actual membership. On average, the projections were high by 144 students.
- The membership decreased in total by 78 students, which is the sum of -174 at Elementary, +15 at Middle, and +81 at High.

**Chapel Hill/Carrboro School District
School Membership 2014-2015 School Year (November 14, 2014)**

	11/15/13 Actual 2013-14	2014 Report Projection for 2014-15	11/14/14 Actual 2014-15	Change between actual Nov 2013 - Nov 2014
Elementary	5554		5541	-13
<u>Model</u>			<u>Projection is</u>	
T		5647	H106	
OCP		5655	H114	
10C		5637	H96	
5C		5610	H69	
3C		5628	H87	
AVG		5635	H94	
	<u>11/15/13</u>		<u>11/14/14</u>	
Middle	2858		2861	+3
<u>Model</u>			<u>Projection is</u>	
T		2906	H45	
OCP		2889	H28	
10C		2957	H96	
5C		2930	H69	
3C		2943	H82	
AVG		2925	H64	
	<u>11/15/13</u>		<u>11/14/14</u>	
High	3764		3730	-34
<u>Model</u>			<u>Projection is</u>	
T		3827	H97	
OCP		3875	H145	
10C		3761	H31	
5C		3772	H42	
3C		3788	H58	
AVG		3805	H75	
Totals	<u>11/15/13</u>		<u>11/14/14</u>	
Elementary	5554		5541	
Middle	2858		2861	
High	3764		3730	
	12,176		12,132	-44
<u>Model</u>			<u>Projection is</u>	
T		12,380	H248	
OCP		12,419	H287	
10C		12,355	H223	
5C		12,312	H180	
3C		12,359	H227	
AVG		12,365	H233	

H means High

L means Low

**Chapel Hill/Carrboro School District
 School Membership 2014-2015 School Year (November 14, 2014)**

Statistical Findings

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T)	10-YEAR COHORT (10C)
ORANGE COUNTY PLANNING (OCP)	5-YEAR COHORT (5C)
	3-YEAR COHORT (3C)

Elementary School Level

- Projections were all high, ranging from 69 students to 114 students high. On average, the projections were 94 students higher than the actual membership.
- The actual membership decreased by 13 students between November 15, 2013 and November 14, 2014.

Middle School Level

- Projections were all high, ranging from 28 students to 96 students high. On average, the projections were 64 students higher than the actual membership.
- The actual membership increased by 3 students between November 15, 2013 and November 14, 2014.

High School Level

- Projections were all high, ranging from 31 students to 145 students high. On average, the projections were 75 students higher than the actual membership.
- The actual membership decreased by 34 students between November 15, 2013 and November 14, 2014.

TOTAL

- The total of all school level projections were all high, ranging from 180 students to 287 students above actual membership. On average, the projections were high by 233 students.
- The membership decreased in total by 44 students, which is the sum of -13 at Elementary, +3 at Middle, and -34 at High.

Orange County School District
School Membership 2015-16 School Year (November 13, 2015)

	11/14/14 Actual 2014-15	2015 Report Projection for 2015-16	11/13/15 Actual 2015-16	Change between actual Nov 2014 - Nov 2015
Elementary	3259		3318	+59
<u>Model</u>			<u>Projection is</u>	
T		3309	L9	
OCP		3318	Equal	
10C		3279	L39	
5C		3268	L50	
3C		3251	L67	
AVG		3285	L33	
	<u>11/14/14</u>		<u>11/13/15</u>	
Middle	1762		1739	-23
<u>Model</u>			<u>Projection is</u>	
T		1789	H50	
OCP		1791	H52	
10C		1730	L9	
5C		1722	L17	
3C		1721	L18	
AVG		1751	H12	
	<u>11/14/14</u>		<u>11/13/15</u>	
High	2502		2469	-33
<u>Model</u>			<u>Projection is</u>	
T		2541	H72	
OCP		2545	H76	
10C		2456	L13	
5C		2488	H19	
3C		2520	H51	
AVG		2510	H41	
Totals	<u>11/14/14</u>		<u>11/13/15</u>	
Elementary	3259		3318	
Middle	1762		1739	
High	2502		2469	
	7523		7526	+3
<u>Model</u>			<u>Projection is</u>	
T		7639	H113	
OCP		7654	H128	
10C		7465	L61	
5C		7478	L48	
3C		7492	L34	
AVG		7546	H20	

H means High
L means Low

**Orange County School District
School Membership 2015-2016 School Year (November 13, 2015)**

Statistical Findings

<i>PROJECTION TYPE ABBREVIATIONS</i>	
‘TISCHLER’ LINEAR (T) ORANGE COUNTY PLANNING (OCP)	10-YEAR COHORT (10C) 5-YEAR COHORT (5C) 3-YEAR COHORT (3C)

Elementary School Level

- The majority of projections were all low ranging from 9 students to 67 students below actual membership. One projection equaled actual membership. On average, the projections were 33 students lower than actual membership.
- The membership actually increased by 59 students between November 14, 2014 and November 13, 2015.

Middle School Level

- Projections were mixed low and high, ranging from 18 students below to 52 students above actual membership. On average, the projections were 12 students higher than the actual membership.
- The membership actually decreased by 23 students between November 14, 2014 and November 13, 2015.

High School Level

- The majority of projections were high, ranging from 19 to 76 students above actual membership. One projection was low with 13 students below actual membership. On average, the projections were 41 students higher than the actual membership.
- The membership actually decreased by 33 students between November 14, 2014 and November 13, 2015.

TOTAL

- The totals of all school level projections were mixed low to high, ranging from 61 students below to 128 students above actual membership. On average, the projections were 20 students higher than the actual membership.
- The membership increased in total by 3 students, which is the sum of +59 at Elementary, -23 at Middle, and -33 at High.

**Chapel Hill/Carrboro School District
 School Membership 2015-16 School Year (November 13, 2015)**

	11/14/14 Actual 2014-15	2015 Report Projection for 2015-16	11/13/15 Actual 2015-16	Change between actual Nov 2014 - Nov 2015
Elementary	5541		5501	-40
<i>Model</i>			<i>Projection is</i>	
T		5625	H124	
OCP		5641	H140	
10C		5606	H105	
5C		5586	H85	
3C		5573	H72	
AVG		5606	H105	
	<u>11/14/14</u>		<u>11/13/15</u>	
Middle	2861		2844	-17
<i>Model</i>			<i>Projection is</i>	
T		2905	H61	
OCP		2898	H54	
10C		2910	H66	
5C		2888	H44	
3C		2874	H30	
AVG		2895	H51	
	<u>11/14/14</u>		<u>11/13/15</u>	
High	3730		3701	-29
<i>Model</i>			<i>Projection is</i>	
T		3787	H86	
OCP		3818	H117	
10C		3701	Equal	
5C		3707	H6	
3C		3696	L5	
AVG		3742	H41	
Totals	<u>11/14/14</u>		<u>11/13/15</u>	
Elementary	5541		5501	
Middle	2861		2844	
High	3730		3701	
	12,132		12,046	-86
<i>Model</i>			<i>Projection is</i>	
T		12,317	H271	
OCP		12,357	H311	
10C		12,217	H171	
5C		12,181	H135	
3C		12,143	H97	
AVG		12,243	H197	

H means High
 L means Low

**Chapel Hill/Carrboro School District
 School Membership 2015-2016 School Year (November 13, 2015)**

Statistical Findings

<i>PROJECTION TYPE ABBREVIATIONS</i>	
'TISCHLER' LINEAR (T)	10-YEAR COHORT (10C)
ORANGE COUNTY PLANNING (OCP)	5-YEAR COHORT (5C)
	3-YEAR COHORT (3C)

Elementary School Level

- Projections were all high, ranging from 72 students to 140 students above actual membership. On average, the projections were 105 students higher than the actual membership.
- The actual membership decreased by 40 students between November 14, 2014 and November 13, 2015.

Middle School Level

- Projections were all high, ranging from 30 students to 66 students above actual membership. On average, the projections were 51 students higher than the actual membership.
- The actual membership decreased by 17 students between November 14, 2014 and November 13, 2015.

High School Level

- Projections were mixed, ranging from 5 students below to 117 students above actual membership. One projection equaled actual membership. On average, the projections were 41 students higher than the actual membership.
- The actual membership decreased by 29 students between November 14, 2014 and November 13, 2015.

TOTAL

- The total of all school level projections were all high, ranging from 97 students to 311 students above actual membership. On average, the projections were high by 197 students.
- The membership decreased in total by 86 students, which is the sum of -40 at Elementary, -17 at Middle, and -29 at High.

C. Student Membership Projections

1. **Responsible Entity for Suggesting Change** – The updating of this section will be conducted by the Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) and referred to the BOCC for annual report certifications. Projections will be distributed to SAPFO partners for review and comments to the BOCC prior to certification.
2. **Definition** – The result of the average of the five student projection models represented by 10 year numerical membership projections by school level (Elementary, Middle, and High) for each school district (Chapel Hill/Carrboro School District and Orange County School District).

<p>3. Standard for:</p> <p>Chapel Hill Carrboro School District</p> <p>The 5 model average discussed in Section II.B (Student Projection Methodology)</p> <p>See Attachment II.C.4</p>	<p>Standard for:</p> <p>Orange County School District</p> <p>The 5 model average discussed in Section II.B (Student Projection Methodology)</p> <p>See Attachment II.C.3</p>
--	--

4. **Analysis of Existing Conditions**

The membership figures and percentage growth on the attachments show a decrease at the Chapel Hill/Carrboro City Schools' elementary, middle, and high school levels and at the Orange County Schools' middle and high school levels. The only increase in student membership was at the Orange County Schools' elementary school level. Chapel Hill/Carrboro Schools projected average annual growth rates have decreased slightly, but remain positive. Future growth rates show positive growth at the elementary and high school levels, but varying positive and negative growth at the middle school level in the 10 year projection period. Projected average annual growth rates for Orange County Schools have increased slightly since the previous year. Orange County Schools' future growth rates show varying positive and negative growth in the 10 year projection period for the elementary, middle, and high school levels. Attachment II.C.3 and Attachment II.C.4 show year by year percent growth and projected level of service (LOS). The projection models were updated using current (November 13, 2015) memberships. Membership numbers were collected on

Section II

November 13 due to November 15 falling on a Sunday in 2015. Ten years of student membership were projected thereafter.

Chapel Hill/Carrboro School District

Elementary

The previous year (2015-15) projections for November 2015 at this level were overestimated by 105 students. The actual membership decreased by 40 students. Over the previous ten years, this level has shown varying increases in growth rates including a decrease in actual membership in 2009-10 which was most likely due to the shorter enrollment period caused by the institution of the new date requiring kindergarteners to be five years old. Following that dip, membership numbers experienced an increase each year with a significant jump (168 students) in 2011-12 before experiencing a decrease in 2014-15 and this year. Growth rates during the past ten years have ranged from -1.57% to +3.92%. The district's eleventh elementary school, Northside Elementary School, opened in 2013. The need for an additional elementary school is not anticipated in the 10 year projection period. Last year's projections showed a need in 2023-24.

Although not included in SAPFO school capacity or membership numbers, Pre-K programs continue to impact operations at District elementary schools where Pre-K programs exist. Specific impacts of Pre-K programs at the elementary school level will continue to be reviewed and discussed in the coming year.

Middle

The previous year (2014-15) projections for November 2015 for this level were overestimated by 51 students. The actual membership decreased by 17. Over the previous ten years, this level has shown varying increases before experiencing a decrease this year. Growth rates during this time period have ranged from -0.59% to +2.86%. Capacity was increased in 2014 with the opening of the Culbreth Middle School science wing. The need for an additional middle school is not anticipated in the 10 year projection period. Last year's projections showed a need in 2023-24.

High School

The previous year (2014-15) projections for November 2015 for this level were overestimated by 41 students. The actual membership decreased by 29 students. Over the previous ten years, change has been variable with decreases in membership in five of the ten years. Growth rates during this time period have ranged from -1.74 to +3.27%. The need for additional high school

Section II

capacity at Carrboro High School is not anticipated in the 10 year projection period. This is similar to last year's projections.

Additional Information for Chapel Hill/Carrboro School District

PACE Academy High School, located within the Chapel Hill/Carrboro School District, closed prior to the beginning of the 2015 school year. Students from this charter school were absorbed into the Chapel Hill/Carrboro School District and the Orange County School District. The newest charter school, The Expedition School, opened in the Town of Hillsborough for the 2014-15 school year and currently serves elementary and middle school students. The opening of this school continues to have an effect on CHCCS membership numbers at the elementary and middle school levels. Charter schools are not included as part of the SAPFO Annual Report and, as a result, their membership and capacity numbers are not monitored or included in future projections.

Student projections illustrate when the adopted level of service capacities are forecasted to be met and/or exceeded in anticipation of CIP planning and the construction of a new school. However, as is being identified by both school districts, particularly CHCCS, a new trend is emerging to renovate and expand existing facilities to address school capacity needs in a more feasible way. As this trend continues, additional capacity resulting from school renovations and expansion will be added to the projection models in stages, once funding is approved, versus the addition of greater capacity when a new school is constructed and completed. As a result, the renovation and expansion of schools to increase capacity may delay construction of new schools further into the future.

Orange County School District

Elementary

The previous year (2014-15) projections for November 2015 at this level were underestimated by 33 students. Actual membership increased by 59 students. Over the previous ten years, this level experienced varying growth rates including a decrease in membership in 2005-06. Following this decrease, membership and growth rates increased every school year until experiencing a significant decrease in 2014-15. Growth rates during this period have ranged from -5.07% to +2.80%. In the Orange County school system, historic growth is more closely related to new residential development than in the Chapel Hill/Carrboro School District, which

Section II

has a sizeable number of new families in older, existing housing stock. The need for an additional Elementary School is not anticipated in the 10 year projection period. This is similar to last year's projections. Staff continues to closely monitor new sizeable residential projects in the Orange County portion of Mebane and Hillsborough.

Although not included in SAPFO school capacity or membership numbers, Pre-K programs continue to impact operations at District elementary schools where Pre-K programs exist. Specific impacts of Pre-K programs at the elementary school level will continue to be reviewed and discussed in the coming year.

Middle

The previous year (2014-15) projections for November 2015 for this level were overestimated by 12 students. The actual membership decreased by 23. Over the previous ten years, growth has varied widely and includes decreases in student membership in four of the ten years. Growth rates during this period have ranged from -2.20% to +4.00%. The district's third Middle School, Gravelly Hill Middle School, opened in October 2006. The need for an additional Middle School is not anticipated in the 10 year projection period. This is similar to last year's projections. Staff continues to closely monitor new sizeable residential projects in the Orange County portion of Mebane and Hillsborough.

High School

The previous year (2014-15) projections for November 2015 for this level were overestimated by 41 students. The actual membership decreased by 33. Over the previous ten years, growth varied considerably and included a decrease in membership in 2009-10. Following this decrease, membership and growth rates increased every school year before experiencing another decrease this year. Growth rates during this period ranged from -1.32% to 4.58%. In 2011-12 student membership increased by 32 while capacity decreased by 199 at Orange County High School as a result of a N.C. Department of Public Instruction (DPI) study. The need for additional capacity at Cedar Ridge High School is not anticipated in the 10 year projection period. This is similar to last year's projections.

Additional Information for Orange County School District

The City of Mebane lies partially within Orange County and students within the Orange County portion of Mebane attend Orange County schools. However, the City of Mebane is not a party to

Section II

the SAPFO agreement and therefore does not require that CAPS (Certificate of Adequate Public Schools) be issued prior to development approvals. In previous years, development activity and platting of new subdivisions increased within the Orange County portion of Mebane. However, changed economic conditions have curbed new platting and new construction in the past few years. An uptick in residential activity is likely as the country emerges from “The Great Recession”. Increased coordination with the City of Mebane regarding development issues may be necessary in the future. OCS currently has capacity to serve additional growth, but it is possible that development in the Orange County portion of Mebane could quickly encumber available capacity.

Following the economic downturn, there has been an increase in multi-family residential development which has added to increasing student memberships in both districts. Staff will need to continue monitoring and evaluating the demand and growth of the multi-family market in Hillsborough and the entire county as well as its effect on student membership rates.

Orange Charter School, located in the Town of Hillsborough, continues operating in the Orange County School District. Additionally, a new charter school, The Expedition School, opened in the Town of Hillsborough for the 2014-15 school year and currently serves elementary and middle school students. The opening of this school continues to have an effect on OCS membership numbers at the elementary and middle school levels. Charter schools are not included as part of the SAPFO Annual Report and, as a result, their membership and capacity are not monitored or included in future projections.

5. Recommendation:

Use statistics as noted in 3 above.

REVISED 2/20/09

OCS Student Projections (1) (4)

Table with columns for School Year (2001-02 to 2024-25) and rows for Actual, Teacher (T), OC Planning, 10 Year Growth, 5 Year Growth, 3 Year Growth, Average, Capacity - 100% Level of Service, Number of Students, 105% Level of Service, and Annual Student Growth Rate (3).

Additional 100 new seats at Hillsborough Elementary School
Indicates when district surpasses Schools AFPO recommended Level of Service
Preprint table: the 2005 recommendation of School Collaboration Group... and approved by BOCC with approval of 2008-09 Membership & Capacity numbers...

OCS Student Projections(1)

Table with columns for School Year (2001-02 to 2024-25) and rows for Actual, Teacher (T), OC Planning, 10 Year Growth, 5 Year Growth, 3 Year Growth, Average, Capacity - 100% Level of Service, Number of Students, 107% Level of Service, and Annual Student Growth Rate (3).

Indicates when district surpasses Schools AFPO recommended Level of Service
Middle School #2 opens in fall 2006 with 700 additional seats

OCS Student Projections (1)

Table with columns for School Year (2001-02 to 2024-25) and rows for Actual, Teacher (T), OC Planning, 10 Year Growth, 5 Year Growth, 3 Year Growth, Average, Capacity - 100% Level of Service, Number of Students, 110% Level of Service, and Annual Student Growth Rate (3).

Indicates when district surpasses Schools AFPO recommended Level of Service
Partnership Academy alternative school capacity added
Partnership Academy alternative school reduced - capacity added
Orange High capacity decreased, per DPI study

REVISED 1/24/2015

CHCCS Student Projections (1) (4)

Table with columns for School Year (2001-02 to 2024-25) and rows for Elementary metrics including Actual, Teacher, DC Planning, 10 Year Growth, 5 Year Growth, Average, Capacity, and Student Growth Rate.

Notes (1) through (6) regarding membership data, capacity calculations, and legislative actions for the CHCCS Student Projections.

CHCCS Student Projections (1)

Table with columns for School Year (2001-02 to 2024-25) and rows for Middle metrics including Actual, Teacher, DC Planning, 10 Year Growth, 5 Year Growth, Average, Capacity, and Student Growth Rate.

Notes (1) through (3) regarding membership data and capacity calculations for the CHCCS Student Projections.

CHCCS Student Projections (1)

Table with columns for School Year (2001-02 to 2024-25) and rows for High metrics including Actual, Teacher, DC Planning, 10 Year Growth, 5 Year Growth, Average, Capacity, and Student Growth Rate.

Notes (1) through (3) regarding membership data and capacity calculations for the CHCCS Student Projections.

REVISED 12/15/2015

OCS Student Projections (1) (4)

Elementary

School Year	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Actual	2,893	2,901	2,845	3,016	3,006	3,072	3,155	3,165	3,211	3,285	3,348	3,403	3,431	3,256	3,319	3,366	3,413	3,451	3,508	3,558	3,603	3,651	3,698	3,746	3,793
Teacher (2)																3,376	3,438	3,491	3,546	3,602	3,657	3,712	3,767	3,822	3,876
CO-Planning																3,306	3,250	3,242	3,234	3,289	3,332	3,365	3,399	3,433	3,467
10 Year Growth																3,289	3,221	3,203	3,191	3,252	3,295	3,318	3,351	3,384	3,418
5 Year Growth																3,303	3,216	3,199	3,161	3,249	3,273	3,305	3,338	3,372	3,406
3 Year Growth																3,325	3,208	3,219	3,232	3,280	3,430	3,470	3,511	3,551	3,594
Average																3,325	3,208	3,219	3,232	3,280	3,430	3,470	3,511	3,551	3,594
Annual Change - Increase (Decrease) in Actual & Projected Membership		(165)	8	44	71	(10)	66	86	7	46	74	63	56	30	(174)	59	7	(17)	11	13	58	40	40	40	41
Capacity - 100% Level of Service	3,620	3,620	3,620	3,620	3,620	3,620	3,620	3,684	3,684	3,684	3,684	3,684	3,684	3,684	3,684	3,684	3,684	3,684	3,684	3,684	3,684	3,684	3,684	3,684	3,684
Number of Students, Actual and Projected, Over (Under) 100% LOS	(627)	(919)	(875)	(604)	(914)	(849)	(762)	(629)	(483)	(409)	(346)	(291)	(261)	(435)	(376)	(399)	(396)	(375)	(362)	(394)	(264)	(183)	(143)	(143)	(100)
10% Level of Service	4,011	4,011	4,011	4,011	4,116	4,116	4,116	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978	3,978
Number of Students, Actual and Projected, Over (Under) 10% LOS	(1,118)	(1,118)	(1,098)	(800)	(1,110)	(1,044)	(856)	(714)	(569)	(494)	(428)	(448)	(468)	(620)	(661)	(654)	(671)	(660)	(647)	(668)	(468)	(468)	(468)	(468)	(468)
Actual - % Level of Service	75.7%	75.0%	77.1%	79.0%	76.7%	78.4%	78.4%	80.6%	85.7%	89.9%	90.6%	91.1%	91.6%	89.2%	89.8%	90.7%	89.5%	89.0%	91.6%	91.6%	92.0%	93.0%	95.0%	96.1%	97.3%
Average - % Level of Service																90.7%	89.5%	89.0%	91.6%	91.6%	92.0%	93.0%	95.0%	96.1%	97.3%
Annual Student Growth Rate (3)		-6.01%	0.28%	1.62%	2.41%	-0.33%	2.20%	2.80%	0.22%	1.45%	2.30%	1.92%	1.64%	0.88%	-6.07%	1.81%	0.21%	-0.62%	0.34%	0.39%	1.73%	1.16%	1.16%	1.17%	1.20%

(1) It is important to include the effects to November 15, 2015 date of membership as defined by the Schools Adequacy Public Action Ordinance.
 (2) The Teacher Model provides for the "Linear Method" of projections for both CHCS and OCS. Original projections used prior years projection models included the "Linear Expansion Method" for CHCS.
 (3) Annual growth rate calculated using actual membership for years 2001-02 through 2015-16 and average membership for years 2016-17 through 2025-26.
 (4) Class size for grades K-3 = 1:20 for school year 2002 through 2007-08. In accordance with 2009 School Collaboration Plan, Class size, effective the 2009-2010 school year with the opening of CHCS Elementary #10-11 class sizes are 1:21 in districts per Title I regulations.
 Additional 2016-17 new seat at Millborough Elementary School.
 Important Note: Per 2009 recommendation of School Collaboration Work Group and approved by BOCC with approval of 2009-09 Membership & Capacity numbers and certification of 2009 SMOPTC report of May 5, 2009, or when K-3 class size reduced from 1:20 to 1:21 with opening of CHCS Elementary #10-11: More Grow (to allow for prior legislative action re reduced class size).

OCS Student Projections(1)

Middle

School Year	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Actual	1,527	1,631	1,671	1,593	1,590	1,590	1,637	1,601	1,665	1,698	1,704	1,694	1,747	1,762	1,739	1,764	1,769	1,814	1,830	1,864	1,880	1,911	1,930	1,963	1,988
Teacher (2)																1,764	1,769	1,814	1,830	1,864	1,880	1,911	1,930	1,963	1,988
CO-Planning																1,769	1,806	1,844	1,884	1,924	1,964	2,004	2,027	2,051	2,073
10 Year Growth																1,733	1,780	1,858	1,870	1,781	1,735	1,709	1,761	1,779	1,796
5 Year Growth																1,726	1,756	1,821	1,822	1,705	1,670	1,638	1,686	1,703	1,720
3 Year Growth																1,724	1,751	1,812	1,815	1,699	1,663	1,627	1,672	1,688	1,705
Average																1,743	1,776	1,830	1,848	1,790	1,784	1,778	1,817	1,817	1,867
Annual Change - Increase (Decrease) in Actual & Projected Membership		23	104	40	(79)	(9)	(10)	67	(36)	64	33	6	(20)	63	15	(23)	4	33	53	16	(66)	(6)	(6)	39	20
Capacity - 100% Level of Service	1,466	1,466	1,466	1,466	1,466	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166	2,166
Number of Students, Actual and Projected, Over (Under) 100% LOS	61	165	205	127	124	(86)	(82)	(66)	(60)	(69)	(62)	(62)	(416)	(404)	(427)	(429)	(390)	(326)	(220)	(178)	(362)	(369)	(349)	(329)	(289)
10% Level of Service	1,669	1,669	1,669	1,669	1,669	2,319	2,319	2,319	2,319	2,319	2,319	2,319	2,319	2,319	2,319	2,319	2,319	2,319	2,319	2,319	2,319	2,319	2,319	2,319	2,319
Number of Students, Actual and Projected, Over (Under) 10% LOS	(42)	62	102	24	21	(736)	(691)	(717)	(663)	(620)	(634)	(634)	(671)	(666)	(679)	(674)	(641)	(468)	(472)	(627)	(634)	(639)	(601)	(481)	(461)
Actual - % Level of Service	104.2%	111.3%	114.0%	108.7%	108.5%	72.9%	75.6%	73.9%	76.9%	76.4%	78.7%	77.7%	80.7%	81.9%	80.3%	80.5%	82.0%	84.5%	85.2%	82.7%	82.4%	82.1%	83.9%	84.8%	85.7%
Average - % Level of Service																80.5%	82.0%	84.5%	85.2%	82.7%	82.4%	82.1%	83.9%	84.8%	85.7%
Annual Student Growth Rate (3)		1.52%	6.91%	2.45%	-4.67%	-0.18%	-0.63%	3.61%	-2.20%	4.00%	1.98%	0.30%	-1.17%	3.74%	0.68%	-1.21%	0.24%	1.91%	3.00%	0.90%	-0.92%	0.36%	0.33%	2.16%	1.08%

(1) It is important to include the effects to November 15, 2015 date of membership as defined by the Schools Adequacy Public Action Ordinance.
 (2) The Teacher Model provides for the "Linear Method" of projections for both CHCS and OCS. Original projections used prior years projection models included the "Linear Expansion Method" for CHCS.
 (3) Annual growth rate calculated using actual membership for years 2001-02 through 2015-16 and average membership for years 2016-17 through 2025-26.
 Middle School #3 opens in SA 2009 - with 100 additional seats.
 Indicates when district surpasses Schools APFO recommended Level of Service.

OCS Student Projections (1)

High

School Year	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Actual	1,763	1,876	1,887	2,057	2,124	2,184	2,301	2,342	2,317	2,222	2,263	2,311	2,421	2,502	2,469	2,504	2,540	2,575	2,610	2,658	2,681	2,716	2,752	2,787	2,823
Teacher (2)																2,504	2,540	2,575	2,610	2,658	2,681	2,716	2,752	2,787	2,823
CO-Planning																2,511	2,542	2,581	2,621	2,660	2,700	2,740	2,786	2,833	2,882
10 Year Growth																2,478	2,491	2,432	2,478	2,540	2,548	2,621	2,541	2,478	2,461
5 Year Growth																2,505	2,549	2,497	2,523	2,568	2,587	2,616	2,524	2,464	2,414
3 Year Growth																2,519	2,574	2,522	2,564	2,605	2,593	2,653	2,560	2,477	2,444
Average																2,604	2,639	2,617	2,668	2,604	2,616	2,669	2,636	2,609	2,609
Annual Change - Increase (Decrease) in Actual & Projected Membership		81	76	59	(70)	67	60	17	41	(65)	6	61	32	106	81	(33)	36	35	(23)	42	44	12	63	(86)	(27)
Capacity - 100% Level of Service	1,618	2,618	2,618	2,618	2,618	2,633	2,633	2,656	2,656	2,656	2,639	2,439	2,439	2,439	2,439	2,439	2,439	2,439	2,439	2,439	2,439	2,439	2,439	2,439	2,439
Number of Students, Actual and Projected, Over (Under) 100% LOS	2,05	(890)	(831)	(461)	(394)	(349)	(332)	(310)	(241)	(336)	(124)	(110)	63	30	65	100	79	120	185	177	230	196	189	189	170
10% Level of Service	1,670	2,770	2,770	2,770	2,796	2,796	2,814	2,814	2,814	2,814	2,863	2,863	2,863	2,863	2,863	2,863	2,863	2,863	2,863	2,863	2,863	2,863	2,863	2,863	2,863
Number of Students, Actual and Projected, Over (Under) 10% LOS	83	(845)	(883)	(713)	(646)	(602)	(573)	(567)	(497)	(603)	(268)	(268)	(181)	(214)	(178)	(144)	(168)	(124)	(79)	(67)	(14)	(48)	(75)	(74)	
Actual - % Level of Service	115.5%	72.6%	74.9%	81.7%	84.4%	86.2%	86.9%	87.6%	86.7%	86.9%	89.2%	94.0%	95.9%	102.6%	102.3%	102.6%	104.1%	103.2%	104.9%	106.7%	107.2%	109.			

REVISION 11/17/2015

CHCCS Student Projections (1) (4)

Table with columns for School Year (2001-02 to 2025-26) and rows for Elementary metrics: Actual, District PD, NC Planning, 10 Year Growth, 1 Year Growth, Average, Annual Change - Increase (Decrease in Actual & Projected Memberships), Capacity - 100% Level of Service (LOS), Number of Students, Actual and Projected, Over (Under) 100% LOS, 10% Level of Service, Number of Students, Actual and Projected, Over (Under) 10% LOS, Actual - % Level of Service, Average - % Level of Service, Annual Student Growth Rate (D).

Indicates when district surpasses Schools APFO recommended Level of Service.
The November 10, 2008 Certified Capacity Calculations, CHCCS projects Elementary #11 opening for school year 2009-10. In accordance with BOCC adopted School Construction Standards, elementary school capacity totals 900 students.
Important Note: For 2008 agreement of School Collaboration Work Group, Grades K-5 class size is reduced from 22/24 to 12/8 the year Elementary #10 opens (to allow for greater Legislative Action on reduced class size).

CHCCS Student Projections (1)

Table with columns for School Year (2001-02 to 2025-26) and rows for Middle metrics: Actual, District PD, NC Planning, 10 Year Growth, 1 Year Growth, Average, Annual Change - Increase (Decrease in Actual & Projected Memberships), Capacity - 100% Level of Service, Number of Students, Actual and Projected, Over (Under) 100% LOS, 10% Level of Service, Number of Students, Actual and Projected, Over (Under) 10% LOS, Actual - % Level of Service, Average - % Level of Service, Annual Student Growth Rate (D).

Indicates when district surpasses Schools APFO recommended Level of Service.
Additional 100 new seats at Cary Middle School.
The November 10, 2008 Certified Capacity Calculations, CHCCS projects Elementary #11 opening for school year 2009-10. In accordance with BOCC adopted School Construction Standards, elementary school capacity totals 900 students.

CHCCS Student Projections (1)

Table with columns for School Year (2001-02 to 2025-26) and rows for High metrics: Actual, District PD, NC Planning, 10 Year Growth, 1 Year Growth, Average, Annual Change - Increase (Decrease in Actual & Projected Memberships), Capacity - 100% Level of Service, Number of Students, Actual and Projected, Over (Under) 100% LOS, 10% Level of Service, Number of Students, Actual and Projected, Over (Under) 10% LOS, Actual - % Level of Service, Average - % Level of Service, Annual Student Growth Rate (D).

Indicates when district surpasses Schools APFO recommended Level of Service.
High School #1 opens in Fall 2007 with 800 additional seats.
Phoenix Academy High School becomes official school starting 2010-11 school year with 100 student capacity.

D. Student Membership Growth Rate

1. **Responsible Entity for Suggesting Change** – The updating of this section will be conducted by the Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) each year and referred to the BOCC for annual report certification. Projections will be distributed to SAPFO partners for review and comments to the BOCC prior to certification.
2. **Definition** – The annual percentage growth rate calculated from the projections resulting from the average of the five models represented by 10 year numerical membership projections by school level for each school district. This does not represent the year-by- year growth rate that may be positive or negative, but rather the average of the annual anticipated growth rates over the next 10 years.

3. Standard for:

Chapel Hill/Carrboro School District

See Attachment II.D.2

4. Analysis of Existing Conditions:

Chapel Hill/Carrboro School District

The membership figures and percentage growth on the attachments show continued growth at each school level within the system.

Projected Average Annual Growth Rate over next ten years:

Year Projection Made:	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Elementary	1.59%	1.18%	1.44%	1.11%	0.92%
Middle	1.94%	1.59%	1.58%	1.15%	0.82%
High	1.73%	1.60%	1.27%	1.22%	0.93%

Standard for:

Orange County School District

See Attachment II.D.2

Analysis of Existing Conditions:

Orange County School District

The membership figures and percentage growth on the attachments show continued growth at each school level within the system.

Projected Average Annual Growth Rate over next ten years:

Year Projection Made:	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Elementary	1.6%	1.31%	1.30%	0.55%	0.80%
Middle	2.01%	1.64%	1.42%	0.09%	0.67%
High	1.61%	1.43%	1.35%	0.39%	0.56%

5. Recommendation:

Chapel Hill/Carrboro School District

Use statistics as noted.

Recommendation:

Orange County School District

Use statistics as noted.

2014-2015

Orange County Student Projections

Elementary

School Year	2014-2015 (actual)	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Membership	3,259	3,285	3,274	3,234	3,226	3,227	3,267	3,310	3,354	3,398	3,442
Average % Increase		0.80%	-0.33%	-1.22%	-0.26%	0.03%	1.23%	1.33%	1.32%	1.31%	1.30%

Middle

School Year	2014-2015 (actual)	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Membership	1,762	1,751	1,746	1,782	1,837	1,848	1,789	1,759	1,737	1,757	1,776
Average % Increase		-0.65%	-0.27%	2.08%	3.10%	0.60%	-3.21%	-1.70%	-1.23%	1.11%	1.10%

High School

School Year	2014-2015 (actual)	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Membership	2,502	2,510	2,540	2,581	2,547	2,579	2,622	2,639	2,687	2,652	2,599
Average % Increase		0.32%	1.21%	1.60%	-1.30%	1.26%	1.63%	0.66%	1.81%	-1.29%	-2.02%

Chapel Hill/Carrboro Student Projections

Elementary

School Year	2014-2015 (actual)	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Membership	5,541	5,606	5,662	5,730	5,795	5,839	5,911	5,981	6,051	6,118	6,185
Average % Increase		1.18%	0.99%	1.21%	1.13%	0.76%	1.23%	1.18%	1.16%	1.11%	1.10%

Middle

School Year	2014-2015 (actual)	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Membership	2,861	2,895	2,928	2,966	3,009	3,058	3,087	3,118	3,127	3,167	3,208
Average % Increase		1.18%	1.15%	1.28%	1.46%	1.63%	0.95%	0.99%	0.29%	1.29%	1.29%

High School

School Year	2014-2015 (actual)	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
Membership	3,730	3,742	3,798	3,858	3,920	3,979	4,015	4,063	4,138	4,167	4,209
Average % Increase		0.32%	1.51%	1.58%	1.59%	1.52%	0.89%	1.19%	1.86%	0.70%	1.01%

Attachment II.D.1 – Orange County and Chapel Hill/Carrboro Student Growth Rates
(Chart dates from 2015-2025 based on 11/14/14 membership numbers) (2014-15)

2015-2016

Orange County Student Projections

Elementary

School Year	2015-2016 (actual)	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Membership	3,318	3,325	3,308	3,319	3,332	3,390	3,430	3,470	3,511	3,551	3,594
Average % Increase		0.21%	-0.52%	0.34%	0.39%	1.73%	1.18%	1.18%	1.17%	1.16%	1.20%

Middle

School Year	2015-2016 (actual)	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Membership	1,739	1,743	1,776	1,830	1,846	1,790	1,784	1,778	1,817	1,837	1,857
Average % Increase		0.24%	1.91%	3.00%	0.90%	-3.02%	-0.36%	-0.33%	2.18%	1.09%	1.08%

High School

School Year	2015-2016 (actual)	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Membership	2,469	2,504	2,539	2,517	2,559	2,604	2,616	2,669	2,635	2,608	2,609
Average % Increase		1.40%	1.42%	-0.86%	1.67%	1.73%	0.47%	2.05%	-1.30%	-1.01%	0.03%

Chapel Hill/Carrboro Student Projections

Elementary

School Year	2015-2016 (actual)	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Membership	5,501	5,552	5,584	5,622	5,634	5,699	5,768	5,835	5,902	5,966	6,030
Average % Increase		0.93%	0.57%	0.69%	0.21%	1.16%	1.21%	1.15%	1.14%	1.09%	1.08%

Middle

School Year	2015-2016 (actual)	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Membership	2,844	2,830	2,854	2,915	2,995	2,996	2,997	2,974	3,006	3,045	3,084
Average % Increase		-0.50%	0.86%	2.15%	2.74%	0.03%	0.00%	-0.75%	1.09%	1.28%	1.27%

High School

School Year	2015-2016 (actual)	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026
Membership	3,701	3,757	3,820	3,842	3,857	3,883	3,917	4,013	4,041	4,045	4,058
Average % Increase		1.52%	1.68%	0.57%	0.37%	0.67%	0.89%	2.44%	0.71%	0.08%	0.32%

Attachment II.D.2 – Orange County and Chapel Hill/Carrboro Student Growth Rates
(Chart dates from 2016-2026 based on 11/13/15 membership numbers) (2015-16)

E. Student / Housing Generation Rate

1. ***Responsible Entity for Suggesting Change*** – The updating of this section will be conducted by Planning Directors, School Representatives, and Technical Advisory Committee (SAPFOTAC) and referred to the BOCC for certification.
Projections will be distributed to SAPFO partners for review and comments to the BOCC prior to certification.
2. ***Definition*** – Student generation rate refers to the number of public school students per housing unit constructed in each school district, as defined in the Student Generation Rate Study completed by TisherBise on October 28, 2014. Housing units include single family detached, single family attached/duplex, multifamily, and manufactured homes.
3. ***Standard for:***

Chapel Hill/Carrboro School District	Orange County School District
See Attachment II.E.1	See Attachment II.E.1

4. ***Analysis of Existing Conditions:***

At the January 2014 SAPFOTAC meeting, members discussed the increased number of students generated in both school districts from new development, particularly multifamily housing. The SAPFOTAC recommended further evaluation of the adopted Student Generation Rates and the impacts the number of bedrooms a particular housing type may have on student generation rates. As a result, Orange County entered into a contract with TischlerBise to update the student generation rate analysis. The new student generation rates were approved on May 19, 2015 and are shown in Attachment II.E.1. New rates from the 2014 Student Generation Rates for Orange County Schools and Chapel Hill-Carrboro School District Report are based on an inventory of recently built units from January 1, 2004 to December 31, 2013.

It should be noted that students are generated from new housing as well as from existing housing where new families have moved in. The CAPS system estimates new development impacts and associated student generation, but it is important to understand that student increases are a composite of both of these factors. This effect can be dramatic and can vary greatly between areas and districts where either new

Section II

housing is dominant or new families move into a large inventory of existing housing stock.

5. *Recommendation:*

No change at this time.

TischlerBise Student Generation Rates – 2014

Chapel Hill/Carrboro Schools				
	0-3 Bedrooms	4 Bedrooms	5+ Bedrooms	Weighted Average
Single-Family Detached	0.61	0.84	1.13	0.84
	0-2 Bedrooms	3+ Bedrooms		Weighted Average
Single-Family Attached	0.27	0.42		0.38
Multifamily/Other	0.11	0.47		0.18
Manufactured Home	0.268	0.86		0.78
Weight Average for Chapel Hill/Carrboro School District				0.49

Orange County Schools				
	0-3 Bedrooms	4 Bedrooms	5+ Bedrooms	Weighted Average
Single-Family Detached	0.35	0.57	0.57	0.44
	0-2 Bedrooms	3+ Bedrooms		Weighted Average
Single-Family Attached	0.07	0.17		0.15
Multifamily/Other	0.08	0.67		0.17
Manufactured Home	0.67	0.47		0.52
Weight Average for Orange County School District				0.37

Source: Student Generation Rates for Orange County School District and Chapel Hill-Carrboro School District, TischlerBise, October 28, 2014
Revised May 7, 2015

III. Flowchart of Schools Adequate Public Facilities Ordinance Process

Abstract: The Schools Adequate Public Facilities Ordinance process has two distinct components:

A. Capital Investment Plan (CIP) (Process 1)

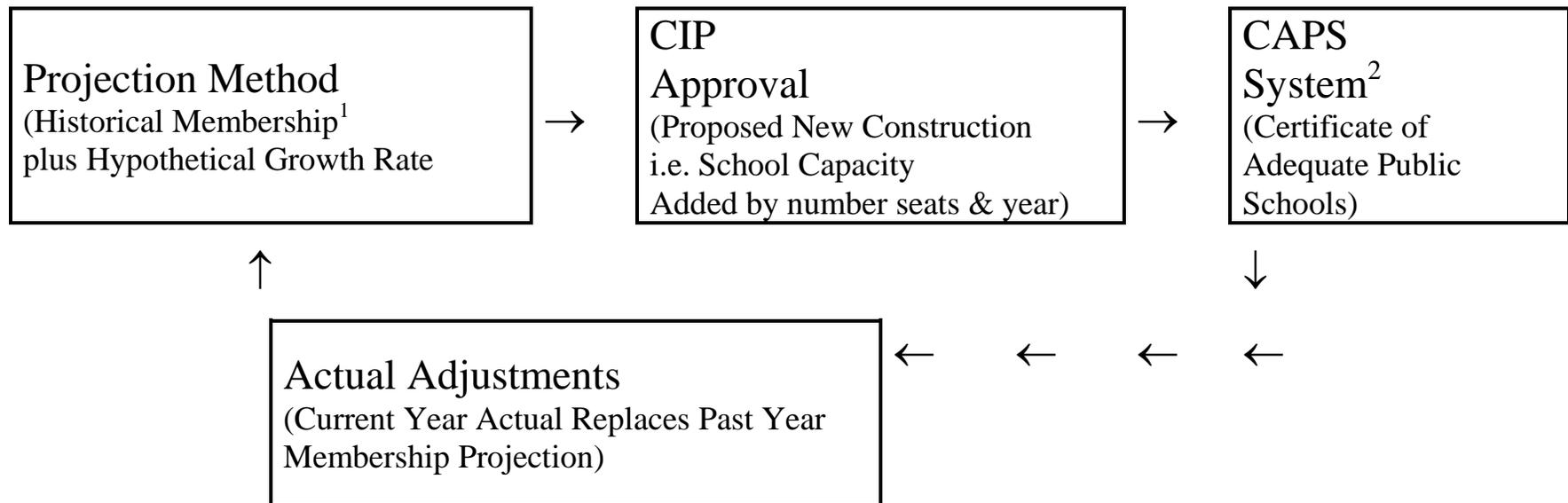
Timeframe: In November of each year, Student Membership and Building Capacity is transmitted from the school districts to the Orange County Board of Commissioners for consideration and approval and used in the following years CIP (e.g. November 15, 2015 membership numbers used to develop a CIP to be considered for adoption in June 2016).

Process Framework

1. SAPFOTAC projects future student membership from historical data, current membership and hypothetical growth rates from established methodologies.
2. School Districts and BOCC compare projections to existing capacity and proposed Capital Investment Plan.
3. SAPFOTAC forwards data and projections to all Schools APFO partners.
4. School Districts develop Capital Investment Plan Needs Assessment during this process
5. The Capital Investment Plan work sessions and Public Hearings are conducted by the BOCC in the spring of each year.
6. The adoption of CIP that sets forth monies and timeframe for school construction (future capacity) by BOCC.

School Adequate Public Facilities Ordinance

Process 1 - Capital Investment Planning (CIP)



¹Historical Membership is a product of students generated from: (1) pre-existing/approved undeveloped lots where new housing is built, (2) existing housing stock with new families/children, and (3) newly approved housing development (in the future this component will be known as CAPS approved development)

²The only part of the CAPS System (i.e., computer spreadsheet subdivision tracking) that receives data from the Process 1 CIP includes the actual membership (November 15 of preceding CIP year) and new school capacity amount (seats) in a specific year pursuant to the CIP.

B. Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) Update (Process 2)

Timeframe: The CAPS system is updated approximately November 15 of each year when the school districts report actual membership and ‘pre-certified’ capacity, whether it is CIP associated or prior ‘joint action’ agreement. ‘Joint action’ determinations of changes in capacity due to State rules or other non-construction related items are anticipated to be done prior to the November 15 capacity and membership reporting date. This update may reflect the Board of County Commissioners action on the earlier year Capital Investment Plan (CIP) as it affects capacity and addition of new actual fall membership. The Schools Adequate Public Facilities Ordinance Certificate of Adequate Public Schools (CAPS) stays in effect until the following year – (e.g.: November 15, 2005 to November 14, 2006).

New development is originally logged for a certain year. As the CAPS system is updated, each CAPS projection year is ‘absorbed’ by the actual estimate of a given year. Later year CAPS projections of the same development remain in the future year CAPS system accordingly. For example, if a 50-lot subdivision is issued a CAPS, 15 lots may be assigned to “Year 1,” 10 lots to “Year 2,” 10 lots to “Year 3,” 10 lots to “Year 4,” and 5 lots to “Year 5.” When “Year 1” is updated, the students generated from the 15 lots are absorbed by the actual estimate. The students generated in “Years 2, 3, 4, and 5” are held in the CAPS system and added to the appropriate year when the CAPS system is updated.

As was discussed in Section II.C, The City of Mebane is not a party to the SAPFO and does not require that CAPS be issued prior to approving development activities. However, residential development within the Orange County portion of Mebane has increased dramatically prior to 2009, but has slowed considerably due to the current economic climate. Currently, there are approximately 1,000 approved undeveloped residential lots in the portion of Mebane that lies within Orange County. Increasing development within this area of the county has the potential to encumber a significant portion of the available capacity within the Orange County School District. Although the SAPFO system is not formally regulated in Mebane, staff monitors

Section III

development activity and when students enter the school system their enrollment is calculated and used in future school projection needs.

Please note that the two processes (CIP and CAPS) are on separate, but parallel tracks. However, the CIP does create a crossover of capacity information between the two processes. For example, the Schools APFO system for both school districts that will be established / initiated / certified each year in November and is based on prior year created and/or planned CIP capacity and current school year membership. The SAPFOTAC report including new current year membership and projections are to be used for upcoming CIP development as noted in Process 1.

CIP Process 1 (for CIP 2016 - 2026)

November 2015 – June 2016 (using 2016 SAPFOTAC Report)

Schools APFO CAPS Process 2 (for Schools APFO System 2016 – 2017)

November 2015 - November 2016

School Adequate Public Facilities Ordinance

Process 2 - Certificate of Adequate Public Schools (CAPS) Allocation

2016 CAPS system is effective November 15, 2015 through November 14, 2016.

The system is updated with new membership, CIP capacity changes, and any other BOCC/School District joint action approved capacity prior to November 15, 2015. This information is received within 5 days of November 15 and posted within the next 15 days. This CAPS system recalibration is retroactive to November 15, 2015.

CAPS Allocation System

1. Certified Capacity
2. LOS Capacity
3. Actual Membership
4. Year Start Available Capacity
5. Ongoing Current Available Capacity (includes available capacity decreases from approved CAPS development by year)
6. CAPS approved development
 - a. Total units
 - b. Single Family¹
 - c. Other Housing¹

CAPS System

$$AC^2 = SC^2 - (ADM^2 + ND1^2 + ND2^2 + \dots)$$

$AC \geq 0$ - Issue CAPS

$AC < 0$ - Defer CAPS to later date

¹Student Generation Rates from CAPS housing type create future membership estimate. Please note that this CAPS membership future estimate is different than the projection based on historical data and projection models used in the CIP process 1. This estimate only captures new development impact, which is the component that the SAPFO can regulate.

²AC - Available Capacity - Starts at Annual Update Capacity and reduces as CAPS approved development is entered into the system.

SC - Certified School Level Capacity

ADM - Average Daily Membership

ND - New Development; ND1 means first approved CAPS approved development

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: March 1, 2016

**Action Agenda
Item No.** 7-a

SUBJECT: Bicycle Safety Task Force

DEPARTMENT: Planning and Inspections

ATTACHMENT(S):

1. February 17, 2016 Draft Orange Unified Transportation Board (OUTBoard) Minutes (Excerpt)
2. Bicycle Safety Task Force Resolution

INFORMATION CONTACT:

Abigaile Pittman, 245-2567
Tom Altieri, 245-2575
Craig Benedict, 245-2585

PURPOSE: To consider a recommendation from the OUTBoard regarding the creation of the Bicycle Safety Task Force and future appointment of members to serve on the Task Force.

BACKGROUND: On January 11, 2016 the County Manager met with staff, the OUTBoard Chair, and the Sheriff. It was agreed that the best way to implement recommendations of the Bicycle Safety Report would be through a Task Force with a defined charge and set term. It was also agreed that the general focus of the Bicycle Safety Task Force should be on education and communication. The Manager requested that the OUTBoard develop recommendations for the membership composition, charge and initial term of a Bicycle Safety Task Force. Staff was instructed to bring the OUTBoard's recommendations back to the BOCC at its March 1, 2016 meeting.

The BOCC previously considered supporting efforts to increase safety awareness between motorists and bicyclists, roadway safety improvements for bicyclists, and implementation of next steps at its November 5, 2015 meeting. Minutes from this meeting may be reviewed online at the following link:

<http://server3.co.orange.nc.us:8088/weblink8/0/doc/40032/Page1.aspx>

A copy of the OUTBoard Bicycle and Pedestrian Safety Report and Minutes may be reviewed at the following link to the BOCC's June 16, 2015 meeting:

<http://server3.co.orange.nc.us:8088/weblink8/0/doc/38097/Page1.aspx>

At its February 17, 2016 meeting the OUTBoard made recommendations regarding the Bicycle Task Force membership, charge and term and forwarded it on to the BOCC for review (Attachment 1). The recommendations are included in the Bicycle Safety Task Force Resolution (Attachment 2).

The OUTBoard also recommends that, at the conclusion of the term of the Bicycle Safety Task Force and completion of its report to the BOCC, that a subcommittee be formed to oversee the ongoing implementation of the Task Force report. This is a matter that will be brought before the BOCC for consideration at that future time.

FINANCIAL IMPACT: Other than staff time, there is no immediate financial impact associated with this item.

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

- **GOAL: CREATE A SAFE COMMUNITY**

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

Efforts to implement the recommendations of the Bicycle and Pedestrian Safety Report through the creation of a task force will result in positive outcomes related to the above Goal.

RECOMMENDATION(S): The Manager recommends the Board:

1. Approve the attached Resolution (Attachment 2) authorizing the creation of a Bicycle Safety Task Force and Future Appointment of Members to Serve on the Task Force; and
2. Request the OUTBoard to return to the BOCC in May with a recommended list of individuals to be appointed to the Task Force.

ATTACHMENT 1

**EXCERPT FROM DRAFT MINUTES
ORANGE UNIFIED TRANSPORTATION BOARD
FEBRUARY 17, 2016**

1
2
3
4
5 **MEMBERS PRESENT:** Alex Castro, Bingham Township Representative; Heidi Perry, At-Large
6 Representative; Gary Saunders, At-Large Representative; David Laudicina, At-Large Representative;
7 Amy Cole, At-Large Representative, Tom Magnuson, At-Large Representative; Ted Triebel, Little River
8 Township Representative; Representative; Jeff Charles, At-Large Representative; Erle Smith, Chapel
9 Hill Township Representative

10
11 **MEMBERS ABSENT:** Art Menius, At Large Representative; Eno Township Representative - Vacant; Ed
12 Vaughn, Cedar Grove Township Representative; John Rubin, At-Large Representative; Brantley Wells,
13 Hillsborough Township

14
15 **STAFF PRESENT:** Abigaile Pittman, Transportation/Land Use Planner; Peter Murphy, OPT Transportation
16 Administrator; Meredith Pucci, Administrative Assistant II; Malcolm Massenburg, OPT Transportation
17 Asst. Administrator;

18
19 **OTHERS PRESENT:** Janet Sparks, Child Support Director; Lisa Berley, Aging Dept.; Anna Kenion, Health
20 Dept.; Janice Tyler; Aging

21
22 **5. REGULAR AGENDA (ACTION ITEMS)**

23
24 **Agenda Item 5a: Bicycle Safety**

25
26 **Bicycle Safety (Abigaile Pittman) –**

27 Determination of Bicycle Task Force membership composition, charge and
28 initial term.

29 **OUTBoard Action:** Receive and review information, provide comments and
30 recommendations on Task Force membership, charge and initial term

31
32 *Abigaile Pittman provided brief summary*

33
34 Heidi Perry explained that the Board of County Commissioners reviewed the last resolution and they
35 wanted to see some more intentional steps taken for bicycle safety and it seems they want this task
36 force to address it and then come back to them with the recommendation. She then presented her
37 outline to the OUTBoard.

38
39 The proposed charge, membership composition and term were reviewed by the OUTBoard.

40
41 Heidi Perry suggested the term be changed to one year.

42
43 Abigaile Pittman noted some concern about having an elected official (Commissioner) because the
44 recommendations of the proposed task force would be sent to the BOCC for approval.

45
46 Jeff Charles suggested that there be a Commissioner as a liaison rather than as a member of the task
47 force per se.

48

ATTACHMENT 1

49 There was general agreement with Jeff Charles' suggestion and revised language for the membership
50 composition was discussed. 'Elected official' would be deleted from the membership list in Item A.2.,
51 and Item A.2. would be revised to say 'Stakeholders from each of the groups below be included in the
52 membership, and a Board of County Commissioner liaison'.
53

54 The OUTBoard also agreed the membership list in Item A.2. should revise 'County businesses' to
55 'County business or Chamber of Commerce representative'.
56

57 Heidi Perry asked if there is a motion to recommend this to the Board of County Commissioners.
58

59 **Motion:** made by Alex Castro to recommend to the Board of County Commissioners. **Seconded** by
60 Jeff Charles.

61 **Vote:** Unanimous
62

ATTACHMENT 2**ORANGE COUNTY BOARD OF COMMISSIONERS****Resolution Authorizing the Creation of a Bicycle Safety Task Force,
Charge, Term and Composition of Members to Serve on the Task Force**

WHEREAS, the issue of bicycle safety has been a topic of interest by various County groups over the past several years, including discussions by the Orange Unified Transportation Board (OUTBoard), the Board of County Commissioners (BOCC), and citizen groups; and

WHEREAS, a petition related to bicycle safety was brought forward at the BOCC's November 6, 2014 meeting during Petitions by Board Members and subsequently reviewed by the Chair/Vice Chair/Manager agenda team; and

WHEREAS, in response to the petition the Manager, Chair and Vice Chair discussed the topic with NCDOT at its regular quarterly meeting; and Planning staff worked with the OUTBoard and a subcommittee to develop recommendations; and

WHEREAS, the BOCC received the OUTBoard's Bicycle and Pedestrian Safety Report, including recommendations, at its June 16, 2015 meeting; and

WHEREAS, there exists a need to address bicycle safety in accordance with the recommendations of the OUTBoard's Bicycle and Pedestrian Safety Report; and

WHEREAS, the creation of the Bicycle Safety Task Force and approval of the composition, charge and term to same is within the purview of the BOCC; and

WHEREAS, it is the best interest of the citizens of Orange County to create a Bicycle Safety Task Force;

NOW, THEREFORE, BE IT RESOLVED that the Orange County Board of Commissioners, by approval of this resolution, does authorize the creation of a Bicycle Safety Task Force with member composition in accordance with the following guidelines:

- A. Size and Composition –
 1. No larger than 15 people total
 2. Stakeholders from each of the groups below be included in the membership, and a Board of County Commissioner liaison:
 - a. Law enforcement agencies (Sheriff's Department, Highway Patrol)
 - b. School representatives
 - c. Orange County Visitor's Bureau
 - d. NCDOT staff
 - e. County and regional planning staff

- f. County business or Chamber representative
 - g. Bicycle advocacy groups
 - h. Those who work with driver's education classes and traffic offenders
 - i. Up to six (6) additional interested and concerned Orange County residents.
- B. Appointment – The Bicycle Safety Task Force shall be appointed by the BOCC. The staff shall return to the BOCC in May with an OUTBoard recommended list of individuals to be appointed to the Task Force.
- C. Term – The Bicycle Safety Task Force shall operate for a term not to exceed one (1) year from the future appointment date of the Bicycle Safety Task Force.
- D. Charge – The charge of the Bicycle Safety Task Force shall be the following;
1. Develop a campaign for bicycle safety education and research;
 2. Develop an implementation timetable with estimated funding request information within the first 5 meetings, and present it to the OUTBoard for review and recommendation, and review and approval by the BOCC; and
 3. Develop an implementation report and present it to the OUTBoard for review and recommendation, and review, approval and funding commitment by the BOCC.

Upon motion of Commissioner _____, seconded by Commissioner _____, the foregoing resolution was adopted this the 1st day of March, 2016.

I, Donna Baker, Clerk to the Board of Commissioners for the County of Orange, North Carolina, **DO HEREBY CERTIFY** that the foregoing is a true copy of so much of the proceedings of said Board at a meeting held on March 1, 2016, as relates in any way to the adoption of the foregoing and that said proceedings are recorded in the minutes of said Board.

WITNESS my hand and the seal of said County, this _____ day of _____, 2016.

Clerk to the Board of Commissioners

**ORANGE COUNTY
BOARD OF COMMISSIONERS
ACTION AGENDA ITEM ABSTRACT
Meeting Date: March 1, 2016**

**Action Agenda
Item No. 7-b**

SUBJECT: Amendment to the Orange County Code of Ordinances – Large Scale Display of Pyrotechnics Ordinance

DEPARTMENT: County Attorney

ATTACHMENT(S):

1. Draft Ordinance
2. Adoption Resolution

INFORMATION CONTACT:

John Roberts, (919) 245-2318

PURPOSE: To consider the adoption of rules regulating the large scale display of pyrotechnics in Orange County (with the proposed rules having no impact on the small scale private use of pyrotechnics).

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 Commissioner Approved Fee Schedule for pyrotechnics display permits, and penalizes violations of the requirements of the ordinance. The ordinance does not impact the small scale 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.

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. Either adopt the large scale 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;

OR

Direct staff to develop and advertise a process to receive public input and comments regarding the adoption of rules regulating the large scale display of pyrotechnics in Orange County.

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. Such permit shall be secured by the owner of the property on which the display is to occur. The fire marshal shall inform the county manager and Sheriff upon any application for such permit with an informative memo, copy of the application, and a copy of the fire safety plan for any event.

(b) No person shall engage in the public display of pyrotechnics, explosives, or fireworks as described in G.S. §14-413, without first completing an application and obtaining a permit, required by 24-4(a) 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 applicable 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. The fire marshal is authorized to immediately revoke any permit if the permittee fails to complete the notice requirements of this subsection.

(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: March 1, 2016

**Action Agenda
Item No. 7-c**

SUBJECT: Orange County Firearms Safety Committee

DEPARTMENT: Board of Commissioners

ATTACHMENT(S):
Orange County Firearms Safety Committee –
Proposed Composition

INFORMATION CONTACT:
Clerk's Office, (919) 245-2130

PURPOSE: To consider a charge and composition for the proposed Orange County Firearms Safety Committee.

BACKGROUND: On February 16, 2016, the Board of County Commissioners directed staff to bring back a proposal regarding the establishment of the Orange County Firearms Safety Committee (modeled after the Orange County Hunting Ordinance work group). Stakeholders would include the Orange County Sheriff, a representative from the N.C. Wildlife Resources Department, County Manager, and community members living in the unincorporated areas of Orange County, including those who own and use firearms and those who do not.

The group's charge would include, but not necessarily be limited to:

- discuss the purpose of additional County firearm regulations, noise, property size, cost, posting of property signs, and safety concerns; and
- look at similar ordinances in other counties and to advise (or recommend) to the BOCC regarding a course of action regarding firearm regulations in the County.

Pending Board action on the Committee, the Clerk will then advertise for residents to apply for potential appointment to the Committee.

FINANCIAL IMPACT: The financial impact is to be determined. If the Board decides to direct staff to engage the services of a facilitator for the Committee, then there will be an associated cost. (The Clerk has initially contacted Andy Sachs as a possible facilitator and Mr. Sachs is interested and available to facilitate, if need be.)

RECOMMENDATION(S): The Manager recommends that the Board discuss and approve the charge detailed above and the attached proposed composition for the Firearms Safety Committee and provide additional direction to staff as needed.

Orange County Firearms Safety Committee – Proposed Composition

Position Number	Special Representation	Appointee/Designee
1	County Manager (or designee)	
2	N.C. Wildlife Resources Representative	
3	Orange County Sheriff- Sheriff or Designee	
4 5	Board of Commissioners - 2	
6	Orange County Citizen- At Large	
7	Orange County Citizen- At Large	
8	Orange County Citizen – At Large	
9	Orange County Citizen- At Large	
10	Orange County Citizen –At Large	
11	Orange County Citizen- At- Large	

Technical Staff:

- County Attorney

**ORANGE COUNTY
BOARD OF COMMISSIONERS
ACTION AGENDA ITEM ABSTRACT
Meeting Date: March 1, 2016**

**Action Agenda
Item No. 8-a**

SUBJECT: Orange County Bus and Rail Investment Plan Annual Report

DEPARTMENT: Planning and Inspections

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

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



PO Box 13787 | Research Triangle Park, NC 27709 | P: 919.485.7510 | F: 919.485.7547

www.gotriangle.org

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.

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 30th 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):

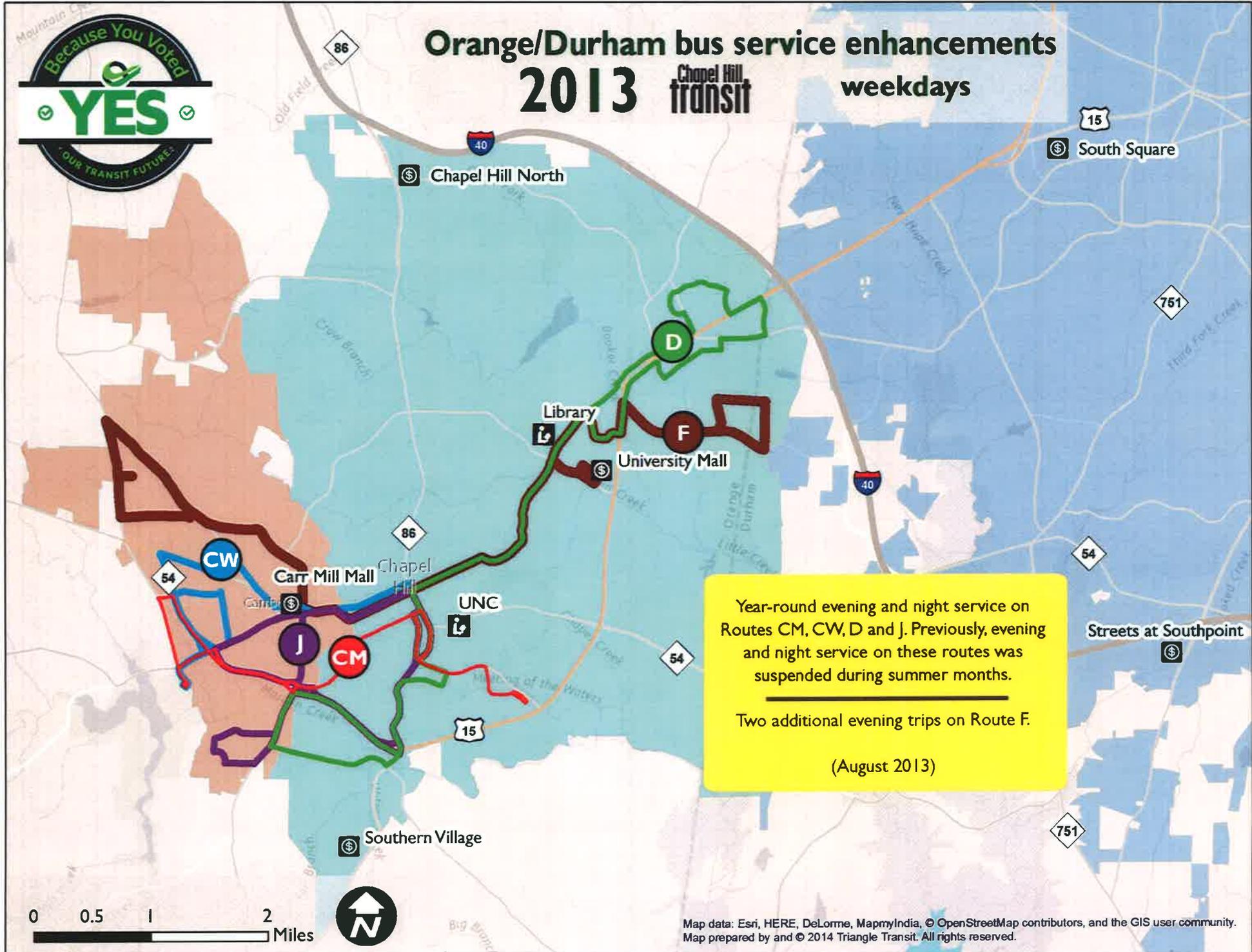
- Vehicle purchases by all three agencies
- Feasibility analysis and design of a park-and-ride lot in Hillsborough
- Feasibility and design of bus stop improvements at Manning Drive at UNC Hospital

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.

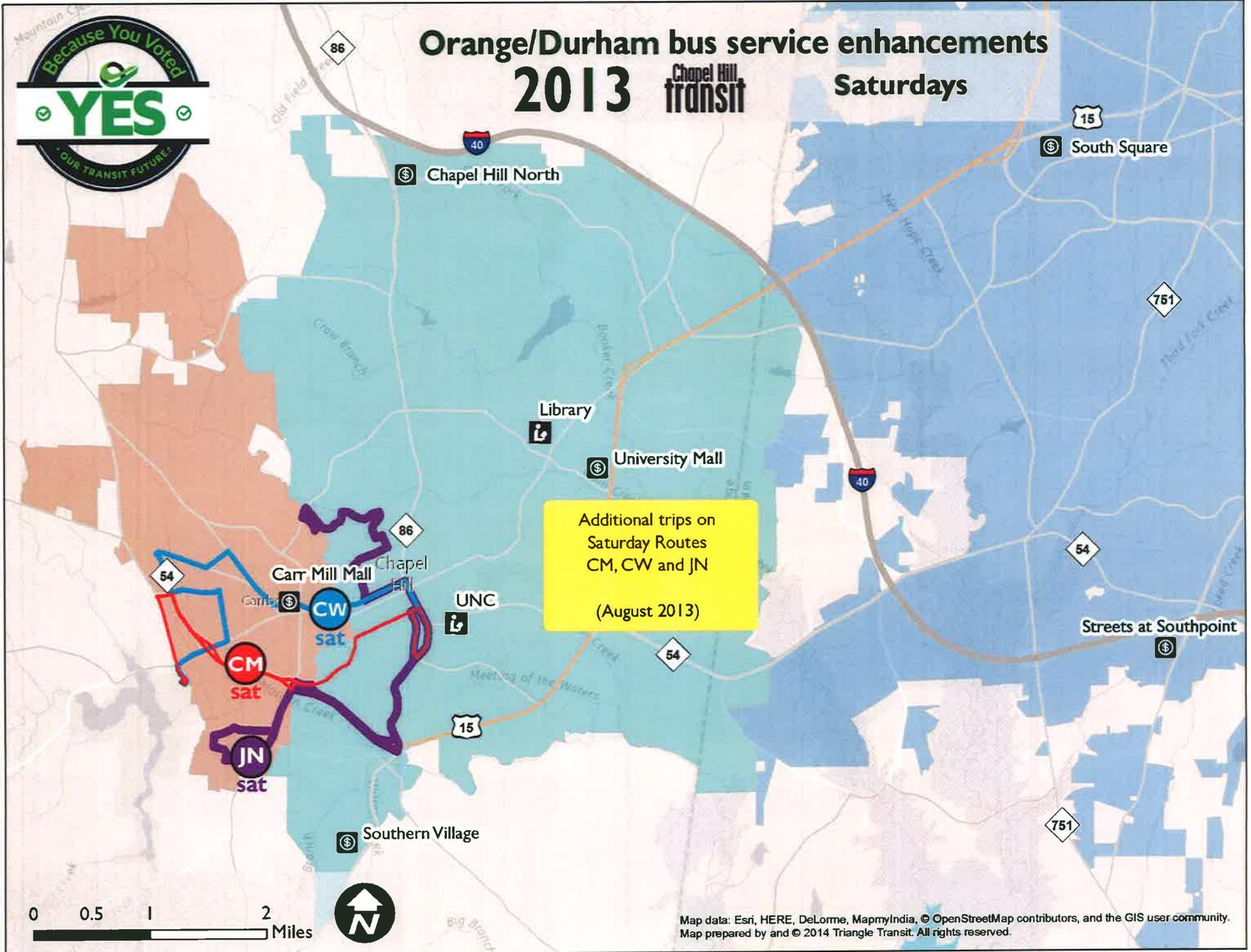
Two additional evening trips on Route F.

(August 2013)

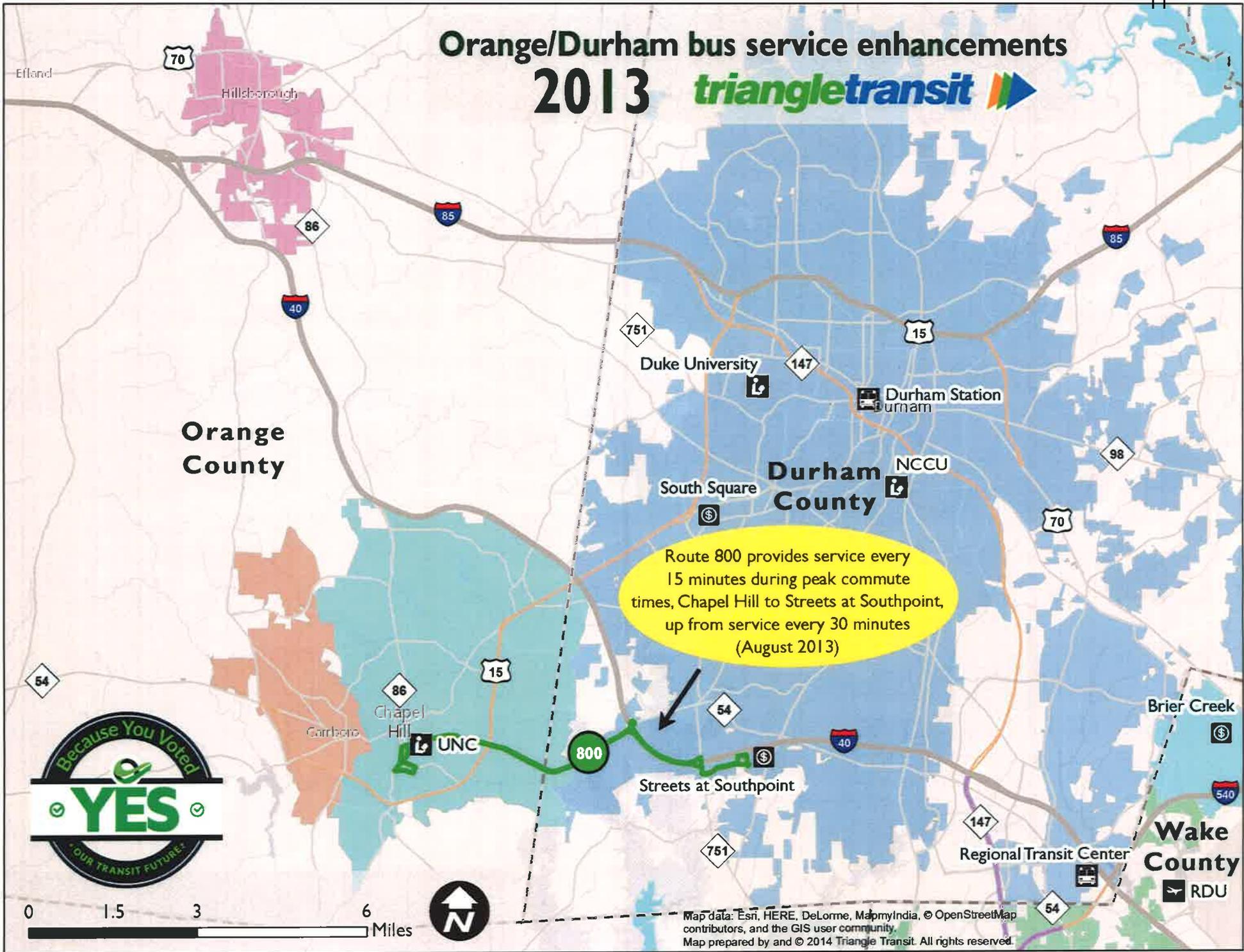
Map data: Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community. Map prepared by and © 2014 Triangle Transit. All rights reserved.



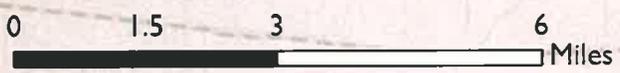
Orange/Durham bus service enhancements 2013 **Chapel Hill transit** Saturdays



Orange/Durham bus service enhancements 2013 *triangletransit*



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)



Map data: Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community.
Map prepared by and © 2014 Triangle Transit. All rights reserved.

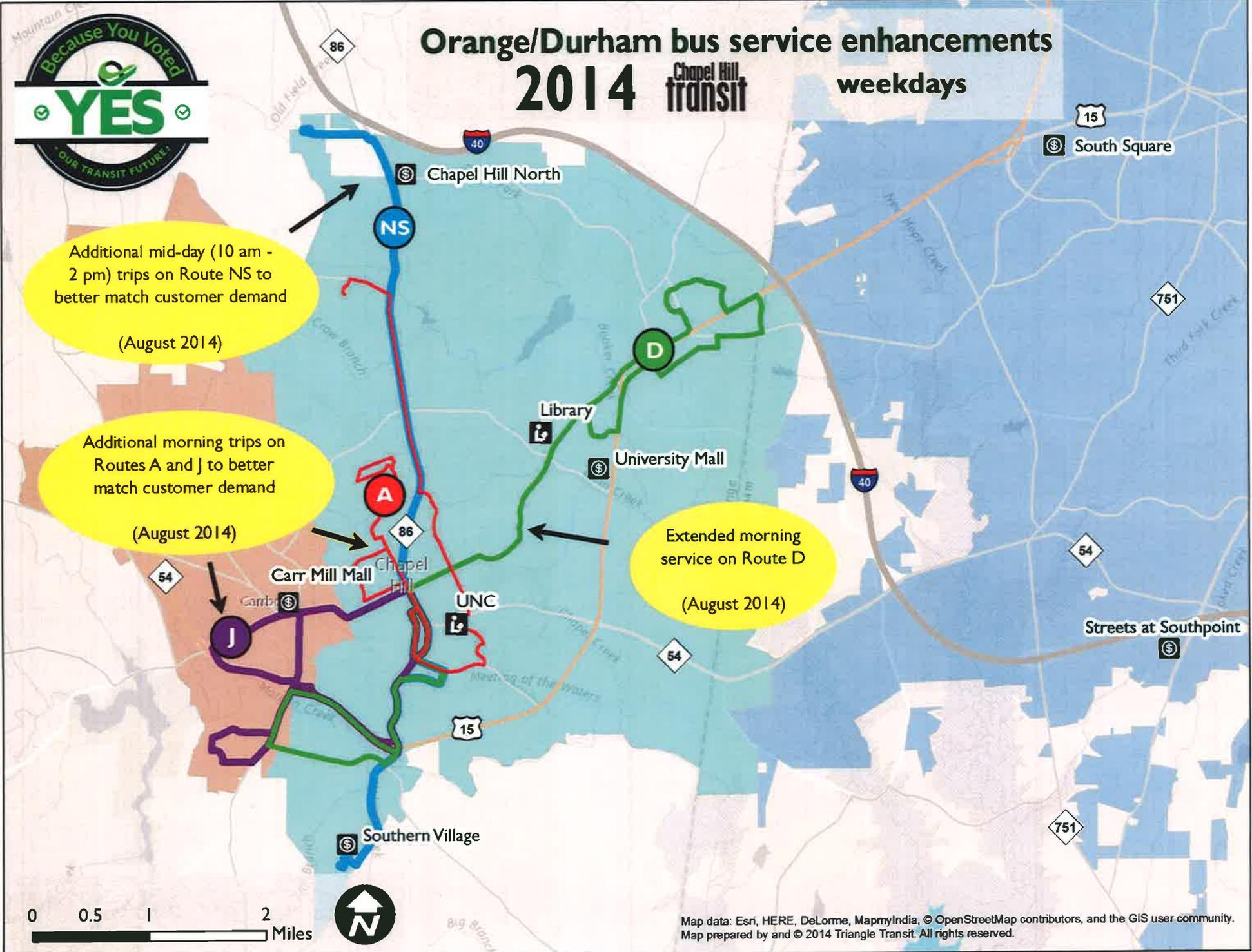


Orange/Durham bus service enhancements 2014 Chapel Hill transit weekdays

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

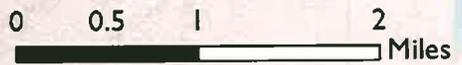
UNC

FG sat

D sat

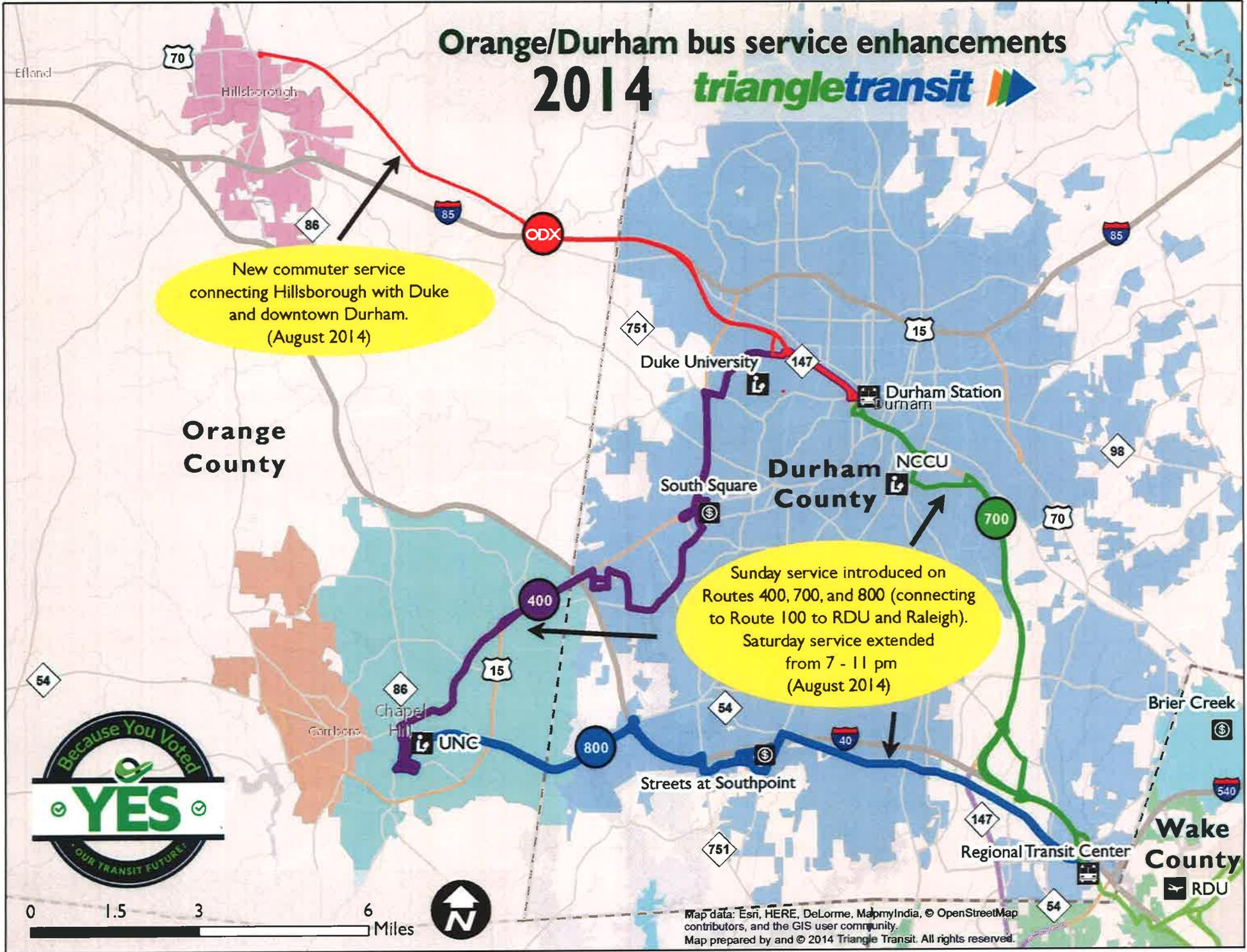
Streets at Southpoint

Southern Village



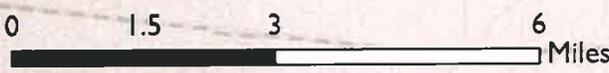
Map data: Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community. Map prepared by and © 2014 Triangle Transit. All rights reserved.

Orange/Durham bus service enhancements 2014 **triangletransit**



New commuter service connecting Hillsborough with Duke and downtown Durham. (August 2014)

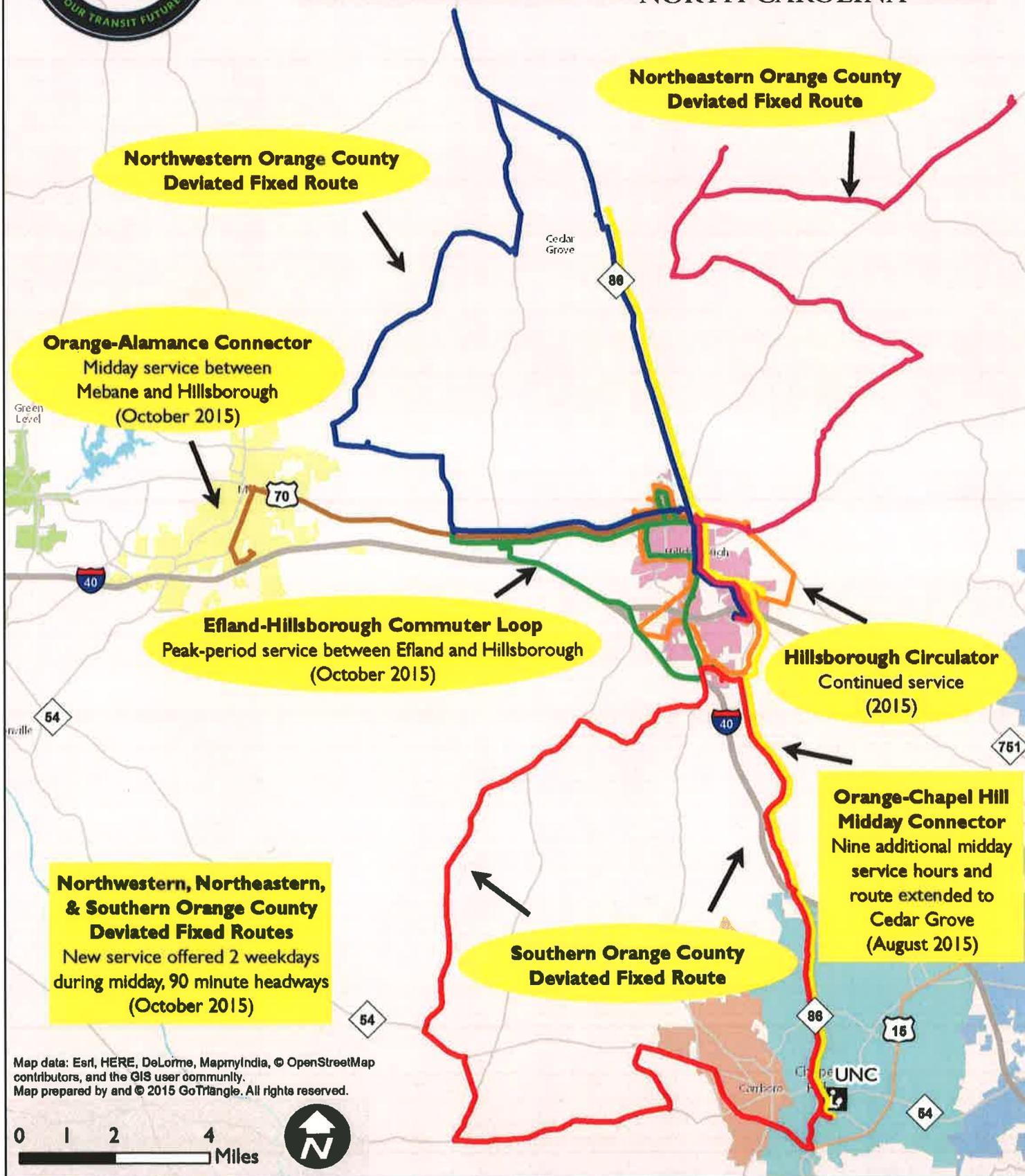
Sunday service introduced on Routes 400, 700, and 800 (connecting to Route 100 to RDU and Raleigh). Saturday service extended from 7 - 11 pm (August 2014)



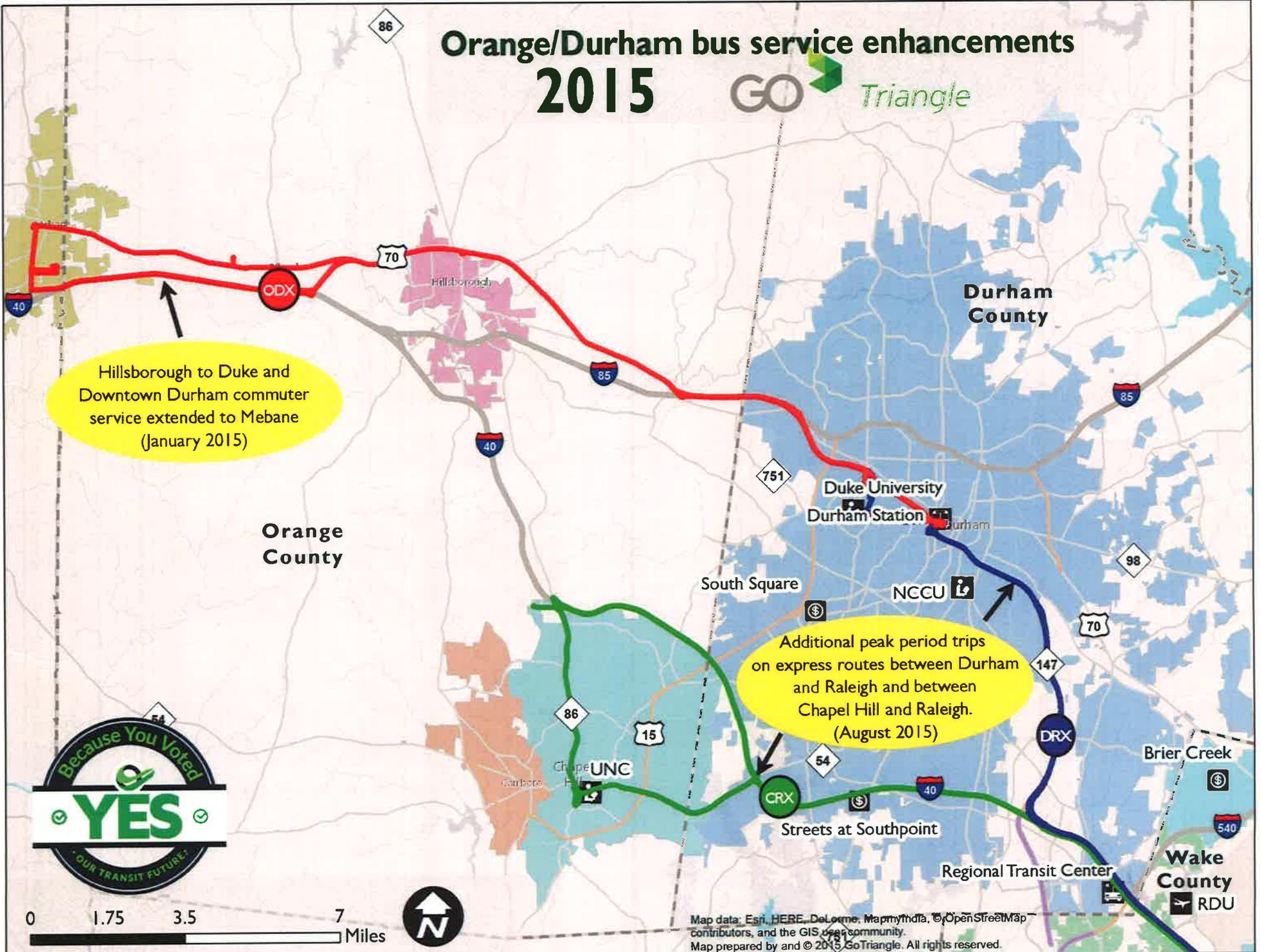
Map data: Esri, HERE, DeLorme, MapmyIndia, © OpenStreetMap contributors, and the GIS user community. Map prepared by and © 2014 Triangle Transit. All rights reserved.



Orange/Durham bus service enhancements 2015



Orange/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

Orange Co. Revenues	FY13	FY14	FY15
.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
Total Revenues	1,112,228	7,606,341	7,793,941
Orange Co. Expenses			
Administration	-	54,848	46,657
Bus Services**	-	530,100	1,379,291
Light Rail Development	-	2,008,215	3,322,213
Total Expenses	-	2,593,163	4,748,161
Reserves	1,112,228	5,013,179	3,045,780

* 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
Total Proposed FY15 Expenditures	\$ -
Estimated Farebox Recovery Ratio	0%
Estimated Farebox Revenue	\$ -
Estimate of Other Revenues (eg., SMAP, Sec. 5307, CMAQ)	0
Total Projected Revenues	\$ 1,125,300

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								
Total				0 \$		0 \$		

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		#####
			\$ -
			\$ -
			\$ -
			\$ -
Total	\$ 18,685,436.00	\$ -	#####

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
Total Proposed FY15 Expenditures	\$ 463,790	\$ 548,968	\$ 1,012,758
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
Total Projected Revenues	\$ 558,363	\$ 822,125	\$ 1,407,296

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.
Total			8725	\$ 966,275	9682	\$ 1,071,885		

Descriptions of Increased Cost of Existing Services (ICES)	FY14 Expenses	FY15 Projected	
		Expenses	Difference
ex. Fuel		\$ -	\$ -
ex. Personnel (wages, benefits)		\$ -	\$ -
		\$ -	\$ -
		\$ -	\$ -
Total	\$ -	\$ -	\$ -

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	
Total Proposed FY14 Expenditures	\$ -
Estimated Farebox Recovery Ratio	15%
Estimated Farebox Revenue	\$ -
Estimate of Other Revenues (eg., SMAP, Sec. 5307, CMAQ)	0
Total Projected Revenues	\$ 210,990

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	
Total			2532.75	\$ -	3377	\$ -		

Descriptions of Increased Cost of Existing Services (ICES)	FY13 Expenses	FY15 Projected Expenses	Difference
ex. Fuel			\$ -
ex. Personnel (wages, benefits)			\$ -
			\$ -
			\$ -
			\$ -
Total	\$ -	\$ -	\$ -

**ORANGE COUNTY
BOARD OF COMMISSIONERS
ACTION AGENDA ITEM ABSTRACT
Meeting Date: March 1, 2016**

**Action Agenda
Item No. 8-b**

SUBJECT: Update from GoTriangle - Park and Ride Lot and Bus Transfer Facility

DEPARTMENT: Planning and Inspections

ATTACHMENT(S):

1. GoTriangle PowerPoint Presentation

INFORMATION CONTACT:

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. 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

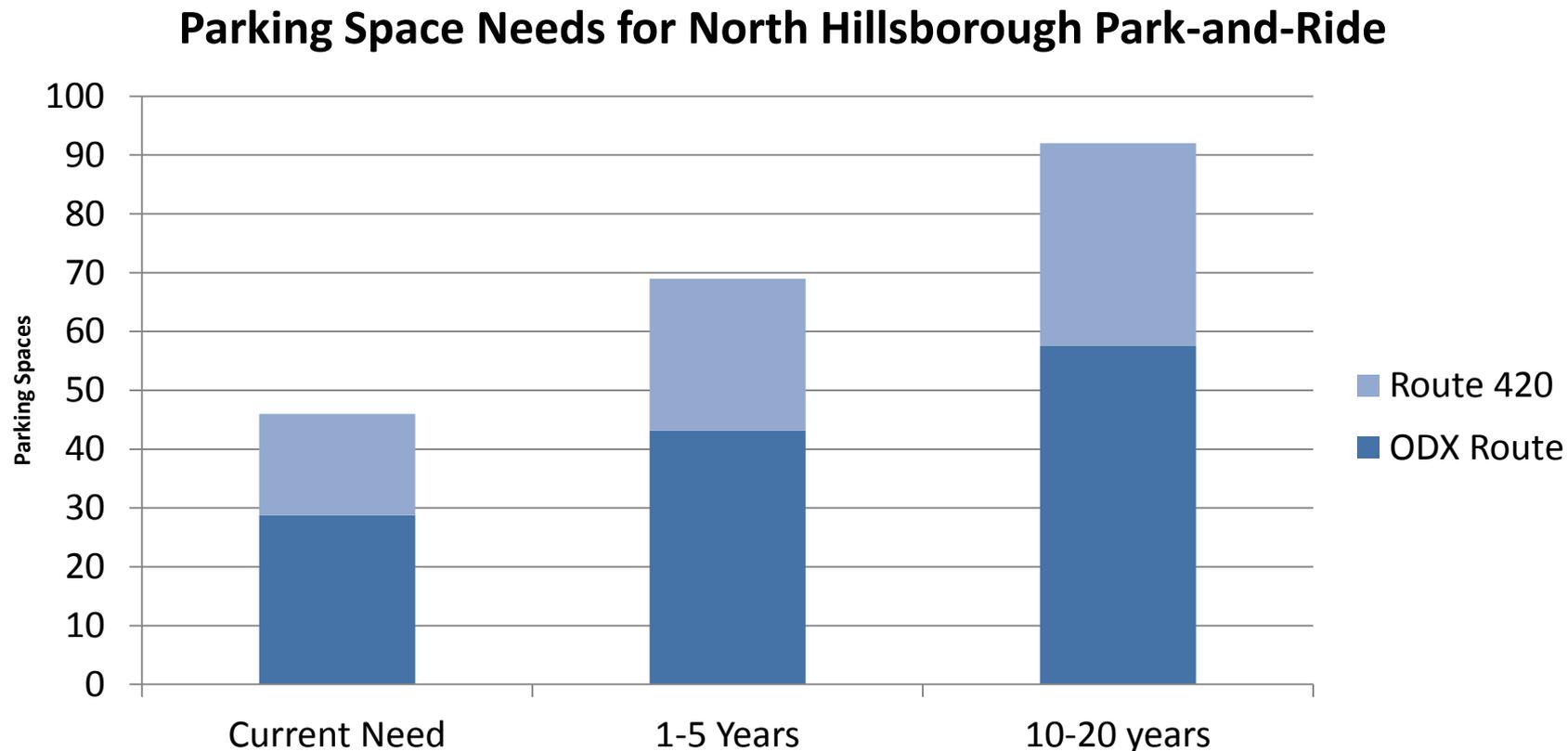
What is a Transfer Facility?



North Hillsborough Park-and-Ride

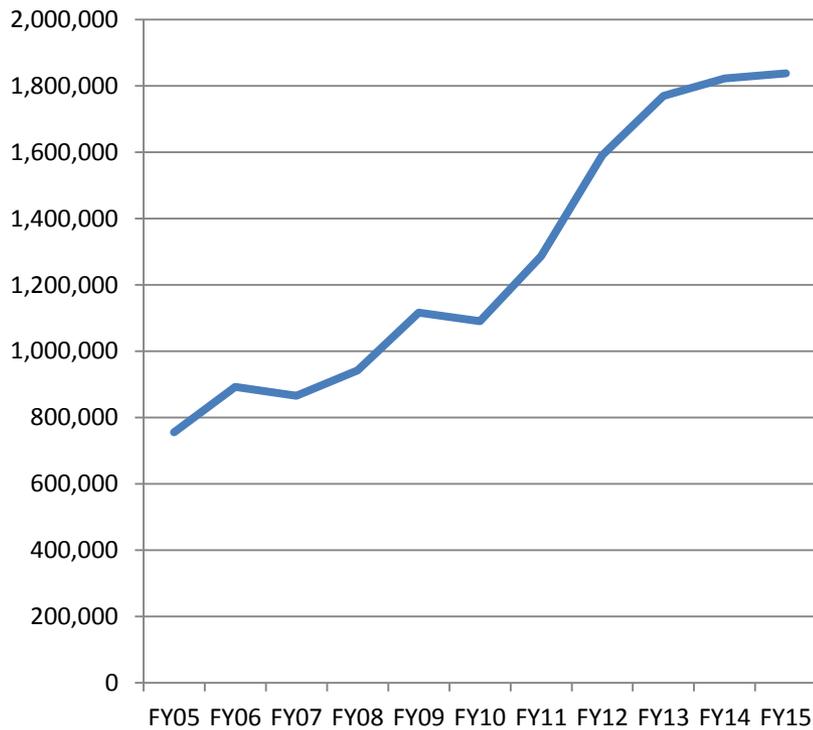
- Goal: Along US 70
- Parking facility for two commuter routes
 - Orange-Durham Express
 - Route 420 to Chapel Hill
- When defining site selection criteria
 - Plan for growth in transit ridership
 - Locate to attract customers

Size: Meet current and future demand

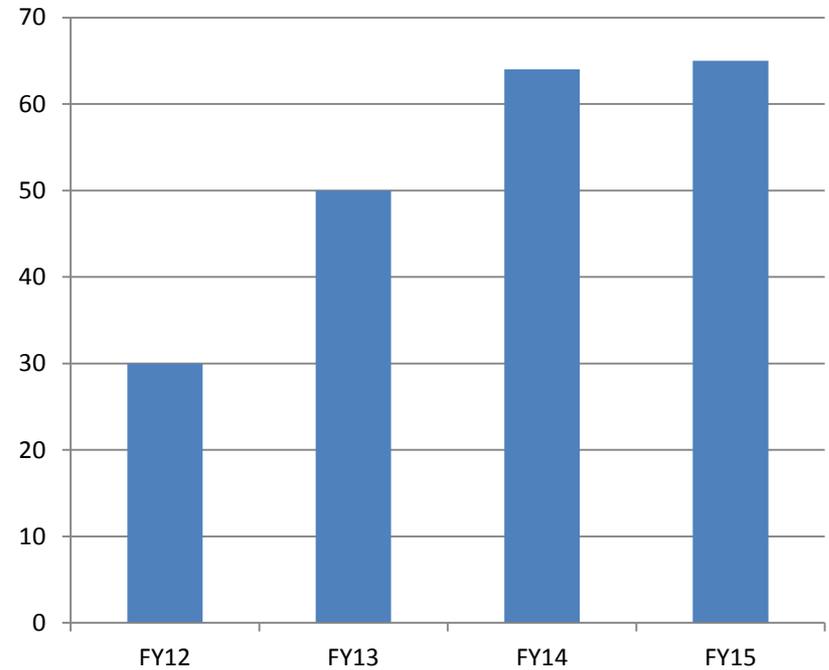


Size: Meet current and future demand

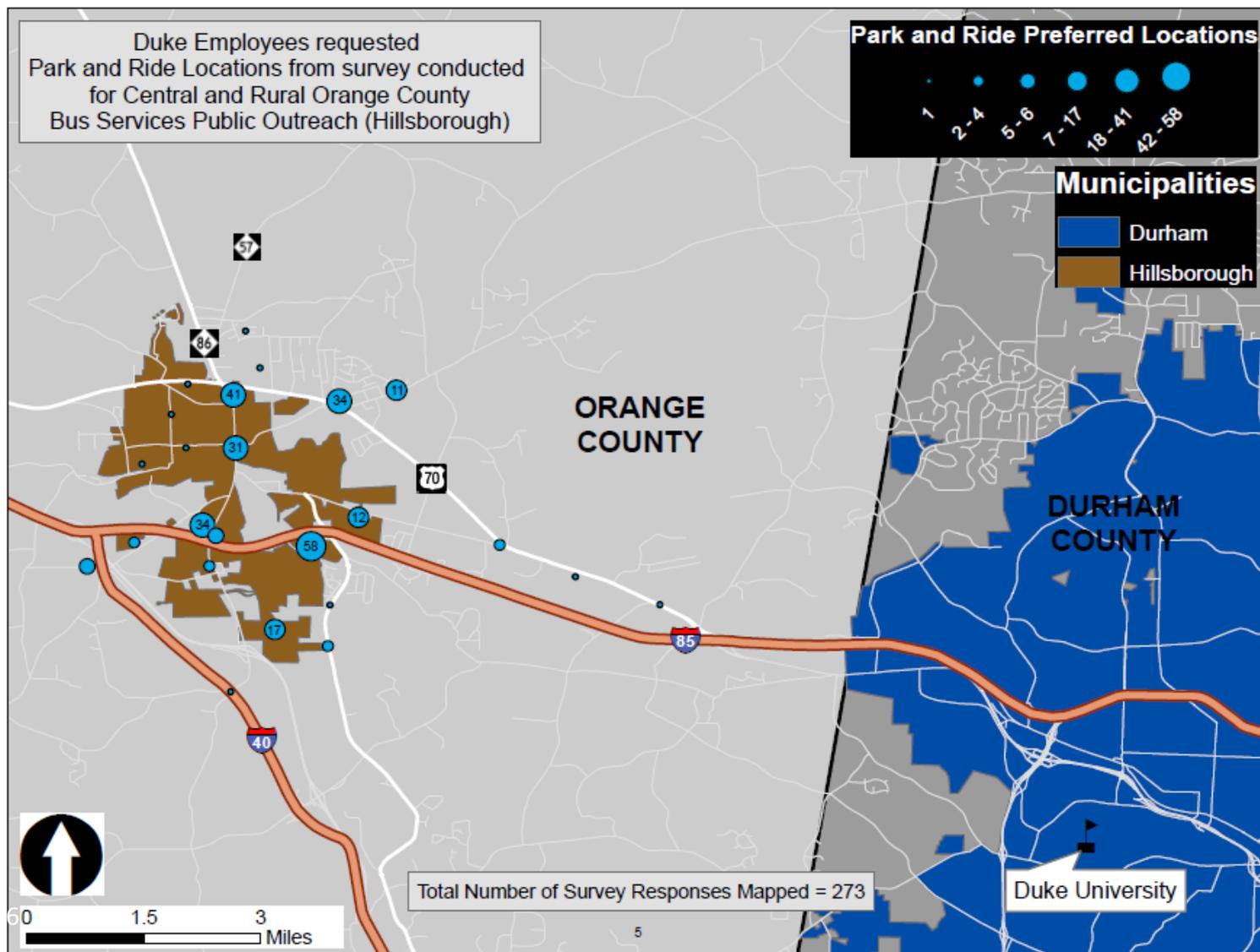
GoTriangle Ridership



**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



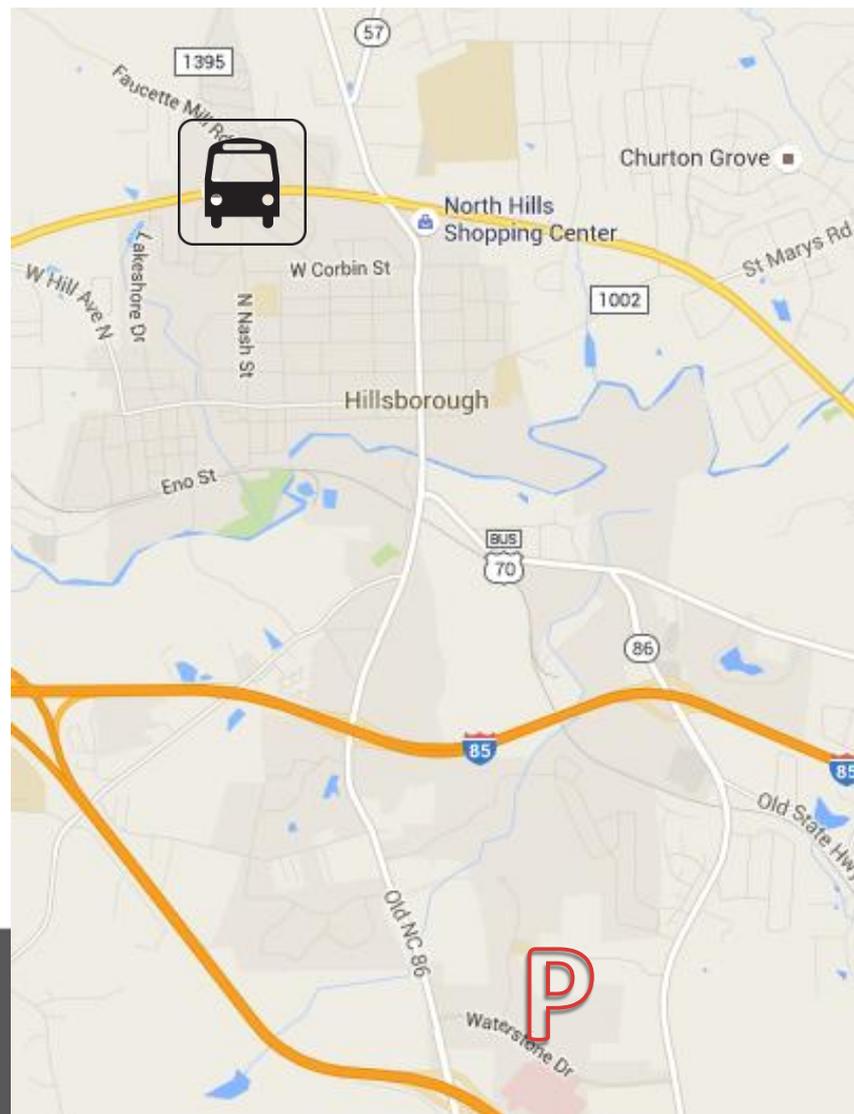
Alternate Scenario 1

- 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

919-485-7529

BOCC Meeting Follow-up Actions

(Individuals with a * by their name are the lead facilitators for the group of individuals responsible for an item)

Meeting Date	Task	Target Date	Person(s) Responsible	Status
2/16/16	Review and consider request by Commissioner Jacobs that staff review agenda abstract form and the public hearing notations	3/22/2016	Chair/Vice Chair/ Manager	DONE Agenda Abstract Form Revised
2/16/16	Review and consider request by Commissioner Jacobs that the Board consider adopting a resolution honoring former County Commissioner Norm Gustaveson who recently passed away	3/22/2016	Donna Baker	Clerk to contact family to determine availability, etc.
2/16/16	Review and consider request by Commissioner Dorosin that staff review and provide a report to the Board on the zoning options to maximize the use of the area west of Carrboro of Highway 54	5/1/2016	Craig Benedict Steve Brantley	To be reviewed and report provided
2/16/16	Bring back the Display of Pyrotechnics Ordinance agenda item as a Decision items at a future regular meeting	3/1/2016	John Roberts	DONE Included on the March 1, 2016 Regular Meeting Agenda
2/16/16	Develop an agenda item for Board consideration establishing a Firearms Safety Committee with member positions representing various interests in preparation for the Board advertising for applicants and then making appointments	4/1/2016	Donna Baker	DONE Included on the March 1, 2016 Regular Meeting Agenda

INFORMATION ITEM

Tax Collector's Report - Numerical Analysis

Effective Date of Report: February 12, 2016						
Tax Year 2015	Amount Charged in FY 15-16	Amount Collected	Accounts Receivable	Amount Budgeted in FY 15-16	Remaining Budget	% of Budget Collected
Current Year Taxes	\$ 136,413,322.00	133,485,561.10	\$ 4,116,605.92	\$ 136,413,322.00	\$ 2,927,760.90	97.85%
Prior Year Taxes	\$ 3,551,444.86	761,350.95	\$ 2,700,384.52	\$ 1,150,000.00	\$ 388,649.05	66.20%
Total	\$ 139,964,766.86	134,246,912.05	\$ 6,816,990.44	\$ 137,563,322.00	\$ 3,316,409.95	97.59%
Tax Year 2014	Amount Charged in FY 14-15	Amount Collected	Accounts Receivable	Amount Budgeted in FY 14-15	Remaining Budget	% of Budget Collected
Current Year Taxes	\$ 135,734,649.00	132,083,002.83	\$ 3,705,206.19	\$ 135,734,649.00	\$ 3,651,646.17	97.31%
Prior Year Taxes	\$ 3,764,940.44	1,043,688.31	\$ 2,691,038.34	\$ 994,130.00	\$ (49,558.31)	104.99%
Total	\$ 139,499,589.44	133,126,691.14	\$ 6,396,244.53	\$ 136,728,779.00	\$ 3,602,087.86	97.37%
Current Year Overall Collection Percentage Tax Year 2015			97.01%			
Current Year Overall Collection Percentage Tax Year 2014			97.27%			

INFORMATION ITEM

Tax Collector's Report - Measures of Enforced Collections

Fiscal Year 2015-2016

Effective Date of Report: January, 2016													
	July	August	September	October	November	December	January	February	March	April	May	June	YTD
Wage garnishments	26	11	127	94	34	3	39						334
Bank attachments	12	6	27	3	1	-	8						57
Certifications	-	-	2	-	-	-	-						2
Rent attachments	-	-	-	-	-	-	4						4
Housing/Escheats/Monies	4	-	4	6	8	-	40						62
Levies	1	-	8	1	2	-	1						13
Foreclosures initiated	-	-	1	1	-	-	-						2
NC Debt Setoff collections	\$ 799.74	\$ 833.06	\$ 684.47	\$ 143.15	\$ 175.65	\$ 51.94	\$ -						2,688

This report shows the Tax Collector's efforts to encourage and enforce payment of taxes for the fiscal year 2015-2016. It gives a breakdown of enforced collection actions by category, and it provides a year-to-date total.

The Tax Collector will update these figures once each month, after each month's reconciliation process.

NAME	ABSTRACT NUMBER	BILLING YEAR	ORIGINAL VALUE	ADJUSTED VALUE	TAX	FEE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT	TAX CLASSIFICATION	ACTION	Approved by CFO	Additional Explanation
Barber, Erin Callie	29527861	2015	4,240	-	(71.06)	(30.00)	(101.06)	County changed to Chatham (illegal tax)	RMV-VTS	Approved	2/11/2016	
Bullock, Joshua Scott	28156642	2014	3,510	3,510	(28.38)	(30.00)	(58.38)	Situs error (illegal tax)	RMV-VTS	Approved	2/11/2016	
Combs, Ted Lee	29828437	2015	3,220	3,220	(23.32)	(30.00)	(53.32)	Situs error (illegal tax)	RMV-VTS	Approved	2/11/2016	
Davisson, Emily J	278880	2015	296,764	293,834	(49.10)		(49.10)	Double billed (illegal tax)	Personal	Approved	2/11/2016	Listed in error
Edward D Jones & Co LP	239903	2015	6,123	-	(98.60)		(98.60)	Double billed (illegal tax)	Personal	Approved	2/11/2016	Also account 1055778, refund to be applied to 1055778-2015
Graham, Daniel	22564888	2014	800	800	(5.83)	(30.00)	(35.83)	Situs error (illegal tax)	RMV-VTS	Approved	1/29/2016	
Hopkins, Michael	28737559	2014	9,280	-	(9.28)		(9.28)	Situs error (illegal tax)	RMV-VTS	Approved	2/11/2016	Total release/refund amount is \$194.80. This release was approved by BOCC 1/21/16 but amount was incorrectly listed as \$185.52.
Maginn, Vincent	16094702	2015	14,550	11,349	(51.55)		(51.55)	High mileage (appraisal appeal)	RMV-VTS	Approved	2/11/2016	
Orellana, Glenia	29707698	2015	7,650	7,650	(59.17)	(30.00)	(89.17)	Situs error (illegal tax)	RMV-VTS	Approved	1/29/2016	
Pinnix, Rose	22376101	2015	15,760	13,238	(23.90)		(23.90)	High mileage (appraisal appeal)	RMV-VTS	Approved	1/29/2016	
Terrell, Algin Jr	29661250	2015	1,040	1,040	(7.53)	(30.00)	(37.53)	Situs error (illegal tax)	RMV-VTS	Approved	1/21/2016	
						Total	\$ (607.72)					

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 24, 2016

Dear Commissioners,

At the Board's February 16, 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 Commissioner Jacobs that staff review agenda abstract form and the public hearing notations.

Response: *Agenda Abstract Form Revised.*

- 2) Review and consider a request by Commissioner Jacobs that the Board consider adopting a resolution honoring former County Commissioner Norm Gustaveson who recently passed away.

Response: *Clerk to contact family to determine availability, etc.*

- 3) Review and consider a request by Commissioner Dorosin that staff review and provide a report to the Board on the zoning options to maximize the use of the area west of Carrboro of Highway 54.

Response: *To be reviewed and report provided.*

Regards,

Earl McKee, Chair
Board of County Commissioners