



**Orange County  
Board of Commissioners**

**Agenda**

**Regular Meeting**

February 4, 2014

7:00 p.m.

Department of Social Services

Hillsborough Commons

113 Mayo 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 (7:00-7:05)**

**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) (7:05-7:20)**

(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) (7:20-7:30)**

**4. Proclamations/ Resolutions/ Special Presentations (7:30-7:50)**

- a. Orange County Arts Grant Recipients  
b. Proclamation – Human Relations Month



**5. Public Hearings (7:50-8:05)**

- a. Orange County Consolidated Housing Plan Update

**6. Consent Agenda (8:05-8:15)**

- 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. Advertisement of Tax Liens on Real Property
  - f. Orange County Arts Commission Annual DCP Renewal with NC Arts Council
  - g. Application for North Carolina Education Lottery Proceeds for Chapel Hill – Carrboro City Schools (CHCCS) and Contingent Approval of Budget Amendment # 4-C Related to CHCCS Capital Project Ordinances
  - h. Amending the County Manager’s Employment Contract
  - i. Request for Road Additions to the State Maintained Secondary Road System
  - j. Impact Fee Reimbursement Request
  - k. Authorization of a Deed of Trust by Orange Enterprises, Inc.
  - l. Legal Advertisement for Quarterly Public Hearing – February 24, 2014

**7. Regular Agenda**

- a. Triangle Transit Update on Implementation of the Orange County Bus and Rail Investment Plan (8:15-9:05)
- b. Scheduling Public Hearings – Proposed Unincorporated County Recycling Service District (9:05-9:50)

**8. Reports**

**9. County Manager’s Report (9:50-9:55)**

**10. County Attorney’s Report (9:55-10:00)**

**11. Appointments (10:00-10:15)**

- a. Advisory Board on Aging – Appointment
- b. Arts Commission – Appointment
- c. Nursing Home Community Advisory Committee – Appointments

**12. Board Comments (Three Minute Limit Per Commissioner) (10:15-10:30)**

**13. Information Items**

- January 23, 2014 BOCC Meeting Follow-up Actions List



- Tax Collector's Report – Numerical Analysis
- BOCC Follow-up Regarding Commercial Disposal at Convenience Centers

**14. Closed Session (10:30- )**

“To discuss matters related to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations,” NCGS § 143-318.11(a)(4).

**15. Adjournment**

**A summary of the Board's actions from this meeting will be available on the County's website the day after the meeting.**

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

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

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

**SUBJECT:** Orange County Arts Grant Recipients

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**DEPARTMENT:** Orange County Arts  
Commission

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

No
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**ATTACHMENT(S):**

Fall 2013 Grant Awards Spreadsheet  
Copy of Awards to be Distributed  
"Specific Attendee List to Follow"

**INFORMATION CONTACT:**

Martha Shannon, 919-968-2011

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**PURPOSE:** To present checks to local artists and arts organizations receiving Fall 2013 Orange County Arts Grants.

**BACKGROUND:** The Orange County Arts Commission grants monies to local artists and arts organizations from funds received from the state and Orange County government for this purpose. These funds are distributed for arts programming in all arts disciplines. Each grant recipient must match the grant amount in order to receive funding.

**FINANCIAL IMPACT:** A total of \$24,926 will be awarded in this cycle. This amount is awarded from the FY 2013-14 Orange County funds (\$26,750) already approved by the BOCC for this purpose. (In the Spring 2013 arts grant cycle, \$1,000 in County funds was awarded to an individual artist, and \$824 in County funds was used to help support the Piedmont Laureate Program, a program of the Orange County Arts Commission.)

**RECOMMENDATION(S):** The Manager recommends that the Board acknowledge the local recipients of the awards during the February 4, 2014 meeting with the presentation of checks by the Board Chair.

Fall, 2013 Grant Awards - Orange County Arts Commission			REQ	GRA (CO)	SCORE
Applicant	Address	Project			
<b>Arts Program Grants:</b>					
Art Therapy Institute	200 N. Greensboro St., Suite D-6, Carrboro, NC 27510	"Vision and Hope: An Empowerment Program for Older Refugee Students" Art Therapy Program	\$ 1,500	0	
ArtsCenter	300-G East Main Street, Carrboro, NC 27510	Residency by Chinese Acrobat Li Liu for PreK-6th Graders	1,500	1,500	
ArtsCenter	300-G East Main Street, Carrboro, NC 27510	16 Curriculum-Integrated Arts Residencies in Four Title 1 Schools	1,500	1,500	
BUMP: The Triangle	504 W. Chapel Hill Street, Durham, NC 27701	After-School Program in Music, History & Culture from the African Diaspora at Elementary Schools	1,500	1,500	
Chapel Hill-Carrboro Public School Foundation	P.O. Box 877, Carrboro, NC 27510	Music Instruction for Special Needs, Low Income, Minority Preschool Children	1,500	1,500	
Door to Door of UNC Health Care	CB# 7600 Volunteer Services, UNCH, Chapel Hill, NC 27510	Honorarium for Artists Performing in Psychiatric Units and Hospital Rooms	1,500	1,500	
Extraordinary Ventures	200 S. Elliott Road, Chapel Hill, NC 27514	Art Program & Exhibit for Developmentally Disabled Participants ("Extraordinary Artists")	1,500	1,500	
Friends of the Carrboro Branch Library	900 Old Fayetteville Road, Chapel Hill, NC 27516	Ongoing Arts Program Supporting Local Artists and Culturally Diverse Community Groups	1,500	1,500	
One Song Productions	P.O. Box 9213, Chapel Hill, NC 27515	Support of Production Costs for Winter, Spring & Summer Shows	1,500	1,500	
Orange Community Players	P.O. Box 144, Hillsborough, NC 27278	2014 Production Expenses	1,500	0	
Orange County Artists Guild	P.O. Box 216, Carrboro, NC 27510	Development & Printing of User-Friendly Year-Round Directory of OCAG Artist's Artwork/Contact Info.	1,500	1,500	
Preservation Chapel Hill	610 E. Rosemary Street, Chapel Hill, NC 27514	Support for 40 Year-Old Art Program (9 Exhibitions Per Year) at Horace Williams House	1,500	1,500	
UNC Center for the Study of the American South	CB# 9127, 410 E. Franklin St., Chapel Hill, NC 27510	ConvergeNC Music Festival	1,500	1,500	
Women's Voices Chorus	P.O. Box 2854, Chapel Hill, NC 27515-2854	Composer's Travel and Support for Purchase of Orchestral and Choral Scores	1,500	826	
<b>Arts in Education Grants:</b>					
Grady A. Brown Elementary School PTA	1100 New Grady Brown School Rd., Hillsborough, NC 27278	Musician Charles Pettee Residency & Performance in Music & Dance for K-5th Graders	1,000	1,000	
McDougle Elementary School PTA	890 Old Fayetteville Road, Chapel Hill, NC 27516	Artists' Fees for "One Noble Journey" (Mike Wiley) and Li Liu Chinese Acrobat	800	800	
Northside Elementary School PTA	350 Caldwell Street, Chapel Hill, NC 27516	Support for Expansion of Arts in Action Program	1,000	1,000	
Phillips Middle School PTSA	606 N. Estes Drive, Chapel Hill, NC 27514	Artists' Fees for Soul Street Dance Company, Guy Davis, Charles Pettee Bluegrass Stomp	1,000	1,000	
<b>Artist Project Grants:</b>					
Barbara Barnes		"Art Images Live"	1,000	0	
Iris Thompson Chapman		Legacy of Central High School Through Murals and Photographs at Hillsborough Elementary School	500	500	
Rosemary Deane		Documentary & Digital Story Telling Workshops Featuring Stories of Local Latino Families	757	0	
Janice French		"Lift Every Voice: Words Woven Into Action" (MLK Jr. Celebration) Art Project at Carolina Friends School	300	300	
Rob Hamilton		"The Misdirection of Henry Walker: a Tragedy for Constructed Actors"	1,000	1,000	
Carter Hubbard		"Chia Messengers: Urban Botanical Installation"	1,000	0	
Tinka Jordy		Promotion of Art in the Garden Annual Sculpture Invitational	1,000	1,000	
Barbara Tyroler		2 Multi-Media Photographic Collage Installations of Urbanization & Environmental Pollution in China	1,000	1,000	
		<b>TOTAL REQUESTED:</b>	<b>31,357</b>	<b>24,926</b>	
		<b>TOTAL COUNTY AMT. ALLOCATED BY BOCC FOR FALL, 2013 GRANTS</b>		26,750	
		TOTAL COUNTY AMT. SPENT IN SPRING, 2013 FOR ARTIST GRANTS		1,000	
		TOTAL COUNTY AMT. SPENT IN SPRING, 2013 FOR OCAC PROGRAMS		824	
		<b>TOTAL COUNTY AMT. AVAILABLE FOR FALL, 2013 GRANTS</b>		<b>24,926</b>	

**Fall 2013 Arts Grant Recipients  
Orange County Arts Commission**

ArtsCenter

BUMP (Boston Urban Music Project): The Triangle

Chapel Hill-Carrboro Public School Foundation

Iris Thompson Chapman

Door to Door of UNC Health Care

Extraordinary Ventures

Janice French

Friends of the Carrboro Branch Library

Grady A. Brown Elementary School PTA

Rob Hamilton

Tinka Jordy

McDougle Elementary School PTA

Northside Elementary School PTA

One Song Productions

Orange County Artists Guild

Phillips Middle School PTSA

Preservation Chapel Hill

Barbara Tyroler

UNC Center for the Study of the American South

Women's Voices Chorus

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

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

**SUBJECT:** Proclamation - Human Relations Month

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

**PUBLIC HEARING: (Yes/No)**

No
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**ATTACHMENT(S):**  
Proclamation

**INFORMATION CONTACT:**  
Tara Fikes, 245-2490  
Christine Kelly-Kleese, HRC Chair

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**PURPOSE:** To officially proclaim the month of February as “Human Relations Month” in Orange County.

**BACKGROUND:** The Governor annually proclaims the month of February as “Human Relations Month” in North Carolina. The Board of County Commissioners also annually proclaims February as “Human Relations Month” in Orange County.

The Human Relations Commission hosted its annual Human Relations Month Forum on Sunday, January 26, 2014. The year 2014 marks the 50th anniversary of the Civil Rights Act of 1964. To acknowledge this anniversary, the theme of the Forum was entitled “Equal Justice Under the Law – Are We There Yet: *A Reflection on the 50th Anniversary of the 1964 Civil Rights Act*”. Forum panelists included John “Blackfeather” Jeffries, a former student at North Carolina A&T, State Senator Valerie Foushee, and Civil Rights Attorney Al McSurely. Professor Gene Nichol, founder of the UNC Center for Civil Rights and Director of the Center on Poverty, Work and Opportunity, was the program moderator.

On Sunday, February 23, 2014, the Human Relations Commission will honor the recipients of the 2013 Pauli Murray Human Relations Award. This award is presented annually to an Orange County youth, an Orange County adult, and an Orange County business that has served the community with distinction in the pursuit of equality, justice, and human rights for all residents. The Human Relations Commission will also present awards to the 2013 Student Essay Contest winners and the winners of the first annual Fair Housing Poster Contest. The ceremony will take place in the ballroom of the Central Orange Senior Center from 3:00 p.m. to 5:00 p.m.

**FINANCIAL IMPACT:** None.

**RECOMMENDATION(S):** The Manager recommends the Board approve the proclamation and authorize the Chair to sign.

## **ORANGE COUNTY BOARD OF COMMISSIONERS**

### **HUMAN RELATIONS MONTH PROCLAMATION**

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

WHEREAS, the Orange County Human Relations Commission has diligently served Orange County since 1995 and remains committed to promoting equal treatment, opportunity and understanding throughout the community; and

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

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

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

NOW, THEREFORE, We, the Orange County Board of Commissioners, do hereby proclaim February 2014 as "**HUMAN RELATIONS MONTH**" in Orange County and challenge all residents to promote the ideology of social justice for all by celebrating and encouraging multiculturalism in the County and encouraging all residents to embrace diversity in Orange County.

***THIS THE 4<sup>th</sup> DAY OF FEBRUARY, 2014.***

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Barry Jacobs, Chair  
Orange County Board of County Commissioners

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

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

**SUBJECT:** Orange County Consolidated Housing Plan Update

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

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

Yes
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**ATTACHMENT(S):**  
Executive Summary  
Application Form

**INFORMATION CONTACT:**  
Tara L. Fikes, 919-245-2490

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**PURPOSE:** To receive comments from the public regarding the housing and non-housing needs to be included in the Annual Update of the 2010-2015 Consolidated Housing Plan for Housing and Community Development Programs in Orange County and proposed uses of 2014-2015 HOME funds.

**BACKGROUND:** In May 2010 a Consolidated Plan for Housing and Community Development Programs in Orange County was developed and approved by the U.S. Department of Housing and Urban Development (HUD). This document details the housing needs of very low income, low income and moderate-income families and special population groups in addition to outlining the strategies and plans for addressing those needs.

Each year, local communities are required to reassess the needs of the community. This public hearing provides an opportunity for the public, public agencies and other interested parties to provide input into the Annual Update. In addition, the public is asked to comment on proposed uses of an estimated \$333,418 in 2014-2015 HOME funds. Information regarding actual Congressional allocation is not available at this time. Eligible HOME Program activities include: acquisition; new construction; housing rehabilitation; and rental assistance. An application form has been designed for agencies interested in accessing HOME funds for local housing projects. A copy of the application is attached to this abstract for information. The deadline for completing this application form is February 26, 2014. The HOME Program Review Committee will then review the applications received and make recommendations regarding funding for consideration by the local elected officials in late March 2014.

In order to inform the general public of this opportunity and encourage participation, notices have been placed in *The Herald-Sun*, sent to local non-profit agencies and placed on local websites.

**FINANCIAL IMPACT:** The Orange County HOME Consortium expects to receive an allocation of \$333,418 in HOME Program funds for 2014-2015, the same level as last fiscal year.

**RECOMMENDATION (S):** The Manager recommends that the Board receive comments from the public as additional information.

# Orange County, NC

## FY 2010-2015 Consolidated Plan

### GENERAL

#### Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

#### **Orange County 5-Year Strategic Plan Executive Summary:**

The Strategic Consolidated Plan is a document that provides information concerning how the Orange County Consortium plans to address certain important housing and community development needs of its low and moderate income residents during the next five years. The Orange County Consortium is comprised of Orange County, the Town of Chapel Hill, the Town of Hillsborough, and the Town of Carrboro. This Plan describes the priorities that the Consortium will emphasize when using federal grant programs funded through the U.S. Department of Housing and Urban Development [HUD]: the Community Development Block Grant [CDBG] Program and the Home Investment Partnerships Act [HOME] Program. The Plan must be submitted to HUD by May 14, 2010, and will provide guidance for activities to be selected and undertaken in the federal Fiscal Years of 2010-2015. This Plan will be administered by the Orange County Department of Housing and Community Development, as lead entity for the Consortium.

#### **Program Purpose:**

The purpose of the CDBG and HOME Programs in Orange County and the Towns of Chapel Hill, Hillsborough and Carrboro is to enhance the quality of life for the low to moderate income residents by: 1) providing decent and affordable housing for low to moderate income households, including affordable rentals for <30% AMI residents; 2) provide housing and services for homeless populations with special needs; and 3) increase the capacity of public facilities and services for non-profit organizations in an efficient, responsive, and non-discriminating manner through organizational partnerships, available resources, and innovative approaches.

#### **How was the Plan developed?**

- Extensive research into the needs of low and moderate income Orange County residents
- Interviews of County officials and leaders of community organizations to determine the most pressing community needs
- Surveys submitted by Orange County citizens describing their perceptions of the community
- Public meetings held to gather input from citizens
- Consultation of a broad range of prior research, from Orange County's 10-Year Plan to End Chronic Homelessness to Orange Water and Sewer Authority's Long-Range Water Supply Plan, and many others

**Schedule of Public Meetings:**

In developing this Plan, three public meetings were held in two different locations within the County in order to give citizens and community leaders an opportunity to share their perceptions and concerns regarding community needs.

Tuesday, March 16, 2010  
 Orange County Southern Human Services Center  
 2501 Homestead Road  
 Chapel Hill, NC 27514  
 2:00 PM

Tuesday, April 6, 2010  
 Orange County Southern Human Services Center  
 2501 Homestead Road  
 Chapel Hill, NC 27514  
 6:00 PM

Tuesday, April 7, 2010  
 Orange County Public Library  
 137 Margaret Lane  
 Hillsborough, NC 27278  
 6:00 PM

**Orange County Consortium's Strategic Consolidated Plan Goals:**

The following presentation utilizes a performance-driven approach to outline the Consortium's strategy for housing and community development over the next five year planning period. This approach includes identifying goals, objectives and strategies; determining what resources are necessary to achieve these goals; analyzing and evaluating performance data; and using that data to drive improvements in organization. All objectives and performance indicators are based on a five-year time frame.

**Goal 1 – Provide Decent and Affordable Housing for Lower-Income Households**

This goal includes retaining existing affordable housing stock, increasing the availability of affordable permanent housing in standard condition without discrimination, providing affordable rental housing and providing affordable housing that is accessible to job opportunities.

**Priority Needs**

- 1.1 Low income (< 80% AMI) homeowners that live in substandard housing
- 1.2 Rental units for low income (<60% AMI) residents
- 1.3 Low income (<80% AMI) homeowners that do not have indoor plumbing or adequate connections to existing public water and sewer systems
- 1.4 Low income (60-80% AMI) renters that are potential homebuyers
- 1.5 Very low income (<60% AMI) homeownership
- 1.6 Eliminate barriers to affordable housing
- 1.7 Extremely Low income (<30% AMI) renters looking for affordable rental housing

## **Goal 2 – Provide Housing and Services for Homeless Populations**

This goal includes assisting homeless persons to obtain services and housing, and assisting persons at risk of becoming homeless.

### **Priority Needs**

- 2.1 Service-enriched transitional housing for homeless persons
- 2.2 Reduce Chronic Homelessness
- 2.3 Increase Employment
- 2.4 Prevent Homelessness
- 2.5 Increase Access to Services
- 2.6 Increase Public Participation in Ending Homelessness

## **Goal 3 – Provide Housing and Services for Special Needs Populations**

This goal includes assisting persons with special needs in obtaining supportive housing and in accessing a continuum of services specific to their unique needs.

### **Priority Needs**

- 3.1 Service-enriched housing for persons with special needs
- 3.2 Continuum of services for special populations including older adults, disabled, mentally ill, persons with AIDS and at-risk youth

## **Goal 4 – Increase Capacity and Scope of Public Services.**

This priority of the Consolidated Plan is to increase the capacity and scope of public services for low and moderate income families and individuals. The needs of residents with limited incomes for a unique variety of public services can be acute. Consolidated Plan funding will be used to leverage other resources to provide needed services.

### **Priority Need**

- 4.1 Increase capacity and expand the scope of Public Services in order to reach out to more low-to-moderate income residents.

## **How will the Orange County Consortium accomplish these goals?**

By drawing upon financial resources available to the Consortium through HUD and by instituting or strengthening partnerships with County departments, municipalities, and nonprofit organizations, the Consortium will have sufficient resources available to accomplish the Plan goals.

The following table provides a conservative estimate of the total amount of funding that is expected to be available through HUD over the course of the five years covered by this Plan. The estimates for CDBG and HOME are based on 80% of the current FY 2010 funding level, multiplied by five (to arrive at a cumulative five-year figure). CDBG and HOME Program Income estimates are based on 80% of the projections listed in the Consortium's 2009 Annual Action Plan. The estimate for HOME Matching Funds is 25% (the minimum amount of match required) of the five-year HOME estimate.

<b>Grant Program</b>	<b>Amount</b>
CDBG (Town of Chapel Hill)*	\$2,533,620
CDBG Program Income**	\$29,352
HOME (Orange County Consortium)*	\$2,913,108
HOME Program Income**	\$204,232
HOME Matching Funds*	\$728,277
<b>TOTAL</b>	<b>\$6,408,589</b>

\* 80% of FY 2010 allocations for the next 5 years

\*\* 80% of average program income over the past 5 years

Strategic partners who will assist in the implementation and management of the Plan include the following:

- The Orange County Housing and Community Development Department
- The Chapel Hill Planning Department
- The Town of Chapel Hill Department of Housing
- Chapel Hill Police Department
- The Town of Carrboro
- The Hillsborough Planning Department
- The Town of Hillsborough
- The Community Home Trust
- Habitat for Humanity of Orange County
- Community Alternatives for Supportive Abodes (CASA)
- InterFaith Council for Social Service
- Orange Congregations in Mission
- The Joint Orange-Chatham Community Action Agency
- EmPOWERment, Inc.
- USDA/Rural Development
- Chapel Hill Training & Outreach Agency
- Chapel Hill-Carrboro YMCA
- Inter-Church Council Housing Corporation
- Housing for New Hope
- ARC of North Carolina

### What are the basic conditions defining housing and community development needs in Orange County?

The 2006 – 2008 Census estimates the total population of Orange County at 124,168. The racial makeup of the County was 76.21% White, 12.99% Black/African American, 0.37% American Indian and/or Alaskan Native, 5.66% Asian, and 2.86% some other race; the American Community Survey did not estimate the size of the Hispanic or Latino populations. Historical trends in Orange County's racial makeup between 1990 and 2008 are depicted in the Table on the next page.

Orange County Historical Demographic Trends							
	White	Black/African American	American Indian/Alaskan Native	Asian	Native Hawaiian/Other Pacific Islander	Other race	Hispanic/Latino
1990	75,871	14,893	286	2,325	36	440	5,273
2000	92,272	16,298	457	4,845	20	2,312	3,480
2006-2008*	94,631	16,130	461	7,023	29	3,525	--

Sources: Census 1990 Summary Tape File 1, Census 2000 Summary File 1, and 2006-2008 American Community Survey 3-year estimates

While recent economic conditions have caused home prices to fall in many parts of the United States, the housing market downturn is having only minimal effects on Orange County relative to other regions. As reported in the February 2009 issue of *The Triangle Business Journal*, "The Triangle's housing market continues to be among the best in the country in terms of prices, according to a new batch of federal data. The Federal Housing Finance Agency says home prices in the Raleigh-Cary area increased by 2.96 percent in 2008. That ranks the Raleigh metropolitan area 18th best in the country. The Durham-Chapel Hill area also fared well, placing 28th with home-price growth of 2.15 percent for the 12 months ending Dec. 31. Nationally, FHFA says, home prices fell by 4.5 percent in 2008<sup>1</sup>." Based on these and other indicators in the housing market, it appears as though the foreclosure crisis in America has had little impact on home sales prices [on average] in Orange County.

<sup>1</sup> *Triangle Business Journal*, "Raleigh and Durham Home Prices Rose Against Tide in 2008." February 24, 2009. <http://www.raleigh-wake.org/page/raleigh-and-durham-home-prices-rose-against-tide-in-2008>

<b>Median Sales Price by Orange County Zip Code</b>		
<b>Orange County ZIP Code</b>	<b>Avg. Listing Price</b> Week ending March 24	<b>Median Sales Price</b> Date range: Dec '09-Feb'10
27231	\$257,362	\$134,500
27510	\$258,003	\$243,000
27278	\$333,747	\$159,000
27243	\$442,601	\$185,000
27516	\$442,689	\$314,000
27514	\$466,650	\$300,000
27517	\$573,211	\$235,000
<b>Average: All ZIPs</b>	<b>\$396,323</b>	<b>\$224,357</b>

Source: Trulia Real Estate Search  
[http://www.trulia.com/home\\_prices/North\\_Carolina/Orange\\_County-heat\\_map/](http://www.trulia.com/home_prices/North_Carolina/Orange_County-heat_map/)

In Chapel Hill and Carrboro, the number of rental units far exceeds the number of units occupied by homeowners. This is likely attributable to the large population of UNC-Chapel Hill students living in the Chapel Hill and Carrboro areas. Approximately 38% of the 49,289 housing units in Orange County are available as rental units, as determined by the 2000 Census. Using 2007 American Community Survey data, HUD determined the 2010 fair market rents (which establish the rent ceiling for the HOME Program and are generally considered to represent rents affordable to moderate-income households) for Orange County to be \$542 for an efficiency apartment, \$742 for a 1-bedroom, \$832 for a 2-bedroom, \$1,087 for a 3-bedroom, and \$1,172 for a four bedroom unit. CHAS data indicates that, of the County's total occupied rental units, only 26.7% paid rent at a rate of less than 20% of the tenant household's income; 43.3% or renter households paid rent in an amount greater than 35% of the household's income, indicating a high degree of cost burden. In order to ease this burden, additional rental units, affordable to households with low and moderate incomes, are needed.

2006-2008 American Community Survey data reported that 15,318 people in Orange County (14.2%) had incomes below the poverty level—an increase of 3,576 people since 1990. Based on 2000 Census data, 6.2% of families and 14.1% of the total population in Orange County fell below the poverty line. Of all children under the age of 18, 9.0% lived in poverty while 7.4% of all County residents aged 65 or greater had income below the poverty level. Families living below the poverty level were more common in Chapel Hill and Hillsborough, but Carrboro showed a significantly higher percentage of individuals in poverty compared with all other Orange County municipalities.

In addition to housing problems, persons living in poverty often have other social service needs. Many of them lack the basic skills necessary to obtain and hold decent jobs. Some of them are single mothers who need affordable childcare while they seek or maintain jobs. Others need treatment for medical or substance abuse problems. Many of those living below the poverty level are children who would benefit from special programs to address their educational, recreational and self-esteem issues. The sheer number and variety of problems faced by people living in

poverty often have a tendency to overwhelm even the most capable and determined people, creating a phenomenon of cyclical, generational poverty.

The high costs of homeownership in Orange County and the limited supply of safe, affordable rental housing continue to be major challenges for low-income families. Rental households face serious challenges with high cost, inadequate supply, and competition with university students for limited housing stock. Access to transportation or to communities that are practically walkable also presents a difficulty, particularly outside Chapel Hill and Carrboro.

**How will the Orange County Consortium address the community’s needs for decent, affordable housing?**

The Consortium will address these needs by partnering with local non-profit agencies such as:

- Community Home Trust is a housing development corporation, whose operating budget is funded by Orange County, Chapel Hill, Hillsborough and Carrboro. The organization utilizes the land trust model for homeownership to create permanently affordable housing opportunities for Orange County residents.
- Habitat for Humanity of Orange County is a strong local affiliate of the national organization.
- InterFaith Council for Social Service (IFC) operates a homeless shelter and is a chief advocate for the homeless population. IFC also offers a program to prevent homelessness through financial assistance to families that are at risk of losing their permanent housing.
- Orange Congregations in Mission serves northern Orange County, offering programs that prevent homelessness through financial assistance to families that are at risk of losing their permanent housing.
- The Joint Orange-Chatham Community Action Agency is a local community action agency offering a wide variety of rehabilitation, weatherization, counseling and financial assistance to very low-income families.
- EmPOWERment, Inc. is a community development corporation that promotes models of community building, problem solving and social action to mobilize low-income communities to build shared vision and power for community change.
- Inter-Church Council Housing Corporation operates two apartment complexes in Chapel Hill with a combined 79 units of housing for low and moderate income families.
- Community Alternatives for Supportive Abodes builds and manages high-quality, affordable accessible housing in NC in order to create opportunities for citizens to achieve successful living.

Over the next five years, the Consortium will strive to achieve the following goals:

New affordable housing units developed:	30
Existing owner homes rehabilitated:	30

Existing owner homes assisted with emergency repairs:	20
Affordable Rental Housing Developed or Acquired:	30
First-time homebuyers assisted:	15
Transitional Housing Funded:	2

### How will Orange County address the needs of people who are homeless?

The Orange County 10-Year Plan to End Chronic Homelessness includes Orange County and the Towns of Chapel Hill, Carrboro, and Hillsborough, North Carolina. Through the combined efforts of elected officials, service providers, business leaders, government agencies, and the citizens of Orange County, chronic homelessness in Orange County will end within 10 years. Current and future efforts to serve the needs of all homeless individuals and homeless families will continue to be supported toward the goal of pursuing permanent housing.

### Goals of the Orange County Ten Year Plan to End Chronic Homelessness:

- Goal 1: Reduce Chronic Homelessness
- Goal 2: Increase Employment
- Goal 3: Prevent Homelessness
- Goal 4: Increase Access to Services
- Goal 5: Increase Public Participation in Ending Homelessness

### Homeless Point-in-Time Counts conducted on January 27, 2010:

		A	B	C	D	E			
		Sheltered					Unsheltered	TOTAL (column A+B+C)	Permanent Supportive Housing
		Emergency	Transitional						
<b>Households with Dependent Children</b>									
1	# of Men	0	0	0	0	1			
2	# of Women	2	21	0	23	20			
3	# of Children	2	30	0	32	46			
4	Total <i>Persons</i> in Households with Dependent Children (Rows 1+2+3)	4	51	0	55	67			
5	Total <i>Number of Households</i> with Dependent Children	2	21	0	23	21			
<b>Households without Dependent Children</b> (includes singles, couples without children, unaccompanied youth)									
6	# of Men	69	11	16	96	18			
7	# of Women	15	14	1	30	15			
8	Total <i>Persons</i> in Households without Dependent Children (Rows 6 + 7)	84	25	17	126	33			
9	Total <i>Number of Households</i> without Dependent Children	84	25	16	125	32			
10	TOTAL HOMELESS PEOPLE (Row 4 + Row 8)	88	76	17	181	100			
11	TOTAL HOMELESS ADULTS (Rows 1 + 2 + 8)	86	46	17	149	54			
<b>SUBPOPULATIONS</b> For Row 13 – 18, please note <i>how many people from Row 11</i> are definitely members of the named subpopulation									
12	<i>Chronic Homeless</i> (have a disability AND have been homeless for at least 1 year, or have had 4 episodes in 3 years)	31	15	7	38	NA			
13	Seriously Mentally Ill (diagnosable by a mental health professional, adults only)	14	17	NA	31	NA			
14	Diagnosable Substance Use Disorder (adults only)	24	41	NA	65	NA			
15	Veterans (adults only)	3	1	NA	4	NA			
16	Persons with HIV/AIDS (adults only)	3	0	NA	3	NA			
17	Victims of Domestic Violence (adults only)	4	16	NA	20	NA			
18	Unaccompanied youth (under 18)	0	0	NA	0	NA			
Of all homeless adults, how many do you know were discharged from the following systems within 30 days prior to becoming homeless:									
19	Criminal Justice System (jails, prisons)	1	3	NA	4	NA			
20	Behavioral Health System (mental health hospitals or substance abuse treatment programs)	2	11	NA	13	NA			
21	Health Care System (hospitals)	2	0	NA	2	NA			

### **How will the Town of Chapel Hill address the community's needs for public services?**

The Town employs a comprehensive strategy related to Community Development Block Grant funding, recognizing that simultaneous investments in housing, facilities, infrastructure, and services are necessary in order to truly improve the living environment for low- and moderate-income residents. Continued investment in each of these areas will ensure a vital and comprehensive strategy for serving Chapel Hill's low- and moderate-income residents for years to come. The community's needs for public facilities and public services can generally be divided into four categories: 1) public facilities; 2) infrastructure; 3) public services; and 4) economic development.

The Town of Chapel Hill currently offers superior public facilities, however, these facilities must be continually updated, renovated, and expanded to meet the changing needs of a growing population. Because of the current availability of other fund sources for such needs, the Town assigns **low priority** to all public facility needs.

Recognizing the value of an infrastructure that is ready to meet the needs and challenges of the future, that will deliver essential services to residents of all income levels, and that provides citizens access to all the County and region have to offer, the Town assigns a **medium priority** to all infrastructure needs.

Considering the full range of community development needs and their respective demands on the Town's limited resources, the Town of Chapel Hill places a **high priority** on all public service needs.

Broad support of the Town's economic development initiatives underscores their importance to the local economy, but also frees some resources for investment in other community development needs. The Town of Chapel Hill assigns **low priority** to all economic development needs.

Specifically, the Town of Chapel Hill proposes the following strategies to address the community's needs for public services:

- Strengthen partnerships with non-profits and other related associations (community building, education, family services, etc.)
- Promote public services opportunities for area low-income residents
- Build community capacity and better coordinate services through the regular dissemination of information. Examples may include Community Development Day workshops, self-help workshops, activity updates, etc.

### **How will the Orange County Consortium assist people with special needs?**

Generally, subpopulations with special needs (older adults, people with disabilities, mental illness, or AIDS, and at-risk youth) are in need of supportive housing and services. Programs that would meet these objectives (substance abuse services, handicapped services, youth centers, youth services, senior centers, and senior services) are all given **medium priority** by the Consortium.

The Orange Person Chatham Area Program provides services to people of all ages who require mental health, developmental disability, or substance abuse treatment services. This local governmental agency also assists individuals in maintaining their jobs and housing.

Services to seniors, including social and cultural programs, are provided through three senior centers located in the County [two operated by Orange County, one by Chapel Hill]. Additionally, the Orange County Department of Aging provides a comprehensive array of services to seniors aged 55 and older. These include support groups, transportation, eldercare programs, trips, social opportunities, and wellness programs.

At-risk youth may receive assistance with tutoring, academic coaching, reading, and mentoring through various programs offered through service agencies funded through the Town of Chapel Hill's CDBG public service funding.

Specifically, the Consortium proposes the following strategies to assist people with special needs:

- Promote and make public service funds available to agencies that serve identified special populations
- Partner with other funding agencies to encourage the development of transitional housing (SROs, group homes) that is service-enriched
- Continue to strengthen partnership with local service providers
- Support applications for federal supportive housing funds
- Provide property acquisition funding to eligible non-profits and for-profits to develop permanent housing for those with special needs

## Strategic Plan

Due every five years and no less than 45 days prior to the start of the grantee's Fiscal Year start date. HUD does not accept plans between August 15 and November 15.

### Orange County HOME Consortium Response:

The goals and objectives for Orange County are as follows:

#### Goals:

*The goals and objectives of the Orange County HOME Consortium - to include the Towns of Chapel Hill, Hillsborough and Carrboro - are to enhance the quality of life for low to moderate income residents by:*

- ❑ *Providing Decent and Affordable Housing for Low to Moderate Income Households, including Affordable Rentals for <30% AMI Residents*
- ❑ *Providing Housing and Services for Homeless Populations*
- ❑ *Providing Housing and Services for Residents with Special Needs*
- ❑ *Increasing the scope of Public Services for Low-Income residents*

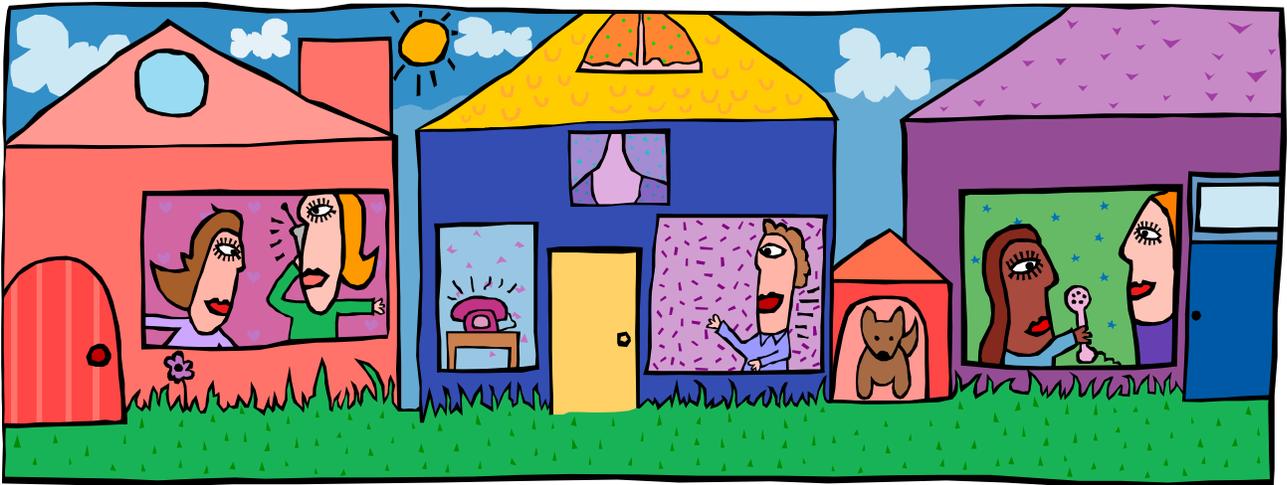
***in an efficient, responsive, and non-discriminating manner through organizational partnerships, available resources, and innovative approaches.***

The 2010-2015 Consolidated Plan provides the guidelines for implementation of the above stated goals. It outlines the structure that will be used to meet the priority goals for the five year period 2010 - 2015.

The FY 2010-2011 Annual Action Plan establishes the specific projects to be funded through the CDBG and HOME programs. The funded activities collectively address the three goals identified in the Five Year Consolidated Plan.

This five-year Strategic Plan for housing and community development is the result of an extensive needs assessment and community outreach process by Orange County and the Town of Chapel Hill. By gathering and applying a wide variety of research data and community input, this comprehensive approach to housing and community revitalization was developed. This plan outlines the goals and priorities serving as the overall framework for the five-year strategy.

**Town of Chapel Hill  
Community Development Block Grant Program  
And  
Orange County Consortium  
HOME Program**



**2014-2015  
Application for funding for  
CONSTRUCTION PROGRAMS**

**For grant year beginning July 1, 2014**

Revised 1/2014

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## GENERAL APPLICATION INSTRUCTIONS

### WHICH APPLICATION SHOULD I FILL OUT (Non-construction vs. Construction)?

This application is to apply for federal Community Development Block Grant (CDBG) or HOME funds for **construction projects**. (Please note: There is a separate application for non-construction projects.) Construction projects include:

- New housing construction
- Housing rehabilitation
- Commercial construction or rehabilitation
- Construction or improvement of public facilities
- Infrastructure development/site improvements
- Predevelopment costs
- Property acquisition

### WHAT IS THE DIFFERENCE BETWEEN CDBG and HOME FUNDS?

Please see **Attachment 1** for a description of the Community Development Block Grant and HOME Programs. If in doubt, please contact Town of Chapel Hill or Orange County staff.

There is some overlap with the programs; here are a few guidelines:

- CDBG assistance is limited to projects within the Town of Chapel Hill's "Extra-Territorial Jurisdiction" (ETJ);
- HOME funds may be used anywhere in Orange County (Chapel Hill, Carrboro, Hillsborough, or Orange County);
- Non-housing projects can only use CDBG funds;
- New housing construction can only use HOME funds (except for designated Community Based Development Organizations which may use CDBG funds for new housing construction in Chapel Hill).

### ELIGIBLE APPLICANTS

CDBG applicants must be:

- Non-profit agencies with a primary purpose of providing housing, human services, or economic development services; or
- Local government or public agency.

HOME applicants must be:

- Non-profit agencies or for-profit corporations applying through a member government; or
- Consortium member governments.

"Non-profit" means having a 501c(3) tax exemption notice from the IRS. All applicants must demonstrate a track record of continuous, active, and relevant operation for at least two (2) years.

## **INCOME ELIGIBILITY**

In general, all projects must benefit persons with a household income below 80% of the area median income adjusted for family size. Please see **Attachment 2** for current income limits.

## **GRANT PERIOD**

The funding period begins on July 1, 2014. Costs incurred before that date and before a Performance/Development Agreement has been executed cannot be reimbursed.

## **FEDERAL REGULATIONS FOR CONSTRUCTION PROJECTS**

Construction projects must comply with federal rules for the following: environmental review; “Davis Bacon” wage rates; real property acquisition; contract procurement; equal employment opportunity; lead-based paint; fair housing; conflict of interest; and (for large projects) HUD Section 3 economic opportunity. Please also note that the intention to use federal funds for a project triggers federal acquisition and relocation regulations affecting real estate purchase.

## **PROJECT REPORTING AND MONITORING**

Recipients of CDBG and HOME funds are required to submit written progress reports to the funding agency on a monthly or quarterly basis, depending on the nature and phase of the project. Required information may include the following: progress toward achieving performance goals; description of activities/challenges; revisions of timelines/budgets; and other relevant information. Information may also be required about marketing activities, project income, and the home buyers and/or tenants of assisted projects.

Funded projects will be monitored for progress and performance, financial and administrative management, and compliance with the terms of Performance/Development Agreements. Monitoring may involve site and/or office visit(s).

## **ORIENTATION MEETING**

All new CDBG subrecipients will be asked to attend an orientation meeting (held in June of 2014) prior to the start of the funding year. This meeting is mandatory for all new subrecipients, and some subrecipients who have received funding in the past may be asked to attend as well.

During the orientation meeting, subrecipients will learn about the requirements of the program and will receive a draft of their Performance Agreements. Subrecipients will also learn about the services that are available through the Town, such as technical assistance and support.

## INVALID APPLICATIONS

Applications may be rejected without evaluation. Reasons may include:

1. Project clearly not eligible according to CDBG/HOME regulations;
2. Applicant has demonstrated poor past performance in carrying out government-funded projects, or complying with federal regulations;
3. Applicant fails to provide financial audit or other required information; and
4. Incomplete applications, e.g. incomplete or missing sections.

## PROJECT EVALUATION & FUNDS ALLOCATION

CDBG applications will be reviewed by Town of Chapel Hill staff and the recommendation for funding will be approved by the Chapel Hill Town Council. HOME applications will be reviewed by the HOME Program Review Committee consisting of an elected official and staff person from each participating jurisdiction, and approved by the governing bodies of Orange County, Chapel Hill, Carrboro, and Hillsborough. Applications for both programs will be evaluated based on how well the proposed projects fulfill the priorities in the 5-Year Consolidated Plan (see **Attachment 3**), whether they meet one or more of the three National Objectives (CDBG only), the quality of the proposal, and the capacity of the agency. In addition, the Town and County will seek citizen input through public forums. See **Attachment 4** for a tentative schedule for development of the Community Development and HOME Program plans.

**Construction projects in Chapel Hill must also support the goals of the [Affordable Housing Strategy](#) adopted by the Town Council in June 2011.**

Applicants should understand that this is a competitive application process for limited funding. There may be applications for projects that satisfy many of the evaluation criteria but are not funded. Successful applications may be funded for less than the amount requested.

Please be as accurate as possible in your application. If funds are awarded, information submitted in this application will be used to develop a Performance Agreement for your project. Please notify Town/County staff of any changes to your proposed project as soon as possible.

## DETAILED APPLICATION INSTRUCTIONS

- **CDBG Applications** may be submitted by hand to the Chapel Hill Planning Department, Chapel Hill Town Hall, Third Floor, or by mail to:

Loryn Clark, Interim Assistant Planning Director  
Town of Chapel Hill  
405 Martin Luther King Jr. Blvd.  
Chapel Hill, NC 27514

Applications can also be sent via email to Loryn Clark at [lclark@townofchapelhill.org](mailto:lclark@townofchapelhill.org). *Note: If an electronic copy is sent, remember to scan and email the signature page **with original signatures** to Loryn Clark.*
- **HOME Applications** may be submitted by hand to the Housing, Human Rights, and Community Development Office, Orange County Richard L. Whitted Human Services Center, Second Floor, or by mail to:

Tara Fikes, Director  
Orange County Housing, Human Rights and Community Development  
P.O. Box 8181  
300 West Tryon Street  
Hillsborough, NC, 27278

Applications can also be sent via email to Tara Fikes at [tfikes@orangecountync.gov](mailto:tfikes@orangecountync.gov). *Note: If an electronic copy is sent, remember to scan and email the signature page **with original signatures** to Tara Fikes.*
- Please do not fax applications.
- **Complete each question directly on the application form.** Attachments should only be used to provide supplemental information. The application form can be downloaded from the Town of Chapel Hill or Orange County websites at: <http://www.townofchapelhill.org/index.asp?nid=344> or <http://www.co.orange.nc.us/housing/index.asp>
- Please clasp or clip together; do not use binders, covers or staples.
- Please read all questions and instructions carefully. **The care that goes into accurately and informatively completing this application is evidence of your agency's ability to manage the complexities of CDBG and HOME program requirements.**

If you have questions about the eligibility of an activity or about the application, please contact:

- For CDBG, Loryn Clark at 919-969-5076, [lclark@townofchapelhill.org](mailto:lclark@townofchapelhill.org)
- For HOME, Tara Fikes at 919-245-2490, [tfikes@orangecountync.gov](mailto:tfikes@orangecountync.gov)

## CHECKLIST OF DOCUMENTATION REQUIRED WITH THIS APPLICATION

### APPLICATION

If submitting paper copies, your organization must provide an **ORIGINAL plus ONE COPY** of the application, which consists of the following sections:

- Section I: Applicant and Project Overview
- Section II: Project Description (*for projects in Chapel Hill, your description must include how your project is consistent with the adopted Chapel Hill [Affordable Housing Strategy](#)*)
- Section III: Performance Measurements
- Section IV: Project Budget and Pro-forma
- Section V: Agency Description
- Section VI: Disclosure of Potential Conflicts of Interest

### OTHER REQUIRED ATTACHMENTS

Please provide **one copy** of each of the following documents:

- Current list of Board of Directors, including addresses, phone numbers, terms, and relevant affiliations
- Minutes of Board of Directors meeting authorizing the submittal of this application

Please provide one copy of each of the following documents ***unless they are already on file with the Town or County*** (please check Town/County staff to ensure documents are on file):

- Current Bylaws and Articles of Incorporation
- IRS tax determination letter [501(c)(3)]
- Most recent independent audit (including management letter if issued)

### DOCUMENTS REQUIRED AFTER AWARD

If your agency is awarded funding, before signing Performance/Development Agreements with the Town/County, your agency must provide the following documents ***unless they are already on file with the Town or County*** (please check Town/County staff to ensure documents are on file):

- Personnel policies
- Financial management procedures
- Procurement policy
- Conflict of interest policy

**APPLICATION FOR FUNDING FOR CONSTRUCTION PROGRAMS**  
**Town of Chapel Hill CDBG Program**  
**Orange County HOME Program**

**Section 1: APPLICANT AND PROJECT OVERVIEW**

**A. Applicant Information**

Applicant Organization’s Legal Name: \_\_\_\_\_

Primary Contact Person and Title: \_\_\_\_\_

Applicant Organization’s Physical Address: \_\_\_\_\_

Applicant Organization’s Mailing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

DUNS Number: \_\_\_\_\_

(Dun & Bradstreet, Inc. provides this number at no charge, and it is required for Federal funding recipients.)

**B. Project Information**

Project Name: \_\_\_\_\_

Total Project Cost: \_\_\_\_\_

Total Amount of Funds Requested: \_\_\_\_\_

Please specify the **type** and **amount** of funding requested: *(Note: If applying for HOME and CDBG funds, please indicate the amount requested from each source.)*

CDBG: \$\_\_\_\_\_ and/or  HOME: \$\_\_\_\_\_

Proposed Use of Funds Requested *(provide a concise description of proposed project)*: \_\_\_\_\_

**To the best of my knowledge and belief all information and data in this application are true and current. The document has been duly authorized by the governing board of the applicant.**

Signature: \_\_\_\_\_  
Board Chairperson/Department Head

\_\_\_\_\_  
Date

**Section 2: PROJECT DESCRIPTION**

Please provide a thorough description of the project (by answering the “who,” “what,” “when,” and “where” questions about your project). **Do not assume the reader knows anything about the project.**

**A. Project Name**

1. Please provide the name of your project. \_\_\_\_\_

**B. “Who”**

**1. Client Group.** Who is the targeted client group, and what are their needs? What objective data can you provide in evidence of these needs? \_\_\_\_\_

**2. Client Demographics.** Please complete the following tables to the best of your ability. Show actual or estimated numbers of beneficiaries, not percentages, in each category. In general, you should count households as the beneficiaries for housing programs and persons for non-housing programs. Please see **Attachment 2** for the current income limits for the Durham-Chapel Hill MSA.

**Note:** Activities may benefit individuals and/or geographic areas. You may fill out one or more of these tables, as appropriate.

Income Group*	Number of Beneficiaries
<30% of the Area Median Income (AMI)	
31%-50% of AMI	
51-80% of AMI	
>80% of AMI	
TOTAL	

Special Needs Beneficiaries (if applicable)	
Category	Number of Beneficiaries
Elderly (over 60)	
Disabled (not elderly)	
Homeless	
People with HIV/AIDS	
TOTAL	

CDBG Area Benefit Activities (Infrastructure and Public Facilities)*				
Street	Census Tract	Block Group	Total Persons	#LMI Persons

\* If your agency has any questions about these designations, please contact the Town or County staff.

## PROJECT DESCRIPTION CONTINUED

### B. “Who” (continued)

**3. Project Staff.** Please provide names of staff, contractors, and/or volunteers that will be involved with the project and describe their responsibilities with the project. (Optional: Attach resumes and/or job descriptions): \_\_\_\_\_

### C. “What”

**1. Type of Activity.** Please check the category under which your project falls.

- Acquisition (for rental or homeownership)
- Predevelopment costs
- Infrastructure/site improvements
- New construction for homeownership (HOME only)
- New construction for rental (HOME only)
- Public facility or improvement (CDBG only)
- Commercial property construction/rehabilitation (CDBG only)
- Owner-occupied rehabilitation
- Rental rehabilitation
- Emergency shelter
- Transitional housing
- Supportive housing
- Other (specify): \_\_\_\_\_

**2. Project Description.** Please provide a general overview of your project, including what you are planning to produce and how you are planning to carrying out the project. \_\_\_\_\_

### D. “Where”

**1. Project Location.** Please be as specific as possible. \_\_\_\_\_

**2. Project Size.** Please provide the size of development site: \_\_\_\_\_ acres

Please attach the following:

- Site map showing lot boundaries, locations of structure(s), and other site features
- General location map (at least ½ mile radius)

## PROJECT DESCRIPTION CONTINUED

### E. “When”

Attach a **detailed and realistic** timetable showing when each work task will be completed (e.g., planning; obtaining financial commitments; design; environmental review; bidding; loan closing; key milestones in construction; marketing; final inspection; occupancy; etc.)

- a. For CDBG-funded projects:
  - i. For large-scale projects receiving funding for infrastructure/site improvements, your timetable should reflect an expectation of completing construction by December 2016.
  - ii. Non-construction projects should be completed by June 30, 2015.
- b. For HOME-funded projects:
  - i. The project must be completed by June 2017.

### F. Project Details

Please provide the information requested below (please add additional lines where necessary). If the question is not applicable or no information is available, insert N/A.

#### 2. Property Acquisition.

- a. Has your agency acquired real property in order to carry out the project, or is property acquisition planned? \_\_\_\_\_
- b. Has the property owner been informed of your intention to use federal funds for this project? If so, attach letter. (Sample property acquisition letters are available from Town or County staff.)  
\_\_\_\_\_
- c. Is the property currently occupied? If so, attach a description of your plan to relocate tenants in accordance with the Uniform Relocation Act. (Contact Town or County staff if your agency has questions about the URA.) \_\_\_\_\_

#### 3. Construction Detail.

- a. How many units will be newly constructed? \_\_\_\_\_
- b. How many units will be rehabilitated? \_\_\_\_\_
- c. What is the square footage of each unit? \_\_\_\_\_

## PROJECT DESCRIPTION CONTINUED

### F. Project Details (continued)

#### 3. Construction Details (continued)

- d. What is the number of bedrooms in each unit? \_\_\_\_\_
- e. What is the number of bathrooms in each unit? \_\_\_\_\_
- f. Will the project participate in an energy efficiency program (e.g. Energy Star)? \_\_\_\_\_
  - i. If yes, please provide the details: \_\_\_\_\_
- g. How many units will have full ADA accessibility? \_\_\_\_\_
  - i. Please provide details: \_\_\_\_\_
- h. For rehabilitation projects, describe your lead-based paint abatement plan for property built before 1978: \_\_\_\_\_
- i. How many households will have direct access to improved infrastructure? \_\_\_\_\_
  - i. Please describe: \_\_\_\_\_
- j. Is the proposed project located in a Neighborhood Conservation District? (Neighborhood Conservation Districts apply only to projects located in Chapel Hill.) \_\_\_\_\_
  - i. If yes, is your agency fully informed of the Neighborhood Conservation District guidelines? (For more information about the Neighborhood Conservation District guidelines, please contact Town staff.) \_\_\_\_\_
- k. Please attach the following:
  - Floor plan(s)
  - Elevation(s)

#### 4. Affordability, Marketing, and Supportive Services.

- a. Describe any methods to ensure long-term affordability of housing units, including subsidy recapture, equity sharing, deed restrictions, etc.: \_\_\_\_\_
- b. What are the proposed rents (including utility costs) or sales prices for completed units? \_\_\_\_\_
- c. Explain your agency's process for marketing to ensure an adequate pool of income-eligible renters to buyers: \_\_\_\_\_
- d. If supportive services will be coordinated with the project, please describe these: \_\_\_\_\_

**Section 3: PERFORMANCE MEASUREMENTS**

**A. Goals and Objectives**

Please complete the following chart with information about the project's goals and objectives. Also, please provide information on how these goals and objectives will be measured. **Be as detailed and specific as possible.**

Goal/Objective	Measurement Tool
<i>Ex: Provide housing for low- to moderate-income households.</i>	<i>Ex: By 2015, build ten units that are affordable to low- to moderate-income households.</i>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**B. Compliance with National Objectives**

If your agency is applying for CDBG funds, address which National Objective your project will be meeting. (An overview of the CDBG National Objectives can be found in Attachment 1.) \_\_\_\_\_

**Section 4: PROJECT BUDGET AND PRO-FORMA**

*Please note that this section must be completed in order to ensure review.*

**A. Project Budget**

Attach a **detailed project budget** showing all sources and uses of funds. Attach funding commitment letters where available or copies of funding applications you have submitted.

**B. Terms of Project Funding**

Please specify the type of funding request for which you are applying:

CDBG:  Grant       Loan

HOME:  Grant       Loan

If applicable, please provide details about the nature of your funding request: \_\_\_\_\_

**C. Pro-forma (for rental property only)**

If you are developing a property for rent, please attach a 20-year pro-forma showing estimated income, expenses, net operating income, debt service, and cash flow.

## Section 5: AGENCY DESCRIPTION

*If you have not received CDBG or HOME funding in the past three (3) years, please provide the following information. Agencies and member governments that have been funded in the past three (3) years and member governments carrying out projects entirely with their own staff may omit this section.*

If your organization has received CDBG or HOME funding in the last three (3) years and is omitting this section, please check this box:

### **A. Organization**

What is your organization's . . .

1. Mission statement? \_\_\_\_\_
2. Incorporation date (Month and Year)? \_\_\_\_\_
3. Estimated Total Agency Budget for FY 2014-2015? \$ \_\_\_\_\_
4. Total number of agency staff (full time equivalents): \_\_\_\_\_

### **B. Agency Track Record**

Please describe your agency's experience and ability to carry out the proposed project. (This may include your past achievements in carrying out similar projects, experience of key staff, collaborative relationships with other agencies, or any other features relating to agency capacity that you consider relevant). \_\_\_\_\_

### **C. Board of Directors**

1. How many Board Members should your organization have according to your by-laws? \_\_\_\_\_
2. How many Board Members does your organization actually have at this date? \_\_\_\_\_
3. How often does the Board meet? \_\_\_\_\_
4. What was the actual attendance at each of the last three regular Board meetings? \_\_\_\_\_
5. Have you failed to reach a quorum at any Board meetings in the last 12 months? \_\_\_\_\_
6. What efforts do you make to ensure that your Board represents the community it serves?  
\_\_\_\_\_

**Section 6: DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST**

Are any of the Board Members or employees of the agency which will be carrying out this project, or members of their immediate families, or their business associates:

a) Employees of or closely related to employees of the Town of Chapel Hill, Orange County, Carrboro, or Hillsborough?      YES       NO

b) Members of or closely related to members of the governing bodies of Chapel Hill, Carrboro, Hillsborough, or Orange County?      YES       NO

c) Current beneficiaries of the project/program for which funds are requested?      YES       NO

d) Paid providers of goods or services to the program or having other financial interest in the program?      YES       NO

If you have answered YES to any question, **please provide a full explanation below**. The existence of a potential conflict of interest does not necessarily make the project ineligible for funding, but the existence of an **undisclosed** conflict may result in the termination of any grant awarded. \_\_\_\_\_

## Section 7: ATTACHMENTS

### Attachment 1

#### **National Objectives of Community Development Legislation (Community Development Block Grant Program)**

The primary objective of the Community Development Block Grant (CDBG) Program is the “...development of viable urban communities, including decent housing and a suitable living environment and expanding economic opportunity, principally for persons of low and moderate-income” (Housing and Community Development Act of 1974).

The Town of Chapel Hill must certify that its overall program carries out this primary objective. In addition, each Community Development Block Grant activity must:

1. Benefit low- or moderate-income persons (80% of median income and below);
2. Aid in the prevention or elimination of slums and blight; or
3. Treat urgent needs posing an immediate threat to public health and welfare.

Eligible activities for Community Development Block Grant funding include:

- Acquisition of property
- Disposition of property
- Public facilities and improvements
- Clearance, demolition and removal of buildings
- Site improvements
- Some public services (subject to a cap)
- Relocation
- Housing rehabilitation, preservation and code enforcement
- Economic development activities
- Planning and administrative costs (subject to a cap)

Activities that are generally not eligible include:

- Buildings used for the general conduct of government
- New housing construction (allowed in special circumstances)
- General government expense
- Political activities
- Purchase of equipment and personal property
- Operating and maintenance expenses

## Attachment 1

**The HOME Program**

In 1990, Congress enacted the HOME Investment Partnerships Act, better known as the HOME Program, in an effort to provide a new approach to housing assistance at the federal level. This federal housing block grant affords state and local governments the flexibility to fund a wide range of housing activities through creative and unique housing partnerships among states and localities, private industry, and nonprofit organizations.

Each housing activity must fall within the following goals of the HOME Program:

1. To expand the supply of decent, safe, sanitary and affordable housing, with emphasis on rental housing, for very low- and low-income citizens;
2. To strengthen the abilities of state and local governments to design and implement strategies for achieving adequate supplies of decent affordable housing; and
3. To encourage public, private and nonprofit partnerships in addressing housing needs.

Eligible activities for HOME Program funding include:

- Acquisition of property (including assistance to homebuyers)
- New construction
- Reconstruction
- Conversions
- Moderate rehabilitation of non-luxury housing with suitable amenities
- Tenant-based rental assistance
- Relocation of displaced persons, families, businesses, or organizations
- Site improvements, acquisition of vacant land, and demolition (under special conditions)
- Project soft costs
- Administration/Planning (for qualified Community Housing Development Organizations)
- Operating expenses for Community Housing Development Organizations

## Attachment 2

## FY 2014 Income Limits

US Department of Housing and Urban Development (HUD)

Durham-Chapel Hill Metropolitan Statistical Area  
(Durham, Orange, and Chatham Counties)  
Median Income: \$65,700

Number of people in the household	1 person	2 people	3 people	4 people	5 people	6 people	7 people	8 people
Income Level = 30% area median income	\$13,800	\$15,800	\$17,750	\$19,700	\$21,300	\$22,900	\$24,450	\$26,050
Income Level = 50% area median income	\$23,000	\$26,300	\$29,600	\$32,850	\$35,500	\$38,150	\$40,750	\$43,400
Income Level = 80% area median income	\$36,800	\$42,050	\$47,300	\$52,550	\$56,800	\$61,000	\$65,200	\$69,400
Income Level = 100% area median income	\$46,000	\$52,550	\$59,150	\$65,700	\$70,950	\$76,200	\$81,500	\$86,750
Income Level = 115% area median income	\$52,900	\$60,450	\$68,000	\$75,550	\$81,600	\$87,600	\$93,682	\$99,726

Source: U.S. Department of Housing and Urban Development (HUD)

The [80% and below income information\\*](#) is provided by the U.S. Department of Housing and Urban Development (HUD). Additional income data information estimated by Town staff.

Income limits as of 12/18/2013

\* <http://www.huduser.org/portal/datasets/il/il2014/2014summary.odn>

## Attachment 3

**Summary of Goals, Priorities and Output Indicators  
from Housing and Community Development Consolidated Plan  
for 2010-2015 for Orange County, Carrboro, Chapel Hill and Hillsborough**

<b>Goal 1 – Decent and Affordable Housing for Lower-Income Households</b>	
<i>Priority 1.1 – Low income (&lt; 80%AMI) homeowners that live in substandard housing</i>	
Strategies:	<ul style="list-style-type: none"> <li>- Continue to fund urgent repairs for qualified units</li> <li>- Continue to fund substantial rehabilitation for qualified units</li> <li>- Continue to incorporate handicap, weatherization and lead-based paint improvements into all substantial rehabilitations</li> </ul>
Output Indicators:	<ul style="list-style-type: none"> <li>- 30 substantially rehabilitated units (Orange County/Chapel Hill)</li> <li>- 40 units with urgent repairs (Orange County)</li> </ul>
<i>Priority 1.2 – Low income renters (&lt;60% AMI) that live in substandard housing</i>	
Strategies:	<ul style="list-style-type: none"> <li>- Continue to fund the rehabilitation of existing rental housing units</li> <li>- Monitor and enforce rent and property standards for completed projects</li> <li>- Leverage existing Town and County resources by utilizing the federal low income tax credit, HUD Section 202 and 811, and other programs to construct new rental housing</li> <li>- Provide educational opportunities related to fair housing, tenant rights, etc.</li> <li>- Continue to dialogue with the University of North Carolina – Chapel Hill on issues that affect affordable rental opportunities in the area</li> </ul>
Output Indicators:	<ul style="list-style-type: none"> <li>- 30 additional affordable rental units (Orange County/Chapel Hill)</li> <li>- 20 low income renters receive HOME funded rental assistance for up to 2 years each (Orange County)</li> <li>- 75 units of renovated public housing (Chapel Hill)</li> </ul>
<i>Priority 1.3 – Low income (&lt;80% AMI) homeowners that do not have indoor plumbing or adequate connections to existing public water and sewer systems</i>	
Strategies:	<ul style="list-style-type: none"> <li>- Continue to fund the connection of lower income homeowners to existing water and sewer facilities.</li> <li>- Continue to fund the construction of complete indoor plumbing facilities</li> </ul>
Output Indicators:	<ul style="list-style-type: none"> <li>- 100% of all County residents have adequate indoor plumbing (Orange County/Chapel Hill)</li> </ul>
<i>Priority 1.4 – Low-income renters (&lt;80% AMI) that are potential homebuyers</i>	
Strategies:	<ul style="list-style-type: none"> <li>- Provide down-payment and closing cost assistance to qualified homebuyers</li> <li>- Provide homebuyer education and counseling with an emphasis on credit</li> <li>- Provide acquisition, infrastructure, predevelopment and/or construction funding to</li> </ul>

	<p>eligible non-profits and for-profits to develop affordable housing opportunities</p> <ul style="list-style-type: none"> <li>- Establish homeownership program to assist existing Section 8 recipients</li> </ul>
Output Indicators:	<ul style="list-style-type: none"> <li>- 30 additional lower income homebuyers (Orange County/Chapel Hill)</li> </ul>
<i>Priority 1.5 – Eliminate barriers to affordable housing</i>	
Strategies:	<ul style="list-style-type: none"> <li>- Challenge and encourage non-profit and for-profit affordable housing providers to share resources and collaborate</li> <li>- Seek legislation that would require all local governments to require new residential and commercial developers in the County and Towns seeking zoning approval and/or permits to contain at least 15% affordable units in residential projects</li> <li>- Utilize equity sharing and community land trust concepts to limit the dramatic escalation of housing costs</li> </ul>
Output Indicators:	<ul style="list-style-type: none"> <li>- 30 units of new affordable housing in mixed income developments (Orange County/Chapel Hill)</li> <li>- Increased awareness of barriers to affordable housing (Orange County/Chapel Hill)</li> </ul>
<i>Priority 1.6 – Low Income (&lt; 60% AMI) Homeownership</i>	
Strategies:	<ul style="list-style-type: none"> <li>- Provide down-payment and closing cost assistance to qualified homebuyers</li> <li>- Provide homebuyer education and counseling with an emphasis on credit</li> <li>- Provide acquisition, infrastructure, predevelopment and/or construction funding to eligible non-profits and for-profits to develop affordable housing opportunities</li> <li>- Establish homeownership program to assist existing Section 8 recipients</li> </ul>
Output indicators:	<ul style="list-style-type: none"> <li>- Up to 30 additional low income homebuyers (Orange County/Chapel Hill)</li> </ul>
<i>Priority 1.7 – Extremely Low income (&lt;30% AMI) renters looking for affordable rental housing</i>	
Strategies:	<ul style="list-style-type: none"> <li>- Partner with local housing developers and/or property management firms to develop affordable rental housing for Extremely low-income residents</li> <li>- Develop rental subsidy program for the &lt;30% AMI residents</li> <li>- Possibly develop an SRO model for implementation to develop more affordable housing</li> <li>- Review current density ordinances for possible revision to increase ability to develop affordable, multi-rental housing</li> </ul>
Output Indicators:	<ul style="list-style-type: none"> <li>- 30 units of new/rehabilitated affordable rental housing in mixed income developments (Orange County/Chapel Hill)</li> </ul>

<b>Goal 2 – Provide Housing and Services for Populations with Special Needs</b>	
<i>Priority 2.1 – Service-enriched transitional housing for homeless persons with special needs</i>	
Strategies:	<ul style="list-style-type: none"> <li>- Promote and make public service funds available to homeless agencies that operate emergency shelters</li> <li>- Partner with other funding agencies to encourage the development of transitional housing (SRO’s, group homes) that is service-enriched</li> <li>- Continue to strengthen partnership with the local Continuum of Care</li> <li>- Provide property acquisition funding to eligible non-profits and for-profits to develop transitional housing</li> </ul>
Output Indicators:	<ul style="list-style-type: none"> <li>- Provide financial assistance to support the construction of a residential center for homeless men (Orange County/Chapel Hill)</li> </ul>
<i>Priority 2.2 – Reduce Chronic Homelessness</i>	
Strategies:	<ul style="list-style-type: none"> <li>- Establish an assertive street outreach program that targets unsheltered homeless people at natural gathering places throughout Orange County.</li> <li>- Establish an outreach system in Northern Orange County that uses the congregate feeding programs as a place to begin identifying those who are chronically homeless in the rural part of the county.</li> <li>- Create an Assertive Community Treatment (ACT) Team that targets those who are chronically homeless and integrates the team with the above outreach efforts.</li> <li>- Ensure that both inpatient and outpatient substance abuse treatment is made available to those chronically homeless individuals who desire that service. If inpatient treatment is necessary, make sure that permanent housing is not lost during the inpatient stay.</li> <li>- Identify strategies designed to address the needs for shelter and services for individuals with complex behavior that result in being banned from kitchen/shelter services.</li> <li>- Sheltered chronically homeless people will be able to move into permanent housing by receiving the services necessary for them to obtain and maintain permanent housing.</li> <li>- Ensure that non-profit developers have the organizational and financial capacity to create new housing units within the community for the chronically homeless.</li> <li>- Identify a wide variety of sites for housing the chronically homeless throughout the County in the most fair and effective places within the County.</li> <li>- Establish a rigorous evaluation mechanism that measures the cost of individuals who are chronically homeless before and after they are receiving housing and support services.</li> </ul>
Output Indicators:	<ul style="list-style-type: none"> <li>- 15 units will be rehabbed/rented/built to provide permanent supportive housing (including the use of Assertive Community Treatment Teams) for the chronic homeless in Orange County within the first 3-5 years of the plan.</li> </ul>
<i>Priority 2.3 – Increase Employment</i>	
Strategies:	<ul style="list-style-type: none"> <li>- Current supportive employers will increase the number of homeless people they hire.</li> <li>- Potential employers will increase their understanding of those who are homeless and hire</li> </ul>

	<p>homeless or formerly homeless individuals.</p> <ul style="list-style-type: none"> <li>- Design and implement a model employment and training program that focuses on individualized assessment, job goals, and placement activities.</li> <li>- Develop and implement a credentialing process designed to create skills that prepare homeless persons for employment by establishing partnerships with local Chambers of Commerce to convene and educate about homeless people and their employment needs.</li> <li>- Enhance the skills development center list that exists on Franklin Street and develop a comparable site in Hillsborough.</li> <li>- Design and implement a strategy targeting those who are aging out of the foster care system as a way to prevent future homelessness by building successful employment history and supporting ongoing financial literacy efforts.</li> <li>- Support and build on the “Wheels for Work” model that is currently only available to work first participants.</li> <li>- Increase the number and availability of child care slots in quality child care centers for homeless families.</li> <li>- Support transportation expansion plan in Chapel Hill Transit System and Triangle Transit Authority.</li> <li>- Endorse ongoing discussions between Orange Transportation and the Chapel Hill Transit System.</li> </ul>
<p>Output Indicators:</p>	<ul style="list-style-type: none"> <li>- Provide funding to at least two shelters to help fund transitional programs, to possibly include job training programs.</li> </ul>
<p><i>Priority 2.4 – Prevent Homelessness</i></p>	
<p>Strategies:</p>	<ul style="list-style-type: none"> <li>- Youth aging out of the foster care system will maintain a relationship with human services to prevent homelessness.</li> <li>- Begin examining the data and relevant strategies designed to work with unmanipulated youth between the ages of 16-18 who are running away.</li> <li>- Those exiting prison, the military, hospitals and other health related institutions will not be discharged into homelessness.</li> <li>- Assess the actual need and develop step down housing for those exiting inpatient substance abuse treatment services. This housing should create a safe and supportive environment designed to promote recovery.</li> <li>- Those with unstable housing will receive the necessary services to prevent loss of housing. This includes families who are doubled up that may lose their housing, those who are experiencing an immediate health care crisis that jeopardizes their housing, and those who have received eviction notices.</li> <li>- Develop a plan designed to address the current gap in affordable housing units available to homeless families and individuals.</li> </ul>
<p>Output Indicators:</p>	<ul style="list-style-type: none"> <li>- Develop a Discharge Plan policy with Wake County and Durham County to have a unified regional approach</li> <li>- Provide funding to at least two shelters to help fund transitional programs, to possibly include homeownership, rental and/or credit counseling.</li> </ul>

<i>Priority 2.5 – Increase Access to Services</i>	
Strategies:	<ul style="list-style-type: none"> <li>- Improve the network of homeless service providers to eliminate individuals from falling through the cracks.</li> <li>- Homeless people will be engaged and enrolled in the appropriate services.</li> <li>- Develop a system designed to decrease the length of time necessary for individuals to receive identification.</li> <li>- Decrease the wait for Medicaid disability.</li> <li>- Improve Health Care/Dental Care.</li> <li>- Improve the capacity of current providers to serve as point-of-entry, including sufficient funding to support a facility that is open 24 hours a day, seven days a week.</li> <li>- Increase access to community resources (jobs, housing, services, and childcare) in order to develop a maximum 90-day length-of-stay strategy for homeless persons in shelters to facilitate their return to permanent housing.</li> </ul>
Output Indicators:	<ul style="list-style-type: none"> <li>- Assist 20 additional homeless persons.</li> </ul>
<i>Priority 2.6 – Increase Public Participation in Ending Homelessness</i>	
Strategies:	<ul style="list-style-type: none"> <li>- Identify specific strategies that eliminate NIMBYism (Not In My Backyard) in Orange County.</li> <li>- Increase the number of volunteers directly working with homeless people.</li> <li>- Increase positive media support.</li> <li>- Improve the PR presence of current providers within Orange County.</li> <li>- Develop strategies that demonstrate “proven results” to the taxpayers of Orange County. Include specific values for the benefits associated with investing in mental health.</li> </ul>
Output Indicators:	<ul style="list-style-type: none"> <li>- Increase information available to public through distribution of marketing materials through the CoC</li> <li>- Implement a volunteer recruiting campaign to include UNC students and Orange County residents</li> </ul>
<i>Priority 2.7 – Continuum of services for special needs populations including older adults, disabled, mentally ill, persons with AIDS and at-risk youth</i>	
Strategies:	<ul style="list-style-type: none"> <li>- Promote and make funds available to agencies that serve identified special populations</li> <li>- Continue to strengthen partnership with local service providers</li> <li>- Support applications for federal housing funds</li> <li>- Provide property acquisition funding to eligible non-profits and for-profits to develop permanent housing for those with special needs</li> </ul>
Output Indicators:	<ul style="list-style-type: none"> <li>- 10 additional permanent housing units for those with special needs (Orange County)</li> </ul>

**Goal 3 – Increase Capacity and Expand the Scope of Public Services**

*Priority 3.1 – Increase capacity and expand the scope of Public Services in order to reach out to more low-to-moderate income residents*

Strategies:	<ul style="list-style-type: none"> <li>- Strengthen partnerships with non-profits and other related associations (community building, education, family services, etc.)</li> <li>- Promote public services opportunities for area low-income residents</li> <li>- Build community capacity and better coordinate services through the regular dissemination of information. Examples may include Community Development Day workshops, self-help workshops, activity updates, etc.</li> <li>- Continue to work with area Chambers of Commerce and others to promote the economic development of the community</li> </ul>
Output Indicators:	<ul style="list-style-type: none"> <li>- Increase Public Services capacity and scope by 10% for at least three non-profit organizations over the next five years</li> </ul>

Attachment 4

**Tentative Schedule\***  
**for Development of the 2014-2015 CDBG & HOME Program Plans**

Date and Location	Meeting/Deadline
<b>Tuesday, February 4, 2014</b> <b>7:00pm</b> <b>Hillsborough Commons</b> <b>1113 Mayo Street</b> <b>Hillsborough, NC</b>	Orange County Consolidated Plan / HOME Program Public Hearing
<b>Monday, February 17, 2014</b> <b>7:00pm</b> <b>Southern Human Services</b> <b>Center Complex,</b> <b>2501 Homestead Road,</b> <b>Chapel Hill</b>	Town of Chapel Hill Public Forum
<b>Wednesday,</b> <b>February 26, 2014</b> <b>at 5:00pm</b>	Deadline for applications
<b>Monday, March 17, 2014</b> <b>7:00pm</b> <b>Southern Human Services</b> <b>Center Complex,</b> <b>2501 Homestead Road,</b> <b>Chapel Hill</b>	Second Town of Chapel Hill Public Forum: Preliminary Community Development and HOME Program Plans
<b>April and May, 2014</b>	Chapel Hill Town Council consideration of Community Development and HOME Program Plans and a Consolidated Plan Annual Update  Hillsborough Town Board consideration of HOME Program and Consolidated Plan
<b>Tuesday, May 6, 2014</b> <b>7:00pm</b> <b>Hillsborough Commons</b> <b>1113 Mayo Street</b> <b>Hillsborough, NC</b>	Orange County Board of Commissioners consideration of a HOME Program and Consolidated Plan Annual Update
<b>May 15, 2014</b>	Deadline for submitting Plan to HUD

\* This schedule is subject to change. Please visit the Town or County website for updates.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

**Action Agenda**

**Item No.** 6-a

**SUBJECT:** MINUTES

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**DEPARTMENT:**

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

No

**ATTACHMENT(S):**

**INFORMATION CONTACT:**

Donna Baker, 245-2130

Draft Minutes

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

November 21, 2013

AOG Meeting

December 2, 2013

BOCC Regular Meeting

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

**FINANCIAL IMPACT: NONE**

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

## Attachment 1

DRAFT

**MINUTES**  
**ORANGE COUNTY BOARD OF COMMISSIONERS**  
**CHAPEL HILL TOWN COUNCIL**  
**HILLSBOROUGH BOARD OF COMMISSIONERS**  
**CARRBORO BOARD OF ALDERMEN**  
**November 21, 2013**  
**ASSEMBLY OF GOVERNMENTS**

The Orange County Board of Commissioners met with the Towns of Chapel Hill, Carrboro and Hillsborough for an Assembly of Governments meeting on Thursday, November 21, 2013 at 7:00 p.m. at the Southern Human Services Center in Chapel Hill. N.C.

**COUNTY COMMISSIONERS PRESENT:** Chair Barry Jacobs and Commissioners Mark Dorosin, Alice M. Gordon, Earl McKee, Bernadette Pelissier, Renee Price, and Penny Rich.

**COUNTY COMMISSIONERS ABSENT:**

**COUNTY ATTORNEYS PRESENT:** John Roberts

**COUNTY STAFF PRESENT:** Interim County Manager Michael Talbert, Assistant County Managers Cheryl Young and Clarence Grier, and Clerk to the Board Donna Baker (All other staff members will be identified appropriately below)

**CHAPEL HILL TOWN COUNCIL MEMBERS/STAFF PRESENT:** Mayor Mark Kleinschmidt, Ed Harrison, Jim Ward, Lee Storrow, Matt Czajkowski, Lauren Easthom and Town Manager Roger Stancil

**CHAPEL HILL TOWN COUNCIL MEMBERS ABSENT:** Gene Pease, Donna Bell

**CARRBORO BOARD OF ALDERMEN MEMBERS PRESENT/STAFF:** Mayor Chilton, Pro Tem Lydia Lavelle, Aldermen Damien Seils, Michelle Johnson, Jacquelyn Gist, and Town Manager David Andrews.

**CARRBORO BOARD OF ALDERMEN MEMBERS ABSENT:** Randee Haven O'Donnell and Sammy Slade

**TOWN OF HILLSBOROUGH COMMISSIONERS/STAFF:** Mayor Tom Stevens, Town Commissioner Eric Hallman, and Town Manager Eric Peterson

**TOWN OF HILLSBOROUGH COMMISSIONERS ABSENT:** Frances Dancy, Michael Gering, Brian Lowen and Evelyn Lloyd

**Welcome, Call to Order and Opening Comments (BOCC Chair and Mayors)**

Chair Jacobs called the meeting to order.

Mayor Kleinschmidt congratulated all of the election winners. He noted that Mark Chilton had not arrived yet; however he expressed thanks for Mayor Chilton's years of public service.

Mayor Stevens recognized those who were newly elected, as well as Frances Dancy and Mike Gering, who are retiring from his Board.

Chair Jacobs explained that he and the Mayors structured the meeting so that those items affecting all of the municipalities were placed earlier in the agenda.

Chair Jacobs congratulated Dean Smith for his receipt of the Presidential Medal of Honor.

Chair Jacobs walked everyone through the following items at their places:

- Letter from UNC Center for Civil Rights, regarding RENA, Title 6 complaint
- Changes in language from Town of Chapel Hill, regarding Item 2

- 1 - Green and Blue Sheets, regarding Item 4
- 2 - PowerPoint - Agricultural Support Enterprises in the rural buffer

3  
4 Mayor Kleinschmidt thanked Lauren Easthom and Gene Pease, who are retiring from  
5 his council.

6 Alderman Gist said that Alderman Haven-O'Donnell would not be able attend, due to  
7 illness.

8  
9 **1. Affordable Housing Updates** (Tara Fikes and Towns)

10 Tara Fikes said affordable housing is still a pressing issue for the Towns and the  
11 County.

12 She noted that there are several attachments included in the abstract to assist in  
13 providing an update. She referred to the list of County initiatives and highlighted the following  
14 item, from page 2 of the abstract:

- 15  
16 • Together, the Advisory Board and the Center for Homeownership and Economic Development  
17 Corporation continue to refine a proposal to create an Affordable Housing Clearinghouse to be  
18 known as the *Orange County Clearinghouse Network*. This network would create a housing  
19 referral network countywide for individuals seeking affordable housing information and  
20 opportunity. **Attachment I** provides a brief overview of the proposed Clearinghouse.

21  
22 Tara Fikes said this network will provide information to the public regarding available  
23 housing for both rental and ownership. She said the clearinghouse will also provide information  
24 about local affordable housing programs throughout the County, as well as federal and state  
25 housing programs. She said additional resources will be provided; including homebuyer  
26 education; financial literacy and money management; foreclosure prevention counseling; and  
27 homeless resources.

28 She said this network is slated to operate from the Center for Home Ownership and  
29 Economic Development in Hillsborough. She said the goal is to have a dedicated phone line for  
30 information, and to implement these ideas by July 2014.

31  
32 *Michelle Johnson arrived at 7:12 pm.*

33  
34 Lauren Clark, Assistant Planning Director for Chapel Hill, said the Town has three key  
35 strategies. She reviewed the following information on these strategies, from page 2 of the  
36 abstract:

37  
38 **Affordable Housing Strategy**

39 On June 13, 2011, the Town approved an Affordable Housing Strategy that provides a  
40 framework for consideration of affordable housing issues in Chapel Hill. A copy of the  
41 Strategy is attached as **Attachment II**.

42  
43 Lauren Clark said the above strategy was developed through significant partnership and  
44 outreach. She said staff met with over 400 members of the community who represent different  
45 affordable housing interests. She said the actual strategy was developed with an advisory  
46 board appointed by the Mayor, and efforts are now being made to develop performance  
47 measures to determine success.

48  
49 Lauren Clark reviewed the following strategies from pages 2 and 3 of the abstract:  
50

1 Mayor's Committee on Affordable Rental Housing

2 Additionally, in May 2013, Chapel Hill Mayor Mark Kleinschmidt established a Committee on  
3 Affordable Rental Housing with the following charge.

- 4 • Use research and data available and the expertise of the Committee to develop for Town  
5 Council consideration, short, medium and long term options, consistent with the Affordable  
6 Housing Strategy and the Chapel Hill 2020 comprehensive plan, that meet the community's  
7 affordable rental housing needs that the Council could apply to development applications that  
8 propose rental housing; and  
9 • Foster collaborative conversations among the Town, the private sector, and other community  
10 stakeholders to explore possible partnerships and financial resources to increase the availability  
11 of affordable rental housing in Chapel Hill.

12  
13 The Committee, led by Council members Sally Greene and Donna Bell presented the  
14 Committee's recommendations to the Council on October 15, 2013. The recommendations are  
15 included in this abstract as Attachment III. There are plans for further consideration of  
16 Committee's recommendations by the Chapel Hill Town Council in early 2014.

17  
18 Proposed Affordable Housing Development

19 Recently, DHIC, a Raleigh non-profit housing developer has proposed developing up to 80  
20 family apartments and up to 60 senior apartments on 10 acres of Town-owned land adjacent to  
21 the Chapel Hill Memorial Cemetery. Current funding plans include applying for Low Income  
22 Housing Tax Credits from the NC Housing Finance Agency to keep the project affordable. The  
23 preliminary application for this funding would be due in mid- January 2014.

24  
25 Lauren Clark said this type of tax credit project was the top priority of the Mayor's  
26 Committee on Affordable Rental Housing, and this was their top recommendation.

27  
28 **III. Town of Carrboro**

29 Trish McGuire, Planning Director for the Town of Carrboro, reviewed the following  
30 information from page 3 of the abstract:

31  
32 The Carrboro Board of Aldermen established an Affordable Housing Task Force in 2012. Three  
33 members of the Board of Aldermen were selected to serve: Dan Coleman, Michelle Johnson,  
34 and Sammy Slade. The purpose of the task force was to evaluate how/whether the Town's  
35 affordable housing density bonus provisions should be restructured and an initial report was  
36 presented on December 4, 2012. (See Attachment IV.) Following Alderman Coleman's  
37 resignation in December 2012, Alderman Lavelle joined the task force, as did representatives of  
38 the Planning Board and Transportation Advisory Board. Additionally, in the Fall of 2012, the  
39 Carrboro Planning Board held three Affordable Housing Dialogues to discuss affordable  
40 housing issues with the general public. The task force reported to the Board of Aldermen again  
41 in June 2013 on next steps related to a comprehensive housing policy. A report from those  
42 sessions is provided at Attachment V.

43  
44 Trish McGuire said staff has also been working with a class from UNC, who provided  
45 some analysis of affordable housing and transportation.

46  
47 **IV. Town of Hillsborough**

48 Mayor Stevens said there are two affordable housing projects underway in the Town of  
49 Hillsborough, as described in the Memorandum included as Attachment VI.

1 He said one of these projects is a 233 unit development that will provide, for the first  
2 time, payment in lieu of developing affordable housing. He said the other project is a planned  
3 affordable townhome development in the Waterstone Community.  
4

5 *Mayor Chilton arrived at 7:19pm.*  
6

7 Alderman Lavelle asked Tara Fikes if it was possible to identify the projects in the  
8 clearinghouse network that accept section 8 vouchers.

9 Council Member Harrison said one of the mid-range strategies identified by the  
10 affordable housing committee was land banking for future affordable housing units. He said  
11 one struggle is that land is expensive in the southern part of the County. He said he was at a  
12 recent meeting of the planning committee for the North Carolina League of Municipalities  
13 (NCLM), regarding land banking, where it was pointed out that counties have a key role in  
14 identifying foreclosed properties. He said his understanding is that the Town is developing a  
15 good working relationship with the County appraiser. He said more help is always better in the  
16 effort at land banking.

17 Alderman Gist said she wanted to make sure the other boards were aware of a negative  
18 experience the Town of Carrboro had with using the low income tax credit for affordable  
19 housing. She said the Town approved a developer using these credits instead of the Home  
20 Trust, and it has now come back to bite them. She said the HOA fees are going up beyond  
21 what the owners can afford, and there is no backup organization like there would be with the  
22 Home Trust. She said there are also issues with the maintenance of the properties, since the  
23 residents own them.

24 Council Member Ward asked if anything was already in place to institutionalize quarterly  
25 or regular meetings of the various municipal and county efforts. He said is important to make  
26 sure efforts are not being done in individual silos, and that opportunities are taken to identify  
27 successful ways to work together.

28 Tara Fikes said there is currently no structure for that type of collaboration; however it is  
29 obvious that there is a need for this. She said there is a need to develop a coordinated  
30 affordable housing plan in 2014, and said staff recognizes that there is an opportunity for  
31 sharing.

32 Commissioner Dorosin said that much of the current process is about creating new  
33 affordable housing. He does not feel that enough attention is paid to the support of existing  
34 affordable housing owners in the community. He referred to the earlier suggestion regarding  
35 foreclosed properties, and said he is wary of preying on people who are going through  
36 foreclosures.

37 He would like to see efforts aimed at supporting existing homeowners, whether through  
38 property tax subsidy, credit, or some other type of support. He feels that more direct subsidy  
39 programs should be considered. He suggested the creation of a section 8 program that could  
40 combine vouchers or incentive programs. He said this is not to take away from the emphasis  
41 on creating new affordable housing, but the issue needs to be looked at from both ends.

42 Council Member Harrison said one of Jackson Center's major goals is the protection of  
43 existing, long time home owners.

44 Commissioner Pelissier said everyone has an interest in affordable housing. She  
45 suggested the pursuit of something modeled after the Partnership to End Homelessness group.  
46 She said this could include the municipalities, the County, and people from the non-profit  
47 sector. She said it seems that every one is creating a board to address affordable housing, but  
48 this is not the best way to go forward. She suggested that the managers get together to create  
49 a model for all of the boards to work together.

1 Chair Jacobs said he agrees with this, because there is a large amount of overlap in  
2 these affordable housing reports. He discussed the idea of mobile homes as affordable  
3 housing units in the municipalities, and he said this requires the County to work with the  
4 municipalities.

5 Chair Jacobs said he is not advocating anything in particular, but the County is going to  
6 be discussing bond issues in 2015. He questioned whether there should not be a coordinated  
7 plan for the entire County, heading into a bond plan.

8 Council Member Greene agreed that it sounds like a promising plan to create a nucleus,  
9 and avoid duplication of efforts.

10 Alderman Gist said if a program was started to buy foreclosed houses, she would  
11 suggest that these properties be bought and then sold back to the owner.

12 Mayor Kleinschmidt said foreclosures occur for different reasons. He said one of the  
13 challenges is that homeowners in this degree of distress are often preyed on by others. He  
14 said this often removes the unit from affordability status, and it becomes an investment  
15 property. He said the goal is not to be involved in the hunt, but there is a role for government to  
16 play in helping to preserve the stock of affordable inventory.

17 Mayor Kleinschmidt said the institutions are another group to remember. He said the  
18 mention of the Jackson Center invokes the important role the University is playing in the  
19 process to help mitigate the challenges and provide solutions in neighborhoods around UNC.  
20 He said there is recognition that there is a role to play in creating a solution.

21 Council Member Greene said creating a group similar to the Partnership to End  
22 Homelessness could help formalize that sort of collaborative thinking. She heard about a  
23 mobile home property bought by Habitat for Humanity. She said Habitat rebuilt the community  
24 and then moved the original residents back in to the neighborhood.

25 Chair Jacobs said he is hearing the suggestion that the managers to get together to  
26 recommend a way to move forward jointly.

27 Mayor Chilton said, last week, the Board of Aldermen meeting recognized town staff that  
28 responded to the flooding this past summer. He expressed thanks to all of those who  
29 responded to the various emergency issues. He said he wished to particularly recognize the  
30 Orange County Housing Department, who mobilized all of their resources to deal with  
31 dislocated families. He expressed appreciation for the leadership of Tara Fikes and staff.

32 Tara Fikes said this was a joint effort with the Department of Social Services (DSS).

33 Chair Jacobs said page 32 contains a draft agreement with the Community Home Trust  
34 (CHT). He introduced Robert Dowling from CHT.

35 Robert Dowling said he is here to ask the Assembly of Governments to approve an  
36 interlocal agreement between all four governments and CHT. He asked that a working group  
37 be named, with a representative from each government, to work with the board and staff of  
38 CHT. He said this board could take the draft and push it further. He said CHT works for all of  
39 the governments.

40 He said CHT is a creature of local government, and came from a County task force in  
41 the 80s. He said the goal was to figure out how to keep affordable housing affordable. He  
42 gave a brief background of the trust. He said the organization moved forward very quickly, and  
43 though it is small, it has a lot on its plate.

44 Robert Dowling said he is overly prone to pointing out challenges and less prone to point  
45 out successes. He said he would like to go on record as saying this is a huge success, and it  
46 could not have happened without support.

47 Chair Jacobs suggested having the managers discuss this proposal, confer with the  
48 attorneys, and bring back a list of recommendations.

49  
50 **2. Solid Waste Updates Regarding Future Recycling/Waste Reduction Initiatives**

1           Gayle Wilson said there have been efforts to increase emergency preparedness by  
2 adding two new storm debris management sites. He said the landfill property was historically  
3 the only site approved for storm debris management. He said the two new sites are located on  
4 Mincey Road near Highway 57, as well as a location on Millhouse Road, near the future  
5 Millhouse Road Park. He said these sites are temporary and are only utilized in a declared  
6 storm event. He said these sites have capacity for Town use. He said Orange County has  
7 also executed contracts for the collection and processing for some quantities of storm debris.

8           Gayle Wilson said the Board of Commissioners has planned a total modernization and  
9 reconstruction of the Solid Waste Convenience Center (SWCC) on Eubanks Road. He said the  
10 site is planned to be larger, with more recycling opportunities. He said compacters will be  
11 installed for efficient hauling; there will be paved surfaces for a more sanitary facilities; and  
12 there will be expanded recycling to include cooking oil, food waste, textiles and plastic film. He  
13 said the hazardous waste facility will be moved and incorporated into the SWCC. He said the  
14 landfill scales will be moved from the south side of the road to the north side to eliminate large  
15 trucks crossing the road.

16           Gayle Wilson said there was a meeting last week with the town of Chapel Hill. He does  
17 not know when the construction will begin, but he believes the current users will be pleased with  
18 the new facility, despite the disruption of 3 or 4 months of construction.

19           He said a new Interlocal Agreement for Solid Waste management needs to be in place  
20 before July 1, 2014. He said Town and County staff drafted an outline last year, with the  
21 objective of building the framework for future discussions. He said this outline has been shared  
22 with all of the Town staff. He said it would be helpful to staff if elected officials could agree on a  
23 process to move the outline forward to a formal agreement that can ultimately be adopted by all  
24 parties.

25           Gayle Wilson said, after further guidance, staff will attempt to further refine and develop  
26 the current draft outline. He said the attorneys and elected officials will have to be involved at  
27 some point.

28           He gave an update on Roll Carts for the curbside program. He said staff is ready to  
29 move forward with these for both urban and rural programs, but these cannot be implemented  
30 simultaneously. He said the urban program will be addressed first.

31           He said the weekly urban curbside program is operated by private contractors  
32 administered by the County. He said collected materials are delivered to the Eubanks Road  
33 recycling processing center and then hauled to market. He said 10-20 gallon bins have been  
34 used since the program was initiated 25 years ago, and the program was previously funded by  
35 an annual urban 3-R fee of \$52 per year.

36           He said the every other week rural curbside program is operated by County staff and  
37 equipment, using the same bins. He said this service was previously funded by rural 3-R fee of  
38 \$38 per year.

39           Gayle Wilson said the multi-family program is operated with County staff and equipment  
40 using roll carts. He said roll carts have been used since conception and no additional carts are  
41 contemplated moving forward. He said this was previously funded using 3-R fees of \$19 per  
42 year per unit.

43           Gayle Wilson said if the County and towns agree, staff can proceed with the purchase of  
44 these roll carts and implement the program by July 1, 2014. He said the Towns have applied  
45 for a state roll cart grant that would total up to \$214,000 to supplement the urban program roll  
46 cart acquisition cost of \$1,043,000.

47           Michael Talbert said the Towns and County, at staff level, are ready to move forward  
48 with the roll cart program and a long term partnership. He reviewed the information in their  
49 packets.

1 He said the draft local agreement letter of intent is included and has been revised and  
2 updated. He said the County is interested in a long term relationship and continuing the long  
3 and successful partnership to move forward with recycling and waste reduction.

4 Michael Talbert said the County is already in the process of doing a Request for  
5 Proposals (RFP) for weekly and every other week collection. He said the County is also  
6 assisting the Towns with applications for roll cart grants. He said the plan is to proceed with an  
7 interim agreement to purchase the roll carts, and move forward as soon as possible.

8 He said the final step is to authorize the County and Town managers to move forward in  
9 good faith to finalize the new comprehensive interlocal agreement. He noted that the last  
10 agreement expired on June 30, 2013 when the landfill closed.

11 Michael Talbert said the goal is a long term agreement of 5 years or more, with set fees  
12 and multipliers to allow a known quantity, with the possibility of inflation of fuel charges built in.  
13 He said performance measures would also be included.

14 He said the purpose of the letter of intent is to avoid losing time when the boards take a  
15 break in mid-December.

16 Commissioner McKee said the upgrades at the Walnut Grove Convenience Center have  
17 made it much more efficient, and it would be worth a look if anyone has questions about the  
18 upgrades. He said there were initially questions about the wisdom of the money spent on the  
19 Walnut Grove upgrades, but it is much more functional now.

20 He said he is convinced that recycling and solid waste can be done more efficiently  
21 when done together rather than individually. He would like to see a unified system for the  
22 residents.

23 Council Member Ward said he would be interested in knowing the details about the  
24 participation of town governments in the decision making.

25 Michael Talbert said that was an initiative put in by the Towns, so he is not quite sure.  
26 He said the County staff is willing to share in the management. He said there is an RFID chip in  
27 the carts that will provide data about usage, and this information will be shared with the Towns  
28 and the County. He believes this should be a collaborative process between the Towns and the  
29 County.

30 Roger Stancil said efforts have been made to encourage collaboration. He said this has  
31 been more of a County operated system in the past, and the towns were more of a customer.  
32 He said the Towns, the solid waste staff, and the managers have something to contribute to  
33 how the recycling program operates. He said the formalization of this collaboration will  
34 maximize the benefit of having a joint program.

35 Council Member Ward said the model used for the Chapel Hill transportation partnership  
36 might work for this process. He said many different organizations make decisions in a very  
37 collegial partnership manner. He said the decisions are made after everyone has discussed  
38 them, and this has been a tremendously successful group.

39 Mayor Chilton said the Board of Aldermen discussed two of these issues the other night,  
40 and the decision was made to move forward with the roll carts. He questioned whether or not  
41 Chapel Hill is also participating.

42 Mayor Kleinschmidt said the Town of Chapel Hill is seeking a grant to purchase roll  
43 carts, but the council has not decided about the partnership.

44 Mayor Chilton asked why roll carts would be purchased if this has not been decided.

45 Mayor Kleinschmidt said the roll carts would need to be purchased one way or the other.

46 Mayor Chilton asked if there was any clarity about Chapel Hill's participation in the  
47 County's urban curbside program.

48 Mayor Kleinschmidt said this decision is not clear yet for the town of Chapel Hill. He  
49 said the council was able to discuss this in a work session prior to the receipt of responses to  
50 council questions and comparisons of private contractors and the County. He said the council

1 is being convened tonight with this report in front of them for the first time. He said there is one  
2 more meeting between now and the end of the year, and he understands the urgency to  
3 provide information by the end of the year.

4 Mayor Chilton said he has not looked at the numbers from other contractors, but he  
5 would like to point out that Orange County was the first County to achieve, in a meaningful way,  
6 the state's solid waste reduction goals through recycling. He said the County has set and  
7 achieved the most aggressive target of any County in North Carolina.

8 He said people visit from all over the world to see the County's solid waste management  
9 system. He would hope that the numbers would have to be extremely compelling in order for  
10 the Chapel Hill Town Council to walk away from the state's most successful solid waste  
11 management system. He realizes it is not impossible to work together even if Chapel Hill has a  
12 separate contract for curbside collection; but the program has gotten this far together, and he  
13 feels the Towns and County should move forward together to take it to the next level.

14 Mayor Kleinschmidt said he does not want there to be any perception of a lack of  
15 appreciation for the success that has been achieved over the last few decades. He said this  
16 achievement is understood by every member of the council, and this will inform whatever  
17 decision is made.

18 Mayor Kleinschmidt said he does want to note that the solid waste system that exists  
19 today is not the same system that existed two years ago. He said there is no longer a landfill in  
20 Orange County, and waste is being shipped elsewhere. He said the curbside recycling is  
21 contracted by Orange County to operate in the Town limits. He said these are different parts  
22 than existed two years ago, and he thinks it is not unwise to reflect on how the Town might  
23 use these parts to best achieve the goals of the citizens.

24 He said he understands the urgency, and he anticipates a decision very soon; however  
25 he is not going to get ahead of his council on what that decision will be.

26 Council Member Ward said he does not understand the urgency yet. He hears the  
27 words, but he has also heard that the end of the year timeline is not the only time frame by  
28 which this can be done. He would like to understand more about the current timeline, as well  
29 as the best alternatives should that deadline not be met. He has heard that this roll cart system  
30 could be rolled out just as easily in September of 2014, which would allow 2 more months for a  
31 decision.

32 Michael Talbert said this could be done in September. He said there have been some  
33 changes, as mentioned by Mayor Kleinschmidt; however, the rural and curbside recycling has  
34 continued to operate at the pleasure of the Board of Commissioners through the use of  
35 reserves in the solid waste fund. He said this has been very seamless for the Towns and the  
36 rural areas. He said staff has moved forward with a single stream, and the system continues to  
37 use the smaller 18 gallon containers to do this. He said this is not as efficient or as easy as it  
38 would be with the larger roll carts.

39 He said this could be delayed; however the consideration is the feasibility of levying the  
40 fees as part of the budget for next year. He said this fee would be effective as of July 1. He  
41 said the goal is to deliver, as a show of good faith, on July 1, a new and upgraded service to the  
42 citizens paying that fee. He said the goal is to improve the system, increase the recycling  
43 capacity and achieve the goal of 61 percent.

44 Roger Stancil said the Town has considered the County's interest, and this is why that  
45 proposal has been presented to move quickly. He said if you just consider Chapel Hill, there  
46 are active bids on the table. He said if the Town were to go its own way, the council would  
47 need to act on these bids. He said one of these bids includes waste zero as part of its  
48 proposal. He said if these proposals are going to be pursued the Town will need direction,  
49 because there is either a tax rate implication or a fee that must be established on the budget  
50 amendment. He said the program cannot run without any money.

1 Commissioner Dorosin said he wanted to be clear that the Town Council did authorize  
2 the attorneys to pursue this letter of intent.

3 Mayor Kleinschmidt said the Town provided direction after the work session, based on  
4 the recommendation of the manager, to negotiate with the County in an attempt to gain added  
5 value.

6 Commissioner Dorosin asked if the Town will vote on this at their Monday night meeting.

7 Mayor Kleinschmidt said he would assume that something will have to be done very  
8 soon.

9 Roger Stancil said it is not currently on the agenda. He said it could be added to the  
10 agenda, based on the conversation tonight; otherwise it would come back at the first meeting in  
11 January.

12 Council Member Czajkowski said he knows that a large portion of their council  
13 discussion was about wanting to see information from Orange County. He asked Roger Stancil  
14 if this information has been received.

15 Roger Stancil said no.

16 Council Member Czajkowski said the unanimous sense of the council was that this  
17 information was needed. He said it felt like the council was being asked to make a decision  
18 about something without having all of the information. He asked when this information will be  
19 received.

20 Roger Stancil said Gayle Wilson and Michael Talbert are aware of this request. He said  
21 the information has not been received, and this is one reason this item has not been added to  
22 the agenda

23 Chair Jacobs said the Commissioners have no idea what information has been  
24 requested. He said the Board will direct staff to provide whatever information is needed for the  
25 council to make an informed decision. He said the Board is trying to be as open, cooperative  
26 and proactive as possible. He said nothing has been missed intentionally and the Board wants  
27 to make this work.

28 Council Member Ward said one of the questions dealt with the fact that the private bids  
29 received by the town had a 5 year commitment, and Orange County did not provide this. He  
30 said in reading this information, it is his impression that with a properly worded interlocal  
31 agreement this could move forward without that specificity. He said things could move forward  
32 with a letter of intent or memorandum of understanding to create a process through which the  
33 Town of Chapel Hill could participate in the financial discussions with the County. He said the  
34 fact that the council does not have it today is not a problem for him.

35 He said he was one council member who identified additional services that Orange  
36 County provides throughout the greater community, such as assistance with recycling at public  
37 events like Festifall. He asked if any of the other proposals received from private entities  
38 provide services such as this.

39 Roger Stancil said this is part of what the Council asked. He said the County was asked  
40 for a 5 year agreement; information on the cost of collection; identification of administrative  
41 cost; and the cost of overhead. He said the bids from the private sector were for collection  
42 only.

43 Council Member Ward said the private sector bids may contain a 5 year plan, but they  
44 will be a higher bid because of the uncertainty assumed. He clarified that the added services  
45 provided by the County are not included in the bids from private entities.

46 Roger Stancil said yes. He said it was difficult to compare the private sector to the  
47 County, because the numbers and breakdown were different.

48 Michael Talbert referred to attachment E on page 30. He said Gayle Wilson identified  
49 the key issues raised at the council meeting and attempted to provide answers. He said that  
50 when the Town requested bids from the private sector the County was not asked for a bid. He

1 said the County entered the process several weeks after the evaluation process was started.  
2 He said the County has to go out and get pricing before a firm price for 5 years can be given.  
3 He said the County is interested in giving this, and estimates have been listed in the  
4 attachment. He referred to pages 30 and 31 of the abstract and reviewed the pricing listed  
5 there, noting that this is the best guess at the moment. .

6 Gayle Wilson said he did try to respond to the questions he heard. He said it is difficult  
7 to give the Town a 5 year pricing when many of the costs are not known yet. He said the  
8 collections service cost and the roll cart bids are not known; and there is no answer to the grant  
9 requests yet. He said this makes it risky to give a price at this time. He said the multi-family  
10 cost can be fairly accurate, since this is already run by the County. He said he can't push a  
11 price and ask the County to guarantee it for 5 years with the lack of information.

12 Chair Jacobs said a 5 year agreement is in the County's interest as well and the Board  
13 wants to make this work. He said the two staffs can work together to serve their constituents.  
14 He said the Board of County Commissioners is not going to stand in the way of making this  
15 work.

16 He said the County has been interested in the purchase of carts for years but was  
17 hesitant to move forward without a mutual commitment. He said it seems this issue is close to  
18 agreement, and he hopes everyone joins.

19 Council Member Ward said he is prepared to support a move forward with this letter of  
20 intent. He noted that it is written in this agreement that the Town of Chapel Hill is seen as an  
21 equal partner in setting the costs. He would like this letter to treat the other Towns the same  
22 way.

23 Commissioner Gordon said she hopes everyone can find a way to have a unified effort  
24 and work together. She understands there is a process that has to be followed, but she would  
25 like to underscore the past success of working together.

26 She mentioned a concern with privacy, regarding the chip in the cart to collect data.  
27 She wants the Board to think about this.

28 Mayor Chilton asked if this is central to the application.

29 Gayle Wilson said yes. He said the grant application requires the carts to be fitted with  
30 the RFID chip.

31 Mayor Chilton asked why, and he asked if there is a significant cost difference in carts  
32 with or without the chips.

33 Gayle Wilson said it is a nominal difference in cost, but most entities are using the chips  
34 nationwide, as it allows for tracking of participation rates. He said this can capture specific  
35 routes that have low participation rates where education efforts to encourage recycling can then  
36 be focused. He said the system does not track specifically who lives there.

37 Mayor Chilton asked if there is a way of protecting this information.

38 Gayle Wilson said this can be protected, since there is a portal where the information  
39 resides. He said those without access cannot view it.

40 Mayor Kleinschmidt said there are open data interests at play here. He said cities at the  
41 front of providing high quality services to their community are opening their data to come up  
42 with new solutions to problems.

43 Mayor Chilton said you can contract with a company to drive around and scan the bins.  
44 He said the trucks will have a computer that reads the addresses and what the bins are  
45 collecting, but the question is what the contracted company would be able to do with that  
46 information. He said some of the individual products are also now being fitted with RFID chips,  
47 so the truck can tell what is in the recycling bin. He does not think having RFID chips on the  
48 carts is a problem, but it is a problem to interject a private contractor that will scan these. He  
49 said there might be a way to disallow this in the terms of the contract.

1 Alderman Gist said she is more concerned about the private sector and corporations  
2 impinging on her civil rights than she is about local governments impinging on them.

3 Mayor Chilton said presentations were given at the solid waste working group about the  
4 company organized around this concept of scanning the anticipated RFID tags. He said it will  
5 be important to be clear with the contracted collection company that this is not allowed.

6 Council Member Storrow echoed Council Member Ward's comments. He said it makes  
7 thoughtful sense to set up a scenario where the Town has a stake in the process and outcome.

8 Chair Jacobs said the discussion about the chips has been enlightening, and staff will  
9 make sure that the privacy issues are protected.

10 Chair Jacobs said he is hopeful there will be some communication back to the County  
11 soon about the letter of intent.

12 Council Member Easthom said she would like to officially ask Mayor Kleinschmidt and  
13 Roger Stancil if this item could be added to the agenda for Monday.

14 Mayor Kleinschmidt said it could be added.

15  
16 Mayor Stevens said Hillsborough is a party to the affordable housing and the solid waste  
17 issue.

18 *Town of Hillsborough elected officials left at 8:36pm.*

### 19 **3. Chapel Hill ETJ Expansion Process (Craig Benedict/JB Culpepper)**

20 Chapel Hill Planning Director J.B. Culpepper said one recommendation from the Rogers  
21 Road task force was the extension of Chapel Hill's ETJ, in order for Chapel Hill's community  
22 development funds to be expended. She said the property is currently located in the joint  
23 planning area.

24 She said in September the Chapel Hill Town Council asked the County to initiate the  
25 process for this extension, and a public hearing was held in October. She said this item is  
26 intended to go back to the town council on January 13, 2014 for possible action. She said if the  
27 extension were to occur Orange County would need to take action as well, and Chapel Hill  
28 would have 60 days to apply for zoning in this area.

29 JB Culpepper referred to a map and noted the tan area as the area being discussed.

30 Mayor Chilton asked why was this not part of the ETJ 20 years ago.

31 JB Culpepper said that request was what initiated the Joint Planning Agreement (JPA)  
32 discussion.

33 Mayor Kleinschmidt said this was a compromise because the Town wanted to and the  
34 County did not.

35 Commissioner Gordon asked how the JPA fits into this.

36 J.B. Culpepper said there have been discussions about what might be needed in terms  
37 of the JPA, and she does not know if extension in this area would require an adjustment to the  
38 agreement.

39 Commissioner Gordon said the JPA states that a joint planning land use map change  
40 requires a process. She said this is not a problem, but this needs to be folded into their  
41 schedules.

42 Commissioner Dorosin said Chapel Hill currently has control of land use in this area,  
43 and he asked if the zoning is Chapel Hill zoning.

44 J.B. Culpepper said the zoning is through the JPA, and both entities have to act to  
45 change zoning.

46 Commissioner Dorosin said he wanted to clarify that zoning is in place in this area and is  
47 consistent with Chapel Hill zoning. He asked if it is correct that someone in this area who was  
48 building an addition on their house would have to get permits and inspection through Chapel  
49 Hill. He said this would be the same in the ETJ.  
50

1 J.B. Culpepper said this is correct.  
2 Commissioner Dorosin said current requests for re-zoning require approval from the  
3 County and the Town. He said, if the ETJ change is made, only the Town will have to approve  
4 it. He noted that this is the only substantive change between the planning agreement and the  
5 ETJ.

6 J.B. Culpepper said this is correct.  
7 Commissioner Dorosin clarified that the reason this expansion was recommended by  
8 the task force is because the only way Chapel Hill can expend funding in this area is if this land  
9 is in the ETJ or the Town limits.

10 Chair Jacobs said the Board of Commissioners wanted to be clear regarding the impact  
11 on the Joint Planning Agreement before signing off on the agreement.

12 J.B. Culpepper said this question can be discussed with the attorneys.

13 Commissioner Gordon said she has the JPA in front of her. She read from section 2.6  
14 regarding the amendment of the land use map, which states that "no such amendment may  
15 become effective until after it has been adopted by Orange County, Chapel Hill, and Carrboro,  
16 following a joint public hearing by all three governing bodies."

17 J.B. Culpepper said staff will research this and report back.

18 Commissioner Dorosin asked if there is anything noted in Chapel Hill's long range plans  
19 regarding re-zoning in this area.

20 J.B. Culpepper said there is a draft Rogers Road Small Area Plan that would require  
21 some adjustments to land use if it were adopted.

22 Mayor Chilton said this calls for mixed use development near the Greene Tract.

23 J.B. Culpepper said the majority of the changed uses recommended in the report are  
24 associated with the Greene Tract. She said this area is jointly owned by Orange County,  
25 Chapel Hill and Carrboro, and this adds another layer of complication.

26 Mayor Kleinschmidt said it should be noted that for at least the last 13 years Chapel Hill  
27 has not planned for re-zoning anywhere in the town. He said the Town addresses re-zoning  
28 when a developer comes forth with a project. He said the lack of a plan to change zoning does  
29 not really inform anything. He said applications to re-zone are accepted like any other  
30 application.

31 Chair Jacobs said the next step is for Chapel Hill to consider this on January 13<sup>th</sup>, and  
32 presumably the JPA issue will be addressed.

33 Mayor Chilton asked why this is a draft plan.

34 J.B. Culpepper said this is because it has not been adopted. She said it was referred to  
35 a joint hearing and became absorbed in some of the other issues associated with the Rogers  
36 Road area.

37 Mayor Chilton asked Mayor Kleinschmidt if this is coming back to the Town Council for  
38 consideration at some point. He asked what significance should be attached to the fact that the  
39 plan has not been adopted.

40 Mayor Kleinschmidt said, in his opinion, very little. He said this was a citizen developed  
41 plan and it offers very good guidance.

42

#### 43 **4. Report from the Historic Rogers Road Neighborhood Task Force**

44

45 Michael Talbert said the Historic Rogers Road Neighborhood Task Force finished up  
46 their work this past September and the report has been presented to all three Boards. He  
47 noted that the Rogers Road Small Area Plan was included as an attachment. He said this plan  
48 was accepted in 2009, but nothing has been brought forward other than where things are now  
49 with the task force.

1 Michael Talbert reviewed the following recommendations from the Historic Rogers Road  
2 Neighborhood Task Force, as listed on page 3 of the abstract:

- 3  
4 1. That that the Cost associated with the Community Center and Sewer Improvements will be  
5 shared 14% Carrboro, 43% Chapel Hill and 43% Orange County.  
6
- 7 2. That the Sewer Concept Plan presented by Orange Water and Sewer Authority (OWASA)in  
8 2012 to serve 86 parcels at an estimated cost of \$5.8 million should be funded by Carrboro,  
9 Chapel Hill, and Orange County in proportion to the recommended cost sharing. The first  
10 phase of the construction should include segments 5, 6, and 8 at an estimated cost of \$3.7  
11 million, serving 67 parcels. Funding recommended is to be included in the Fiscal 2014/2015  
12 Budgets, with the remaining 19 parcels to be constructed in the second phase and included  
13 in the Fiscal 2015/2016 Budgets.  
14
- 15 3. That the Task Force prefers the original Sewer Concept Plan presented by OWASA in 2012  
16 to serve 86 parcels at an estimated cost of \$5.8 million. First this concept will provide sewer  
17 improvements to the entire Historic Rogers Road Neighborhood; secondly, this proposal will  
18 enable all of the partners, Orange County, the Town of Chapel Hill, and the Town of  
19 Carrboro, to equally share the costs of the Community Center and Sewer Improvements in  
20 proportion to their responsibilities. If either the Orange County Board of Commissioners or  
21 the Chapel Hill Town Council do not favor the original Sewer Concept Plan presented by  
22 OWASA in 2012 or cannot agree on the concept of an Extra Territorial Jurisdiction (ETJ) for  
23 the Historic Rogers Road Neighborhood, the Sewer Concept Plan presented by OWASA in  
24 2012 including only segments 5, 6, and 8 to serve 67 parcels at an estimated cost of \$3.7  
25 million should be funded.  
26
- 27 4. That the County petition the Town of Chapel Hill to annex all County Owned Property in the  
28 Historic Rogers Road Neighborhood.  
29
- 30 5. That the Task Force requests that the Managers explore the collaborative approach to the  
31 Historic Rogers Road Neighborhood as outlined in February 25, 2013 memo to Elected  
32 Officials and report back to the Task Force on August 21, 2013.  
33
- 34 6. That the Managers meet and talk about the options related to connecting the residents of the  
35 Historic Rogers Road Neighborhood to sewer.  
36
- 37 7. That funding is identified for the cost of connecting from the OWASA infrastructure to the  
38 home in addition to applying for grants for low-to-moderate income persons. It is a priority of  
39 the Task Force to identify funding not only for the installation of sewer infrastructure but also  
40 cost of connections to homeowners and the Task Force recommends that the County and  
41 Towns set up a fund specifically for people in the Historic Rogers Road Neighborhood and to  
42 fund the cost of the connections from the home to the main.  
43

44 Michael Talbert said the task force feels that recommendation 7 is the most important.

45 He said the following progress that has been made: the landfill has been closed; water  
46 funding has been established for payment of tap and connection fees; the County has cleaned  
47 up 21 illegal dump sites at the perimeter of the landfill; and a community center has been  
48 designed.

49 Michael Talbert said there are a couple of possible next steps, one of which is to assign  
50 the managers the task of implementing all 7 recommendations. He said there are some pitfalls

1 and legal restrictions to work around. He noted that the County is under an ongoing EPA  
2 investigation, and there are also multiple jurisdictions involved. He said these hurdles are not  
3 insurmountable.

4 He said a second option would be to allow the managers to move forward with a  
5 development plan. He said several issues, including gentrification, adoption of a small area  
6 plan, and the consideration of how and when the Greene Tract will be developed were not  
7 addressed by the task force due to a lack of time.

8 He said the County and the town managers could come up with a master plan to make  
9 this work. He said it is important that this community stays together and is not splintered. He  
10 said there has been considerable concern about the installation of sewer and what this might do  
11 to the composition of the community.

12 Michael Talbert said the Board has received, but has not adopted, the final report from  
13 the task force. He said the Board, under the advice of the County attorney, is not moving  
14 forward to take any action until the EPA complaint is resolved.

15 Alderman Seils questioned what sewer infrastructure in this area would mean for the  
16 future of the community. He said it is important to remember that this task force included  
17 citizens from this community, and in his mind this report expresses the interests and will of the  
18 community.

19 Council Member Czajkowski said his fundamental question is whether the municipalities  
20 can all move forward if the will exists. He asked what is stopping that from happening.

21 Chair Jacobs said, from the County's perspective, the EPA complaint is the only thing  
22 stopping forward movement.

23 Council Member Czajkowski asked once the complaint is settled if there was any  
24 likelihood that it would prevent things from moving forward. He asked if the plan is to wait to  
25 put a plan in place until the complaint is settled.

26 Chair Jacobs said the manager's recommendation is to move forward with options in the  
27 meantime.

28 Council Member Czajkowski asked what is involved in the planning.

29 Michael Talbert said it depends on the pleasure of each board. He said the County is  
30 proceeding with the community center, but he does not know whether the focus is a full blown  
31 utility district or a smaller district. He said the managers need direction.

32 Council Member Czajkowski said he wants to distinguish between planning and doing.  
33 He said that doing means committing cash. He would like to see on Chapel Hill's agenda on  
34 Monday, a commitment to funding their part. He said it is time to stop talking.

35 Alderman Johnson asked why the larger utility district is still on the table. She said the  
36 task force did not recommend this because of the costs. She said a \$3.7 million compromise  
37 plan, with shared cost was brought to the task force.

38 Michael Talbert said she is correct about this. He said the number one priority is to get  
39 sewer to the people of Rogers Road.

40 Alderman Johnson asked why the larger plan is still on the table.

41 Roger Stancil said the Chapel Hill Town council did ask him to explore this option. He  
42 said if Carrboro and the County wanted to solve this problem now, it would be simple to do. He  
43 said those two entities could take that on. He said what the Town is looking for is a way to  
44 produce the resources that the Town has been talking about.

45 He said the first priority is to provide sewer to the people who need it. He said the  
46 district is a way to produce resources that could do that, and it could be phased in. He said the  
47 council asked him to explore this as a way that the Town of Chapel Hill could participate in its  
48 funding.

1 Alderman Johnson asked if the council is aware that this was discussed in the task force  
2 meeting, and the County said it would not be financially feasible. She would like to move  
3 forward with what was actually recommended.

4 Mayor Kleinschmidt asked if it was true that it was financially impossible for the County  
5 to participate in the larger district. He said he doesn't want to discuss the option if it is a no-go.

6 Michael Talbert said he is not sure it is an absolute no-go, but the price tag on the larger  
7 district was \$17 million. He said the County would have to be the lead agency, and this is not in  
8 their CIP or on their radar screen. He said this would make it a very difficult sell. He said sewer  
9 for the 86 parcels was seen as the priority, as discussed by the task force

10 Michael Talbert said when this was being discussed, the issue of the ETJ and the  
11 question of Chapel Hill's participation came up. He said there was a great deal of uncertainty at  
12 the time as to whether the Town could participate.

13 Mayor Kleinschmidt said right now the discussion is not about the larger district.

14 Michael Talbert said it was his understanding from talking to Roger Stancil that this is  
15 what the Town Council wanted him to pursue.

16 Roger Stancil said it was pursued as a vehicle for creating resources for the Town of  
17 Chapel Hill to participate in the funding of the extension of sewer. He said the priority was to  
18 serve the identified properties of the Rogers Road neighborhood that have been affected by the  
19 landfill. He said there was a preliminary meeting of the managers, including OWASA, to  
20 discuss what it would take to establish that district. He said that district is one way to make this  
21 happen, but the ETJ is also being pursued.

22 Mayor Kleinschmidt said it is not an absolute no to have a utility district to provide sewer  
23 to the 86 properties. Alderman Johnson said she is referring to the \$17 million district.

24 Mayor Kleinschmidt said this is not what is being discussed.

25 Chair Jacobs said there is some confusion because Michael Talbert referred first to the  
26 recommendation of the task force; but then he put forth the idea of looking at the larger  
27 universe of options. He said the task force recommendations are only a sub-set in this larger  
28 universe. He said guidance would need to be given on this, as well as the disposition of the  
29 Greene Tract.

30 Chair Jacobs said it is fine to keep talking; but it should be remembered that there are  
31 two options on the table.

32 Council Member Ward said there may be additional strategies that come about when  
33 discussing this suite of options.

34 Roger Stancil said proposed participants would be Orange County, OWASA, the  
35 Jackson Center, the Credit Union and RENA. He said the main priority is to provide sewer as  
36 quickly as possible. He said one idea was for the school board to purchase a school site on the  
37 Greene Tract, and those proceeds could go into the utility district.

38 Council Member Ward said that is why the manager was asked to pursue other options.  
39 He said it seemed like this may provide some other funding opportunities. He said another idea  
40 is to establish some affordable housing on the Greene Tract. He said if a developer could be  
41 found for this, then that project could also produce funding for water and sewer.

42 Mayor Chilton said this would presumably also be split 43-43-14.

43 Council Member Lee Storrow said what is important to remember is that the council also  
44 has an interest in doing this work as soon as possible. He believes the second  
45 recommendation is the most important. He said the timeline and the money are ambitious, but  
46 continued discussion delays the original goals. He said the boards have an obligation to end  
47 this budget process; however he wants to be realistic that having a broader conversation about  
48 whole budget priorities will put things in a better place to make this kind of investment.

49 Council Member Lee Storrow said the district idea has been discussed, and the larger  
50 district allowed Chapel Hill's participation. He said if a district were to be defined solely as the

1 86 parcels, none of that falls within the boundaries of the Town of Chapel Hill or the ETJ. He  
2 said the smaller district does not allow Chapel Hill's participation in funding.

3 Commissioner Dorosin said the task force has been meeting for two years and has  
4 considered all of these options, including the district. He said the task force came forward with  
5 recommendations, and the priority is to get water and sewer to these 86 parcels. He said this  
6 could be moved forward expeditiously, and the district could come later.

7 He said there is a plan in place to get this process moving. He said Carrboro has  
8 committed its share of funding, and Hillsborough could put funding in with the ETJ. He said the  
9 County needs to make clear its commitment to putting in funding. He said his understanding  
10 was that the \$3.7 million plan assumed that Chapel Hill would not be able to put in any money.

11 Commissioner Dorosin said he feel it is a disastrous idea to sit back and wait for the  
12 resolution of the EPA complaint. He believes the majority of the Commissioners are committed  
13 to recommendation #2. He feels this should be explained to the EPA, and this could possibly  
14 resolve the complaint and allow them to move forward. He said the EPA could take months,  
15 and this would cause momentum to be lost. He said this is an opportunity to do what is right for  
16 the County. He would like to move forward with recommendation #2.

17 Mayor Chilton said he agrees with Commissioner Dorosin, and he feels the  
18 municipalities should come together collectively and approach the EPA to communicate that the  
19 complaint has been resolved. He said it feels disingenuous to hold this up while waiting on the  
20 results of the EPA or another study. He feels it is time to adopt the recommendations and go  
21 forward.

22 Alderman Seils referred to an email from the County attorney to the town attorney  
23 regarding the direction that no funding should be committed until RENA provides assurance  
24 that their complaint has been withdrawn or that the EPA has dismissed the complaint. He then  
25 read from a letter addressed to the County attorney from RENA, stating that RENA would  
26 voluntarily dismiss the EPA complaint in exchange for the County's written agreement to fully  
27 fund sewer infrastructure in Rogers Road. He said this seems like a way out, and the solution  
28 is right in front of them.

29 Commissioner Price said once the sewer lines are in, there is cost associated with the  
30 hook ups. She said this is expensive, and most of these residents cannot afford it. She said  
31 the extension of the ETJ would allow for the application for community development block grant  
32 (CDBG) funds to help residents hook up. She asked if it is almost certain that Chapel Hill  
33 would agree to the ETJ.

34 Mayor Kleinschmidt said the Town asked for more information about a water and sewer  
35 district instead of extending the ETJ. He said even if the ETJ is extended, this area is still not in  
36 Chapel Hill. He said despite the fact that some CDBG funds have gone up nationally, Chapel  
37 Hill gets less CDBG funding because HUD has changed their formula. He would like to avoid  
38 removing another recipient of the CDBG funding in order to move money to the Rogers Road  
39 area.

40 Commissioner Price said that topic only came up for discussion.

41 Mayor Kleinschmidt said there has been a 50-60 percent decrease in CDBG money in  
42 the past decade, so he hopes this is not a solution in anyone's mind.

43 Council Member Greene said she thought that Chapel Hill could only contribute money  
44 to water and sewer if Rogers Road was in the ETJ. She asked if this is different than doing a  
45 district.

46 Council Member Storrow said the logic was that the larger utility district would  
47 encompass a portion of the County that included Chapel Hill and would allow the Town's  
48 participation. He said the smaller district that includes only Historic Rogers Road does not  
49 include any portion that is part of Chapel Hill.

50 Council Member Greene asked if an ETJ is needed or not.

1 Council Member Storrow said an ETJ was not required to create the larger water and  
2 sewer district.

3 Chapel Hill Town Attorney Ralph Karpinos said the area in question must be in the Town  
4 or in the ETJ in order to receive Town funds. He said the Town is authorized to spend  
5 community development funds if the area is in the ETJ; however if it is not in the ETJ the Town  
6 has no authority to expend Town funds.

7 Commissioner Dorosin asked if the Town could spend other money if the area is in the  
8 ETJ.

9 Ralph Karpinos said no, but the Town could allocate general fund money for community  
10 development programs.

11 Mayor Kleinschmidt said it is important to distinguish that the Carrboro funding is spent  
12 within the Carrboro area only.

13 Council Member Czajkowski said the two potential impediments were the EPA suit  
14 brought by RENA, and the ability of Chapel Hill to spend funding in this area. He said it seems  
15 as though neither of these issues are actually impediments. He said it seems that Orange  
16 County and Chapel Hill have not made any funding commitments. He asked how much longer  
17 this has to wait.

18 Chair Jacobs noted that until Chapel Hill extends the ETJ it cannot spend the funds. He  
19 said this could take a couple of months.

20 Council Member Czajkowski said the goal after this meeting should be for everyone to  
21 have all mechanisms and funding in place by April 30, 2014.

22 Council Member Ward said part of this property is within a recently annexed portion of  
23 Carrboro. He said it seems like that distinction is worth noting, because for a number of years  
24 those residents have contributed taxes to Carrboro to support services provided by the Town.  
25 He said Carrboro has a revenue stream that Chapel Hill does not, and this was a hurdle for him.

26 Council Member Ward said there are projects out there that could help pay for the  
27 general needs of the Rogers Road residents. He said it seems that those funds would be  
28 distributed in the same ratio as the obligation. He said the residents will pay to be hooked into  
29 the main line that will be established, and those funds should go back into the system to help all  
30 three entities pay for what is out in that community. He said this might help him get over the  
31 angst of contributing Chapel Hill taxpayer money to the residents of Carrboro.

32 Mayor Chilton said Council Member Ward is talking about 13 or 14 properties, one of  
33 which is a church that is tax exempt.

34 Council Member Ward said it seems to him that Carrboro is asking Chapel Hill to pay for  
35 infrastructure that Carrboro is obligated to provide.

36 Mayor Chilton said this issue has been litigated by Orange County Superior Court.

37 Council Member Ward said it is not Chapel Hill's responsibility.

38 Mayor Chilton said 43 percent of it is Chapel Hill's responsibility and 14 percent of it is  
39 Carrboro's responsibility.

40 Mayor Chilton said there is a tremendous possibility for future revenue growth in this  
41 area for the Town of Chapel Hill.

42 Mayor Kleinschmidt said he thought one goal was to prevent gentrification and that  
43 exact same kind of land value change.

44 Mayor Chilton said that is not what neighbors have said.

45 Chair Jacobs said this discussion was bound to happen, and it is good to have it said.

46 Alderman Lavelle said it is true that there are 12 or 13 properties that will benefit from  
47 the \$900,000 that Carrboro has allocated to the Rogers Road community.

48 She said that to get the sewer through the area, it must run through section 6 and part  
49 of Carrboro that does not have water and sewer. She said the neighbors do think that this  
50 might eventually allow them to tie in once further development occurs. She said it is not fair to

1 penalize the residents that don't have water and sewer. She said one of the appeals of the  
2 larger sewer district is to make sure that when that area is developed, there will be a way to  
3 recoup the cost from the developer.

4 Council Member Storrow said multiple funding formulas were discussed for over 12  
5 months. He said the reality is that all the governments have been at fault here and there is no  
6 magic bullet that will make everyone happy. He feels that this funding formula best addresses  
7 the root concerns about the impact made on this neighborhood by dumping trash next to it.

8 Mayor Chilton referred to the map on page 67 showing the different sewer segments.  
9 He noted the area marked in A and asked how sewer service gets to that point. He questioned  
10 whether this \$900,000 line that needs to be built through Carrboro up to Rogers Road serves  
11 just Carrboro, or will also serve residents in Chapel Hill.

12 Mayor Kleinschmidt said it will serve residents if it is in the town of Chapel Hill.

13 Mayor Chilton said if there is complaint that Chapel Hill is paying for lines in Carrboro,  
14 he is saying that Carrboro is paying for lines that are going in locations outside of Carrboro. He  
15 said he will be bringing sewer lines into the Chapel Hill annexation area. He said the idea that  
16 Carrboro is not living up to its responsibility is not valid. He said Carrboro has stepped up the  
17 plate and put up a large chunk of money, and he expressed frustration that there are  
18 complaints that it is not enough.

19 Mayor Kleinschmidt said the discussion is around where the money comes from, and  
20 this discussion includes the possibility of a utility district. He said Chapel Hill is not abandoning  
21 this project.

22 Mayor Chilton said he would be more open to the input that Carrboro needs to put forth  
23 more money if that input was coming from people who were also putting up money.

24 Chair Jacobs said one of the options was for the managers to look at the larger district,  
25 which would generate revenue, as well as the Greene Tract that would generate revenue; and  
26 the other option was to just focus on the task force recommendation. He said this second  
27 option would be the more feasible short term solution. He said the managers have certainly  
28 heard the opinions of the elected officials.

29 Michael Talbert noted the legal distinctions. He said the task force recommendation  
30 was the provision of sewer to the 86 homes. He said OWASA already owns the water  
31 infrastructure in that area. He said if a small or large district is created, the district will own the  
32 infrastructure. He said the idea is that a district could be funded through all three entities, and  
33 when all of the debt is paid off, the district will be given back to OWASA for operation. He said  
34 the idea is just to contract with OWASA to do this, and then make the capital contribution.

35 Chair Jacobs suggested that the managers could have a draft proposal ready for  
36 consideration by the time of the ETJ public hearing.

37 Michael Talbert said the managers could work toward this goal.

38 Chair Jacobs said it is clear that the elected officials want this to happen as soon as  
39 possible. He said the issues about funding need to be addressed in the interim. He noted that  
40 if there are more people in the district, the rates would go down.

41 Commissioner Dorosin said there is water infrastructure in place, but not all of the 86  
42 homes are connected to water. He said this needs to be considered, and the available funds  
43 need to be used to connect anyone who is not connected. He said the proposal needs to have  
44 an emphasis on providing the connection to the sewer line at no cost to homeowners.

45 Chair Jacobs clarified that this is part of the task force recommendation.

46  
47 *Alderman Gist left at 9:47.*  
48

49 **5. Accommodating Appropriate Agricultural Support Enterprises in the Rural Buffer -**  
50 **Proposed Changes to the Orange County Unified Development Ordinance** (Perdita Holtz)

1  
 2 *Council Member Harrison left at 9:48.*  
 3 *Council Member Matt Czajkowski left at 9:49*  
 4 *Mayor Chilton left at 9:51.*

5  
 6 Perdita Holtz reviewed the following PowerPoint slides:  
 7

## 8 **Accommodating Appropriate Agricultural Support Enterprises in the Rural Buffer**

### 9 **Tonight's Purpose**

- 10  
 11 • To discuss proposed changes to the County's Unified Development Ordinance that will  
 12 accommodate appropriate "Agricultural Support Enterprises" in the Rural Buffer  
 13 • An opportunity to provide feedback that could shape the materials scheduled to be  
 14 brought forward for formal public hearing on February 24, 2014  
 15

### 16 **Rural Buffer Basics**

- 17 • Established as part of the Joint Planning Area Agreement  
 18 • Rural Buffer is under Orange County's planning and zoning jurisdiction  
 19     ▪ Low density area  
 20     ▪ Rural in character and will remain rural (contain low-density residential uses)  
 21     ▪ Not require urban services  
 22

### 23 **UDO & Rural Buffer**

24 Changes to County's UDO that are applicable to the Rural Buffer are referred to the Towns for  
 25 review and recommendation

- 26     ▪ County may not adopt amendments until Towns have made their  
 27 recommendations or until the expiration of 30 days following referral  
 28

### 29 **Agricultural Support Enterprises**

- 30 • County-wide program  
 31 • Propose to add some new uses to the RB general use zoning district  
 32     ▪ Uses permitted by right or with a special use permit, depending on use  
 33 • Propose to add a new conditional zoning district (ASE-CZ) that could also be applied to  
 34 the Rural Buffer  
 35     ▪ A CZD is a rezoning that must be applied for with decision by BOCC after a  
 36 public hearing process  
 37     ▪ Eliminate some uses from consideration if property is located in the Rural Buffer  
 38

### 39 **Use Value Parcels (Farms) in the Rural Buffer (map)**

- 40 - 37,428 Acres in Rural Buffer  
 41 - 10,172 Acres in Use Value (27%; 345 parcels)  
 42

### 42 **Proposed New Uses in RB General Use Zoning District**

43 Page 4 of item packet

- 44 • Each proposed new use has a definition  
 45 • Each proposed new use has use-specific standards  
 46 • In addition to all requirements of the UDO  
 47

### 48 **Proposed ASE-CZ Conditional Zoning District**

49 Pages 5 and 6 of item packet

- 50 • Each proposed new use has a definition and use-specific standards

- 1 • In addition to all requirements of the UDO
- 2 • Uses in red text could not be applied for if property is located in the Rural Buffer

3  
4 Perdita Holtz said the items in red on the charts in slide 8 indicate items that are likely to  
5 be removed for consideration for properties located in the rural buffer.

6 Chair Jacobs said the purpose of this is to allow more agricultural and farming options  
7 and to make it more profitable to farms in those in the rural buffer areas, while maintaining the  
8 character of the areas.

9 Commissioner Gordon said she would like the towns to study this proposal and bring  
10 comments before the Feb. 24<sup>th</sup> QPH.

11 She questioned the role of the Towns regarding the Joint Planning Agreement (JPA)  
12 and the Joint Planning Land Use Plan. She referred to the JPA section 1.2, section G  
13 regarding land use categories. She read the definition of a rural buffer. She also read section  
14 2.6, section f, regarding changes to the agreement. She said everyone has to agree to  
15 changes in the JPA. Commissioner Gordon read the description of agricultural areas and rural  
16 buffers from the Joint Planning Area Land Use Plan.

17 Commissioner Gordon said her last point is that this development is quite intense in its  
18 uses. She said there needs to be a balance between allowing farmers to have productive use  
19 of their land, and the effect on neighbors. She said the key is that this was originally conceived  
20 of for areas out in the County with large lot sizes, versus subdivisions and neighborhoods. She  
21 said the impact on neighbors in suburban areas needs to be considered.

22 Commissioner Gordon said some uses might be better on public water and sewer,  
23 which are not allowed by definition in the rural buffer.

24 She said this is a balance, and events with a large impact could be fine in the rural  
25 areas with large lots, but not in the suburban areas.

26 Alderman Seils said it would be helpful for County staff, when sharing materials with the  
27 Towns, to give a narrative about some of the goals. He said it sounds like there will be some  
28 expectation that the Towns undertake their review soon. He said coordination with the  
29 managers would be helpful.

30 Chair Jacobs said he would hope staff will know what needs to be an amendment to the  
31 joint planning agreement and what is at a staff level.

32 Council Member Ward said he would like to better understand which of the identified  
33 uses are high water users, or high users of septic tanks that could cause problems in the near  
34 future. He expressed concern that wells could run dry. He asked if this list is comprised of the  
35 uses that the Board supports, or if it is just a general laundry list of options.

36 Chair Jacobs said this is a laundry list of options. He said with the help of feedback  
37 from the town, some of the uses can be eliminated if there are concerns. He mentioned Maple  
38 View Ice Cream Store as an example of success in the rural buffer.

39 He said it is a great idea to consider water and sewer use. He said hopefully an  
40 agreement can be made to increase possible uses.

41 Council Member Ward asked if any uses are already allowed outside the rural buffer or  
42 corporate limits.

43 Chair Jacobs said no. He said the Board will be informed by what the Towns say.

44 Commissioner McKee said he would have concerns over a regional meat processing  
45 plant in a rural buffer. He said the other use that is a concern would be a saw mill, but the  
46 impact of this depends on the size.

47 He said the Board needs to look at additional uses that people in the agricultural sector  
48 can access to make their farms more viable. He said economic viability is one of the drivers of  
49 the loss of farmland, and farmers must have the ability to adapt.

1 Council Member Greene said everyone who is a party to the rural buffer has a strong  
2 interest in what happens there. She said it seems to her that the Towns ought to have a lot of  
3 say about this. She fully supports the need for economic flexibility with these properties, but  
4 she has concerns about some of the uses listed with "Minor Events". She said some of these  
5 look as if they might be too high intensity to be consistent with the rural buffer.

6 Commissioner Gordon said neither she nor the Board of County Commissioners have  
7 seen this rendition before. She said the high septic and high traffic users have to be  
8 considered to make sure the use will be acceptable on well and septic. She said it is important  
9 to look at the standards for development.

10 Commissioner Pelissier said the Commissioners have never had a discussion about  
11 this. She said the rural buffer was created in a different era, and the elected bodies woke up a  
12 few years ago and decided that something needed to be done. She said there are efforts to  
13 work on economic development districts; however it is also time to look at all the other land in  
14 the County to find ways to promote entrepreneurship and small scale businesses that are  
15 appropriate for rural areas, including the rural buffer.

16 She said the restaurants are a major driver for businesses in the area. She said it is  
17 important to think about ways to provide more income for the farmers providing some of this  
18 food. She said it is important to consider what uses are good to have in the rural buffer to  
19 preserve the rural character.

20 Mayor Kleinschmidt said he appreciates the opportunity to give feedback. He thinks that  
21 this rural agriculture and agriculture related businesses were what was intended to happen in  
22 the rural buffer, versus large lot subdivisions. He said this is a fantastic way to leverage one of  
23 the community's greatest assets to improve economic well being.

24 Council Member Ward said he would like to hear from the farmers about what provides  
25 them the most useful options.

26 Commissioner McKee encouraged everyone to keep an open mind. He said if  
27 compatible operations are not allowed, the rural buffer will turn into a residential buffer. He  
28 said this is already happening.

29 Chair Jacobs reviewed what he had heard. He said it would be useful to identify what  
30 the Board of Commissioners would like to see, versus just a general list.

31 He suggested the best way might be to go to the QPH in February and ask the  
32 agricultural preservation board to review this and provide statements and analysis.

33 Chair Jacobs said it would also be helpful to have staff look at the other impacts, such  
34 as water use and traffic. He said all of this information can be shared with the towns before  
35 they are asked to give comments. He said anything would be an improvement on the current  
36 situation. He said the goal is to encourage local agricultural economy.

37 Commissioner Gordon noted there are other advisory boards, in addition to the  
38 Agricultural Preservation Board, who should be asked to review the agricultural enterprises  
39 proposal.

40  
41 **6. INFORMATION ITEMS (No Specific Presentation or Discussion)-**

42 **ATTACHMENTS**

- 43 A) Southern Campus Master Plan Development Update  
44 B) Potential Bond Issue  
45 C) Older School Facility Needs  
46 D) Southern Branch Library Siting Process Update  
47 E) 911/EMS Assessment Update  
48 F) Locally Owned and Operated Trunked 700MHz Radio System  
49 G) Morinaga America Foods, Inc. Update  
50 H) Potential Orange County Fair

1  
2 Commissioner McKee said one of the good things occurring in the County is the co-  
3 location of ambulances in fire stations. He said the emergency services manager has worked  
4 with Orange Rural and Orange Grove and is currently working on co-locating with Carrboro. He  
5 said this is improving response times. He said it would have been helpful to mention in the  
6 Rogers Road discussion that the Carrboro station is only a mile from that community.  
7

8 The meeting adjourned at 10:20 pm.  
9

10  
11 Barry Jacobs, Chair  
12

13  
14 Donna Baker  
15 Clerk to the Board  
16

## Attachment 2

DRAFT

**MINUTES  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
December 2, 2013  
7:00 p.m.**

The Orange County Board of Commissioners met in regular session on Monday, December 2, 2013 at 7:00 p.m. at the DSS offices, in Hillsborough, N.C.

**COUNTY COMMISSIONERS PRESENT:** Chair Jacobs and Commissioners Mark Dorosin, Alice M. Gordon, Earl McKee, Bernadette Pelissier, Renee Price, Penny Rich

**COUNTY COMMISSIONERS ABSENT:**

**COUNTY ATTORNEYS PRESENT:** John Roberts

**COUNTY STAFF PRESENT:** Interim County Manager Michael Talbert, Assistant County Managers Clarence Grier, Cheryl Young and Clerk to the Board Donna Baker (All other staff members will be identified appropriately below)

**NOTE: ALL DOCUMENTS REFERRED TO IN THESE MINUTES ARE IN THE PERMANENT AGENDA FILE IN THE CLERK'S OFFICE.**

Chair Jacobs called the meeting to order and reviewed the following items at the Commissioner's places:

- Photographs from the Eno River Association
- Buff colored sheets – Item 6-g – Orange County Community Development Block Grant (CDGB)- Economic Development

**Board Organization**

**a. Election of Chair and Vice-Chair**

Clerk to the Board Donna Baker distributed the ballots. She read the voting results as follows.

- Election of Chair – Barry Jacobs (7-0)
- Election of Vice-Chair-Earl McKee (7-0)

**b. Designation of Voting Delegate for all NCACC and NACo Meetings for Calendar Year December 1, 2013-2014**

Chair Jacobs asked who would be interested in this position.

Commissioner Pelissier and Commissioner Price indicated their interest in serving as the voting delegate for the NCACC.

Chair Jacobs asked for a show of hands for those who supported Commissioner Pelissier as the NCACC representative:

Commissioner Rich, Commissioner Gordon, Commissioner Pelissier, and Commissioner McKee raised their hands.

By a vote of 4-3, Commissioner Pelissier was selected as the voting delegate for NCACC for 2013-14.

Chair Jacobs asked for volunteers for the NACo voting delegate position and Commissioner Rich indicated her interest.

VOTE: UNANIMOUS

**Appointments****a. Manager**

A motion was made by Commissioner Price, seconded by Commissioner McKee to appoint Michael Talbert as the County Manager (Interim).

VOTE: UNANIMOUS

**b. Clerk to the Board**

A motion was made by Commissioner Gordon, seconded by Commissioner Price to appoint Donna Baker as Clerk to the Board.

VOTE: UNANIMOUS

**c. County Attorney**

A motion was made by Commissioner McKee, seconded by Commissioner Price to appoint John Roberts as the County Attorney.

VOTE: UNANIMOUS

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

(See note above regarding additional abstract materials for item 6-g)

**PUBLIC CHARGE**

*The Chair dispensed with the reading of the public charge.*

**2. Public Comments****a. Matters not on the Printed Agenda**

Terry Rekeweg read a statement, included in the agenda packet, regarding the Durham-Orange Light Rail Project. He noted the recent announcement of a planned, large scale mixed use development in Chatham County. He feels that transit planning should take this into consideration. He said if this park is built in Chatham County, it would make sense to tie this park to Research Triangle Park (RTP).

He said it would be great if Pittsboro passengers could transfer in Chapel Hill to a direct ride into RTP, and he questioned the potential use of a route from Chapel Hill to Downtown Durham to board a bus into RTP. He said the large investment for the current light rail route is not useful for this commute. He said light rail that goes directly to RTP would be heavily used and would provide economic benefit to Orange County from transit passengers passing through.

Terry Rekeweg said the current light rail plan avoids the RTP area. He said he presented a much more effective plan to the Board months earlier.

He made note of a derailed passenger train in the Bronx, and said this has been attributed to a restricted speed curve. He said the Durham-Orange Light Rail has many tight curves that would restrict the speed of the train; however his proposed plan would remove 30 of these restricted speed curves. He said he is submitting this report to the MPO and to Triangle Transit for the NEPA process.

Robin Jacobs, Executive Director for the Eno River Association said she brought greetings from the Association. She presented each of the Commissioners with a 2014 calendar. She expressed appreciation for the partnership and working relationship with the Board on conservation over the years. She referred to a series of photographs showing recent joint projects.

**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**

1  
2 Commissioner Gordon read the following petition:

3 When a closed session item is on an agenda, the appropriate staff will provide the Commissioners  
4 with a summary description of the topics to be discussed. This information will be provided as part of the  
5 agenda packet if possible, but at least before the meeting is held.

6  
7 Commissioner Price said she would like to petition the Board to ask staff to work with Cooperative  
8 Extension, inclusive of 4-H, to continue to support these entities.

9 Chair Jacobs said Cooperative Extension's budget has recently been cut significantly. He said the  
10 County still depends on 4-H and Cooperative Extension. He said these entities do more than the  
11 community realizes. He hopes that future budget discussions will include ideas to better support those  
12 efforts.

13  
14 Commissioner Price said she would like to petition the Board to look at affordable rentals in Orange  
15 County.

16  
17 **4. Proclamations/ Resolutions/ Special Presentations**

18  
19 **a. Declaration of Tenants' Rights and Obligations**

20 The Board considered endorsement of the Declaration of Tenants' Rights and Obligations drafted  
21 by the Human Relations Commission, Orange County Justice United, EmPOWERment, and the UNC  
22 School of Law's Legal Assistance Clinic.

23 James Davis said this document was collaboratively drafted by Orange County Justice United,  
24 Empowerment, the UNC Legal Assistance Clinic and the Orange County Human Relations Commission  
25 (HRC). He said the purpose is to provide tenants with concise information regarding rights and  
26 responsibilities as a renter, and to provide a list of resources and agencies to navigate these rights and  
27 responsibilities.

28 Tish Galu, from Justice United, said the background on the declaration is included in the agenda  
29 packets. She said the most important thing to note is that this started with tenants. She said there were  
30 serious issues being faced by the tenants in the County. She said this situation was rectified, and the  
31 action teams began discussions about preventing this from happening again. She said the team wanted to  
32 look at the most important issues facing tenants. She recognized members of HRC, Orange County  
33 Justice United, and the UNC Civil Legal Assistance Clinic who assisted with researching and drafting the  
34 document.

35 Tish Galu said every item in the document is an issue that has been faced by tenant. She said the  
36 document does not provide legal advice, but it does provide tenants and landlords a way to understand the  
37 steps necessary to rectify a situation. She said the resource list is also crucial in resolving a situation.

38 A motion was made by Commissioner Dorosin, seconded by Commissioner Rich to endorse the  
39 Declaration of Tenants' Rights and Obligations drafted by the Human Relations Commission, Orange  
40 County Justice United, EmPOWERment Inc. and the UNC School of Law's Legal Assistance Clinic.

41 Commissioner Price asked who pays for lock changes in the case of domestic violence protection.

42 Tish Galu said the landlord would absorb this cost.

43 Commissioner Rich asked who people are to get in touch with in the event of problems. She also  
44 asked about the distribution of this document.

45 Tish Galu said tenants are contacting Justice United, Empowerment, UNC's legal clinic and other  
46 people on the resource listing. She said distribution is the largest challenge right now. She said this has  
47 been given out by mail or email to those who request it, but there is no specific distribution channel yet.

48 Commissioner Rich said the Board can put it on the website, but many people may not have access  
49 to the internet. She said it might be a good idea to put it at places of worship.

50 Tish Galu said Justice United has partnered with 22 congregations who are helping with distribution.  
51 She said Justice United is also part of a new coalition on affordable housing, so there is another channel of  
52 possibility there. She said endorsement from County government will also help with this effort.

53 Commissioner McKee expressed thanks for the efforts to bring this forward.  
54

1 VOTE: UNANIMOUS

2  
3 Chair Jacobs expressed appreciation from the Board.

4 Tish Galu said there is also interest from the Attorney General regarding the tenant’s declaration.

5  
6 **b. Proclamation - Human Rights Day, Bill of Rights Day, and Human Rights Week**

7 The Board considered officially recognizing Human Rights Day, Bill of Rights Day and Human  
8 Rights Week in Orange County during the month of December and authorizing the Chair to sign the  
9 proclamation.

10 James Davis introduced Human Relations Commission Chair Dr. Christine Kelly-Klees, who read  
11 the following proclamation:

12  
13 **ORANGE COUNTY BOARD OF COMMISSIONERS**  
14 **PROCLAMATION**

15  
16 **WHEREAS**, on December 10, 1948, the member states of the United Nations signed the Universal  
17 Declaration of Human Rights and countries of different political, economic and social  
18 systems agreed on the fundamental rights that all people share solely on the basis of their  
19 common humanity; and

20  
21 **WHEREAS**, Human Rights Day and Human Rights Week were adopted by the United Nations in  
22 connection with the Universal Declaration of Human Rights; and

23  
24 **WHEREAS**, Bill of Rights Day was first declared in 1941 by President Franklin Delano Roosevelt to  
25 commemorate the 1791 Ratification of the Bill of Rights; and

26  
27 **WHEREAS**, it was the North Carolina convention, held in Hillsborough, which was instrumental regarding  
28 the inclusion of a Bill of Rights as part of ratifying the United States Constitution; and

29  
30 **WHEREAS**, the Bill of Rights guarantees, among other basic liberties, freedom of speech and of the press  
31 as well as freedom of religion and association; and

32  
33 **WHEREAS**, the Bill of Rights states that no person shall be deprived of life, liberty or property without due  
34 process of law and establishes fundamental rules of fairness in judicial proceedings,  
35 including the right to trial by jury; and

36  
37 **WHEREAS**, the primary responsibility to promote respect for these rights and freedoms lies with each  
38 individual in Orange County, and each of us can play a major role in enhancing human  
39 rights; and

40  
41 **WHEREAS**, the residents of Orange County support Human Rights and recognize that the “inherent dignity  
42 and the equal and inalienable rights of all members of the human family are the foundation  
43 of freedom, justice and peace;”

44  
45 **NOW, THEREFORE**, We, The Board of County Commissioners of Orange County, North Carolina, do  
46 hereby proclaim

47 December 10, 2013 as **Human Rights Day**  
48 and  
49 December 15, 2013 as **Bill of Rights Day**  
50 and  
51 December 10 – 16, 2013 as **Human Rights Week**

52  
53 in Orange County and challenge residents to study and promote the ideas contained in these documents to  
54 the end that freedom, justice, and equality shall not perish but will flourish and be made available to all.

1  
2 *This, the 2<sup>nd</sup> day of December 2013.*

3  
4 A motion was made by Commissioner Rich, seconded Commissioner Pelissier to adopt the  
5 Proclamation regarding Human Rights Day, Bill of Rights Day and Human Rights Week and authorize the  
6 Chair to sign the Proclamation.

7  
8 Commissioner Price suggested, in the future, that the Board could acknowledge the later  
9 amendments, and make reference to those as well. She said those later amendments pushed for freedom  
10 for everyone.

11 VOTE: UNANIMOUS

12  
13  
14  
15 **c. Resolution Recognizing Erin Thompson and Orange County 4-H**

16 The Board considered approving a resolution recognizing Erin Thompson for receiving the 4-H  
17 Youth Volunteer Award for the North Central District of North Carolina and the Orange County 4-H Program  
18 and authorizing the Chair to sign.

19 Erin Thompson said being a member of Orange County 4-H has exposed her to new opportunities  
20 and allowed her to attend many conferences. She said she has also formed many new friendships. She  
21 said one of the highlights of her summer was the opportunity to interview Commissioner Price and meet  
22 local government officials. She said the experience with volunteering has made her feel better about  
23 herself through helping others.

24 Commissioner Price pointed out that Erin Thompson was one of 11 4-h members recognized at the  
25 4-H state conference. She read the following resolution:

26  
27 **ORANGE COUNTY BOARD OF COMMISSIONERS**

28  
29 **RESOLUTION RECOGNIZING ERIN THOMPSON**  
30 **AND ORANGE COUNTY 4-H**

31  
32  
33 **WHEREAS**, guided by North Carolina Cooperative Extension educators, Orange County 4-H members gain  
34 knowledge, skills and experience that help them become responsible citizens and leaders;  
35 and,

36  
37 **WHEREAS**, Erin Thompson has embodied the key elements of 4-H - Head, Heart, Hands and Health; and,

38  
39 **WHEREAS**, on November 17, 2013, Erin Thompson was recognized at the North Carolina State Council  
40 Conference as a recipient of the 4-H Youth Volunteer Award for the North Carolina Central  
41 District; and,

42  
43 **WHEREAS**, local 4-H leadership has commended Erin for her commitment to her club, community, county  
44 and world, and for her overflowing love for humanity, including demonstrated compassion  
45 for the elderly, and those younger;

46  
47 **NOW, THEREFORE**, be it resolved that the Orange County Board of Commissioners does hereby  
48 recognize Erin Thompson for her volunteer spirit, embodiment of the 4-H vision and  
49 commitment to people of all ages in Orange County.  
50

1 This, the second day of December 2013.

2  
3 A motion was made by Commissioner McKee, seconded by Commissioner Gordon to approve and  
4 authorize the Chair to sign the attached resolution recognizing Erin Thompson for her volunteer efforts in  
5 the 4-H community and for the people of Orange County.

6  
7 **VOTE: UNANIMOUS**

8  
9 **d. Presentation on Economic Pressures on the Department of Social Services, Request for**  
10 **Additional Funds, and Approval of Budget Amendment #3-A**

11 The Board received an update on current economic pressures and considered a request for  
12 additional funds for crisis services to support families served by the Department of Social Services (DSS)  
13 and to approve Budget Amendment #3-A to transfer \$100,000 from the Social Justice Reserve Fund to the  
14 Department of Social Services for General Assistance for client payments.

15 Nancy Coston said it has been quite a year for the department. She said the shut down and  
16 sequestration caused anxiety for the department and its clients. She said the agency receives a lot of  
17 federal funding, so government shutdowns and sequestration makes them vulnerable. She said Medicaid  
18 serves 12,000 people in Orange County, which amounts to \$104 million paid directly to medical providers.  
19 She said the Medicaid program is not affected by the sequester or the shutdown; however the state has  
20 been looking for ways to cut the Medicaid budget.

21 Nancy Coston said the Temporary Assistance for Needy Families is a block grant of federal dollars  
22 that is used to pay for the child welfare program and to pay the cash payments. She said the shutdown  
23 caused uncertainty about whether the state would be able to issue checks, and a decision was made to  
24 suspend all programming for the Work First families. She said this was extremely stressful for these  
25 families, although the department was eventually paid back.

26 She said sequestration is also cutting into the very successful adolescent parenting program. She  
27 said the goal of this program is to keep young parents in school, and to delay pregnancy. She said a stop  
28 work order was issued for this program, and that was very disruptive.

29 Nancy Coston said the most disruptive piece during the shutdown was the childcare program. She  
30 said this is a \$4.1 million program, and there was a possibility that the state would be unable to pay back  
31 money spent on this program. She said the decision was made to continue the childcare program, which  
32 was eventually reimbursed.

33 She said sequestration is already cutting money from the Social Services Block Grant (SSBG),  
34 which pays for child welfare and adult protective services, as well as part of the home and community care  
35 block. She said Orange County has rolled the dice a bit, and none of these services were disrupted by the  
36 shutdown, although there have been cuts from the sequestration.

37 Nancy Coston said there have also been problems with the food and nutrition program, which had to  
38 endure a cut of \$36 per family. She said the department has also been doing automation implementation  
39 for N.C. Fast. She said it has been very difficult at times, and the department has used food banks, but it  
40 has also been necessary to use County funds.

41 She said the cost to alleviate a family in crisis is higher this year. She said the cap used to be \$200,  
42 but this will not help most people get out of a crisis, so it has been necessary to spend more. She said a  
43 cut was made last year by targeting only people with children, but there are so many people impacted that  
44 this has been changed back this year. She said efforts are being made to help some of the others.

45 She said there were more homeless prevention funds in previous years because of grants, but this  
46 is now gone, and the funding is mostly County money.

47 Nancy Coston said her department has also provided assistance to the victims of the flood in  
48 Chapel Hill last summer.

49 She said the purpose of tonight is to provide an update, and to ask for additional funding due to  
50 these unforeseen crises.

51 Chair Jacobs said he and Commissioner McKee decided this issue was important to have at the  
52 beginning of the agenda so that the public could be a part of the audience.

53 Commissioner Rich asked how the County can get this information out to the media and the public.

1 Chair Jacobs said this was discussed at agenda review, and one idea was to do some press  
2 releases that profile people using the services. He said this would make it more personal. He said this  
3 could also be shared with congressional leaders, such as Congressman Price, to show the human costs of  
4 the sequestration.

5 Commissioner Pelissier said it would be good to talk about the numbers of people affected in each  
6 of the different social service areas. She said many people do not realize how many residents are actually  
7 in need of assistance.

8 Commissioner Pelissier asked how many people are on the waiting list for childcare subsidies.

9 Nancy Coston said there are still several hundred waiting.

10 Commissioner Pelissier asked why the Board had to approve the monies, since this was allocated in  
11 the budget. She prefers, in future, that the money is allocated, and staff and social services are allowed to  
12 use their best judgment in utilizing the funds.

13 Clarence Grier said when the reserve was set up, the money was not earmarked for any specific  
14 purpose or department. He said this is why specifics are needed.

15 Commissioner McKee said he recently spoke to Nancy Coston and Dr. Bridger of the Orange  
16 County Health Department about these issues. He said the health department did not get hit as hard as  
17 DSS with budget cuts. He expressed appreciation to Nancy Coston for bringing this information forward.  
18 He said that is why this money was put in reserve during the last budget cycle, and he encouraged Nancy  
19 Coston not to be shy in asking for more if necessary.

20 Commissioner Dorosin said he supports the transfer of this money. He said this is an opportune  
21 moment, as the budget season is beginning, to create some sort of anti-poverty program that can be a  
22 priority over the next few years. He said the County is being reactive to a crisis of need, and there needs to  
23 be a comprehensive poverty program in Orange County in order to change this. He said this is an  
24 opportunity to be engaged and innovative and anticipate some of these challenges at the front end.

25 Commissioner Gordon thanked Nancy Coston for the summary. She is glad this fund is available.  
26 She said it is important that people know about this, and it is an important story to tell.

27 Commissioner Price asked if the department is anticipating a direr situation this year, as the winter  
28 season approaches.

29 Nancy Coston said it does not look like the energy program has a federal cut yet. She said a lot of  
30 that program is determined by the weather, and there is no way to know how much will be needed. She  
31 said the cost of utilities has increased, and it takes more money to get someone out of a crisis. She said  
32 the department is trying to have all of their crisis programs attached to their service programs. She said it  
33 has been worse up to this point, but she does not know if it will be worse the rest of the year or not.

34 Commissioner Price asked if this funding request will be enough, or if it is conservative.

35 Nancy Coston said she based her request on what was used last year. She is hopeful that this will  
36 get them through. She said federal funds can only be used if the weather is threatening the health of  
37 people.

38 Chair Jacobs said he is glad to hear that the directors of the Health Department and DSS are  
39 encouraged to get in touch with the manager when there is a need that needs to be addressed. He said  
40 the money was set aside with the understanding that it would be needed to fill in the holes in the social  
41 safety net.

42 Nancy Coston said if there is another shut down scare it will cost more money because of the chaos  
43 that follows. She said disruption of benefits has an immediate impact.

44 Chair Jacobs said the County has dedicated staff to address the programs for poverty that are at  
45 their disposal; however, if the poverty level is not being impacted, the Board needs to be more assertive in  
46 their strategies. He suggested that the people in charge of the retreat agenda and the budget proposals  
47 should begin to look at this.

48 Commissioner McKee suggested that the manager should contact the faith community to help get  
49 this information out to the public.

50  
51 A motion was made by Commissioner Price, seconded by Commissioner McKee to approve Budget  
52 Amendment #3-A to transfer \$100,000 from the Social Justice Reserve Fund to the Department of Social  
53 Services for General Assistance for client payments. With approval of this allocation, a balance of \$150,000  
54 will remain in the Social Justice Reserve Fund for FY 2013-14.

1  
2 VOTE: UNANIMOUS  
3

4 **5. Public Hearings**  
5

6 **a. Community Development Block Grant (CDBG) Program – Economic Recovery Program**

7 The Board conducted a public hearing to receive public comments prior to official close-out of the  
8 County's FY 2010 Community Development Block Grant (CDBG) Economic Recovery Program and  
9 authorize execution of the Certificate of Completion by the Chair of the Board of County Commissioners.

10 Tara Fikes said the purpose of this meeting tonight is to conduct a public hearing to receive public  
11 comments prior to official close-out of the County's FY 2010 Community Development Block Grant (CDBG)  
12 Economic Recovery Program and authorize execution of the Certificate of Completion by the Chair of the  
13 Board of County Commissioners. Tara Fikes said in February 2011, Orange County was officially awarded  
14 a \$500,000 Community Development Block Grant (CDBG) from the N.C. Department of Commerce for an  
15 Economic Recovery Program. Funds from this grant were intended to be used to repair eight (8)  
16 deteriorated housing units, reconstruct one (1) dwelling unit and provide urgent repair assistance for an  
17 additional 15 dwelling units in the County.

18 She said all CDBG activities have now been completed; eight (8) homes were substantially  
19 rehabilitated; and 15 dwelling units received urgent repair assistance. The targeted home for reconstruction  
20 activity was not completed due to the owner's reluctance to participate in the program. A summary of the  
21 program beneficiaries is in their agenda packet. In order to complete the grant close-out process, the N.C.  
22 Department of Commerce requires that a public hearing be held prior to the official closeout of the  
23 Economic Recovery Program to assess the performance of the County in administering the grant program.  
24 In addition, the County is required to execute the Certificate of Completion form.

25 Tara Fikes said this grant provided \$500,000 to the community for this program. She said a total of  
26 \$484,000 was expended, leaving \$16,000 that was associated with clearance and relocation costs for the  
27 home that withdrew from the program. Thus, \$16,000 from this program will be retained by the State  
28 Community Development Program.

29 Commissioner Pelissier referred to the listing of targeted homes for reconstruction that did not  
30 participate and asked if there was a list of back up homes.

31 Tara Fikes said there were backup homes and the funding was used to repair another home. She  
32 said they were not able to re-program the other funds.

33 Commissioner Dorosin said in the future he would like to see if staff could list all properties that  
34 were rehabilitated, as well as the homes that are listed for urgent repairs.

35 Commissioner Dorosin said that the house that chose not to participate in the program was slated  
36 for reconstruction. He asked what would happen to that house now.

37 Tara Fikes said a family lives there now, and they have been working with some church groups that  
38 are trying to help with some of the most urgent needs and repairs.

39 Commissioner Dorosin asked how the eight homes listed were chosen.

40 Tara Fikes said at the time of the state application process staff had to list the homes in need, and  
41 there were 8 homes, plus an alternate list of about 6 other homes. She said there is a waiting list of about  
42 20 homes that are in need of repair, and her department normally maintains a list.  
43

44 NO PUBLIC COMMENT  
45

46 A motion was made by Commissioner Rich, seconded by Commissioner Dorosin to close the public  
47 hearing.  
48

49 VOTE: UNANIMOUS  
50

51 A motion was made by Commissioner Price, seconded by Commissioner Rich to authorize  
52 execution of the Certificate of Completion by the Chair of the Board of County Commissioners.  
53

54 VOTE: UNANIMOUS

1  
2 Chair Jacobs said it is a shame to see \$65,000 left on the table. He suggested the possibility of  
3 additional projects to take advantage of allocated monies.

4 Tara Fikes said she has requested this money be reprogrammed.  
5  
6

7 **b. Community Development Block Grant (CDBG) Program – Scattered Site Housing**  
8 **Rehabilitation Program**

9 The Board conducted a public hearing to receive public comments prior to official close-out of the  
10 County's FY 2010 Community Development (CDBG) Scattered Site Housing Rehabilitation Program and  
11 authorize execution of the Certificate of Completion by the Chair of the Board of County Commissioners.

12 Tara Fikes said the purpose of tonight's meeting was to conduct a public hearing to receive public  
13 comments prior to official close-out of the County's FY 2010 Community Development (CDBG) Scattered  
14 Site Housing Rehabilitation Program and authorize execution of the Certificate of Completion by the Chair  
15 of the Board of County Commissioners. She said in February 2011, Orange County was officially awarded  
16 a \$400,000 Community Development Block Grant (CDBG) from the N.C. Department of Commerce for a  
17 Scattered Site Housing Rehabilitation Program. Funds from this grant were intended to be used to repair  
18 eight (8) deteriorated housing units in the County.

19 Tara Fikes said that all CDBG activities have now been completed and seven (7) homes were  
20 substantially rehabilitated. She said four of the homes were in the Town of Hillsborough, one in Carrboro  
21 and two in the unincorporated area of the County. In order to complete the grant close-out process, the  
22 N.C. Department of Commerce requires that a public hearing be held prior to the official closeout of the  
23 Scattered Site Housing Rehabilitation Program to assess the performance of the County in administering  
24 the grant program. In addition, the County is required to execute the Certificate of Completion form.

25 Tara Fikes said the total costs for the completion of the housing rehabilitation, plus associated  
26 administrative costs, is \$351,257. Thus, \$48,743 will be retained by the State Community Development  
27 Program.

28 Commissioner Dorosin asked how these homes are selected and identified. He asked for an  
29 explanation of the criteria used to choose and prioritize these homes.

30 Tara Fikes said these homes were identified prior to application for the funding, as a result of the  
31 department making a public advertisement in 2010. She said applications were accepted for a period of  
32 time to determine the need in the community, and referrals were received from other agencies and  
33 individuals. She said this program requires that recipients are homeowners and have an income below  
34 60% of the area median. She said the needs of the homes tie in with the requirements of the program.  
35 She said the CDBG program has a limit of \$40,000 per home; however additional funding is sometimes  
36 requested, depending on the needs of the home. She said the department tries to look at the requirements  
37 of each of their programs.

38 Commissioner Dorosin asked if any applications were turned down.

39 Tara Fikes said yes, and this was due to title issues on a couple of the applications. She added that  
40 the program was a deferred loan program, meaning that the loan did not need to be paid back if the  
41 resident lived in the home for the duration of the loan, which is 15-years. She said the resident is  
42 responsible for paying taxes and insurance on the home.  
43

44 NO PUBLIC COMMENT  
45

46 A motion was made by Commissioner Pelissier, seconded by Commissioner Rich to close the public  
47 hearing.  
48

49 VOTE: UNANIMOUS  
50

51 A motion was made by Commissioner Pelissier, seconded by Commissioner Rich to authorize  
52 execution of the Certificate of Completion by the Chair of the Board of County Commissioners.  
53

54 VOTE: UNANIMOUS

1  
2 **6. Consent Agenda**

- 3  
4 • Removal of Any Items from Consent Agenda  
5 NONE  
6 • Approval of Remaining Consent Agenda  
7

8 A motion was made by Commissioner McKee, seconded by Commissioner Gordon to approve the  
9 remaining items on the consent agenda.

10  
11 VOTE: UNANIMOUS  
12

13 **a. Minutes**

14 The Board approved the minutes from October 17, 2013 as submitted by the Clerk to the Board.

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

16 The Board adopted a resolution, which is incorporated by reference, to release motor vehicle property tax  
17 values for forty-eight (48) taxpayers with a total of fifty (50) bills that will result in a reduction of revenue in  
18 accordance with NCGS.

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

20 The Board adopted a resolution, which is incorporated by reference, to release property tax values for four  
21 (4) taxpayers with a total of ten (10) bills that will result in a reduction of revenue, in accordance with North  
22 Carolina General Statute 105-381.

23 **d. Application for Property Tax Exemption/Exclusion**

24 The Board approved one (1) untimely application for exemption/exclusion from ad valorem taxation for one  
25 (1) bill for the 2013 tax year.

26 **e. Schools Adequate Public Facilities Ordinance (Schools APFO) – Approval of Membership  
27 and Capacity Numbers**

28 The Board approved November 15, 2013 membership and capacity numbers for both school districts  
29 (Orange County and Chapel Hill-Carrboro City Schools) which will be used in developing 10-year student  
30 membership projections and the 2013 SAPFO Technical Advisory Committee (SAPFOTAC) Report, and  
31 authorized the Chair to sign.

32 **f. Disbursement of Vehicle Registration Tax Funds**

33 The Board authorized the North Carolina Division of Motor Vehicles (DMV) to send funds from the seven  
34 dollar vehicle registration tax directly to Triangle Transit (TT) and authorized the Chair to sign.

35 **g. Orange County Community Development Block Grant (CDBG) – Economic Development**

36 The Board approved a resolution authorizing the submission of the Morinaga America Foods, Inc.  
37 Community Development Block Grant (CDBG) application and authorized the Chair to sign the required  
38 application documents on behalf of the Board.  
39

40 **7. Regular Agenda**

41  
42 **a. Buckhorn Mebane Phase 2 Utilities – Request for Additional Rock Allowance and  
43 Approval of Budget Amendment #3-B**

44 The Board considered approving Budget Amendment #3-B adding additional rock contingency to  
45 the Buckhorn Mebane Phase 2 Utilities Capital project budget.

46 Kevin Lindley reviewed the map included in the board's agenda packet. He said the sewer and  
47 water infrastructure project is to serve the Buckhorn area identified for economic development. He said the  
48 project is about halfway complete. He said there is already a mile of water line in service.

49 He said the amendment is presented tonight because the contractor installing the sewer line in the  
50 western area of the project has run into a high amount of rock, and he referred to photographs showing  
51 this. He said a mobile crusher is being used to crush the rock into smaller pieces and avoid having to haul  
52 it all off. He said the rock allowance has been exceeded, and the goal is to get in front of this issue by  
53 allowing additional Rock allowance to cover the additional cost. He said the money will not be spent if  
54 additional rock is not encountered.

1 Michael Talbert said rock allowance is standard for these types of contracts.

2 Commissioner McKee said it is not unusual to find this much rock when digging in Orange County.

3 Commissioner Gordon clarified that the funding would not be spent if there is no more rock  
4 encountered.

5 Kevin Lindley said that is correct.

6 Commissioner Gordon noted that the water line is 75 percent complete and has only used a fraction  
7 of its rock contingency. She asked how much has been saved here.

8 Kevin Lindley said the original rock contingency for the water line was about 900 cubic yards and  
9 only 200 yards have been encountered. He said this is not enough to cover the anticipated overage.

10 Commissioner Rich asked how a rock allowance is estimated.

11 Kevin Lindley said staff looked at similar projects in the area and estimated the costs based on this.  
12 He said bids also came in higher than expected, so there was no padding added to the rock allowance.

13 Michael Talbert said this is the second or third line that has been installed in this area, and it is the  
14 first to exceed the rock allowance.

15 Commissioner McKee referred to a similar project that did borings and found one narrow band of  
16 rock.

17 Commissioner Dorosin asked if there was an alternative. He said it seems the project could not go  
18 forward if the Board says no.

19 Chair Jacobs said Carrboro High School was just like this and had a shockingly high cost because  
20 of rock.

21 Chair Jacobs asked during what hours the crushing of rock happens.

22 Kevin Lindley said the crusher runs during normal operating hours. He said the crew arrives around  
23 7:30 am, but time is allowed to warm up the equipment. He believes it is run between 9:00 am and 4:00  
24 pm.

25 Chair Jacobs asked how long the project will continue.

26 Craig Benedict said staff found it would take about three hundred truckloads to remove the rock.  
27 HE said the crusher avoids this by crushing the rock and mixing it to put back in as fill later on. He said the  
28 work with rock blasting does take longer and this western section of the project is about a month and half  
29 from completion. He said it would probably be about 3 to 4 months of work in the middle Gravelly Hill leg of  
30 the project.

31 He said the water line is going well, but sewer lines have to go deeper. This is the reason for the  
32 additional rock.

33 Chair Jacobs asked if the public in that area has been educated about this process.

34 Craig Benedict said signs have been put up in this area, which is mainly farmland.

35 Commissioner Rich said her house would shake when OWASA was exploding rock to put in the  
36 new pipeline across Estes. She hopes good notice is being given to residents.

37 Kevin Lindley said there have only been a couple of houses close enough to detect it on this project.  
38 He said most of these residents have already been approached regarding easements, so they are aware of  
39 what's going on. He said the contractor in charge of the blasting is very responsible.

40  
41 A motion was made by Commissioner Price, seconded by Commissioner McKee to approve Budget  
42 Amendment #3-B by adding \$421,500 in rock contingency to the Buckhorn Mebane Phase 2 Utilities project  
43 construction budget.

44  
45 VOTE: UNANIMOUS

46  
47 **a. Redesigned County Logo**

48 The Board reviewed and considered options for a redesigned County Logo as recommended by the  
49 Review Committee for the County Logo.

50 Michael Talbert said this item is coming forward, after discussion at a work session, with four  
51 options. He noted that these options are included in the packet and are labeled A, B, C, and D. He asked  
52 the Board for indication of their preference.

1 Commissioner Gordon said she has looked at these designs, and she appreciates the work of the  
2 committee, staff and Commissioners; however she still thinks they can do better than these four options,  
3 and she would be glad to work on this with staff.

4  
5 A motion was made by Commissioner Gordon, seconded by Commissioner McKee to defer  
6 approval of a new County logo, and refer the matter to the logo design committee for a recommendation  
7 concerning a new logo design, and she indicated her willingness to participate.

8  
9 Commissioner Price asked how much more this would cost the County.

10 Carla Banks said this would cost more money. She said it was initially anticipated that this process  
11 would not exceed \$2200. She said the additional dollar amount will depend on the complexity of the design  
12 being requested.

13 Commissioner Pelissier said there were many different opinions expressed about the logos during  
14 the work session. She said she is ready to vote, and she feels like people will still have different opinions if  
15 this goes back.

16 Commissioner Dorosin said, of the four options, he likes option D. He said if one of these options is  
17 not chosen, he would suggest opening it up to the community for ideas.

18 Commissioner McKee said he hasn't been any more impressed with the other Counties' logos. He  
19 said he seconded the motion for the purpose of discussion, but he feels it is time to choose one of the  
20 logos and move forward.

21 Commissioner Rich said she agrees that a consensus is unlikely, and she likes option A without the  
22 line and option D with no line.

23 Commissioner Dorosin asked if Commissioner Gordon would accept an amendment to her motion,  
24 to make this a community project in Orange County.

25 Chair Jacobs said he liked option A with no line, and he did not support Commissioner Gordon's  
26 motion to take it back to committee.

27 Commissioner Gordon said no to the friendly amendment, as that would take a long time.

28  
29 VOTE: Ayes, 1 (Commissioner Gordon); Nays, 6

30  
31 A motion was made by Commissioner Gordon, seconded by Commissioner Pelissier to choose  
32 option A for the redesigned logo for the County .The new logo design would go into effect on July 1, 2014,  
33 allowing for the current logo to be phased out.

34  
35 Commissioner Price asked why this will not go into effect until July.

36 Carla said the current logo is in circulation on phone books, as well as other materials.

37  
38 VOTE: Ayes, 6; Nays, 1 (Commissioner Dorosin)

## 40 **8. Reports**

### 41 **a. Solid Waste Convenience Center Update**

42 The Board received information regarding performance of the new Walnut Grove Church Road  
43 Convenience Center and progress of planning for Eubanks Road Convenience Center improvements.

44 Gayle Wilson said residents appear to be adjusting to the upgraded facility, and operations are  
45 working better than expected.

46 He said there is a need for another stationary compactor; however, in the interim two compactor  
47 boxes are being delivered to alleviate the waste storage problem.

48 He said canopies have been ordered to shelter employees from inclement weather.

49 Gayle Wilson referred to several PowerPoint slides with photographs of the Walnut Grove facility  
50 and a draft plan for the Eubanks Road facility.

51 He said the town's planning department had requested additional informational items for the  
52 Eubanks Road facility, and this is being provided. He walked through the draft plan map. He said this  
53

1 facility layout will be very similar to Walnut Grove, except for the single entrance and exit. He said staff is  
2 proposing three MSW compactors and two bulky waste compactors.

3 He said staff is also proposing incorporation of the hazardous waste facility into the Eubanks Road  
4 facility. He said this will allow expanded hours for hazardous waste disposal.

5 Commissioner Rich said Eubanks currently has a shed for used items. She asked if this will remain.

6 Gayle Wilson said yes, and it will be improved and expanded.

7 Commissioner Gordon asked for clarification on the current functions versus what will be in place in  
8 the future. She asked specifically about card board recycling, electronics recycling, and other specialized  
9 recycling. She asked how all of these functions would be accommodated in the new facility,

10 Gayle Wilson said this new facility will be three to four times larger. He said there will be no more  
11 card board dumpsters, as one of the compactors will be for cardboard. He said the other compactor will be  
12 for mixed recycling. He said the plan is to do away with the front loading dumpsters. He said textile  
13 recycling, plastic film recycling, food waste recycling and cooking oil recycling are also being added.

14 Commissioner Gordon asked some clarifying questions on the map of the facility and Gayle Wilson  
15 reviewed the map.

16 Commissioner Gordon asked about the planned start and completion dates, and she asked about  
17 the interim location.

18 Gayle Wilson said he is trying to find an interim location now. He said this will be about a four to six  
19 month project, and it will start once staff has provided Chapel Hill with the requested preliminary  
20 information, and the Town has provided information on the permitting process. He said the best case is  
21 that a permit can be obtained to begin construction by summer of 2014, to be completed by the end of  
22 2014. He said the worst case scenario would put the timeline a year beyond this, with construction in the  
23 fall of 2015.

24 Commissioner Price asked if both compactors are working at the same time at Walnut Grove.

25 Gayle Wilson said these are used at alternate times so that both don't fill up at the same time. He  
26 said this prevents interruption in service. He said the Eubanks site will be able to run two compactors at the  
27 same time.

28 Commissioner Price said there is usually a line when only one compactor is operating. She asked if  
29 both could be operating at one time at Walnut Grove now and if all three will be working at the same time at  
30 Eubanks.

31 Gayle Wilson said two compactors will be operating at all times at Eubanks, while one will be  
32 reserved for use when the other two fill up. He said Walnut Grove only has two, so one is saved for  
33 reserve use. He said the lines don't usually get more than three or four cars long.

34 Commissioner Price said she is concerned more with convenience. She said this system prevents  
35 people from being able to run in and run out. She referred to the Eubanks site drawing and said she is  
36 concerned about the circulation pattern and how cars will get past the compactor.

37 Gayle Wilson showed the options on the diagram and said there is room for cars to pull around.

38 Commissioner Price said she is concerned about how this will work when things get very busy.

39 Michael Talbert said this is just a concept drawing for Chapel Hill's review process, and staff will be  
40 bringing back a more detailed diagram in the summer.

41 Gayle Wilson said this will also include the recommendation on interim services.

42 Commissioner McKee said he recently met with a homeowners association, and there were several  
43 questions about the Eubanks facility. He recommended the residents take a look at Walnut Grove for an  
44 idea of the layout.

45 He said the compactors at Walnut Grove are still relatively high, and he wonders if it is possible to  
46 have a ramp pad to reduce the amount of distance that garbage has to be lifted.

47 Gayle Wilson said this comes back to an OSHA requirement that access to a compactor box be a  
48 minimum of 42 inches from surface level. He said this is the controlling factor.

49 Commissioner Dorosin said he did not see anything in the Eubanks drawing about sheds for  
50 employees. He asked if this is in the plans.

51 Gayle Wilson said these will be put in from day one at this site.

52 Commissioner Dorosin asked for clarification on the compactor being added to the Walnut Grove  
53 site.

1           Gayle Wilson said there were budget adjustments to the original plan that eliminated one compactor  
2 when the site was first constructed.

3           Commissioner Dorosin asked if the new storage containers will allow there to be an empty container  
4 always on site.

5           Gayle Wilson answered yes.

6           Commissioner Gordon asked for further explanation on the circulation patterns.

7           Gayle Wilson walked her through the diagram of the concept plan for the proposed renovated  
8 Eubanks Road SWCC. He said it will likely take time for residents to get used to the flow, so there is a  
9 convenient circular pattern.

10          Commissioner Gordon asked about the circulation pattern coming back around the center.

11          Gayle Wilson said if someone comes in a truck and is not a regular customer, they will be weighed,  
12 unloaded, and then weighed again to determine the empty weight and calculate the fee.

13          Chair Jacobs said he is glad to scales are on the northern side. He asked if staff has an estimate  
14 on the difference in usage between the two sites.

15          Gayle Wilson said Eubanks handles about 20 to 25 percent more garbage. He said the number of  
16 customers is very similar, although Eubanks may be slightly busier. He noted that Walnut Grove has  
17 picked up traffic since it opened.

18          Chair Jacobs said some officials have advocated for a pay-as-you-throw option. He asked if this  
19 site would be able to handle this

20          Gayle Wilson said this style of site will be more adaptable to a pay-as-you-throw option.

21          Chair Jacobs suggested a map should be placed at the entrance of both sites so people can peruse  
22 it to figure out the lay out.

23          Chair Jacobs said he has used Walnut Grove site quite often. He said his problem is with the MSW  
24 compactor, because you can't get close enough to the site with a pick-up truck. He said staff will not allow  
25 residents to back up to the container, so he has to lift the garbage to the container. He said he would like  
26 some way to get closer to the compactor.

27          Gayle Wilson said that is one of the flaws with the Walnut Grove site. He said this was considered  
28 during the design period, and staff was urged to keep vehicles away from the compactor containers. He  
29 said he will look into this to see if there is any way to modify this or have one aisle that allows backing for  
30 large loads.

### 31 32 **9. County Manager's Report**

33          Michael Talbert said things are moving forward with the Rogers Road Community Center. He  
34 believes that they will be able to move forward with the new re-design. He said the exterior will look the  
35 same; the interior will have minor changes; and there will be major changes in the materials used. He said  
36 the hope is to bid the project in mid to late January and begin construction during the Spring season.

### 37 38 **10. County Attorney's Report**

39  
40 NONE

### 41 42 **11. Appointments**

43  
44 NONE

### 45 46 **12. Board Comments**

47  
48          Commissioner Gordon said she received an email today from the NCACC Environment Steering  
49 Committee asking for information regarding the County's local environmental ordinances. She has  
50 forwarded this to the Manager, and information is due back by December 6<sup>th</sup>. She asked if it is possible to  
51 pull this together.

52          Michael Talbert said yes.

53          Commissioner Price - none

1 Commissioner McKee said the ABC Board had a ribbon cutting and open house for their new  
2 administrative offices and warehouse last week. He said this is a significant upgrade in terms of both  
3 comfort and safety for employees.

4 Commissioner Dorosin – none

5 Commissioner Pelissier – none

6 Commissioner Rich – none

7 Chair Jacobs noted that the first planning committee meeting for the 16<sup>th</sup> Annual Agricultural Summit  
8 is tomorrow morning. He encouraged Board of County Commissioners to send suggestions to him or Carl  
9 Maytac. He said he has asked that all Board members be on the email list and that past agendas be sent  
10 to them.

11 Chair Jacobs said LAUNCH is having an event on December 9<sup>th</sup> from 6-8 pm.

12  
13 **13. Information Items**

- 14 • November 19, 2013 BOCC Meeting Follow-up Actions List
- 15 • Tax Collector's Report – Numerical Analysis
- 16 • BOCC Chair Letter Regarding Petitions from November 19, 2013 Regular Meeting

17  
18  
19 **14. Closed Session**

20 A motion was made by Commissioner Gordon, seconded by Commissioner Rich to go into closed  
21 session at 9:28 pm for the purpose listed below:

22  
23 "To discuss the County's position and to instruct the County Manager and County Attorney on the  
24 negotiating position regarding the terms of a contract to purchase real property," NCGS § 143-318.11(a)(5).

25  
26 VOTE: UNANIMOUS

27  
28 **RECONVENE INTO REGULAR SESSION**

29  
30 A motion was made by Commissioner Gordon, seconded by Commissioner Rich to reconvene into  
31 open session at 9:40pm.

32  
33 VOTE: UNANIMOUS

34  
35 **15. Adjournment**

36  
37 A motion was made by Commissioner Gordon, seconded by Commissioner Rich to adjourn the  
38 meeting at 9:40pm.

39  
40 VOTE: UNANIMOUS

41  
42 Barry Jacobs, Chair

43  
44  
45 Donna Baker  
46 Clerk to the Board

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

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

**SUBJECT:** Motor Vehicle Property Tax Releases/Refunds

---

**DEPARTMENT:** Tax Administration

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

No

**ATTACHMENT(S):**

Resolution  
Releases/Refunds Data Spreadsheet  
Reason for Adjustment Summary

**INFORMATION CONTACT:**

Dwane Brinson, Tax Administrator,  
919-245-2726

---

**PURPOSE:** To consider adoption of a resolution to release motor vehicle property tax values for twenty-five (25) taxpayers with a total of twenty-five (25) bills that will result in a reduction of revenue.

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

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

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

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

**FINANCIAL IMPACT:** Approval of these release/refund requests will result in a net reduction of \$3,965.50 to Orange County, the towns, and school and fire districts. Financial impact year to date for FY 2013-2014 is \$58,087.69.

**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-2014-005

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 \_\_\_\_\_, 2014.

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

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

## BOCC REPORT - REGISTERED MOTOR VEHICLES FEBRUARY 4, 2014

NAME	ABSTRACT	BILLING	ORIGINAL	ADJUSTED	FINANCIAL	REASON FOR ADJUSTMENT
Armstrong, Nancy	9640811	2013	10,780	9,055	(27.27)	High mileage (Appraisal appeal)
Ballard, Susan	10294177	2013	20,200	500	(183.53)	Antique auto plate (Appraisal appeal)
Crassweller, Lindsay	597669	2013	13,880	9,994	(61.41)	High mileage (Appraisal appeal)
Decherney, George Elliot	1049968	2013	24,660	0	(419.72)	Double billing (Illegal tax)
Glasgow, Troy	1040481	2013	19,865	0	(280.96)	Double billing (Illegal tax)
Hall, Douglas Legran	1049990	2013	33,910	0	(450.33)	Changed county to Alamance (Illegal tax)
Honda Lease Trust	1044478	2013	28,860	28,860	(21.76)	Situs error (Illegal tax)
Howard, James	9967231	2013	7,170	7,170	(82.90)	Situs error (Illegal tax)
Johnson, Michael	1049142	2013	19,140	0	(175.68)	Double billing (Illegal tax)
Kastleman, Kenneth	600329	2013	14,540	12,795	(28.90)	High mileage (Appraisal appeal)
Kintz, Robert	947192	2013	18,600	0	(216.95)	Changed county to Durham (Illegal tax)
Lambert, Joanne Lowry	982624	2013	21,870	0	(252.47)	Changed county to Chatham (Illegal tax)
Marcella, Pierre Julien	1028794	2012	17,610	0	(327.03)	Changed county to Wake (Illegal tax)
Miles, Paul	5774393	2013	3,000	500	(31.35)	Antique auto plate (Appraisal appeal)
Nicholson, Billy	619322	2013	4,320	3,888	(4.03)	High mileage (Appraisal appeal)
Oquinn, David Clark	1042950	2013	44,260	0	(420.59)	Double billing (Illegal tax)
Reinot, Eda	1045242	2013	33,540	0	(590.55)	Changed county to Chatham (Illegal tax)
Shallo, Gary Anthony	987375	2013	3,180	0	(80.26)	Changed county to Wake (Illegal tax)
Smith, Robert	168262	2013	5,000	5,000	(66.89)	Situs error (Illegal tax)
Soulier, Alfred	9471204	2013	810	4,005	(61.61)	Damage (Appraisal appeal)
Stephenson, Tammie	8908834	2013	2,560	2,560	(48.38)	Situs error (Illegal tax)
Szamatowicz, Lorie	5735236	2013	4,590	3,029	(14.54)	Antique auto plate (Appraisal appeal)
Vogt, Anthony	1049919	2013	23,240	21,430	(28.60)	Price paid (Appraisal appeal)
White, Hollie	605327	2013	12,060	12,060	(33.79)	Situs error (Illegal tax)
Woodland, William	10044537	2013	3,590	3,590	(56.00)	Situs error (Illegal tax)
				Total	(3,965.50)	

December 21, 2013 thru  
 January 13, 2014

**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:** February 4, 2014

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

**SUBJECT:** Property Tax Releases/Refunds

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**DEPARTMENT:** Tax Administration

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

No

**ATTACHMENT(S):**

Resolution  
Spreadsheet

**INFORMATION CONTACT:**

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

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**PURPOSE:** To consider adoption of a resolution to release property tax values for twenty-one (21) taxpayers with a total of thirty-six (36) bills that will result in a reduction of revenue.

**BACKGROUND:** The Tax Administration Office has received six 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 \$9,395.45 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.

**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-2014-006

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 \_\_\_\_\_, 2014.

\_\_\_\_\_  
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  
 FEBRUARY 4, 2014**

NAME	ABSTRACT NUMBER	BILLING YEAR	ORIGINAL VALUE	ADJUSTED VALUE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT
Bivins, Kenneth	1020112	2013	8,880	8,880	(1.77)	Illegal tax (Incorrect rate code)
Bloomsbury Leasing, LLC	1034055	2013	40,000	0	(549.73)	Illegal tax (Doubled Billed)
Center for Teaching Quality	1019704	2012	161,919	0	(3,178.41)	Clerical error
Chapman, Donnie H.	987647	2013	76,370	76,300	(0.65)	Clerical error
Chapman, Donnie H.	987647	2012	76,370	76,300	(0.64)	Clerical error
Charmforoosh, Farshad	988688	2013	463,200	462,900	(2.75)	Clerical error
Charmforoosh, Farshad	988688	2012	463,200	462,900	(2.72)	Clerical error
Cogswell, Betty E.	324452	2012	2,000	0	(33.90)	Illegal tax (Not January 1 owner)
CSI Leasing, Inc.	289971	2013	1,650	1,296	(5.60)	Clerical error
Direct Capital Corporation	312309	2013	4,345	2,328	(23.53)	Clerical error
Dixon, Fredrick	324238	2010	5,560	0	(51.03)	Illegal tax (Doubled Billed)
Dixon, Fredrick	324238	2011	5,282	0	(48.48)	Illegal tax (Doubled Billed)
Dixon, Fredrick	324238	2012	4,600	0	(47.36)	Illegal tax (Doubled Billed)
Dixon, Fredrick	324238	2013	4,290	0	(43.15)	Illegal tax (Doubled Billed)
Haresh M. Kathard MD, PLLC	1005101	2012	2,467	0	(46.10)	Illegal tax (Doubled Billed)
Howell Co. Inc.	57884	2013	4,912	0	(85.38)	Clerical error
Infohandler Com. Inc.	199214	2013	14,091	0	(178.94)	Illegal tax (Doubled Billed)
King, Laura	321061	2012	8,400	0	(79.82)	Illegal tax (Not January 1 owner)
Kovens, Scott J.	289062	2013	352,712	340,600	(140.61)	Clerical error
Kovens, Scott J.	289062	2012	352,712	340,600	(137.58)	Clerical error
Luna Pops, LLC	1002525	2013	99,886	99,886	(712.86)	Illegal tax (Incorrect rate code)
Modern Times, Inc.	162026	2013	6,919	0	(88.78)	Clerical error
Nuco2, Inc.	248971	2013/2011	2,771	0	(32.93)	Illegal tax (Doubled Billed)
Nuco2, Inc.	240892	2013/2011	6,630	0	(141.00)	Illegal tax (Doubled Billed)
Nuco2, Inc.	230679	2013/2011	13,175	0	(263.83)	Illegal tax (Doubled Billed)
Nuco2, Inc.	1034032	2013/2011	12,025	0	(251.90)	Illegal tax (Doubled Billed)
Nuco2, Inc.	240982	2013/2012	5,883	4,741	(22.41)	Clerical error
Nuco2, Inc.	230679	2013/2012	15,729	8,554	(132.62)	Clerical error
Pope Farm	1020036	2013	2,640	0	(24.59)	Illegal Tax (Listed in error)

December 21, 2013 thru  
 January 13, 2014

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  
 FEBRUARY 4, 2014**

<b>NAME</b>	<b>ABSTRACT NUMBER</b>	<b>BILLING YEAR</b>	<b>ORIGINAL VALUE</b>	<b>ADJUSTED VALUE</b>	<b>FINANCIAL IMPACT</b>	<b>REASON FOR ADJUSTMENT</b>
Public Service Co. of NC. Inc.	35694	2013	37,975	37,975	(35.95)	Clerical error (Applied late fee in error)
Somerset Place Townhouses Phase I, LLC	214046	2013	1,006,784	1,002,400	(72.59)	Clerical error
Somerset Place Townhouses Phase I, LLC	214046	2012	1,006,784	1,002,400	(71.71)	Clerical error
Somerset Place Townhouses Phase I, LLC	214046	2011	1,006,784	1,002,400	(71.71)	Clerical error
Somerset Place Townhouses Phase I, LLC	214046	2010	1,006,784	1,002,400	(71.71)	Clerical error
Somerset Place Townhouses Phase I, LLC	214046	2009	1,006,784	1,002,400	(71.71)	Clerical error
Umstead, Helen R.	323303	2011	765,016	591,620	(2,671.00)	Clerical error
				Total	(9,395.45)	

December 21, 2013 thru  
 January 13, 2014

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

**Action Agenda**

**Item No.** 6-d

**SUBJECT:** Applications for Property Tax Exemption/Exclusion

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**DEPARTMENT:** Tax Administration

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

No

**ATTACHMENT(S):**

Exempt Status Resolution  
Spreadsheet  
Requests for Exemption/Exclusion

**INFORMATION CONTACT:**

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

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**PURPOSE:** To consider six (6) untimely applications for exemption/exclusion from ad valorem taxation for eight (8) bills for the 2013 tax year.

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

Two of the applicants are applying for homestead exclusion based on NCGS 105-277.1, which allows exclusion of the greater of twenty-five thousand dollars (\$25,000) or fifty percent (50%) of the appraised value of the residence plus the value of up to one (1) acre of land.

Three of the applicants are applying for exclusion based on NCGS 105-277.4(a1), which allows for an untimely application to be approved for taxation at present use value assessment.

One applicant is applying for exclusion based on NCGS 105-278.7, which allows for exclusion from property taxes for property used for a charitable purpose.

Including these six (6) applications, the Board will have considered a total of 54 untimely applications for exemption of 2013 taxes since the 2013 Board of Equalization and Review adjourned on May 23rd. Taxpayers may submit an untimely application for exemption of 2013 taxes to the Tax Office through December 31, 2013 for approval by the Board of Commissioners.

Based on the information supplied in the applications and based on the above-referenced General Statutes, the applications may be approved by the Board of County Commissioners.

NCGS 105-282.1(a1) permits approval of such applications if good cause is demonstrated by the taxpayer.

**FINANCIAL IMPACT:** The reduction in the County's tax base associated with approval of the exemption application will result in a reduction of FY 2013/2014 taxes due to the County, municipalities, and special districts in the amount of \$26,663.87.

**RECOMMENDATION:** The Manager recommends the Board approve the attached resolution for the above-listed applications for FY 2013/2014 exemption.

NORTH CAROLINA

RES-2014-007

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 2013 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 2013 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 \_\_\_\_\_, 2014.

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

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

**BOCC REPORT - REAL/PERSONAL  
FEBRUARY 4, 2014**

NAME	ABSTRACT NUMBER	BILL YEAR	ORIGINAL VALUE	TAXABLE VALUE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT
Davis, Terry & Laura	294465	2013	78,988	12,707	(615.18)	Present Use Value late application
Ellis, Teresa L.	272924	2013	70,064	30,989	(284.48)	Late Application for exemption G.S. 105-277.1 (Homestead Exclusion)
McPherson, William (Mary E. Gordon)	8207	2013	130,456	65,228	(1,003.21)	Late Application for exemption G.S. 105-277.1 (Homestead Exclusion)
Moore, Bessie Mae	292996	2013	131,718	27,627	(965.96)	Present Use Value late application
Sykes, Alan J. & Tanya	280687	2013	397,418	142,963	(2,407.12)	Present Use Value late application
Triangle Land Conservancy	255958	2013	63,594	0	(734.13)	Late Application for exemption G.S. 105-278.7
Triangle Land Conservancy	1020175	2013	1,340,500	0	(15,561.73)	Late Application for exemption G.S. 105-278.7
Triangle Land Conservancy	1020171	2013	441,100	0	(5,092.06)	Late Application for exemption G.S. 105-278.7
				Total	(26,663.87)	

December 21, 2013 thru  
January 13, 2014

We are applying for Agriculture, Horticulture and forestry present use value assessment for 2013. We were unaware that application should have been made in January. We appreciate your consideration of this matter.

Sincerely

Terry & Laura Davis

*Terry A. Davis*

*Laura P. Davis*

919-245-2100



**FILED**  
**DEC 27 2013**  
**ORANGE COUNTY**  
**TAX ADMINISTRATION**

**Request for Tax Relief  
Late Application Filing**

Date: 12-27-13

To Whom It May Concern:

I Teresa L Ellis, am applying for a late  
(PRINT NAME)

Homestead Exemption for the year 2013 on parcel number

(PIN) # 9840249249

The reason for my late request is:

I was not aware that this exemption was available to me.

I just found out about the Property Tax Relief Program.

Other

Thank you,

Teresa L Ellis  
(Signature)

How did you find out about this exemption?

estate lawyer



**FILED**  
DEC 31 2013  
ORANGE COUNTY  
TAX ADMINISTRATION

**Request for Tax Relief  
Late Application Filing**

Date: 12-30-13

To Whom It May Concern:

\* McPherson, William - Trustee

I Mary E. Gordon, am applying for a late  
(PRINT NAME)

Homestead Exemption for the year 2013 on parcel number

(PIN) # 9864689307

The reason for my late request is:

I was not aware that this exemption was available to me.

I just found out about the Property Tax Relief Program.

Other

Thank you,

Mary E. Gordon  
(Signature)

How did you find out about this exemption?

From my relative

ARTICLE II

If my wife, MARIAH G. McPHERSON, predeceases me, and if my niece, MARY ELIZABETH GORDON, be living at my death, I devise our apartment complex at 511 North Nash Street, and all the profits and losses therefrom to my son, WILLIAM EDWARD McPHERSON, JR., as Trustee, IN TRUST, for the benefit of the said MARY ELIZABETH GORDON (hereafter the beneficiary) on the following terms:

a) my trustee shall collect the rents, pay all expenses, repair, and upkeep to maintain the apartment complex, and apply the net proceeds, in his absolute discretion, for the benefit of the beneficiary;

b) my Trustee may sell said apartment complex and invest and re-invest the proceeds, in his absolute discretion;

c) in any event, my Trustee shall not apply any trust funds for the beneficiary's medical expenses;

d) my Trustee shall allow the beneficiary to reside in the apartment complex;

e) at the death of the beneficiary, this trust shall terminate and my Trustee shall transfer all trust assets, after payment of taxes, costs and fees, in equal shares to my son, WILLIAM EDWARD McPHERSON, JR. and my daughter, MARIA ANN McPHERSON SKELTON;

f) my Trustee shall be paid a reasonable fee for his services as Trustee.

NORTH CAROLINA

County FILED

File No. 13 E 135

In the General Court of Justice Superior Court Division Before The Clerk

IN THE MATTER OF THE ADMINISTRATION OF A TRUST

2013 MAR 7 P 3:29

APPLICATION FOR LETTERS OF TRUSTEESHIP UNDER WILL

MAR 07 2013

Under The Last Will And Testament of William Edward McPherson, Sr. Title Of Trust, If Named In The Will Mary Elizabeth Gordon Trust Estate File No. and County of Probate 10-E-402 Orange County Name And Address of Applicant 1 William Edward McPherson, Jr. P. O. Box 927 Hillsborough, NC 27278 Telephone Number (919) 301-3120 Name And Address of Applicant 2 Telephone Number Attorney Bar No. 38559 Telephone Number (919) 732-2196

I, the undersigned, applying for letters of trusteeship in the above estate, being first duly sworn, say that: 1. The Last Will and Testament of the deceased has been admitted to probate and recorded, and the applicant is entitled to administer the trust estate created by such will and/or codicil; 2. I am not disqualified under the provisions of G.S. 28A-4-2 to administer this trust and have not renounced my right to do so; 3. As near as can be determined at the present time, the value of the real estate, the personal property and the average annual income from all the property is as follows:

Table with 3 columns: Value of Real Estate (\$ 130,456.00), Value of Personal Property (\$ 0.00), Total Average Annual Income (\$ 6,000.00)

4. The names, dates of birth and addresses of the beneficiaries of this trust estate are as follows:

Table with 3 columns: NAME, DATE OF BIRTH, ADDRESS. Row 1: Mary Elizabeth Gordon, 511 North Nash Street, Hillsborough, NC 27278

Signature of Applicant 1: William Edward McPherson Jr. Signature of Applicant 2

SWORN/AFFIRMED AND SUBSCRIBED TO BEFORE ME

Date 3/7/13

Signature of Person Authorized To Administer Oaths: Jeanne A. Crabtree

Deputy CSC, Assistant CSC, Clerk of Superior Court checkboxes

Notary checkbox checked, Date Commission Expires 10/23/17

SEAL, County Where Notarized: Orange, Notary Public: Jeanne A. Crabtree, Orange County, North Carolina

I am applying for Agriculture, ~~Horticulture and forestry~~ present use value assessment for 2013. I was unaware that application should have been made in January. I was also unaware that upon selling the property that the new owners could apply for continuing use and assume responsibility for any deferred taxes. I appreciate your consideration of this matter.

Sincerely

Bessie Mae Byrd Moore

*Bessie Mae Byrd Moore*

Orange County Tax Administration

Assessment Division

P.O. Box 8181

Hillsborough, North Carolina 27278

December 8, 2013

To Whom It May Concern,

We have enclosed a 2013 retroactive application for an agricultural use assessment of our property in Orange County (plat no. 9738092962). This application is being filed late as we were unaware of the January open enrollment date. Thank you for your always good service. Please notify me of your decision so that I can avoid any payment penalties.

Sincerely,

Handwritten signatures of Alan J. Sykes and Tanya Sykes in cursive script.

Alan J. Sykes/Tanya Sykes



Orange County Tax Administration  
 Attn: Kandice Wright  
 PO Box 8181  
 Hillsborough NC 27278

SENT VIA EMAIL

**FILED**

December 10, 2013

DEC 10 2013

RE: Application for Property Tax Exemption

ORANGE COUNTY  
 TAX ADMINISTRATION

Dear Ms. Wright,

Triangle Land Conservancy (TLC) is a 30-year old 501(c)(3) nonprofit land trust whose mission is to protect important open space in Chatham, Durham, Johnston, Lee, Orange and Wake counties to help keep our region a healthy and vibrant place. We fulfill our mission by identifying and working to protect the most important natural and working lands in the region for clean water, wildlife, recreation and agricultural production. As a nonprofit, we are writing to request a property tax exemption for our property, Irvin Nature Preserve at 2912 Jones Ferry Road, and for the County to rescind the current invoices listed below for tax year 2013.

- Bill # 0000255958-2013-2013-0000 = \$734.13
- Bill # 0001020175-2013-2013-0000 = \$15,561.73
- Bill # 0001020171-2013-2013-0000 = \$5,092.06
- Total = \$21,387.92

Irvin Nature Preserve, a 269-acre mix of forest and farmland in Orange County, is a living legacy of Logan Irvin, a founding board member of TLC, and his wife, Elinor. After Logan's death in 1984, TLC established the Logan Irvin Fund stewardship endowment. Elinor continued the couple's commitment, leaving their property to TLC upon her death in January 2007. TLC uses the preserve to protect wildlife habitat and clean water, and through our partnerships with local nonprofit organizations Learning Outside and Transplanting Traditions Community Farm we are able to provide environmental education and educational farming opportunities for community members.

Our Irvin Nature Preserve has received a property tax exemption in previous years that we would like to reestablish. The only difference between our last exemption and now is the partnerships with the two nonprofits. Our relationship with both these groups is through license agreements that establish minimal fees that allow TLC to provide basic services such as road, trail, garden, and structural maintenance. TLC received approximately \$6,800 in license fees last year to keep these nonprofit endeavors running smoothly.

Finally, we apologize for the late nature of this application. TLC experienced a significant staff turnover and restructuring over the last year resulting on our failure to submit this application in January.

Thank you for considering this application and please let me know if I can be of further assistance.

Sincerely,

Ben Blankenship  
 CFO & Director of Administration  
 Tel: 919-908-0055  
 Email: [bblankenship@triangleland.org](mailto:bblankenship@triangleland.org)

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

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

**SUBJECT:** Advertisement of Tax Liens on Real Property

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**DEPARTMENT:** Tax Administration

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

No

**ATTACHMENT(S):**

- 1) Order of the Board of County Commissioners in accordance with NCGS 105-369
- 2) Advertisement Headers
- 3) *Contents of the Advertisement: On File in the Clerk to the Board of Commissioners' Office*

**INFORMATION CONTACT:**

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

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**PURPOSE:** To receive a report on the amount of unpaid taxes for the current year that are liens on real property as required by North Carolina General Statute (NCGS) 105-369 and to approve a request that March 19, 2014 be set by the Board as the date for the tax lien advertisement.

**BACKGROUND:** North Carolina General Statute 105-369 requires the Tax Collector to report to the governing board the total amount of unpaid taxes for the current year that are liens on real property. This report is available in the Clerk to the Board of County Commissioners' office. Upon receipt of this report, the governing board must order and set a date for the lien advertisement. Tax liens may be advertised any time between March 1 and June 30. All properties that were sold during the year of 2013 will be advertised in the new owners' name.

The process includes that a notice alerting property owners to the pending advertisement must be mailed at least 30 days in advance of the date of advertisement. This mailed notice will state that the last day to pay 2013 taxes in order to avoid being advertised is February 28, 2014. Between the mailed notice and the advertised notice, property owners are advised that collection efforts are underway. North Carolina General Statute 105-369 mandates both these notices.

North Carolina General Statute 105-369 (d) requires the Tax Collector to determine the actual cost of the advertisement and to set a fee to cover the actual costs. The cost for advertisement will be \$3.75 per parcel to cover the costs to advertise all tax liens in both the *Chapel Hill Herald* and *The News of Orange*.

**FINANCIAL IMPACT:** There will be no net financial impact to the County.

**RECOMMENDATION(S):** The Manager recommends that the Board accept the report and set the lien sale advertisement date for March 19, 2014.

## Attachment 1

**ORDER OF THE BOARD OF COUNTY COMMISSIONERS  
IN ACCORDANCE WITH G.S. 105-369**

State of North Carolina  
County of Orange

To: T. Dwane Brinson, Tax Collector of Orange County

You are hereby authorized, empowered, and commanded to advertise tax liens on real property for failure to pay 2013 taxes. You shall advertise said liens by posting a notice of the liens at the county courthouse and by publishing each lien at least one time in one or more newspapers having general circulation in the taxing unit. **Advertisement of the tax liens shall be made on Wednesday, March 19, 2014.**

This order shall be a full and sufficient authority to direct, require, and enable you to advertise said tax liens in accordance with North Carolina General Statute 105-369.

Witness my hand and official seal, this 4<sup>th</sup> day of February, 2014.

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Barry Jacobs  
Chair, Board of County Commissioners

Attest:

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Donna Baker  
Clerk to the Board of County Commissioners

(Advertisement to appear in *The Chapel Hill Herald*)

**NOTICE OF ADVERTISEMENT OF TAX LIENS ON REAL PROPERTY  
ORANGE COUNTY AND  
TOWNS OF CARRBORO, CHAPEL HILL, AND HILLSBOROUGH**

Under and by virtue of the authority vested in me by Section 105-369 of the North Carolina General Statutes and pursuant to an order of the Board of Commissioners of Orange County dated **February 4, 2014**, I am hereby advertising tax liens for the year 2013 upon the real estate described below. The amount advertised will be increased by interest and cost. The omission of interest and cost from the amount advertised will not constitute a waiver of the taxing unit's claim for these items. The real estate subject to the lien, the name of the taxpayer (owner as of January 7, 2014), and the amount of taxes due are set out below. If the taxes remain unpaid the lien will be foreclosed by the taxing unit and the property sold to satisfy the claim for the taxes. These collection procedures do not apply to taxpayers under a current U S Bankruptcy plan. When a parcel was subdivided after January 1, 2013 and the ownership of one or more of the resulting parcels was transferred, the amount of the tax lien on each parcel is the amount of the lien on the original parcel as it existed on January 1, 2013, as shown in this advertisement. **This list includes all properties in Orange County.**

This the 19<sup>th</sup> day of March 2014.

T. Dwane Brinson  
Orange County Consolidated  
City-County Tax Collector

(Advertisement to appear in *The News of Orange*)

**NOTICE OF ADVERTISEMENT OF TAX LIENS ON REAL PROPERTY  
ORANGE COUNTY AND  
TOWNS OF CARRBORO, CHAPEL HILL, AND HILLSBOROUGH**

Under and by virtue of the authority vested in me by Section 105-369 of the North Carolina General Statutes and pursuant to an order of the Board of Commissioners of Orange County dated **February 4, 2014**, I am hereby advertising tax liens for the year 2013 upon the real estate described below. The amount advertised will be increased by interest and cost. The omission of interest and cost from the amount advertised will not constitute a waiver of the taxing unit's claim for these items. The real estate subject to the lien, the name of the taxpayer (owner as of January 7, 2014), and the amount of taxes due are set out below. If the taxes remain unpaid the lien will be foreclosed by the taxing unit and the property sold to satisfy the claim for the taxes. These collection procedures do not apply to taxpayers under a current U S Bankruptcy plan. When a parcel was subdivided after January 1, 2013 and the ownership of one or more of the resulting parcels was transferred, the amount of the tax lien on each parcel is the amount of the lien on the original parcel as it existed on January 1, 2013, as shown in this advertisement. **This list includes all properties in Orange County.**

This the 19<sup>th</sup> day of March 2014.

T. Dwane Brinson  
Orange County Consolidated  
City-County Tax Collector

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

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

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**SUBJECT:** Orange County Arts Commission Annual DCP Renewal with NC Arts Council

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**DEPARTMENT:** Orange County Arts  
Commission

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

No
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**ATTACHMENT(S):**

**INFORMATION CONTACT:**  
Martha Shannon, 919-968-2011

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**PURPOSE:** To authorize the Orange County Arts Commission and staff to apply by the March 3, 2014 deadline for annual Designated County Partner (DCP) renewal with the NC Arts Council in order to receive state Grassroots Arts Program funds for Orange County.

**BACKGROUND:** The 1985 Resolution creating the Orange County Arts Commission stated that “the Commission shall be the Local Distributing Agent (LDA) to advise the Board of Commissioners of the annual allotment of Grassroots Arts Program funds.”

When the Grassroots Arts Program was established in 1977, the legislation stated that the role of the county commissions was to nominate an LDA, which if approved by the NC Arts Council, would have the final authority in determining the expenditure of its county Grassroots allotment.

The Orange County Arts Commission has served as the Local Distributing Agent (now called Designated County Partner) in Orange County since 1985, acting in accordance with Grassroots Arts Program authority for determining the expenditure of Grassroots allotments.

**FINANCIAL IMPACT:** There is no financial impact in FY 2013-14. The estimated FY2014-15 allotment of state funds to Orange County through the Grassroots Arts Program of the NC Arts Council is \$30,951.

**RECOMMENDATION(S):** The Manager recommends that the Board authorize the Orange County Arts Commission and staff to apply by the March 3, 2014 deadline for Designated County Partner (DCP) renewal from the NC Arts Council in order to receive state Grassroots Arts Program funds for Orange County.

ORD-2014-006

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

**Action Agenda**

**Item No.** 6-g

**SUBJECT:** Application for North Carolina Education Lottery Proceeds for Chapel Hill – Carrboro City Schools (CHCCS) and Contingent Approval of Budget Amendment #4-C Related to CHCCS Capital Project Ordinances

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**DEPARTMENT:** Financial Services

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

No

**ATTACHMENT(S):**

Attachment 1. CHCCS – Debt Service Application

**INFORMATION CONTACT:**

Clarence Grier, (919) 245-2453

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**PURPOSE:** To approve an application to the North Carolina Department of Public Instruction (NCDPI) to release funds from the NC Education Lottery account related to FY 2013-14 debt service payments for Chapel Hill – Carrboro City Schools, and to approve Budget Amendment #4-C (amended School Capital Project Ordinances), contingent on the State's approval of the application.

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

Currently, the accumulated available lottery funds for Chapel Hill – Carrboro City Schools (CHCCS) is \$256,087. The attached application requests the State to release lottery funds to cover debt service for the Chapel Hill – Carrboro City School system.

Budget Amendment #4-C provides for the receipt of the Lottery Funds, contingent on State approval of the application, and substitutes the amount of Lottery Funds approved for debt service as additional Pay-As-You-Go (PAYGO) funds for FY 2013-14 for CHCCS capital needs and projects, and amends the budgets for the following CHCCS capital projects:

## Chapel Hill – Carrboro City Schools (\$256,087):

### Athletic Facilities (\$150,000) – Project # 54002

Revenues for this project:

	Current FY 2013-14	FY 2013-14 Amendment	FY 2013-14 Revised
From General Fund (PAYG)	\$685,000	\$150,000	\$835,000
<b>Total Project Funding</b>	<b>\$685,000</b>	<b>\$150,000</b>	<b>\$835,000</b>

Appropriated for this project:

	Current FY 2013-14	FY 2013-14 Amendment	FY 2013-14 Revised
Athletic Facilities	\$685,000	\$150,000	\$835,000
<b>Total Costs</b>	<b>\$685,000</b>	<b>\$150,000</b>	<b>\$835,000</b>

### Mechanical Systems (\$30,631) – Project # 54006

Revenues for this project:

	Current FY 2013-14	FY 2013-14 Amendment	FY 2013-14 Revised
From General Fund (PAYG)	\$1,071,721	\$30,631	\$1,102,352
Lottery Proceeds	\$959,247	\$0	\$959,247
<b>Total Project Funding</b>	<b>\$2,030,968</b>	<b>\$30,631</b>	<b>\$2,061,599</b>

Appropriated for this project:

	Current FY 2013-14	FY 2013-14 Amendment	FY 2013-14 Revised
Equipment	\$2,030,968	\$30,631	\$2,061,599
<b>Total Costs</b>	<b>\$2,030,968</b>	<b>\$30,631</b>	<b>\$2,061,599</b>

### Electrical Systems (\$50,456) – Project # 53026

Revenues for this project:

	Current FY 2013-14	FY 2013-14 Amendment	FY 2013-14 Revised
From General Fund (PAYG)	\$589,284	\$50,456	\$639,740
<b>Total Project Funding</b>	<b>\$589,284</b>	<b>\$50,456</b>	<b>\$639,740</b>

Appropriated for this project:

	Current FY 2013-14	FY 2013-14 Amendment	FY 2013-14 Revised
Construction	\$589,284	\$50,456	\$639,740
<b>Total Costs</b>	<b>\$589,284</b>	<b>\$50,456</b>	<b>\$639,740</b>

**Indoor Air Quality (\$25,000) – Project # 54005**

Revenues for this project:

	Current FY 2013-14	FY 2013-14 Amendment	FY 2013-14 Revised
From General Fund (PAYG)	\$409,700	\$25,000	\$434,700
Lottery Proceeds	\$91,640	\$0	\$91,640
<b>Total Project Funding</b>	<b>\$501,340</b>	<b>\$25,000</b>	<b>\$526,340</b>

Appropriated for this project:

	Current FY 2013-14	FY 2013-14 Amendment	FY 2013-14 Revised
Construction	\$426,340	\$25,000	\$451,340
CHHVAC	\$75,000	\$0	\$75,000
<b>Total Costs</b>	<b>\$501,340</b>	<b>\$25,000</b>	<b>\$526,340</b>

**FINANCIAL IMPACT:** The total Lottery Fund amount requested from the State for Chapel Hill–Carrboro City Schools is \$256,087.

**RECOMMENDATION(S):** The Manager recommends the Board approve, and authorize the Chair to sign, the application for NC Education Lottery Proceeds; and approve Budget Amendment #4-C receiving the Lottery Funds and the amended CHCCS Capital Project Ordinances, contingent on the State’s approval of the application.

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

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

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

County: Orange County

Contact Person: Clarence Grier

LEA: Chapel Hill-Carrboro City Schools

Title: Assistant County Mgr/CFO

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

Phone: (919) 245-2453

Project Title: FY 2013-14 Debt Service (Spring 2006 Private Placement)

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

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

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

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

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

Short description of Construction Project: Debt Service associated with Spring 2006 Private Placement - issued June 2007 for Chapel Hill-Carrboro City Schools Elementary #10 (Morris Grove Elementary)

Estimated Costs:

Purchase of Land _____	\$ _____
Planning and Design Services _____	_____
New Construction _____	_____
Additions / Renovations _____	_____
Repair _____	_____
Debt Payment / Bond Payment _____	256,087.00
<b>TOTAL _____</b>	<b>\$ 256,087.00</b>

Estimated Project Beginning Date: July 2013 Est. Project Completion Date: June 2014

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

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 256,087.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

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

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

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

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

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

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

**SUBJECT:** Amending the County Manager's Employment Contract

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**DEPARTMENT:** County Attorney

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

No

**ATTACHMENT(S):**

**INFORMATION CONTACT:**

John Roberts, 245-2318

Contract Amendment

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**PURPOSE:** To amend the County Manager's employment contract to allow for a three month extension of employment and a thirty month extension of health insurance coverage.

**BACKGROUND:** The Board of County Commissioners ("Board") is currently searching for a permanent full time County Manager and the search has extended longer than anticipated. In order to ensure continuity of management and operations during the preparation of the 2014-2015 fiscal year budget, it is necessary to extend the term of the interim manager's contract. The attached contract amendment extends the term by three months to June 30, 2014. In consideration of the extra services provided the County shall allow Michael Talbert, individually, to participate in the County health plan for thirty months after the date of his retirement up to and including December 31, 2016.

**FINANCIAL IMPACT:** At current costs for this particular health plan's monthly cost to the County would be \$628.15. At current health plan cost, the cost for the 30 month term would be \$18,845. Three months' additional salary will total \$41,928 (\$13,976/month).

**RECOMMENDATION(S):** The Attorney recommends the Board approve the amended contract.

**ORANGE COUNTY****EMPLOYMENT AGREEMENT AMENDMENT****NORTH CAROLINA**

**THIS AMENDMENT**, made and entered into this the 4<sup>th</sup> day of February, by and between Orange County, a political subdivision of the State of North Carolina, hereinafter called "County", party of the first part, and Michael Talbert, hereinafter called "Employee", party of the second part:

**WITNESSETH:**

**WHEREAS**, the County and Employee entered into an Employment Agreement dated September 17, 2013 for the management of the general operations of the County government, (hereinafter the "Original Agreement"); and

**WHEREAS**, the County and Employee desire to amend the Original Agreement, while keeping in effect all terms and conditions of the Original Agreement not inconsistent with the terms and conditions set forth below.

**NOW THEREFORE**, for and in consideration for the mutual covenants and agreements made herein, and to secure the Employee's service for an additional period of time, the parties agree to amend the Original Agreement as follows:

**SECTION 2: TERM**

The Employee's date of full-time employment as Interim County Manager will begin September 30, 2013. The Employee's term of employment shall continue for a nine-month term of employment, expiring on June 30, 2014, and subject to the provisions of Sections 4, 5, and 6 of this Agreement and any amendment approved by both parties. Such amendment must be in writing in the form of an Amendment to this Agreement and signed by both parties. Upon commencement of employment as Interim County Manager Employee will resign his current position of Assistant County Manager and will no longer be subject to the provisions and protections of Chapter 28 of the Orange County Code of Ordinances (Personnel). Upon the expiration of the nine-month term of employment if the Board has not retained the services of a permanent County Manager this Agreement may be extended month to month. Any such extension must be in writing and must be agreed to by both County and Employee.

**SECTION 10: OTHER BENEFITS**

For the term of employment Employee shall have access to and enrollment in the dental, health, and life insurance provided to general full time employees of County. Employee will have the use of a county vehicle for county business only. A County-owned laptop computer will be available to Employee for his use for County business at the expense of the County. The County shall reimburse the Employee a monthly fee of thirty-five (\$35) for his maintenance and use of a personal cell phone or personal data device for county related business on a twenty-four hour basis.

If the Employee currently maintains a 401k/457 supplemental retirement program with the International City Management Retirement Corporation (ICMARC) then the County shall authorize and participate in that plan to the Employee's benefit at the same rate and under the same conditions as the County currently or in the future may participate on the behalf of other county employees.

During the Employee's employment as Interim County Manager, the Employee shall continue to reside in and maintain a residence within Orange County.

Employee shall receive a travel allowance of five hundred dollars (\$500) per month for the term for this Agreement.

Upon Employee's retirement from employment with Orange County as Interim County Manager, County shall continue to allow Employee to participate in the employee-only County health plan, the Health Savings Account (High Deductible Plan) or equivalent, at no cost to Employee, for a period of thirty (30) months beginning July 1, 2014 and concluding December 31, 2016.

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

**COUNTY**

**EMPLOYEE**

BY: \_\_\_\_\_  
Barry Jacobs  
Chair, Board of County Commissioners

\_\_\_\_\_  
Michael Talbert

**ATTEST:**  
CLERK: \_\_\_\_\_  
Donna Baker

[SEAL]

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

\_\_\_\_\_  
Finance Director

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

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

**SUBJECT:** Request for Road Additions to the State Maintained Secondary Road System

**DEPARTMENT:** Planning and Inspections

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

N

**ATTACHMENT(S):**

1. Vicinity Maps of Wyndfall Subdivision
2. Wyndfall Subdivision Final Plat
3. Wyndfall Subdivision NCDOT Documentation

**INFORMATION CONTACT:**

Abigaile Pittman, 245-2567  
Tom Altieri, 245-2575  
Craig Benedict, 245-2585

**PURPOSE:** To make a recommendation to the North Carolina Department of Transportation (NCDOT), and in turn the North Carolina Board of Transportation (NC BOT), concerning a petition to add a total of four (4) subdivision roads in Wyndfall Subdivision to the State Maintained Secondary Road System.

**BACKGROUND:** This request includes one (1) petition for four (4) road additions to the State Maintained Secondary Road System. The roads and their respective lengths and widths are as follows:

Road Name	Length in Miles	Pavement/Right-of-way Widths in Feet
Wyndfall Lane	0.15	20/50 and 20/60
Old Forest Drive Ext. (SR 2269)	0.27	18/50
Wydmere Court	0.10	18/50
Amberwynd Court	0.05	18/50
<b>Total</b>	<b>0.57</b>	

**Wyndfall Subdivision**

The requested road additions total approximately 0.57 miles. Nineteen (19) platted lots for single-family residential use currently have entrances to, or frontage along, the roads submitted for addition. These four (4) roads are situated north/northeast of Old NC 10 and south of I-85 and the Wyngate Subdivision south of I-85 (Attachment 1).

Wyndfall Subdivision is a major subdivision located in Orange County's zoning and subdivision jurisdiction and was recorded with the Orange County Register of Deeds on December 10, 2001 (Attachment 2).

Before the subdivision final plat was recorded, Orange County reviewed and approved the preliminary plat on September 2, 1998 and approved a revision on February 11, 2000. The subdivision was not subject to a Special Use Permit. The Resolution of Approval for the subdivision stipulated that the roads were to be constructed to the standards of the NCDOT and were to be maintained by the owners until such time as they were accepted for maintenance by NCDOT. The Resolution stipulated that the roads be constructed within a 50-foot right-of-way, except that the western portion of Wyndfall Lane from NC 10 to the intersection with Old Forest Drive was to be constructed within a 60-foot right-of-way.

North Carolina General Statute §136-62\* requires that road petitions for additions to the state system be made by the Board of County Commissioners (BOCC). NCDOT has investigated this request and has submitted a petition to the BOCC for its recommendation (Attachment 3).

### **Conclusion**

The above-referenced application meets the criteria endorsed by the BOCC for recommending acceptance of public roads into the State Maintained System for roads approved through the governing jurisdiction's major subdivision process (*NCDOT Subdivision Roads Minimum Construction Standards, January 2010*). The application also complies with the Resolution of Approval adopted by the Board of County Commissioners (BOCC) in 2000.

In accordance with North Carolina General Statute §136-62\*, the BOCC is required to make a recommendation regarding the petition to the North Carolina Board of Transportation (NC BOT) before NCDOT can consider the petition.

**FINANCIAL IMPACT:** There is no direct financial impact to the County associated with this item. NCDOT will incur additional maintenance responsibilities and costs.

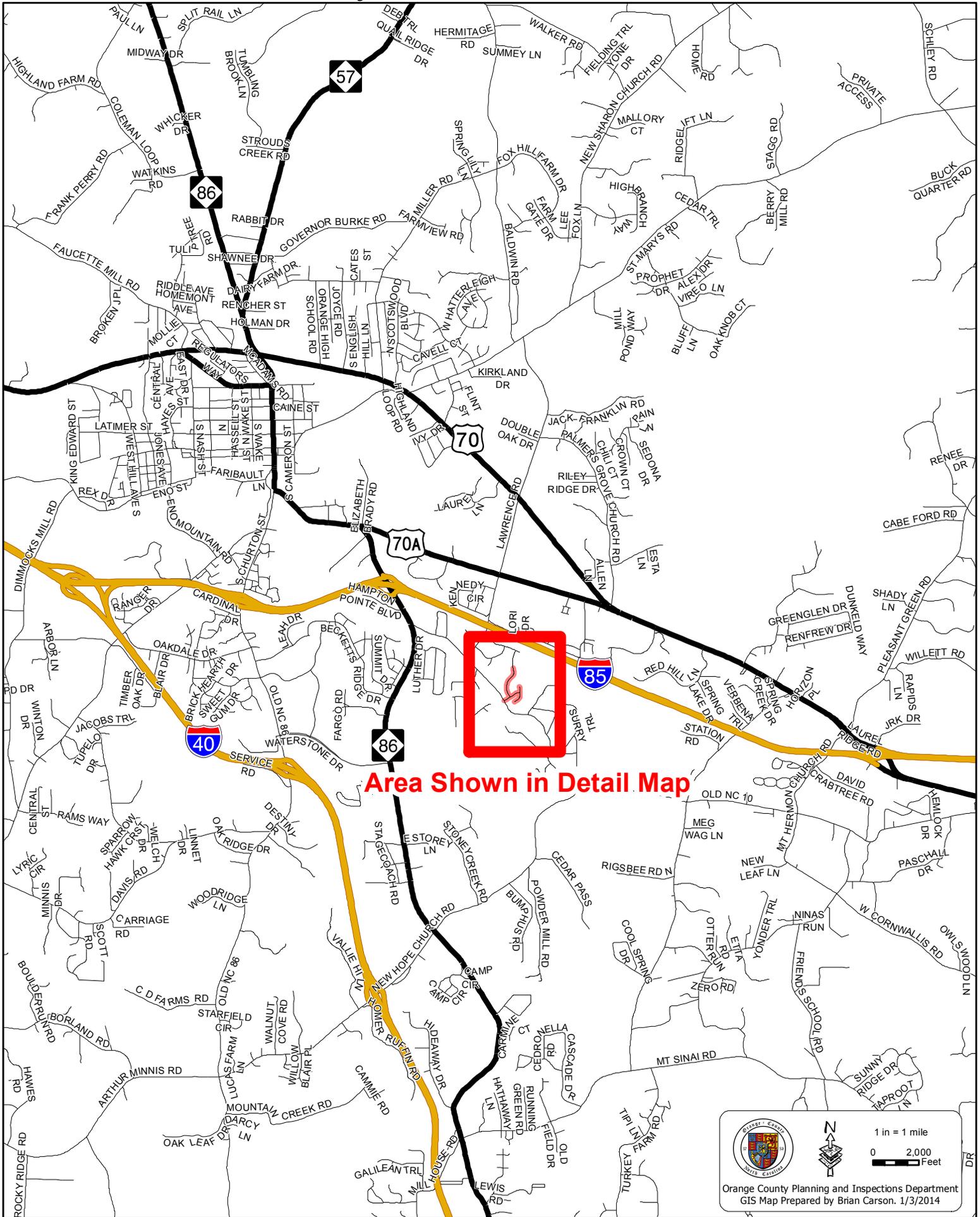
**RECOMMENDATION(S):** The Manager recommends the Board:

1. Forward the Petition for Addition to the State Maintained System to the North Carolina Department of Transportation for the four (4) subdivision roads in Wyndfall Subdivision; and
2. Recommend the Department of Transportation accept the roads for maintenance as State Secondary Roads.

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\* North Carolina General Statute §136-62 directs that "The citizens of the State shall have the right to present petitions to the board of county commissioners, and through the board to the Department of Transportation, concerning additions to the system and improvement of roads. The board of county commissioners shall receive such petitions, forwarding them on to the Board of Transportation with their recommendations."

# Wyndfall Subdivision

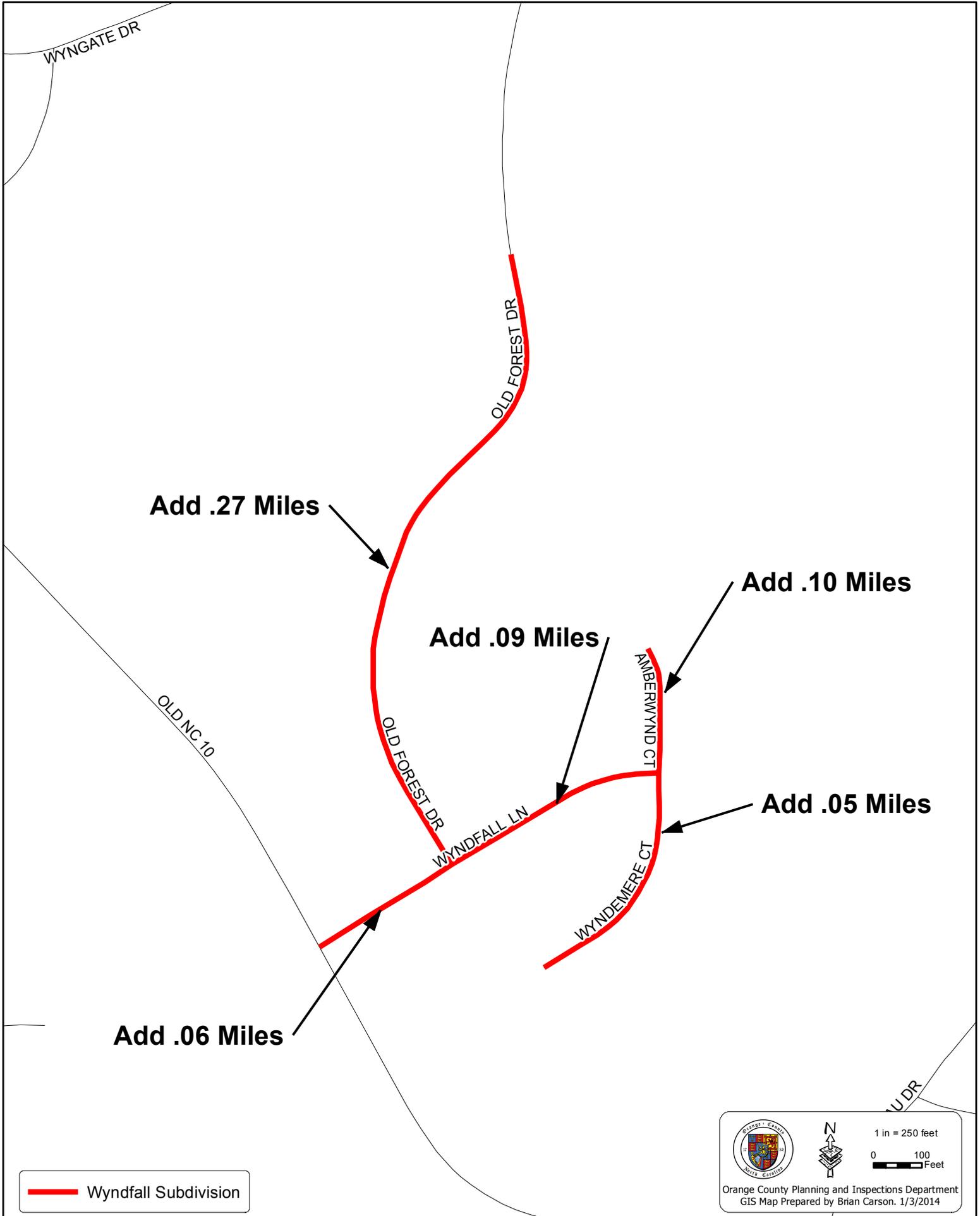


Area Shown in Detail Map

1 in = 1 mile  
0 2,000 Feet

Orange County Planning and Inspections Department  
GIS Map Prepared by Brian Carson. 1/3/2014

# Detail Map of Wyndfall Subdivision



IMPROVEMENTS CERTIFICATE
I HEREBY CERTIFY THAT ALL STREETS AND OTHER IMPROVEMENTS HAVE BEEN INSTALLED IN AN ACCEPTABLE MANNER AND ACCORDING TO ORANGE COUNTY SPECIFICATIONS FOR THIS SUBDIVISION.

I, WINE D. EVERETT, JR., P.L.S. CERTIFY THAT THIS MAP WAS PREPARED UNDER MY SUPERVISION FROM AN ACTUAL FIELD SURVEY PERFORMED UNDER MY SUPERVISION AND IS BASED UPON MEASUREMENTS SHOWN HEREON THAT WERE MADE BY ME OR BY A CLEARLY IDENTIFIED SURVEYOR WHO IS CLEARLY IDENTIFIED ON THE MAP.

I, WINE D. EVERETT, JR. CERTIFY THAT:
1. THIS SURVEY CREATED A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.
2. THIS SURVEY IS LOCATED IN A PORTION OF A COUNTY OR MUNICIPALITY THAT IS UNINCORPORATED AS TO AN ORDINANCE THAT REGULATES PARCELS OF LAND.

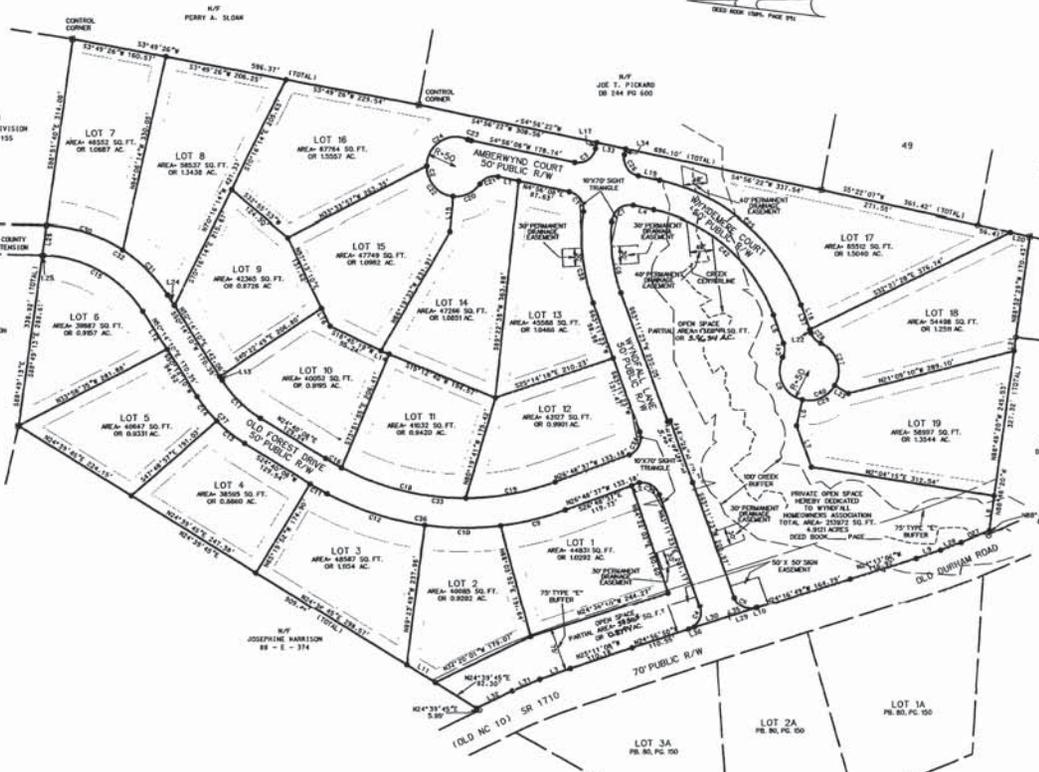
I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE ORANGE COUNTY SUBDIVISION REGULATIONS, PROVIDED THAT THIS PLAT SHALL BE RECORDED WITHIN 1-YEAR OF FINAL APPROVAL.



Table with columns: No., DATE, BY, REVISION, AND OTHER PLATE NOTE. It contains a list of revisions and dates.

ACCEPTANCE OF RIGHT-OF-WAY-DEDICATION
ORANGE COUNTY HEREBY ACCEPTS, FOR THE USE OF THE GENERAL PUBLIC, WITHOUT MAINTENANCE RESPONSIBILITY, THE OPEN PUBLIC OCCUPATION OF ALL PUBLIC RIGHTS-OF-WAY, PUBLIC EQUIPMENTS, PUBLIC STREETS, PUBLIC RECREATION AREAS, PUBLIC OPEN SPACE, PUBLIC UTILITIES AND PUBLIC UTILITIES SHOWN ON THIS PLAT.

THE UNDERSIGNED HEREBY CERTIFIES THAT THE LAND SHOWN HEREON IS OWNED BY THE UNDERSIGNED AND IS LOCATED WITHIN THE SUBDIVISION JURISDICTION OF ORANGE COUNTY AND HEREBY FREELY DEDICATES ALL RIGHTS-OF-WAY, EASEMENTS, STREETS, RECREATION AREAS, OPEN SPACE, COMMON AREA, UTILITIES AND OTHER IMPROVEMENTS TO PUBLIC OR PRIVATE COMMON USE AS NOTED ON THIS PLAT, AND FURTHER FULLY ASSUMES RESPONSIBILITY FOR THE MAINTENANCE AND CONTROL OF SAID IMPROVEMENTS UNTIL THEY ARE ACCEPTED FOR MAINTENANCE AND CONTROL BY AN APPROPRIATE PUBLIC BODY OR BY AN INCORPORATED HOMEOWNERS OR HOMEOWNERS ASSOCIATION AS A PUBLIC LEGAL ENTITY.



VICINITY MAP NOT TO SCALE
State of North Carolina County of Orange
Terry Bryant, Senior Officer of Orange County, North Carolina
Date of Certification: 12-10-01

NORTH CAROLINA COUNTY AND STATE, I, WINE D. EVERETT, JR., A NOTARY PUBLIC FOR SAID COUNTY AND STATE, CERTIFY THAT I HAVE PERSONALLY KNOWN WINE D. EVERETT, JR. TO BE THE PERSON WHO HAS EXECUTED THE FOREGOING INSTRUMENT, AND THAT HE IS A RESIDENT OF SAID COUNTY AND STATE, AND THAT HE IS A PERSON WHO IS QUALIFIED TO BE A NOTARY PUBLIC IN HIS STATE.

ENVIRONMENTAL HEALTH CERTIFICATION
SIDE AND SITE EVALUATIONS HAVE BEEN CONDUCTED BY THE ORANGE COUNTY HEALTH DEPARTMENT, ENVIRONMENTAL HEALTH SECTION, ON THE PROPOSED SUBDIVISION. THE AREA ON EACH LOT HAS BEEN TENTATIVELY DESIGNATED FOR OPTIC INSULATION AND HEAVY USE.

CONSTRUCTION STANDARDS CERTIFICATION
DEPARTMENT OF TRANSPORTATION DIVISION OF HIGHWAYS
PROPOSED SUBDIVISION ROADS CONSTRUCTION STANDARDS CERTIFICATION

CURVE TABLE
NO. DELTA TANGENT ARC RADIUS CHORD CHORD BISE.

Table with columns: NO., DELTA, TANGENT, ARC, RADIUS, CHORD, CHORD BISE. It contains a list of curve data for the subdivision.

Table with columns: NO., DIRECTION, DISTANCE. It contains a list of bearings and distances for the subdivision boundaries.

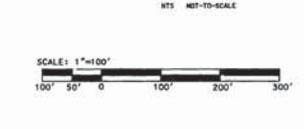
RESTRICTIONS AND MEASUREMENTS PERTAINING TO SETBACKS, IMPROVING SURFACE, SEPTIC, EXISTING UTILITIES, METEOROLOGICAL LANDSCAPING AND ACCESS, ARE DESCRIBED IN DETAIL AND REFERRED TO IN THE SUPPLEMENTARY OFFICE OF THE REGISTER OF DEEDS, ORANGE COUNTY, NORTH CAROLINA.

NOTES:
1. AREA IS DETERMINED BY COORDINATE COMPUTATION.
2. ALL DISTANCES ARE HORIZONTAL, GROUND OR DISTANCE UNLESS OTHERWISE NOTED.
3. LINES SHOWN WERE NOT BEEN SURVEYED AND WERE BASED ON REFERENCES SHOWN HEREON.

FOR MORE PLOT SHEET SEE SHEET 2446 PAGE 310-311

Table with columns: STREET, AREA (sq. ft.), AREA (acres). It lists street areas and totals for the subdivision.

LEGEND
O EXISTING IRON PIPE (UNLESS OTHERWISE NOTED)
● IRON PIPE SET (UNLESS OTHERWISE NOTED)
ES EXISTING CONCRETE MONUMENT
B/W RIGHT-OF-WAY
PB PLAT BOOK
DESB DEED BOOK
NTS NOT-TO-SCALE



GREENHORNE & OMARA, INC.
5580 CENTERVIEW DRIVE, SUITE 100
RALEIGH, NC 27606-3389
(919) 851-1919



FINAL PLAT OF WYNDFALL SUBDIVISION FOR M/I HOMES
ORANGE COUNTY, NC
ENO TOWNSHIP

5820 JOB No. 1" = 100' SCALE
DRJ DRAWN 1 of 1
MDE CHECKED SHEET
7/24/01 DATE 5820-A-2 FILE No.

North Carolina Department of Transportation  
Division of Highways  
Secondary Road Addition Investigation Report

Attachment 3

6

County: Orange Co. File No: O-07-12 Date: 12-03-13  
Township: Eno Div. File No: \_\_\_\_\_ Div. No: 7

Local Name: Wyndfall Lane Subdivision Name: Wyndfall Subdivision  
Length: 0.15 miles Width: 20 feet Surface: I-2 PVMT Condition: Good  
Surface Thickness: 2 inches Base Type: ABC Base Thickness: 8 inches

\*Bridges Yes \_\_\_ No X \* Pipe > 48" Yes \_\_\_ No X \*Retaining Walls Within Right of Way Yes \_\_\_ No X

**\* If Yes -Include Bridge Maintenance Investigation Report**

Is this a subdivision street subject to the construction requirements for such streets? Yes

Recording Date: 12-10-2001 Book: 89 Page: 98

Number of homes having entrances into road: 1

Other uses having entrances into road: Serves as access road for Old Forest Dr., Wyndmere Ct., Amberwynd Ct. ADT 114

Right-of-Way Width: Var. 50'-60' If right-of-way is below the desired width, give reasons under "Remarks and Recommendations."

Is petition (SR-1) attached? Yes

Is the County Commissioners Approval (SR-2) attached? Yes If not, why not? \_\_\_\_\_

Is a map attached indicating information for reference in locating road by the Planning Department? Yes

Cost to place in acceptable maintenance condition: Total Cost: \$ 0.00

Grade, drain, stabilize: \$ 0.00 Drainage: \$ 0.00 Other: \$ 0.00

Remarks and Recommendations: Road meets minimum requirements and fully developed. Recommend addition.

Submitted by: *C.N. Edwards, Jr.*  
DISTRICT ENGINEER

Reviewed and Approved: J.M. Mills  
DIVISION ENGINEER

Reviewed and Approved

BOARD OF TRANSPORTATION MEMBER: \_\_\_\_\_

	Do not write in this space- For Use by Secondary Roads Unit
	Petition # _____

North Carolina Department of Transportation  
Division of Highways  
Secondary Road Addition Investigation Report

County: Orange Co. File No: O-07-12 Date: 12-03-13  
Township: Eno Div. File No: \_\_\_\_\_ Div. No: 7

Local Name: Old Forest Drive Ext. SR 2269 Subdivision Name: Wyndfall Subdivision  
Length: 0.27 miles Width: 18 feet Surface: I-2 PVMT Condition: Good  
Surface Thickness: 2 inches Base Type: ABC Base Thickness: 8 inches

\*Bridges Yes \_\_\_ No X \* Pipe > 48" Yes \_\_\_ No X \*Retaining Walls Within Right of Way Yes \_\_\_ No X

**\* If Yes -Include Bridge Maintenance Investigation Report**

Is this a subdivision street subject to the construction requirements for such streets? Yes

Recording Date: 12-10-2001 Book: 89 Page: 98

Number of homes having entrances into road: 12

Other uses having entrances into road: Serves as connector road for subdivision.

Right-of-Way Width: 50 Feet If right-of-way is below the desired width, give reasons under "Remarks and Recommendations."

Is petition (SR-1) attached? Yes

Is the County Commissioners Approval (SR-2) attached? Yes If not, why not? \_\_\_\_\_

Is a map attached indicating information for reference in locating road by the Planning Department? Yes

Cost to place in acceptable maintenance condition: Total Cost: \$ 0.00

Grade, drain, stabilize: \$ 0.00 Drainage: \$ 0.00 Other: \$ 0.00

Remarks and Recommendations: Road meets minimum requirements. Recommend addition.

Submitted by: C.N. Edwards, Jr. *CNE* Reviewed and Approved: J.M. Mills  
DISTRICT ENGINEER DIVISION ENGINEER

Reviewed and Approved

BOARD OF TRANSPORTATION MEMBER: \_\_\_\_\_

	Do not write in this space- For Use by Secondary Roads Unit
	Petition #

**North Carolina Department of Transportation  
Division of Highways  
Secondary Road Addition Investigation Report**

County: Orange Co. File No: O-07-12 Date: 12-03-13  
 Township: Eno Div. File No: \_\_\_\_\_ Div. No: 7

Local Name: Wyndmere Court Subdivision Name: Wyndfall Subdivision  
 Length: 0.10 miles Width: 18 feet Surface: I-2 PVMT Condition: Good  
 Surface Thickness: 2 inches Base Type: ABC Base Thickness: 8 inches

\*Bridges Yes\_\_\_ No X \* Pipe > 48" Yes\_\_\_ No X \*Retaining Walls Within Right of Way Yes\_\_\_ No X

**\* If Yes -Include Bridge Maintenance Investigation Report**

Is this a subdivision street subject to the construction requirements for such streets? Yes.

Recording Date: 12-10-2001 Book: 89 Page: 98

Number of homes having entrances into road: 3

Other uses having entrances into road: None

Right-of-Way Width: 50 Feet If right-of-way is below the desired width, give reasons under "Remarks and Recommendations."

Is petition (SR-1) attached? Yes

Is the County Commissioners Approval (SR-2) attached? Yes If not, why not? \_\_\_\_\_

Is a map attached indicating information for reference in locating road by the Planning Department? Yes

Cost to place in acceptable maintenance condition: Total Cost: \$ 0.00

Grade, drain, stabilize: \$ 0.00 Drainage: \$ 0.00 Other: \$ 0.00

Remarks and Recommendations: Cul-de-sac fully development. Recommend addition.

Submitted by: C.N. Edwards, Jr.  
DISTRICT ENGINEER

Reviewed and Approved: J.M. Mills  
DIVISION ENGINEER

Reviewed and Approved

BOARD OF TRANSPORTATION MEMBER: \_\_\_\_\_

	Do not write in this space- For Use by Secondary Roads Unit          Petition #
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**North Carolina Department of Transportation  
Division of Highways  
Secondary Road Addition Investigation Report**

County: Orange Co. File No: O-07-12 Date: 12-03-13  
 Township: Eno Div. File No: \_\_\_\_\_ Div. No: 7

Local Name: Amberwynd Court Subdivision Name: Wyndfall Subdivision  
 Length: 0.05 Width: 18 feet Surface: I-2 PVMT Condition: Good  
 Surface Thickness: 2 inches Base Type: ABC Base Thickness: 8 inches

\*Bridges Yes \_\_\_ No X \* Pipe > 48" Yes \_\_\_ No X \*Retaining Walls Within Right of Way Yes \_\_\_ No X

**\* If Yes -Include Bridge Maintenance Investigation Report**

Is this a subdivision street subject to the construction requirements for such streets? Yes.

Recording Date: 12-10-2001 Book: 89 Page: 98

Number of homes having entrances into road: 3

Other uses having entrances into road: None.

Right-of-Way Width: 50 Feet If right-of-way is below the desired width, give reasons under "Remarks and Recommendations."

Is petition (SR-1) attached? Yes

Is the County Commissioners Approval (SR-2) attached? Yes If not, why not? \_\_\_\_\_

Is a map attached indicating information for reference in locating road by the Planning Department? Yes

Cost to place in acceptable maintenance condition: Total Cost: \$ 0.00

Grade, drain, stabilize: \$ 0.00 Drainage: \$ 0.00 Other: \$ 0.00

Remarks and Recommendations: Cul-de-sac fully developed. Recommend addition.

Submitted by: C.N. Edwards, Jr.  
DISTRICT ENGINEER

Reviewed and Approved: J.M. Mills  
DIVISION ENGINEER

Reviewed and Approved

BOARD OF TRANSPORTATION MEMBER: \_\_\_\_\_

	Do not write in this space- For Use by Secondary Roads Unit          Petition #
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**DEPARTMENT OF TRANSPORTATION INTEROFFICE  
MEMO**

**RIGHT OF WAY BRANCH  
P. O. BOX 14996  
GREENSBORO, N.C. 27415-4996**

**Phone: 336-334-3515**

**Fax: 336-334-5331**

**December 11, 2013**

**MEMO TO:** Mr. Chuck Edwards, District Engineer

**MEMO FROM:** Alan Rothrock

**COUNTY:** Orange

**SUBJECT:** Addition to System—Wyndfall Subdivision

I have examined plat from the Orange County Registry furnished by your office. Based on my examination of the plats it appears that the Right of Way for the roads is as follows, as well as sight distances and drainage easements as shown on plats.

Wyndfall Ln.	50 ft. and 60 ft.
Old Forest Dr. Ext. (SR-2269)	50 ft.
Wyndmere Ct.	50 ft.
Amberwynd Ct.	50 ft.

If any additional information is needed, please contact me at the number above.



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

PAT MCCRORY  
GOVERNOR

ANTHONY J. TATA  
SECRETARY

December 19, 2013

**ORANGE COUNTY**

Mr. Michael Talbert  
Interim County Manager  
Orange County  
P.O. Box 8181  
Hillsborough, North Carolina 27278

SUBJECT:           Request for Road Addition  
                      **Wyndfall Lane**  
                      **Old Forest Drive Ext. SR 2269**  
                      **Wyndmere Court**  
                      **Amberwynd Court**  
                      **Wyndfall Subdivision**

Dear Mr. Clifton:

Please find attached is Form SR-4 Secondary Road Addition Investigation Report, Form SR-1 Petition for Road Addition, recorded plat, and a location map for the above subject.

This is being forwarded to you for consideration by your Board of Commissioners.

Sincerely,

  
C.N. Edwards, Jr., P.E.  
District Engineer

Attachments  
/tcs



North Carolina Department of Transportation  
Division of Highways  
Petition for Road Addition

OCT 03 2012

N. C. DEPT. OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DISTRICT 1 - GRAHAM

**ROADWAY INFORMATION:** (Please Print/Type)

County: Orange Road Name: Wyndfall Lane (over)  
(Please list additional street names and lengths on the back of this form.)

Subdivision Name: Wyndfall Length (miles): 0.15

Number of occupied homes having street frontage: 1 Located (miles): 0.44

miles N  S  E  W  of the intersection of Route SR 1710 and Route SR 1709.  
(Check one) (SR, NC, US) (SR, NC, US)

We, the undersigned, being property owners and/or developers of Wyndfall in Orange County, do hereby request the Division of Highways to add the above described road.

**CONTACT PERSON:** Name and Address of First Petitioner. (Please Print/Type)

Name: Peggy Allen Phone Number: 919-906-0566

Street Address: 2516 Wyndemere Ct.

Mailing Address: Hillsborough, NC 27278

**PROPERTY OWNERS**

<u>Name</u>	<u>Mailing Address</u>	<u>Telephone</u>
<u>Rich + Katarina Haley</u>	<u>1100 Wyndfall Ln</u>	<u>919-732-1914</u>
<u>Frederick &amp; Gloria Brown</u>	<u>2200 Old Forest Drive</u>	<u>919-245-1025</u>
<u>Joe &amp; Sherri Sprinks</u>	<u>2520 Wyndemere Ct.</u>	<u>919-732-6265</u>
<u>Charlie &amp; Tracy Clouse</u>	<u>2220 Old Forest Dr.</u>	<u>919-732-3216</u>
<u>PETER &amp; FREDERIC SCHESSEL</u>	<u>2301 OLD FOREST DR</u>	<u>919-732-4619</u>
<u>Bryant and Michelle Green</u>	<u>2407 Amberwynd Ct</u>	<u>919-296-9095</u>
<u>Steven Quinley</u>	<u>2400 Amberwynd Ct.</u>	<u>919-732-9821</u>
<u>André de Costa</u>	<u>2317 Old Forest Dr.</u>	<u>919-732-3297</u>

**INSTRUCTIONS FOR COMPLETING PETITION:**

1. Complete Information Section
2. Identify Contact Person (This person serves as spokesperson for petitioner(s)).
3. Attach two (2) copies of recorded subdivision plat or property deeds, which refer to candidate road.
4. Adjoining property owners and/or the developer may submit a petition. Subdivision roads with prior NCDOT review and approval only require the developer's signature.
5. If submitted by the developer, encroachment agreements from all utilities located within the right of way shall be submitted with the petition for Road addition. However, construction plans may not be required at this time.
6. Submit to District Engineer's Office.

**FOR NCDOT USE ONLY:** Please check the appropriate block  
 Rural Road     Subdivision platted prior to October 1, 1975     Subdivision platted after September 30, 1975

**REQUIREMENTS FOR ADDITION**

If this road meets the requirements necessary for addition, we agree to grant the Department of Transportation a right-of-way of the necessary width to construct the road to the minimum construction standards of the NCDOT. The right-of-way will extend the entire length of the road that is requested to be added to the state maintained system and will include the necessary areas outside of the right-or-way for cut and fill slopes and drainage. Also, we agree to dedicate additional right-of-way at intersections for sight distance and design purposes and execute said right-of-way agreement forms that will be submitted to us by representatives of the NCDOT. The right-of-way shall be cleared at no expense to the NCDOT, which includes the removal of utilities, fences, other obstructions, etc.

General Statute 136-102.6 states that any subdivision recorded on or after October 1, 1975, must be built in accordance with NCDOT standards in order to be eligible for addition to the State Road System.

<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>	<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>
Old Forest Drive	12	0.27			
Amber Wynd Ct.	3	0.05			
Wyndmere Ct.	3	0.10			

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

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

**SUBJECT:** Impact Fee Reimbursement Request

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

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

No
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**ATTACHMENT(S):**

Letter from Habitat for Humanity

**INFORMATION CONTACT:**

Tara L. Fikes, (919) 245-2490

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**PURPOSE:** To consider an impact fee reimbursement request from Habitat for Humanity of Orange County, NC, Inc. for \$114,053 for eleven (11) homes recently constructed in the County.

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

The policy requires the following:

1. Housing must be developed for first-time homebuyers with incomes at or below 80% of HUD published median income for the Raleigh-Durham-Chapel Hill, NC MSA;
2. Affordable housing is defined as owner-occupied housing which can be purchased for no more than 2.5 times annual family income; and
3. The non-profit organization must certify in writing that, for owner-occupied housing, it will remain affordable to the anticipated beneficiary or beneficiaries for a period of a minimum of ninety-nine (99) years. A Declaration of Restrictive Covenants will secure this requirement.
4. The non-profit organization is responsible for providing documentation of impact fee payment.

The County has recently received a reimbursement request for \$114,053 from Habitat for Humanity of Orange County, Inc. for nine (9) homes built in the Phoenix Place subdivision in Chapel Hill and two (2) homes built in the Fairview Community. The request has been reviewed in accordance with the above stated eligibility criteria and determined eligible for reimbursement. Specifically, Habitat has provided evidence that the impact fee for all homes has been paid and the houses have been sold to low-income homebuyers.

## Results of Eligibility Review

### 1. Income Eligibility

Family #	Annual Income	Family Size	Percentage of Median Income
1	\$26,570	2	< 60%
2	\$26,029	3	< 50%
3	\$32,510	3	< 60%
4	\$24,232	6	< 50%
5	\$25,300	4	< 50%
6	\$25,043	2	< 50%
7	\$33,421	5	< 50%
8	\$29,120	2	< 60%
9	\$25,300	5	< 50%
10	\$35,933	3	< 60%
11	\$51,418	5	< 60%

2. All homes have the required recorded Declaration of Restrictive Covenants that provides a 99 year long-term affordability provision.
3. **Documentation of Impact Fee Payment** Yes. Habitat has paid the fee at the time of issuance of the Certificate of Occupancy. Actual reimbursement will take place at the time that the County's Impact Fee Agreement is executed by the Habitat for Humanity of Orange County, NC and recorded in the Register of Deeds Office.

**FINANCIAL IMPACT:** During the County's budget formulation process every fiscal year, local non-profit organizations developing affordable housing have provided estimates of the anticipated need for impact fee reimbursements based on their construction plans. The County has then budgeted money for this purpose based on the availability of funds. Over the years, requests for reimbursements have primarily come from the Community Home Trust and Habitat for Humanity.

The current balance in the FY 2013 – 2014 budget is \$298,656, and an expenditure of \$114,053 leaves a balance of \$184,603.

**RECOMMENDATION(S):** The Manager recommends that the Board approve \$114,053 for impact fee reimbursement to Habitat for Humanity of Orange County, NC, Inc.



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

January 7, 2014

Dr. Tara Fikes, Director  
Orange County Housing, Human Rights,  
and Community Development  
P.O. Box 8181  
Hillsborough, NC 27278

Dear Tara:

This letter is to request reimbursement for impact fees for eleven new homes constructed and sold by Habitat for Humanity of Orange County in the Phoenix Place subdivision in Chapel Hill and in the Fairview community in Hillsborough in 2013. The total amount requested is \$114,053. All of the homes have closed and recorded Agreements and Deeds of Trust should have been sent to you.

The impact fees of \$11,423 per home for nine homes were paid to the Town of Chapel Hill. The receipts for payment are attached. Impact fees of \$5,623 per home for two homes in Hillsborough were paid to Orange County, and the receipts are also attached.

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

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

Sincerely,

Susan Levy  
Executive Director

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

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

**SUBJECT:** Authorization of a Deed of Trust by Orange Enterprises, Inc.

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**DEPARTMENT:** Attorney

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

No

**ATTACHMENT(S):**

January 24, 2014 Orange Enterprises  
Letter  
Resolution Authorizing Orange  
Enterprises to Subject the Property on  
Elizabeth Brady Road to a \$250,000  
Deed of Trust In Excess of the Current  
\$715,000 Limit

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**INFORMATION CONTACT:**

John Roberts, (919) 245-2318

**PURPOSE:** To authorize Orange Enterprises, Inc. (OE) to obtain a deed of trust in an amount of \$250,000.

**BACKGROUND:** OE is an Orange County Nonprofit Corporation organized for the purposes of providing “creative opportunities for handicapped persons and/or persons with other employment barriers.” In 2005 Orange County and OE entered into an Agreement (the “Agreement”) whereby Orange County would contribute funding towards OE’s purchase and upfit of a property and building located at 348 Elizabeth Brady Road (PIN 9874-550-774) for the purposes of OE’s expansion of operations.

The terms of the Agreement limit OE’s ability to encumber the property with any deed of trust in excess of Seven Hundred Fifteen Thousand Dollars (\$715,000) without the express written authorization of the County. OE currently has a deed of trust encumbering the property in an amount of Six Hundred Eighty Thousand Three Hundred Sixty-Two Dollars (\$680,362). The current assessed value of the property is One Million Ninety-One Thousand Five Hundred Nineteen Dollars (\$1,091,519).

The terms of the Agreement also provide that in the event of OE’s default, the property shall revert to Orange County. Should such a reversion occur, Orange County would be responsible for any outstanding deeds of trust on the property. The limitation protects Orange County by limiting the amount Orange County would have to pay in such a circumstance.

OE has requested the County authorize an additional deed of trust in an amount of Two Hundred Fifty Thousand Dollars (\$250,000). In support of this request OE states the following: **“OE is in good financial health. The line of credit is necessary to meet cash flow requirements of its operations, not as a stopgap measure to meet long-term obligations. For instance, several of OE’s customers are government entities with payment schedules much longer than traditional net-thirty terms. Since these receivables do not turn over as**

**quickly as short-term cash flow needs arise, the line of credit would offer OE significant flexibility in meeting these demands.”**

**FINANCIAL IMPACT:** There is no direct financial impact. Should OE cease operations or default, the property could revert to Orange County in which case Orange County could ultimately be responsible for all outstanding deeds of trust.

**RECOMMENDATION(S):** The Manager recommends the Board adopt and authorize the Chair to sign the resolution.



## *OE Enterprises, Inc.*

### *Corporate Office*

348 Elizabeth Brady Road  
Hillsborough, NC 27278  
Phone: (919) 732-8124  
Fax: (919) 732-4027

### *Alamance Office*

717 North Park Ave.  
Burlington, NC 27217  
Phone: (336) 506-2515  
Fax: (336) 513-4410

January 24, 2014

Orange County Board of Commissioners  
200 S. Cameron Street  
Hillsborough, NC 27278

**RE: OE Enterprises, Inc.'s request for approval of \$250,000.00  
Line of Credit Facility from BB&T**

Dear Commissioners:

OE Enterprises, Inc. ("OE") is a community rehabilitation program operating in Orange, Durham, and Alamance Counties whose mission is to assist people who face employment barriers. For thirty years, OE has offered vocational training and support to individuals with developmental disabilities, mental illnesses, substance abuse problems, and physical disabilities.

OE has a long-standing relationship with Orange County as evidenced by an agreement between OE and Orange County dated April 26, 2005 and recorded on May 4, 2005 in Book 3737, Page 159, of the Orange County Registry (the "Agreement"). The Agreement demonstrates the County's appreciation for the services OE provides by granting certain financial accommodations to OE for performing these services. In return, the Agreement restricts certain activities of OE to ensure it is a good steward of the County's resources. One such restriction is a limit on the amount of debt financing OE may place on its facility at 348 Elizabeth Brady Road, Hillsboro, North Carolina (the "Property"). The Agreement restricts OE from encumbering the Property with a deed of trust greater than \$715,000.00, without the written consent of the County.

On December 19, 2011, OE placed a first mortgage on the Property in favor of BB&T in the amount of \$680,362.00. OE now plans to obtain a line of credit from BB&T in the amount of \$250,000.00 by using the Property as collateral. The debt limitation, however, restricts OE from doing so without the County's written consent. Accordingly, we are writing to request that such consent be given.



## *OE Enterprises, Inc.*

### *Corporate Office*

348 Elizabeth Brady Road  
Hillsborough, NC 27278  
Phone: (919) 732-8124  
Fax: (919) 732-4027

### *Alamance Office*

717 North Park Ave.  
Burlington, NC 27217  
Phone: (336) 506-2515  
Fax: (336) 513-4410

As further background, OE is in good financial health. The line of credit is necessary to meet cash flow requirements of its operations, not as a stopgap measure to meet long-term obligations. For instance, several of OE's customers are government entities with payment schedules much longer than traditional net-thirty terms. Since these receivables do not turn over as quickly as short-term cash flow needs arise, the line of credit would offer OE significant flexibility in meeting these demands.

We appreciate your time and attention to this request. OE appreciates the relationship it has with Orange County and the broader community and looks forward to serving individuals with special needs and our customers for many years to come. If you have any questions or concerns please feel free to contact me directly.

Sincerely,

Kathryn Sticksel,  
President

cc: Tad van Dusen

## ORANGE COUNTY BOARD OF COMMISSIONERS

### RESOLUTION AUTHORIZING ORANGE ENTERPRISES TO SUBJECT THE PROPERTY ON ELIZABETH BRADY ROAD TO A \$250,000 DEED OF TRUST IN EXCESS OF THE CURRENT \$715,000 LIMIT

**WHEREAS**, Orange Enterprises, Inc. (“OE”) is an Orange County Nonprofit Corporation organized for the purposes of providing “creative opportunities for handicapped persons and/or persons with other employment barriers;” and

**WHEREAS**, Orange County and OE entered into an Agreement dated April 26, 2005 (the “Agreement”) whereby Orange County would contribute funding towards OE’s purchase and upfit of a property and building (PIN 9874-550-774) for the purposes of OE’s expansion of operations; and

**WHEREAS**, among the terms of the Agreement was a limitation by which OE was prohibited from encumbering the property by any deed of trust in excess of Seven Hundred Fifteen Thousand Dollars (\$715,000) without the express written authorization of the County; and

**WHEREAS**, OE currently has a deed of trust encumbering the property in an amount of Six Hundred Eighty Thousand Three Hundred Sixty-Two Dollars (\$680,362); and

**WHEREAS**, OE has requested Orange County authorize OE to secure an additional deed of trust on the property in an amount of Two Hundred Fifty Thousand Dollars (\$250,000); and

**WHEREAS**, it is in the interest of the citizens and residents of Orange County and particularly disadvantaged citizens and residents of Orange County that OE be authorized to secure additional funding through an additional deed of trust on the property;

**NOW, THEREFORE, BE IT RESOLVED** that the Orange County Board of County Commissioners, pursuant to the terms of the Agreement, authorizes OE to exceed the limitation of the Agreement by securing a deed of trust against the Elizabeth Brady Road Property (PIN 9874-550-774) in an amount of Two Hundred Fifty Thousand Dollars (\$250,000). This authorization is limited and any additional deed of trust shall be subject to the requirements and terms of the Agreement. In no event shall OE be authorized to encumber the property beyond the Nine Hundred Thirty Thousand Three Hundred Sixty-Two Dollars (\$930,362) sum of the now existing deed of trust and the deed of trust authorized by this Resolution.

This the 4<sup>th</sup> day of February, 2014.

\_\_\_\_\_  
Barry Jacobs, Chair  
Orange County Board of Commissioners

Attest:

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

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

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

**SUBJECT:** Legal Advertisement for Quarterly Public Hearing – February 24, 2014

**DEPARTMENT:** Planning and Inspections

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

No

**ATTACHMENT(S):**

1. Proposed Legal Advertisement
2. Location Maps

**INFORMATION CONTACT:**

Perdita Holtz, Planning Systems  
Coordinator, 919-245-2578  
Craig Benedict, Planning Director, 919-  
245-2592

**PURPOSE:** To consider the legal advertisement for items to be presented at the joint Board of County Commissioners/Planning Board Quarterly Public Hearing scheduled for February 24, 2014.

**BACKGROUND:** The Board of County Commissioners reviews proposals to be considered at public hearing for consistency with general County policy and presentation format. The following items are scheduled for the February 24, 2014 Quarterly Public Hearing (see maps in Attachment 2 for locations):

Applications:

1. Class A Special Use Permit request submitted by Strata Solar and Stout Farm LLC to develop a **5 megawatt solar array/public utility station** on two parcels of property, totaling approximately 52 acres in area, **off of Redman Road** in Cheeks Township. Parcel Identification Numbers (PIN) are 9844-06-5971 and 9844-17-2687.
2. Class A Special Use Permit request submitted by Sunlight Partners LLC, Kinetix Engineering and Shelia Bishop, Michael Bishop, and Annie Nunn to develop a **5 megawatt solar array/public utility station** on two parcels of property, totaling approximately 50 acres in area, **off of Mt. Sinai Road** in Chapel Hill Township. Parcel Identification Numbers (PIN) are 9881-38-8874 and 9881-49-3072.
3. Zoning Atlas Amendment request submitted by Mr. and Mrs. Don and Donna Easterlin to **rezone an approximately 12 acre parcel of property located at 5908 US 70 East** in Eno Township:

**FROM:** Economic Development Eno Low Intensity (EDE-1); Economic Development Eno High Intensity (EDE-2); and Lower Eno Protected Watershed Protection Overlay.

TO: Economic Development Eno High Intensity (EDE-2) and Lower Eno Protected Watershed Protection Overlay.

4. Unified Development Ordinance Text Amendment request submitted by Mr. and Mrs. Don and Donna Easterlin to amend Section 5.6.5 (A) (2) (b) *Kennels (Class II) – Standards of Evaluation* to **reduce required setbacks for Class II Kennels developed within the EDE-2 zoning district**. The current minimum setback is 150-feet. The text amendment would reduce the required setback to 25-feet which is the minimum setback for other structures developed in the EDE-2 zoning district.

County Initiated:

5. 2030 Comprehensive Plan and Unified Development Ordinance (UDO) Text Amendments and Zoning Atlas Amendments to **establish two new zoning overlay districts** in the Efland area (see map in Attachment 2 for locations) in Cheeks Township. The proposed overlay districts are measures to implement some of the recommendations contained in the adopted Efland-Mebane Small Area Plan. This item was heard at the November 19, 2012 quarterly public hearing but was not adopted in 2013.
6. 2030 Comprehensive Plan and Unified Development Ordinance (UDO) Text Amendments to establish the **Agricultural Support Enterprises program outside of the Rural Buffer** land use classification.
7. 2030 Comprehensive Plan and Unified Development Ordinance (UDO) Text Amendments to establish the **Agricultural Support Enterprises program within the Rural Buffer** land use classification.
8. Unified Development Ordinance (UDO) Text Amendments to **change the existing public hearing process** for Comprehensive Plan-, UDO-, and Zoning Atlas-related projects/amendments.

The legal advertisement in Attachment 1 provides additional information regarding these items. The BOCC approved the Amendment Outline Form for items 5 and 8 at its October 15, 2013 meeting and approved the Amendment Outline Form for item 6 at its September 5, 2013 meeting. Item 7 is an “umbrella” item under item 6 – the amendments related to the Rural Buffer were separated from the remainder of the county after the November 21, 2013 Assembly of Governments meeting because it was determined amendments to the Joint Planning Area Land Use Plan & Agreement would be necessary in order to apply the Agricultural Support Enterprises program in the Rural Buffer. Because amendments to the Joint Planning Area documents involve more steps and the staffs and elected officials of the joint planning partners, County staff believed it would be prudent to separate the amendments that pertain to the Rural Buffer for both timeliness and clarity purposes.

**FINANCIAL IMPACT:** Other than advertising costs, which are included in the FY 2013-14 Budget, there are no direct financial impacts associated with the approval of this item.

**RECOMMENDATION(S):** The Manager recommends the Board approve the proposed February 24, 2014 Quarterly Public Hearing legal advertisement.

**NOTICE OF JOINT PUBLIC HEARING  
ORANGE COUNTY BOARD OF COMMISSIONERS  
ORANGE COUNTY PLANNING BOARD**

A joint public hearing will be held at the Department of Social Services, Hillsborough Commons, 113 Mayo St., Hillsborough, North Carolina, on Monday, February 24, 2014 at 7:00 PM for the purpose of giving all interested citizens an opportunity to speak for or against the following items:

1. **Class A Special Use Permit:** In accordance with the provisions of Section 2.7 *Special Use Permits* and Section 5.9.6 of the Orange County Unified Development Ordinance (UDO), Strata Solar and Stout Farm LLC have submitted a Class A Special Use Permit application seeking to develop a solar array/public utility station on two parcels of property, totaling approximately 52 acres in area, off of Redman Road between the railway and Interstate 85/40 in Cheeks Township.

Strata Solar intends to lease the parcels, with Parcel Identification Numbers (PIN) of 9844-06-5971 and 9844-17-2687, owned by Stout Farm LLC to develop a 5 megawatt facility involving the erection of individual solar arrays.

The properties in question are zoned Rural Residential (R-1), Upper Eno Protected Watershed Protection and Major Transportation Corridor (MTC) Overlay Districts.

The properties are located within the Commercial Industrial Transition Activity Node (CITAN) land use category as denoted on the Future Land Use Map of the Comprehensive Plan and the Urban Designated Area as denoted on the Growth Management System Map.

Purpose: To review the item and receive public comment on the application.

2. **Class A Special Use Permit:** In accordance with the provisions of Section 2.7 *Special Use Permits* and Section 5.9.6 of the Orange County Unified Development Ordinance (UDO), Sunlight Partners LLC, Kinetix Engineering and Shelia Bishop, Michael Bishop, and Annie Nunn have submitted a Class A Special Use Permit application seeking to develop a solar array/public utility station on two parcels of property, totaling approximately 50 acres in area, off of Mt. Sinai Road near Cascade Drive in Chapel Hill Township.

Sunlight Partners LLC intends to lease the parcels, with Parcel Identification Numbers (PIN) of 9881-38-8874 and 9881-49-3072, to develop a 5 megawatt facility involving the erection of individual solar arrays.

The properties in question are zoned Rural Buffer (RB) and are located within the Rural Buffer land use category as denoted on the Future Land Use Map of the Comprehensive Plan and the Rural Designated Area as denoted on the Growth Management System Map.

Purpose: To review the item and receive public comment on the application.

3. **Zoning Atlas Amendment:** In accordance with the provisions of Section 2.8 *Zoning Atlas and Unified Development Ordinance Amendments* of the Orange County Unified Development Ordinance (UDO), Mr. and Mrs. Don and Donna Easterlin have submitted an application seeking to rezone an approximately 12 acre parcel of property located at 5908 US 70 East in Eno Township:

**FROM:** Economic Development Eno Low Intensity (EDE-1); Economic Development Eno High Intensity (EDE-2); and Lower Eno Protected Watershed Protection Overlay.

**TO:** Economic Development Eno High Intensity (EDE-2) and Lower Eno Protected Watershed Protection Overlay.

The parcel in question is currently split zoned with a Parcel Identification Number (PIN) of 0803-11-5662. Approximately 8.6 acres of the property is zoned EDE-2 with the remaining acreage (approximately 3.4 acres) zoned EDE-1.

The property is currently utilized to support a Class II Kennel operation and a telecommunications tower. Kennels are a permitted use of property, subject to the issuance of a Class B Special Use Permit, in the EDE-2 zoning district and are prohibited within the EDE-1 zoning district. According to the application, Mr. and Mrs. Easterlin are requesting the rezoning to eliminate the existing split zoning and ensure the kennel operation is entirely contained within the EDE-2 general use zoning designation.

The property subject to this petition is located within the Economic Development Transition Activity Node land use category as denoted on the Future Land Use Map of the Comprehensive Plan and the Urban Designated Area as denoted on the Growth Management System Map.

Purpose: To review the item and receive public comment on the application.

4. **Unified Development Ordinance (UDO) Text Amendment:** In accordance with the provisions of Section 2.8 *Zoning Atlas and Unified Development Ordinance Amendments* of the UDO, Mr. and Mrs. Don and Donna Easterlin have submitted an application seeking to amend Section 5.6.5 (A) (2) (b) *Kennels (Class II) – Standards of Evaluation* to reduce required setbacks for Class II Kennels developed within the EDE-2 zoning district.

Section 5.6.5 (A) (2) (b) of the UDO requires a Class II Kennel operation, including outdoor runs, exercise yards, or buildings where animals are housed, to observe a 150 foot setback from property lines.

According to the application, Mr. and Mrs. Easterlin operate a Class II Kennel at 5908 US 70 East, the majority of which is zoned EDE-2. Portions of the operation,

permitted under an existing Special Use Permit issued on March 10, 1986, are within the required 150 foot setback.

The proposed amendment would reduce the required setbacks for Class II Kennels, developed within the EDE-2 zoning district, to 25 feet which is the typical setback required for structures developed within the district.

Purpose: To review the item and receive public comment on the application.

5. **2030 Comprehensive Plan and Unified Development Ordinance (UDO) Text Amendments and Zoning Atlas Amendments:** In accordance with the provisions of Section 2.3 *Comprehensive Plan Amendments* and Section 2.8 *Zoning Atlas and Unified Development Ordinance Amendments* of the Unified Development Ordinance, the Planning Director has initiated an amendment to the text of the 2030 Comprehensive Plan and the Unified Development Ordinance and to the Zoning Atlas.

The purpose of these amendments is to establish two new zoning overlay districts in the Efland area in Cheeks Township. These proposed actions are measures to implement some of the recommendations contained in the adopted Efland-Mebane Small Area Plan. This is virtually the same text amendment that was heard at the November 19, 2012 quarterly public hearing but the text amendment was not adopted in 2013.

In the 2030 Comprehensive Plan, the Land Use and Zoning Matrix contained in Appendix F is proposed to be amended by adding a checkmark to potentially allow a special zoning overlay district in the following land use classifications: 20-Year Transition, Commercial Transition Activity Node, Commercial-Industrial Transition Activity Node, and Economic Development Transition Activity Node.

The following Sections of the UDO are proposed for amendment: 2.5.7 and 4.4. Additionally, existing Sections 4.5 and 4.6 will be renumbered to 4.7 and 4.8, respectively. New Sections 4.5 and 4.6 will be inserted to establish the new zoning overlay districts. Existing Section 6.6.3 will be renumbered to be 6.6.5 and new Sections 6.6.3 and 6.6.4 will be inserted to establish standards for the two proposed zoning overlay districts.

The proposed renumbering will also affect references to the sections proposed for renumbering. References will be updated in the following existing Sections: 4.5.1 (which will also be renumbered to 4.7.1), 6.8.12, and 7.13.2.

The Zoning Atlas is proposed to be amended in order to depict the geographic extent of the two overlay districts.

The general geographic extent of the proposed "Efland Village Overlay District" is the railroad tracks that run through Efland to slightly north of U.S. Highway 70 with west-east boundaries of the Harding Road area and Gym Road.

The general geographic extent of the proposed “Efland Interstate Overlay District” is the railroad tracks that run through Efland to Interstate 40/85 with west-east boundaries of a line between Gaines Chapel Road and Center Street and the U.S. 70 Connector.

A map depicting the proposed overlay districts is available on the Planning Department’s website at: <http://orangecountync.gov/planning/SpecialProjects.asp>

Single-family residential uses are not subject to the proposed overlay districts.

Purpose: To review the item and receive public comment on the proposed text and zoning atlas amendments.

6. **2030 Comprehensive Plan and Unified Development Ordinance (UDO) Text Amendments:** In accordance with the provisions of Section 2.3 *Comprehensive Plan Amendments* and Section 2.8 *Zoning Atlas and Unified Development Ordinance Amendments* of the Unified Development Ordinance, the Planning Director has initiated an amendment to the text of the 2030 Comprehensive Plan and the Unified Development Ordinance and to the Zoning Atlas.

The purpose of these amendments is to establish a zoning program commonly referred to as Agricultural Support Enterprises (ASE). This text amendment would establish the ASE program outside of the Rural Buffer land use classification, as depicted on the Future Land Use Map of the 2030 Comprehensive Plan. This is a program that has been in development since 2001.

In the 2030 Comprehensive Plan, the Land Use and Zoning Matrix contained in Appendix F is proposed to be amended by adding an ASE-CZ zoning district that would potentially be allowed in the following Land Use Classifications: Commercial Transition Activity Node, Commercial-Industrial Transition Activity Node, Rural Residential, Agricultural Residential, Rural Community Activity Node, Rural Neighborhood Activity Node, and Rural Industrial Activity Node.

The following Sections of the UDO are proposed for amendment: 2.4.3, 2.5.2, 3.8, numerous Sections in Article 5 (including the Table of Permitted Uses), 6.2.5, 6.2.6, 6.4.10, 6.8.6, 6.9.7, and Article 10 (Definitions).

The purpose of the Agricultural Support Enterprises program is to accommodate appropriate uses farmers outside of the Rural Buffer land use classification can pursue in order to generate additional farm-related income and to potentially allow farming support/related uses in rural areas while minimizing any adverse impacts on adjoining property by applying special standards for specific uses and the development requirements in the County’s UDO for all projects. By better enabling farmers to stay in the business of farming, the rural, farming heritage of Orange County will continue to be preserved.

Additional information about this topic is available on the Planning Department's website at: <http://orangecountync.gov/planning/SpecialProjects.asp>

Purpose: To review the item and receive public comment on the proposed text amendments.

### **PUBLIC INFORMATION MEETING for this proposal**

In an effort to better inform interested persons in an informal setting, a Public Information Meeting will be held on Thursday, February 13, 2014. Interested persons will have the opportunity to hear a presentation and ask questions about the proposed amendments. The Public Information Meeting will be held in the Food Lab of the Environmental and Agricultural Center located at 306 Revere Road in Hillsborough and will begin at 6:00 p.m.

7. **2030 Comprehensive Plan and Unified Development Ordinance (UDO) Text Amendments:** In accordance with the provisions of Section 2.3 *Comprehensive Plan Amendments* and Section 2.8 *Zoning Atlas and Unified Development Ordinance Amendments* of the Unified Development Ordinance, the Planning Director has initiated an amendment to the text of the 2030 Comprehensive Plan and the Unified Development Ordinance and to the Zoning Atlas.

The purpose of these amendments is to establish a zoning program commonly referred to as Agricultural Support Enterprises (ASE). This text amendment would establish the ASE program within the Rural Buffer land use classification, as depicted on the Future Land Use Map of the 2030 Comprehensive Plan.

In the 2030 Comprehensive Plan, the Land Use and Zoning Matrix contained in Appendix F is proposed to be amended by adding a checkmark to potentially allow the ASE-CZ zoning district in the Rural Buffer land use classification.

The following Sections of the UDO are proposed for amendment: 3.8 and several sections in Article 5, including the Table of Permitted Uses and Sections that are not currently adopted but would be adopted as part of "ASE outside of the Rural Buffer" (item #6 above).

The purpose of the Agricultural Support Enterprises program, as it applies to the Rural Buffer land use classification, is to accommodate appropriate uses farmers can pursue in order to generate additional farm-related income and to potentially allow appropriate farming support/related uses in the Rural Buffer while minimizing any adverse impacts on adjoining property by applying special standards for specific uses and the development requirements in the County's UDO for all projects. Projects in the Rural Buffer must also conform to the Joint Planning Area Land Use

Plan/Agreement which is a joint planning effort between Orange County and the Towns of Chapel Hill and Carrboro. By better enabling farmers to stay in the business of farming, the rural, farming heritage of Orange County will continue to be preserved.

Additional information about this topic is available on the Planning Department's website at: <http://orangecountync.gov/planning/SpecialProjects.asp>

Purpose: To review the item and receive public comment on the proposed text amendments.

### **PUBLIC INFORMATION MEETING for this proposal**

In an effort to better inform interested persons in an informal setting, a Public Information Meeting will be held on Thursday, February 13, 2014. Interested persons will have the opportunity to hear a presentation and ask questions about the proposed amendments. The Public Information Meeting will be held in the Food Lab of the Environmental and Agricultural Center located at 306 Revere Road in Hillsborough and will begin at 6:00 p.m.

8. **Unified Development Ordinance (UDO) Text Amendment:** In accordance with the provisions of Section 2.8 *Zoning Atlas and Unified Development Ordinance Amendments* of the Unified Development Ordinance, the Planning Director has initiated amendments to the text of the Unified Development Ordinance (UDO).

The purpose of the amendments is to change the existing public hearing process for Comprehensive Plan-, UDO-, and Zoning Atlas-related items/amendments. The following Sections are proposed for amendments: 2.1, 2.3, 2.7, 2.8, 5.10.2.

The proposed amendments would replace the existing joint Board of County Commissioners (BOCC)/Planning Board quarterly public hearings with a minimum of eight (8) BOCC-only public hearing dates per year. The Planning Board would make its recommendation to the BOCC after the public hearing but a quorum of Planning Board members would no longer be necessary to hold a public hearing.

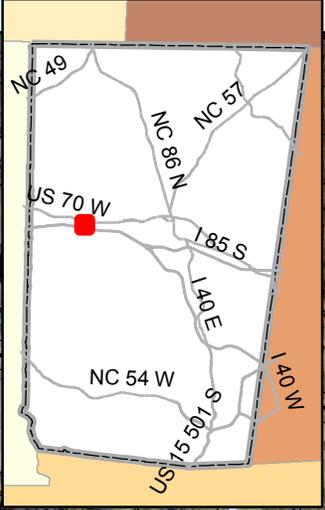
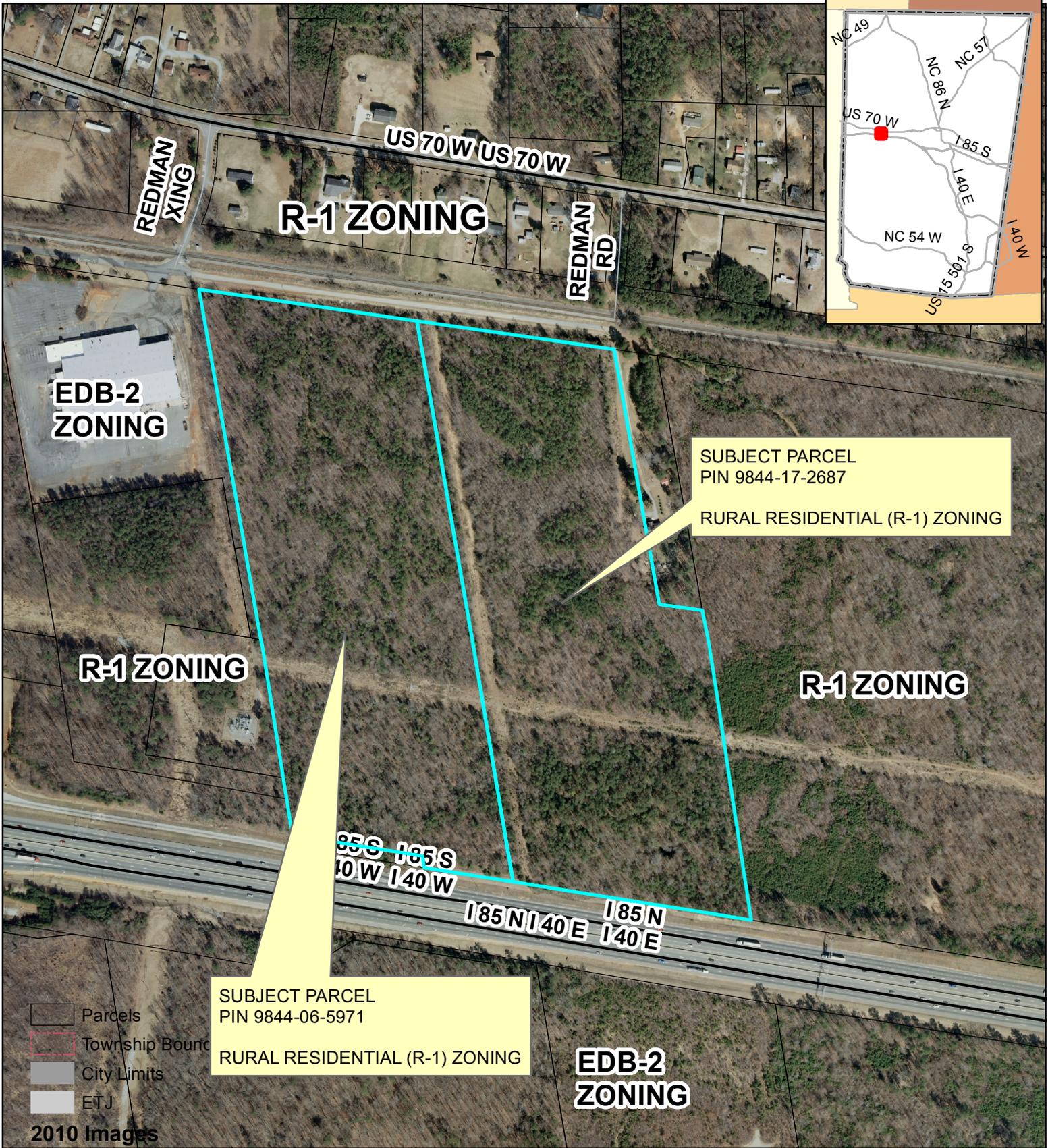
Purpose: To review the item and receive public comment on the proposed amendments.

Substantial changes in items presented at the public hearing may be made following the receipt of comments made at the public hearing. Accommodations for individuals with physical disabilities can be provided if the request is made to the Planning Director at least 48 hours prior to the Public Hearing by calling the one of the phone numbers below. The full text of the public hearing items may be obtained no later than February 14, 2014 at the County website [www.co.orange.nc.us](http://www.co.orange.nc.us) at the Meeting Agendas link.

Questions regarding the proposals may be directed to the Orange County Planning Department located on the second floor of the County Office Building at 131 West Margaret Lane, Suite 201, Hillsborough, North Carolina. Office hours are from 8:00 a.m. to 5:00 p.m. Monday through Friday. You may also call (919) 245-2575 or 245-2585 and you will be directed to a staff member who will answer your questions.

PUBLISH:	<u>The Herald Sun</u>	<u>News of Orange</u>
	February 12, 2014	February 12, 2014
	February 19, 2014	February 19, 2014

**VICINITY MAP - STRATA SOLAR  
CLASS A SPECIAL USE PERMIT REQUEST**

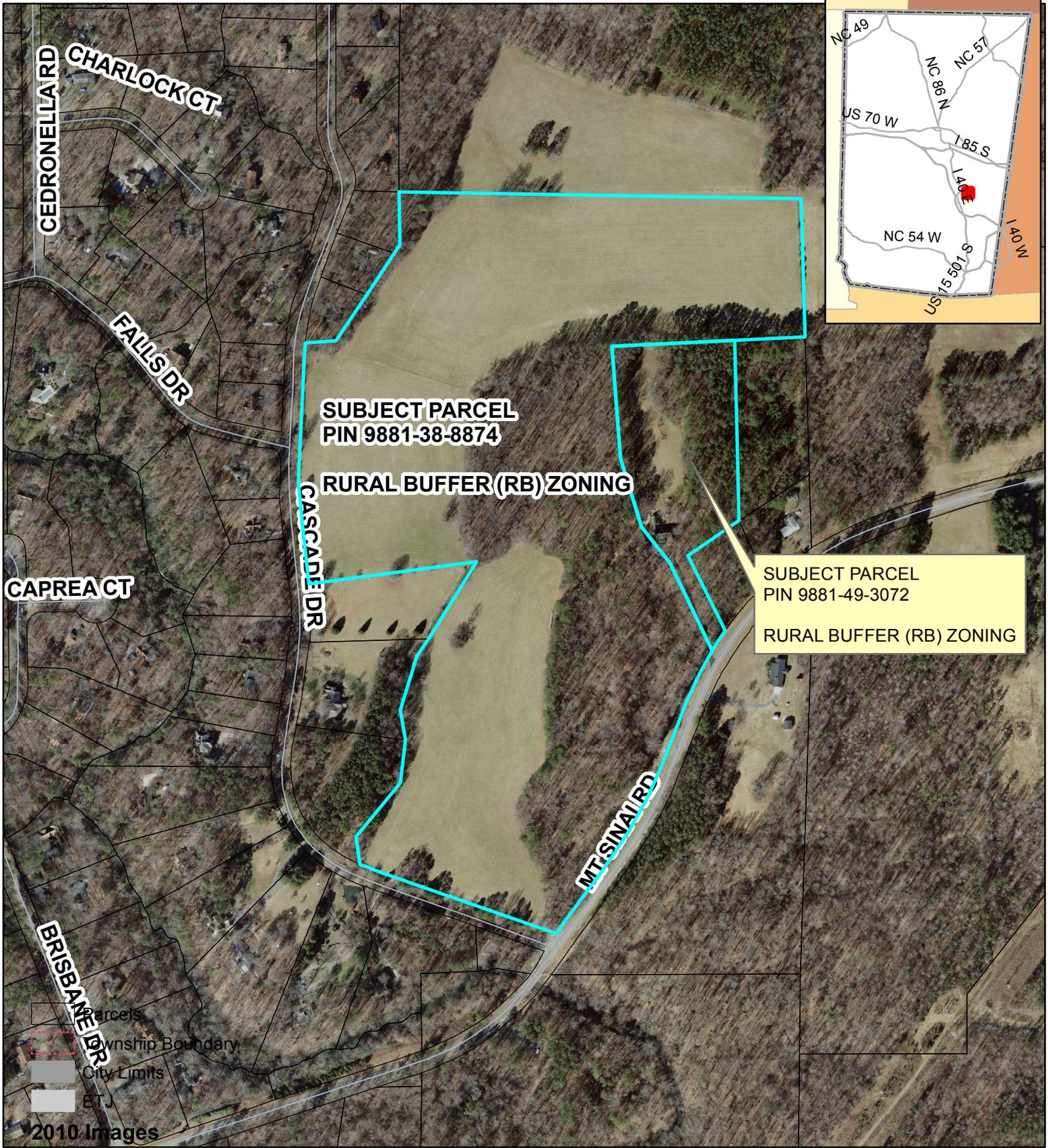


1 inch = 400 feet

0 500

Orange County Planning and Inspections Department  
01/10/2014

**VICINITY MAP - SUNLIGHT PARTNERS LLC  
CLASS A SPECIAL USE PERMIT REQUEST**



SUBJECT PARCEL  
PIN 9881-49-3072  
RURAL BUFFER (RB) ZONING

SUBJECT PARCEL  
PIN 9881-38-8874  
RURAL BUFFER (RB) ZONING

**RGB**

- Red: Band\_1
- Green: Band\_2
- Blue: Band\_3

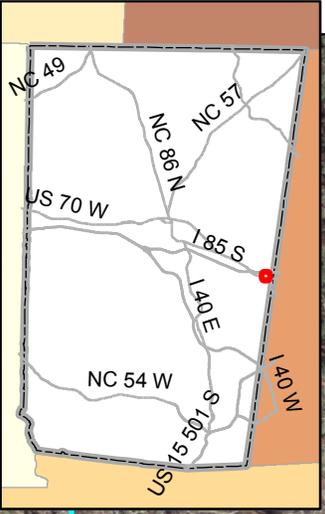
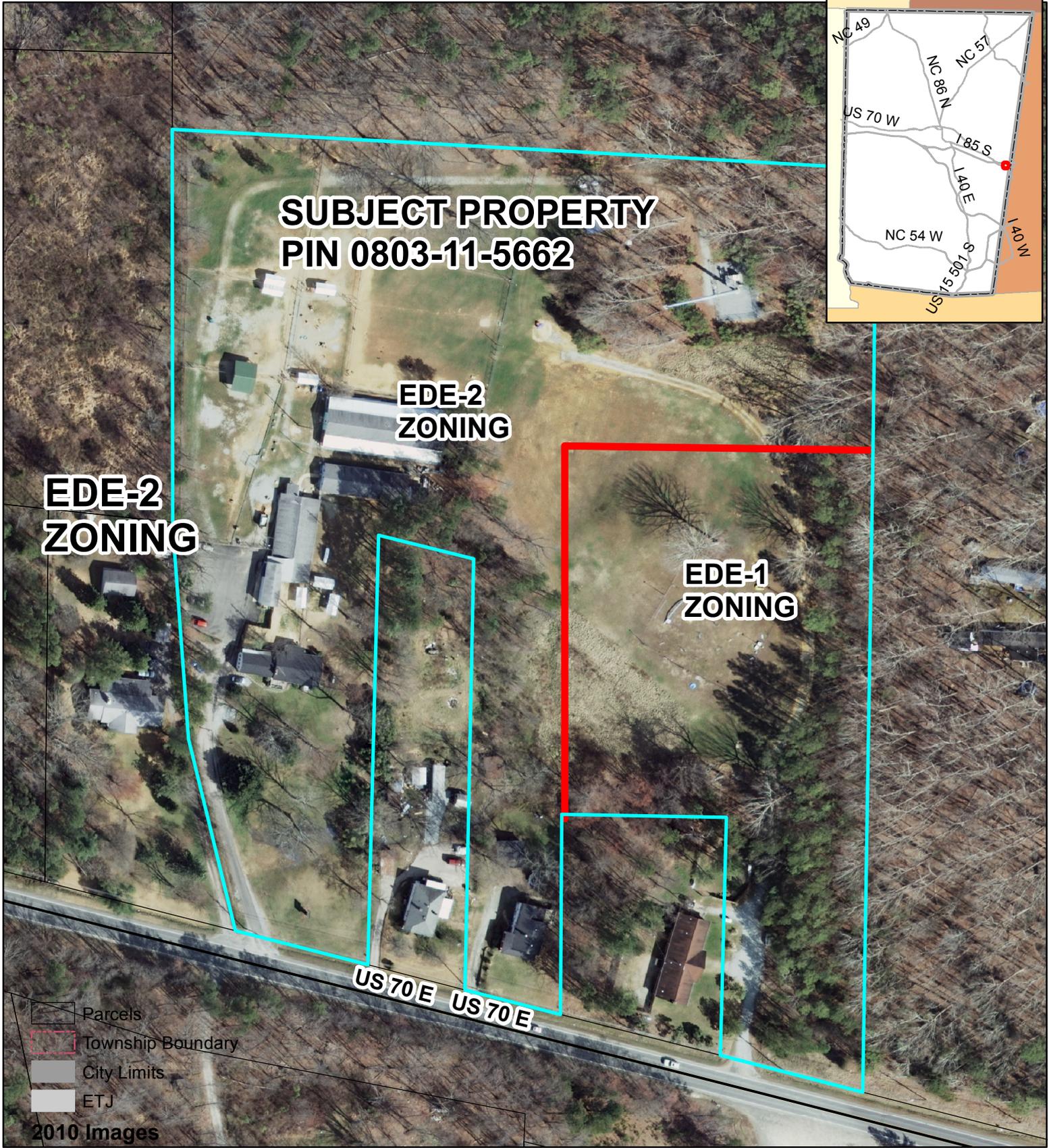
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1 inch = 400 feet

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Orange County Planning and Inspections Department  
01/10/2014

**VICINITY MAP - EASTERLIN  
REZONING REQUEST**



- Parcels
- Township Boundary
- City Limits
- ETJ

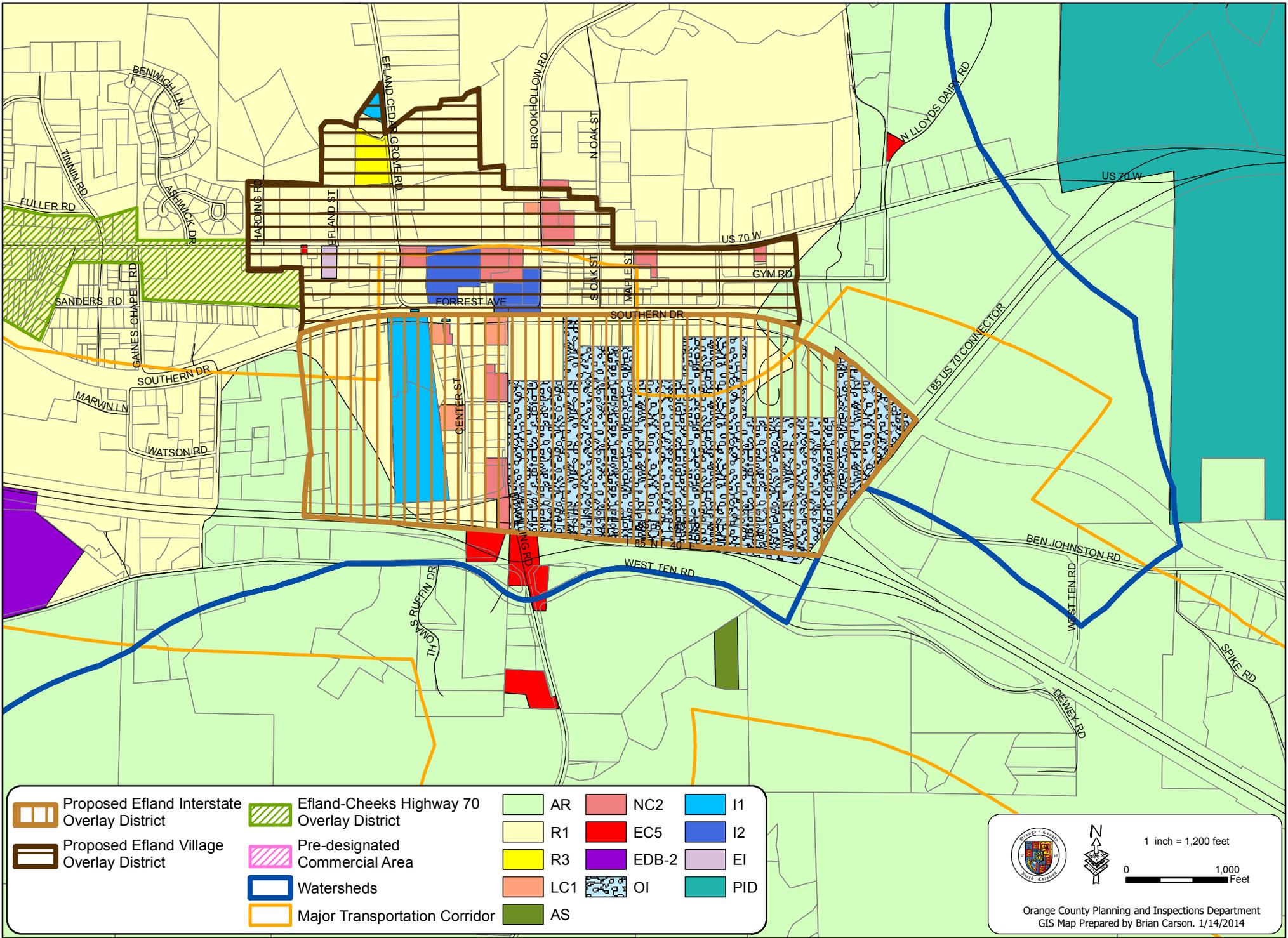
2010 Images

- RGB**
- Red: Band\_1
  - Green: Band\_2
  - Blue: Band\_3

1 inch = 130 feet

Orange County Planning and Inspections Department  
01/10/2014

# Proposed Zoning Overlay Districts



Orange County Planning and Inspections Department  
GIS Map Prepared by Brian Carson, 1/14/2014

**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT  
Meeting Date: February 4, 2014**

**Action Agenda  
Item No. 7-a**

**SUBJECT:** Triangle Transit Update on Implementation of the Orange County Bus and Rail Investment Plan

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**DEPARTMENT:** Planning and Inspections

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

No

**ATTACHMENT(S):**

**INFORMATION CONTACT:**

- 1) Update on Implementation of the Orange County Bus and Rail Improvement Plan Memo from Triangle Transit with Attachments 1(a)-1(g)

Michael Talbert, Orange County Manager, 919-245-2300  
David King, Triangle Transit General Manager, 919-485-7424

**PURPOSE:** To receive an update and provide feedback on Triangle Transit's annual report on the Orange County Bus and Rail Investment Plan (OCBRIP), a preview of Plan updates, and additional revenue from the one-half cent sales tax for transit.

**BACKGROUND:** The Orange County Bus and Rail Investment Plan (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.

Additional background documents such as the adopted OCPRIP can be found via the following link, listed under Transportation Documents:

<http://www.co.orange.nc.us/planning/transportation.asp>

Attachment 1 is a memo from David King, General Manager of Triangle Transit (TT), which outlines its report and associated attachments.

Due to time limitations and the need to complete and distribute the work session materials, Orange County Planning Staff did not review the attached materials prior to its distribution. In addition to TT staff and upon the discretion of the Board, Orange County Planning Staff will be available at the work session to provide its input or respond to questions.

**NEXT STEPS:**

The following items will be coming to the BOCC for its approval in the future:

- 1) OCBRIP updates for approval in accordance with the Implementation Agreement; and
- 2) Five-Year Bus Service Expansion Program (including upcoming expanded TT and Orange Public Transit service).

**FINANCIAL IMPACT:** Although this item does not have an immediate financial impact, the associated activity relates to the process to expend:

- Approximately \$6 Million per year of half-cent transit sales tax revenue;
- \$7 County vehicle registration fees;
- \$3 regional/TT vehicle registration fees (not yet implemented); and
- Existing regional/TT rental car tax revenues.

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

1. Receive the update; and
2. Provide feedback as appropriate.

## Attachment 1

**Memorandum**

**To: Michael Talbert, Interim Manager, Orange County**

**From: David King, General Manager, Triangle Transit**

**Date: January 23, 2014**

**Re: Update on Implementation of the Orange County Bus and Rail Improvement Plan**

We appreciate the opportunity to provide your Board with an update on implementation of the Orange County Transit Plan. We will report on the following issues:

- FY13 Annual Progress Report
- Draft Updates to the County Plan Financial Assumptions
- Status of Central and Rural Orange County Bus Service Expansion Program
- Hillsborough Train Station
- Durham-Orange Light Rail Transit Project

We've attached the following documents for your review:

1. Electronic version of an updated Orange County Transit Plan FY13 Annual Progress Report
2. Summary of Draft Updates to the Transit Plan Financial Assumptions
3. Graph of Forecasted Annual Closing Cash Balances
4. Tables Comparing 5-Year Bus Revenue Forecast to Adopted Plan
5. Table of Annual Revenues for Adopted Plan
6. Table of Annual Revenues with Updated Assumptions
7. Central and Rural Orange County Bus Service Expansion Program slides

We look forward to the work session next Tuesday.

# Chapel Hill Transit North Corridor Alternatives Analysis Study

Chapel Hill Transit North South Corridor Alternatives Analysis Study is the first step in the federal process that will allow CHT to compete for federal funds to build an enhanced transit service project within the corridor. The Alternatives Analysis will examine a variety of public transportation options and alignments and conclude with the identification of a Locally Preferred Alternative (LPA) for the corridor. The study will review the Columbia St./MLK Blvd transportation corridor. The study is scheduled to begin in October 2013. The anticipated study timeline is 15-18 months.

The study will expand on previous work to identify and evaluate multiple alignments for the corridor and a broad range of service delivery options in order to recommend an LPA that:

- improves accessibility, frequency, connectivity, reliability, capacity, speed, and convenience;
- improves the level of service and increases ridership to the UNC campus/hospital and provides a necessary connection to the new campus at Carolina North;
- provides access and connection to the proposed UNC Light Rail Station;
- provides more accessible, safe, and comfortable stations/stops with pedestrian connections to activity centers in the corridor;
- supports future development within the corridor and provides benefits to existing neighborhoods, including low income and minority populations; and
- generates wide public and stakeholder support and encourages partnerships among agencies, businesses and organizations in the corridor.

## Durham-Orange Light Rail Project:

Planning work continues on the proposed 17-mile Durham/Orange Light Rail Transit Project that would connect East Durham, through downtown Durham to Chapel Hill and UNC Hospital. Triangle Transit is working closely with area stakeholders and regional partners to identify and resolve issues as they work to complete an intensive environmental study of the proposed corridor. Work on the light rail has been funded by Triangle Transit's Major Transportation Investment Fund. Beginning in July 2013, additional work

on the project will be funded by the new revenue streams identified in the Transit Plan. Construction could begin by 2021 with operations underway in 2026.

## Hillsborough Amtrak Station:

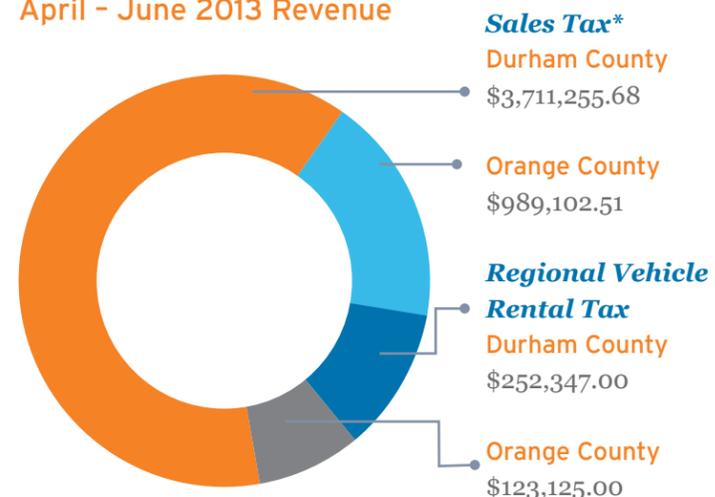
Additional work on the station awaits the result of rail corridor capacity analysis to be performed by Triangle Transit, North Carolina Railroad, and Norfolk Southern. Planning work should begin later this fall and is targeted to be completed within three to four months.

# Financial Summary

In November 2011 and November 2012, voters in Durham County and Orange County passed separate referenda that allowed each county to levy a 1/2-cent sales tax to fund the Durham and Orange County Bus and Rail Investment Plan (D-O Transit Plan). During the past fiscal year (July 2012 through June 2013), the new transit tax was in effect for three months from April 2013 through June 2013. The D-O Transit Plan is also funded through a portion of the current Regional Vehicle Rental Tax.

Triangle Transit anticipates receiving other new revenues for the D-O Transit Plan from additional funding sources including a \$7 County Vehicle Registration Tax, a \$3 Regional Vehicle Registration Tax increase, state and federal grants and customer fare payments.

## April - June 2013 Revenue



\* Readers should not assume that these values represent 1/4 of a full year's revenue. Month-to-month variability is high and April 2013 receipts were very low.

# ORANGE COUNTY

## Bus & Rail Investment Plan Progress Report

In the early summer of 2012 the Orange County Board of County Commissioners, Durham -- Chapel Hill -- Carrboro Metropolitan Planning Organization (DCHC MPO) and Triangle Transit Board of Trustees approved the Orange County Bus and Rail Investment Plan (Transit Plan). This progress report is meant to highlight some of the advancements made in the implementation of the Transit Plan over the course of Fiscal Year 2013\*

\*Fiscal Year 2013 is July 1, 2012 through June 30, 2013



# Goals of the Orange County Transit Plan

## The 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

## Strategies to accomplish these goals include:

1. New bus services locally, throughout the county, and across the region that:
  - Improve connectivity
  - Increase frequency in peak hours
  - Improve weekend, night services (off peak)
  - Enhance existing services
  - Maintain existing services
  - Maintain level of local funding at no less than the August 1, 2009 spending level;
2. An Amtrak Train Station in Town of Hillsborough
3. Enhanced bus service on MLK Blvd. in Chapel Hill
4. A 17 mile Light Rail connection from Chapel Hill to Durham.

All of the proposed transit improvements found in the Transit Plan require new revenue. The Orange County Board of County Commissioners authorized a referendum on a half-cent cent sales tax increase and an increase to the vehicle registration fee to help pay for these transit improvements. To the right are a series of milestones that have been achieved that help advance the implementation of the Transit Plan.

## Milestones

### June 2012

Orange County Board of County Commissioners authorize public referendum on half-cent sales tax increase to fund transit improvements

### October 2012

Approval of the Implementation Agreement

### November 2012

Citizens of Orange County vote in favor of a half-cent sales tax increase to support increased investment in transit

### December 2012

Orange County Commission authorize a seven dollar increase in vehicle registration fee and 1/2¢ sales tax to support increased investment in transit

### April 2013

One half-cent sales tax is implemented in Orange County

### July 2013

Seven dollar vehicle registration fee was implemented



## Accountability Orange County Annual Programming of Bus Service Expansions

Each December, Triangle Transit will communicate to Orange County and the Chapel Hill Transit Partners how much money will be available for bus service expansions in the upcoming year. If the amounts are not consistent with the adopted Plan, Triangle Transit will explain why. Then, Orange County, the Chapel Hill Transit Partners, and Triangle Transit will each identify which bus services from the Transit Plan will be paid for with the available money. Triangle Transit's Board of Trustees is responsible for making sure that the services funded with the 1/2-cent sales tax and the vehicle registration fees are consistent with State law, local agreements, and the County Plan.

Once reviewed and approved by Triangle Transit, the County and the Chapel Hill Transit Partners can budget for and implement the planned services.

## Next Steps Upcoming Bus Service Expansions

The following services will be implemented in the upcoming fiscal year (July 2013 through June 2014):

- More frequent weekday service between Streets at Southpoint park-and-ride and UNC-Chapel Hill on Triangle Transit Route 800 (August 2013)
- Later weekday service on Chapel Hill Transit routes CM, CW, D, F, and J (August 2013)
- Improved Saturday service on Chapel Hill Transit routes CM, CW, and JN (August 2013)

Orange County and Triangle Transit are also working cooperatively to refine a bus service expansion program for central and northern Orange County to meet growing needs for local and regional transit travel. This program of services is expected to be completed by December 2013. The schedule for service expansions will be determined through this process.

Over the upcoming five years, Chapel Hill Transit, Orange Public Transportation, and Triangle Transit will implement new or expanded bus services. Residents will also see new bus shelters, park-and-ride lots and sidewalk connections to bus stops.

## Comparison of Draft Financial Model Update Assumptions to Adopted Plans

	Adopted Plan	Draft Update
<u>Sales Tax</u>		
FY2014 in Orange	\$5,000,000	\$6,283,620
ST Growth Rate in Orange (FY15)	1.0%	3.0%
LT Growth Rate in Orange (FY16 and beyond)	3.6%	4.4%
FY2014 in Durham	\$18,956,000	\$21,730,640
ST Growth Rate in Durham (FY15)	1.5%	3.5%
LT Growth Rate in Durham (FY16 and beyond)	3.5%	4.6%
<u>\$7 Registration Fee</u>		
FY2015 in Orange	\$800,000*	\$784,488
Growth Rate in Orange	2.0%	2.0%
FY2015 in Durham	\$1,644,000	\$1,549,572
Growth Rate in Durham	2.0%	2.0%
<u>\$3 Registration Fee</u>		
FY2015 in Orange	\$350,000*	\$252,157**
Growth Rate in Orange	2.0%	2.0%
FY2015 in Durham	\$704,350	\$498,205**
Growth Rate in Durham	2.0%	2.0%
<u>%5 Rental Tax</u>		
FY2015 in Orange	\$600,000*	\$503,000
Growth Rate in Orange	4.0%	4.0%
FY2015 in Durham	\$1,081,000	\$1,030,000
Growth Rate in Durham	4.0%	4.0%
<u>Federal Participation</u>		
Section 5307	.5404 per vehicle revenue mile (grows 2.5% annually)	.5404 per vehicle revenue mile
Vehicle Purchases	80%	30%
Bus Capital Projects	80%	38%
MLK Busway	50%	50%
Hillsborough Train Station	80%	80%
D-O LRT	50%	50%
D-R Commuter Rail	50%	50%
<u>State Participation</u>		
SMAP	10% of new operating costs	7.5% of new operating costs
Vehicle Purchases	10%	5%
Bus Capital Projects	10%	8%
MLK Busway	25%	25%
Hillsborough Train Station	10%	10%
D-O LRT	25%	25%
D-R Commuter Rail	25%	25%
<u>Fare Recovery</u>		
Chapel Hill Transit	0%	0%
Orange Public Transportation	3.5%	3.5%
Triangle Transit - Orange	15%	15%
Triangle Transit - Durham	15%	15%
DATA	20%	15%
Durham County ACCESS	0%	0%
<u>FY13 Bus Operating Costs per Revenue Hour</u>		
Chapel Hill Transit	\$97	\$103
Orange Public Transportation	\$58	\$58
Triangle Transit - Orange	\$97	\$108
Triangle Transit - Durham	\$85***	\$108
DATA	\$85***	\$89
Durham County ACCESS	\$85***	\$53

\* Rounded values

\*\* Receipt of funds projected to begin on October 1, 2014 (3/4 of full fiscal year)

\*\*\* Durham Plan costs were for FY12 and were blended across three agencies.

Shaded cells show draft changes to assumptions from the adopted plans.

# Western Triangle Tax District Annual Cash Balance

Attachment 1(c)

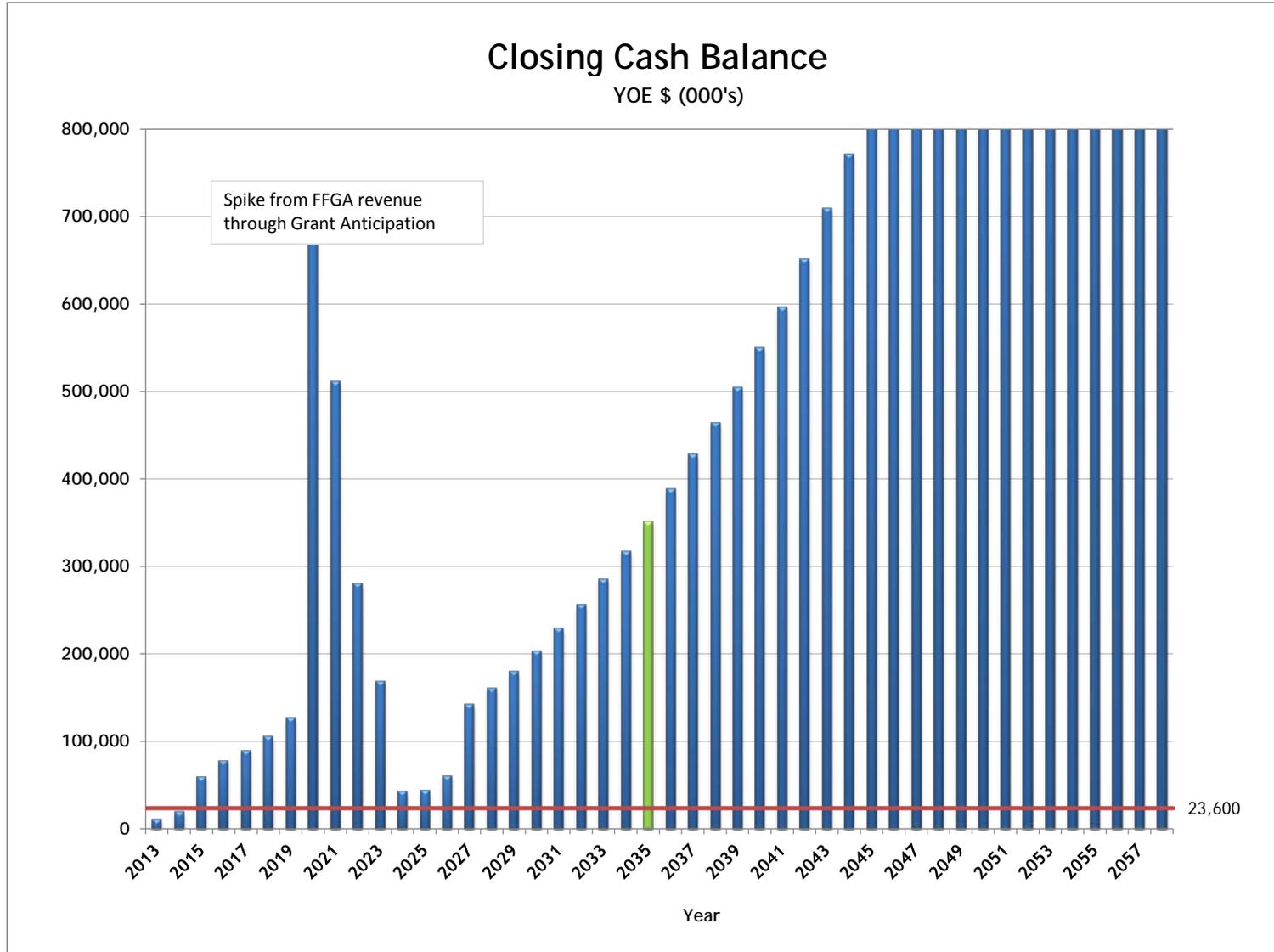
YOE (000's)

Orange  
Durham  
Western Triangle Tax District

	30 Jun 25	30 Jun 26	30 Jun 27	30 Jun 28	30 Jun 29	30 Jun 30	30 Jun 31	30 Jun 35
Orange	\$ (14,289)	\$ (16,045)	\$ (13,511)	\$ 2,663	\$ 3,324	\$ 5,027	\$ 8,124	\$ 11,534
Durham	\$ 57,251	\$ 59,515	\$ 74,176	\$ 139,603	\$ 157,244	\$ 174,475	\$ 195,037	\$ 217,119
Western Triangle Tax District	\$ 42,962	\$ 43,470	\$ 60,665	\$ 142,267	\$ 160,568	\$ 179,502	\$ 203,160	\$ 228,653

## Closing Cash Balance

YOE \$ (000's)



Updated 5-Year Bus Revenue Forecast Compared to Adopted Plan

Attachment 1(d)

**Bus Operations - Updated 5-Year Forecast**  
(Dollars shown in \$1000's)

Orange		FY14	FY15	FY16	FY17	FY18	FY19	Total
<b>Total Hours - Orange County</b>		7,685	20,292	30,199	34,568	35,301	35,601	163,645
Total Cost		\$ 736	\$ 1,884	\$ 2,904	\$ 3,509	\$ 3,650	\$ 3,788	\$ 16,471
Federal Share	2.3%	\$ -	\$ -	\$ 35	\$ 70	\$ 114	\$ 160	\$ 379
State Share	5.1%	\$ -	\$ 44	\$ 125	\$ 194	\$ 235	\$ 245	\$ 844
Local Share	81.8%	\$ 736	\$ 1,758	\$ 2,622	\$ 3,101	\$ 3,154	\$ 3,233	\$ 13,466
Farebox	3.9%	\$ -	\$ 82	\$ 122	\$ 144	\$ 146	\$ 150	\$ 644
<b>TTA OBRIP New Hours (FY14 \$108/hr)</b>		1,102	4,603	6,961	7,926	8,224	8,306	37,121
Total Cost		\$ 119	\$ 513	\$ 799	\$ 967	\$ 1,004	\$ 1,045	\$ 4,446
Federal Share		\$ -	\$ -	\$ 10	\$ 19	\$ 31	\$ 44	\$ 104
State Share	7.5%	\$ -	\$ 9	\$ 38	\$ 60	\$ 73	\$ 75	\$ 255
Local Share		\$ 119	\$ 422	\$ 629	\$ 744	\$ 754	\$ 776	\$ 3,444
Farebox	15.0%	\$ -	\$ 82	\$ 122	\$ 144	\$ 146	\$ 150	\$ 644
<b>CHT OBRIP New Hours (FY14 \$103/hr)</b>		4,575	10,929	16,355	19,219	19,457	19,625	90,160
Total Cost		\$ 471	\$ 1,161	\$ 1,791	\$ 2,169	\$ 2,264	\$ 2,355	\$ 10,211
Federal Share		\$ -	\$ -	\$ 25	\$ 51	\$ 83	\$ 116	\$ 275
State Share	7.5%	\$ -	\$ 35	\$ 87	\$ 134	\$ 163	\$ 170	\$ 589
Local Share		\$ 471	\$ 1,125	\$ 1,678	\$ 1,984	\$ 2,019	\$ 2,069	\$ 9,347
Farebox	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>OPT OBRIP New Hours (FY14 \$44/hr)</b>		2,008	4,759	6,883	7,424	7,620	7,670	36,364
Total Cost		\$ 88	\$ 211	\$ 315	\$ 372	\$ 382	\$ 388	\$ 1,756
Federal Share		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Share		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Share	100.0%	\$ 88	\$ 211	\$ 315	\$ 372	\$ 382	\$ 388	\$ 1,756
Farebox	0.0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**Bus Capital - Bus Acquisitions - Updated Assumptions**

Orange		FY14	FY15	FY16	FY17	FY18	FY19	Total
<b>TTA Bus Acquisitions (2 buses)</b>		0.00	458.45	0.00	487.31	0.00	0.00	945.76
Federal Share	30.0%	0.00	137.54	0.00	146.19	0.00	0.00	283.73
State Share	5.0%	0.00	22.92	0.00	24.37	0.00	0.00	47.29
Local Share	65.0%	0.00	297.99	0.00	316.75	0.00	0.00	614.75
<b>CHT Bus Acquisitions (8 buses)</b>		0.00	0.00	1,417.99	1,461.94	1,004.84	0.00	3,884.77
Federal Share	30.0%	0.00	0.00	425.40	438.58	301.45	0.00	1,165.43
State Share	5.0%	0.00	0.00	70.90	73.10	50.24	0.00	194.24
Local Share	65.0%	0.00	0.00	921.69	950.26	653.15	0.00	2,525.10
<b>OPT Bus Acquisitions (2 buses)</b>		0.00	150.41	0.00	0.00	164.84	0.00	315.25
Federal Share	30.0%	0.00	45.12	0.00	0.00	49.45	0.00	94.58
State Share	5.0%	0.00	7.52	0.00	0.00	8.24	0.00	15.76
Local Share	65.0%	0.00	97.77	0.00	0.00	107.15	0.00	204.91
<b>Totals - Orange County</b>		0.00	608.86	1,417.99	1,949.26	1,169.68	0.00	5,145.79
Total Federal Share	30.0%	0.00	182.66	425.40	584.78	350.90	0.00	1,543.74
Total State Share	5.0%	0.00	30.44	70.90	97.46	58.48	0.00	257.29
Total Local Share	65.0%	0.00	395.76	921.69	1,267.02	760.29	0.00	3,344.76

**Bus Capital - Facilities - Updated Assumptions**

Orange		FY14	FY15	FY16	FY17	FY18	FY19	Total
<b>Total Cost</b>		25.00	950.05	1,541.75	2,467.95	2,222.24	0.00	7,206.99
Federal Share Bus Facility	38.0%	0.00	361.02	585.86	937.82	844.45	0.00	2,729.16
State Share Bus Facility	8.0%	0.00	76.00	123.34	197.44	177.78	0.00	574.56
Local Share Bus Facility	54.0%	25.00	513.03	832.54	1,332.69	1,200.01	0.00	3,903.27

**Bus Operations - Adopted Plan**  
(Dollars shown in \$1000's)

Orange		2014	2015	2016	2017	2018	2019	Total
<b>Total Hours - Orange County</b>		15,750	24,750	34,650	34,650	34,650	34,650	179,100
Total Cost		\$ 1,608	\$ 2,565	\$ 3,702	\$ 3,817	\$ 3,935	\$ 4,057	\$ 19,684
Federal Share	8.9%	\$ 143	\$ 228	\$ 329	\$ 340	\$ 350	\$ 361	\$ 1,752
State Share	10.0%	\$ 161	\$ 257	\$ 370	\$ 382	\$ 394	\$ 406	\$ 1,968
Local Share	77.6%	\$ 1,248	\$ 1,990	\$ 2,873	\$ 2,962	\$ 3,054	\$ 3,148	\$ 15,275
Farebox	3.5%	\$ 56	\$ 90	\$ 130	\$ 134	\$ 138	\$ 142	\$ 689
<b>TTA OBRIP New Hours</b>		1,607	3,240	5,320	7,450	7,450	7,450	32,517
Total Cost		\$ 386	\$ 616	\$ 888	\$ 916	\$ 944	\$ 974	\$ 4,724
Federal Share	8.9%	\$ 34	\$ 55	\$ 79	\$ 82	\$ 84	\$ 87	\$ 420
State Share	10.0%	\$ 39	\$ 62	\$ 89	\$ 92	\$ 94	\$ 97	\$ 434
Local Share	77.6%	\$ 299	\$ 478	\$ 689	\$ 711	\$ 733	\$ 756	\$ 3,666
Farebox	3.5%	\$ 14	\$ 22	\$ 31	\$ 32	\$ 33	\$ 34	\$ 165
<b>CHT OBRIP New Hours</b>		4,786	8,890	14,600	20,440	20,440	20,440	89,596
Total Cost		\$ 1,029	\$ 1,642	\$ 2,369	\$ 2,443	\$ 2,518	\$ 2,596	\$ 12,598
Federal Share	8.9%	\$ 92	\$ 146	\$ 211	\$ 217	\$ 224	\$ 231	\$ 1,121
State Share	10.0%	\$ 103	\$ 164	\$ 237	\$ 244	\$ 252	\$ 260	\$ 1,260
Local Share	77.6%	\$ 799	\$ 1,274	\$ 1,839	\$ 1,896	\$ 1,954	\$ 2,015	\$ 9,776
Farebox	3.5%	\$ 36	\$ 57	\$ 83	\$ 86	\$ 88	\$ 91	\$ 441
<b>OPT OBRIP New Hours</b>		1,501	2,940	4,830	6,760	6,760	6,760	29,551
Total Cost		\$ 193	\$ 308	\$ 444	\$ 458	\$ 472	\$ 487	\$ 2,362
Federal Share	8.9%	\$ 17	\$ 27	\$ 40	\$ 41	\$ 42	\$ 43	\$ 210
State Share	10.0%	\$ 19	\$ 31	\$ 44	\$ 46	\$ 47	\$ 49	\$ 217
Local Share	77.6%	\$ 150	\$ 239	\$ 345	\$ 355	\$ 366	\$ 378	\$ 1,833
Farebox	3.5%	\$ 7	\$ 11	\$ 16	\$ 16	\$ 17	\$ 17	\$ 83

**Bus Capital - Bus Acquisitions - Plan**

Orange		2013	2014	2015	2016	2017	2018	Total
<b>Total</b>		1,606.00	1,222.00	1,654.00	1,876.00	0.00	0.00	6,358.00
Federal Share	80.0%	1,284.80	977.60	1,323.20	1,500.80	0.00	0.00	5,086.40
State Share	10.0%	160.60	122.20	165.40	187.60	0.00	0.00	635.80
Local Share	10.0%	160.60	122.20	165.40	187.60	0.00	0.00	635.80

**Bus Capital - Facilities - Plan**

Orange		2013	2014	2015	2016	2017	2018	Total
<b>Total</b>		656.00	2,664.00	3,379.00	0.00	0.00	0.00	6,699.00
Federal Share	80.0%	524.80	2,131.20	2,703.20	0.00	0.00	0.00	5,359.20
State Share	10.0%	65.60	266.40	337.90	0.00	0.00	0.00	669.90
Local Share	10.0%	65.60	266.40	337.90	0.00	0.00	0.00	669.90

Attachment 1(e)

Orange County Plan Revenues

Total Orange County Revenues by Year (\$YOE millions)

Year	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
1/2-Cent Sales Tax*	\$ 3.9	\$ 5.0	\$ 5.0	\$ 5.2	\$ 5.4	\$ 5.6	\$ 5.8	\$ 6.0	\$ 6.2	\$ 6.5	\$ 6.7	\$ 6.9
\$7 Vehicle Registration Fee*	\$ 0.6	\$ 0.8	\$ 0.8	\$ 0.8	\$ 0.9	\$ 0.9	\$ 0.9	\$ 0.9	\$ 0.9	\$ 0.9	\$ 1.0	\$ 1.0
\$3 Vehicle Registration Fee*	\$ 0.3	\$ 0.3	\$ 0.4	\$ 0.4	\$ 0.4	\$ 0.4	\$ 0.4	\$ 0.4	\$ 0.4	\$ 0.4	\$ 0.4	\$ 0.4
Car Rental Tax (existing)	\$ 0.6	\$ 0.6	\$ 0.6	\$ 0.7	\$ 0.7	\$ 0.7	\$ 0.7	\$ 0.8	\$ 0.8	\$ 0.8	\$ 0.9	\$ 0.9
FTA Formula Funds	\$ 2.3	\$ 2.4	\$ 2.4	\$ 2.5	\$ 2.6	\$ 2.6	\$ 2.7	\$ 2.8	\$ 2.8	\$ 2.9	\$ 3.0	\$ 3.0
Federal Projects Share	\$ 4.5	\$ 8.0	\$ 12.2	\$ 7.0	\$ 5.7	\$ 4.6	\$ 8.4	\$ 14.3	\$ 15.6	\$ 34.5	\$ 60.4	\$ 48.4
State Projects Share	\$ 1.4	\$ 1.9	\$ 3.5	\$ 3.3	\$ 3.2	\$ 2.7	\$ 4.6	\$ 7.6	\$ 8.2	\$ 17.7	\$ 30.7	\$ 24.7
Fares	\$ 0.0	\$ 0.1	\$ 0.1	\$ 0.1	\$ 0.1	\$ 0.1	\$ 0.1	\$ 0.1	\$ 0.2	\$ 0.2	\$ 0.2	\$ 0.2
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5.8	\$ 17.6
<b>Total Revenue By Year</b>	<b>\$ 14.4</b>	<b>\$ 20.2</b>	<b>\$ 26.2</b>	<b>\$ 21.1</b>	<b>\$ 20.2</b>	<b>\$ 18.9</b>	<b>\$ 24.9</b>	<b>\$ 34.1</b>	<b>\$ 36.5</b>	<b>\$ 65.2</b>	<b>\$ 110.4</b>	<b>\$ 104.5</b>

Year	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	TOTAL
1/2-Cent Sales Tax	\$ 7.2	\$ 7.4	\$ 7.7	\$ 8.0	\$ 8.3	\$ 8.6	\$ 8.9	\$ 9.2	\$ 9.5	\$ 9.9	\$ 10.2	\$ 162.9
\$7 Vehicle Registration Fee	\$ 1.0	\$ 1.0	\$ 1.0	\$ 1.1	\$ 1.1	\$ 1.1	\$ 1.1	\$ 1.1	\$ 1.2	\$ 1.2	\$ 1.2	\$ 22.5
\$3 Vehicle Registration Fee	\$ 0.4	\$ 0.4	\$ 0.4	\$ 0.5	\$ 0.5	\$ 0.5	\$ 0.5	\$ 0.5	\$ 0.5	\$ 0.5	\$ 0.5	\$ 9.7
Car Rental Tax (existing)	\$ 0.9	\$ 1.0	\$ 1.0	\$ 1.0	\$ 1.1	\$ 1.1	\$ 1.2	\$ 1.2	\$ 1.3	\$ 1.3	\$ 1.4	\$ 21.3
FTA Formula Funds	\$ 3.1	\$ 3.2	\$ 3.3	\$ 3.4	\$ 3.4	\$ 3.5	\$ 3.6	\$ 3.7	\$ 3.8	\$ 3.9	\$ 4.0	\$ 70.9
Federal Projects Share	\$ 17.3	\$ 1.4	\$ 1.9	\$ 2.2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1.7	\$ 247.9
State Projects Share	\$ 8.5	\$ 1.2	\$ 1.3	\$ 1.4	\$ 1.1	\$ 1.1	\$ 1.2	\$ 1.2	\$ 1.3	\$ 1.3	\$ 1.7	\$ 130.6
Fares	\$ 0.2	\$ 1.2	\$ 1.2	\$ 1.3	\$ 1.3	\$ 1.4	\$ 1.4	\$ 1.4	\$ 1.5	\$ 1.5	\$ 1.6	\$ 15.6
Bond Proceeds	\$ 1.2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24.5
<b>Total Revenue By Year</b>	<b>\$ 41.2</b>	<b>\$ 18.3</b>	<b>\$ 19.4</b>	<b>\$ 20.2</b>	<b>\$ 18.3</b>	<b>\$ 18.9</b>	<b>\$ 19.5</b>	<b>\$ 20.1</b>	<b>\$ 20.7</b>	<b>\$ 21.3</b>	<b>\$ 24.1</b>	<b>\$ 706.0</b>

Total Orange County Transit Plan \$YOE Revenue to Year 2035

\$ 706,000,000

\*Revenue in first year is 75% of full value because revenue source is anticipated to be active on 4/1/2013, not 1/1/2013

## Attachment 1(f)

## Orange County Plan Revenues - Updated Forecast

## Total Orange County Revenues by Year (\$YOE thousands)

Year	2013 *	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
1/2-Cent Sales Tax	\$ 989	\$ 6,284	\$ 6,472	\$ 6,757	\$ 7,054	\$ 7,365	\$ 7,689	\$ 8,027	\$ 8,380	\$ 8,749	\$ 9,134	\$ 9,536
\$7 Vehicle Registration Fee	\$ -	\$ 577	\$ 784	\$ 800	\$ 816	\$ 833	\$ 849	\$ 866	\$ 883	\$ 901	\$ 919	\$ 938
\$3 Vehicle Registration Fee	\$ -	\$ -	\$ 252	\$ 343	\$ 350	\$ 357	\$ 364	\$ 371	\$ 379	\$ 386	\$ 394	\$ 402
Car Rental Tax (existing)	\$ 123	\$ 484	\$ 503	\$ 523	\$ 544	\$ 566	\$ 589	\$ 612	\$ 637	\$ 662	\$ 689	\$ 716
FTA Formula Funds	\$ -	\$ -	\$ -	\$ 37	\$ 99	\$ 144	\$ 168	\$ 168	\$ 167	\$ 167	\$ 166	\$ 166
Federal Projects Share **	\$ -	\$ 582	\$ 1,748	\$ 8,608	\$ 6,647	\$ 8,690	\$ 6,803	\$ 5,869	\$ 16,120	\$ 22,950	\$ 22,950	\$ 22,950
State Projects Share **	\$ -	\$ 1,165	\$ 1,375	\$ 1,072	\$ 1,942	\$ 3,647	\$ 3,402	\$ 2,934	\$ 8,415	\$ 17,166	\$ 21,832	\$ 15,477
Fares	\$ -	\$ 30	\$ 80	\$ 121	\$ 146	\$ 150	\$ 155	\$ 159	\$ 164	\$ 170	\$ 175	\$ 180
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 126,523	\$ -	\$ -	\$ 8,161
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,161
GAN Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 126,523	\$ -	\$ -	\$ -
<b>Total Revenue By Year</b>	<b>\$ 1,112</b>	<b>\$ 9,121</b>	<b>\$ 11,215</b>	<b>\$ 18,262</b>	<b>\$ 17,598</b>	<b>\$ 21,751</b>	<b>\$ 20,018</b>	<b>\$ 19,007</b>	<b>\$ 161,669</b>	<b>\$ 51,150</b>	<b>\$ 56,258</b>	<b>\$ 58,525</b>

Year	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Total
1/2-Cent Sales Tax	\$ 9,955	\$ 10,393	\$ 10,851	\$ 11,328	\$ 11,826	\$ 12,347	\$ 12,890	\$ 13,457	\$ 14,049	\$ 14,668	\$ 15,313	\$ 223,512
\$7 Vehicle Registration Fee	\$ 956	\$ 975	\$ 995	\$ 1,015	\$ 1,035	\$ 1,056	\$ 1,077	\$ 1,098	\$ 1,120	\$ 1,143	\$ 1,166	\$ 20,804
\$3 Vehicle Registration Fee	\$ 410	\$ 418	\$ 426	\$ 435	\$ 444	\$ 452	\$ 462	\$ 471	\$ 480	\$ 490	\$ 500	\$ 8,585
Car Rental Tax (existing)	\$ 745	\$ 775	\$ 805	\$ 838	\$ 871	\$ 906	\$ 942	\$ 980	\$ 1,019	\$ 1,060	\$ 1,102	\$ 16,691
FTA Formula Funds	\$ 165	\$ 2,388	\$ 2,456	\$ 2,787	\$ 2,860	\$ 2,935	\$ 3,012	\$ 3,092	\$ 3,174	\$ 3,259	\$ 3,347	\$ 30,755
Federal Projects Share **	\$ 22,950	\$ 22,950	\$ 23,213	\$ 22,550	\$ 844	\$ 506	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 216,931
State Projects Share **	\$ 21,014	\$ 2,642	\$ 791	\$ 687	\$ 141	\$ 84	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 103,787
Fares	\$ 186	\$ 2,178	\$ 2,246	\$ 2,315	\$ 2,387	\$ 2,461	\$ 2,537	\$ 2,616	\$ 2,697	\$ 2,781	\$ 2,867	\$ 26,801
Bond Proceeds	\$ 21,627	\$ 428	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 156,739
Bond Proceeds	\$ 21,627	\$ 428	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,216
GAN Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 126,523
<b>Total Revenue By Year</b>	<b>\$ 78,008</b>	<b>\$ 43,148</b>	<b>\$ 41,784</b>	<b>\$ 41,954</b>	<b>\$ 20,407</b>	<b>\$ 20,747</b>	<b>\$ 20,920</b>	<b>\$ 21,714</b>	<b>\$ 22,541</b>	<b>\$ 23,400</b>	<b>\$ 24,294</b>	<b>\$ 804,603</b>

\* FY13 actuals : April - June, 2013

\*\* From bus capital, rail capital (including Hillsborough train station), and bus acquisitions and replacements

Version: 1/24/2014

# What is the Central and Rural Orange County Bus Service Expansion Program?

1

- Joint five-year program between Orange County and Triangle Transit
- Year-by-year list of bus operating and capital projects for services provided by Orange County (OPT) and Triangle Transit to areas outside of Chapel Hill/Carrboro
- Bus program will be referenced in updated Orange County Transit Plan (Spring 2014)

# Public Involvement

2

- Held four joint County/TTA public outreach meetings in Hillsborough, Cedar Grove, Efland, and Mebane
  - ▣ 83 attendees total
- Received 230 surveys at public meetings, on board buses, and online
- Conducted survey of Duke employees who live in Orange/Alamance Counties
- Met with various stakeholders:
  - ▣ OUTBoard
  - ▣ Department on Aging
  - ▣ Department of Social Services

# Bus Services and Projects

3

- Continued funding of Hillsborough Circulator
- New OPT services and bus stop improvements
- New Triangle Transit service connecting western Orange County, Hillsborough and Durham
  - Narrowing short and long term options for a Park-and-Ride facility along US-70 in Hillsborough
  - Still determining potential stop location(s) in western Orange County/eastern Alamance County
  - Potential funding/service coordination opportunities with PART and Burlington-Graham MPO

# Timeline

4

- February:* Completion of draft Five-Year Bus Service Expansion Program
- March:* Presentation of draft Program to BOCC, TTA Board, and Hillsborough Town Council
- April:* Requested approval or endorsement of final Program by BOCC and TTA Board
- Fall 2014:* Earliest implementation of services

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

**Action Agenda  
Item No.** 7-b

**SUBJECT:** Scheduling Public Hearings - Proposed Unincorporated County Recycling Service District

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**DEPARTMENT:** Solid Waste Management

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

No
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**ATTACHMENT(S):**

- 1) Rural Curbside Recycling Impacts of Four Recycling Options
- 2) Summary of Funding Alternatives for Rural Curbside Recycling Services
- 3) Draft Rural Tax District Public Hearing Letter and Draft Notice of Public Hearing with Map

**INFORMATION CONTACT:**

Michael Talbert, 919-245-2308  
John Roberts, 919-245-2318  
Gayle Wilson, 919-968-2885

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**PURPOSE:** To suggest dates and locations for two public hearings on the proposed Recycling Service District for unincorporated Orange County and provide a summary of possible financing alternatives for rural area recycling.

**BACKGROUND:** At the January 23, 2014 regular meeting, the BOCC directed the County Manager to return at the February 4 meeting with suggestions for public hearing dates, times and locations. The BOCC agreed that there would be two public hearings - one in the southern part of the County and one in the Town of Hillsborough area. A public hearing is required by statute.

The proposed hearings are recommended as follows:

**March 18, 2014 – 6:00PM – Southern Human Services Center, Chapel Hill**

**April 1, 2014 – 6:00PM – Department of Social Services, Hillsborough**

Additionally, upon the BOCC establishing the public hearings, staff has been directed to proceed with mailing the statutorily required notices of the public hearings to the owners of property located in the proposed district by February 14, 2014 and to complete and file the required District Report (including a map of the proposed district) in the office of the Clerk to the Board by February 14, 2014.

As part of both public hearings, the Board will also take comments regarding consideration of: the elimination of rural curbside recycling; a subscription service for rural curbside recycling; and supporting rural curbside recycling with the County's General Fund revenues.

At the January 23 Board meeting, the BOCC also suggested that four funding alternatives for Rural Curbside Recycling be considered (including the Solid Waste Service District). These alternatives are outlined in an attachment.

**FINANCIAL IMPACT:** The financial impact for first class mailing and printing of notices for the public hearings is estimated at \$13,000.

**RECOMMENDATION(S):** The Manager recommends that the Board establish public hearings as follows:

**Public Hearing #1**

Date: **March 18, 2014**

Time: **6:00 PM**

Location: **Southern Human Services  
Center, Chapel Hill**

**Public Hearing #2**

Date: **April 1, 2014**

Time: **6:00PM**

Location: **OC Department of Social Services,  
Hillsborough**

The Manager further recommends that the Board direct staff as to which Recycling options staff should include within the Public Hearing advertisement.

## Rural Curbside Recycling Impacts of Four Recycling Options

### 1. *Eliminate Rural Curbside Recycling Services and rely on convenience centers for all rural recycling:*

#### **County Impacts:**

Will increase recycling volume at existing Solid Waste Convenience Centers and possibly require new or expanded Solid Waste Convenience Center sites.

#### **Financial Impact:**

New or expanded Solid Waste Convenience Center sites;

Cost of a new Solid Waste Convenience Center (based on Walnut Grove Church Road without the cost of land)	\$1,350,000
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Estimated Annual Operating Costs of a new Solid Waste Convenience Center	\$ 300,000
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### 2. *Subscription Service for the existing Rural Curbside Recycling (Opt-In or Opt-out)*

#### **County Impacts:**

A Subscription Service would take six months to implement and likely decrease recycling volumes in the County.

#### **Financial Impact:**

Rural Curbside recycling fees would be established by the Board based on the number of customers that request the rural services.

Estimated Annual Costs (based on a 13,700 existing customer base)	\$ 630,000
--	------------

If 60 % of the 13,700 existing customers billed the 3R fee in fiscal 2012/2013 (8220 customers), request recycling services, the Annual household fee is estimated to be:	\$ 76.64
---	----------

*3. Establishment of a Rural Solid Waste Service District for the existing rural Curbside Recycling Program*

**County Impacts:**

Existing Rural Curbside program would remain in place with the potential to expand the recycling services and maximize operational efficiencies.

**Financial Impact:**

Rural Curbside recycling district tax rate would be established by the Board based size of the proposed district.

Estimated Annual Costs (based on a 13,700 existing customer base)	\$ 630,000
--	------------

A property tax rate of 1.5 cents per \$100 of assessed value in the tax district is estimated to provide revenues of \$630,000 annually

*4. General Fund Support for:*

*a. Rural Curbside Recycling for the 13,700 existing customers.*

**County & Towns Impacts:**

Funding from the General Fund would reverse the Board's policy that made Solid Waste and Recycling Services self- supporting. Existing Rural Curbside program would remain in place funded by the County's property tax, which would be paid by all County residents, not just by the residents receiving rural curbside recycling services. Town residents and County residents not receiving services would supplement rural curbside recycling.

**Financial Impact:**

General Fund property tax revenues would be appropriated by the Board based on the size and scope of the rural curbside recycling program.

Estimated Annual Costs (based on a 13,700 existing customer base)	\$ 630,000
--	------------

A property tax rate of .4 cents per \$100 of would generate revenues of \$630,000 annually

*b. Existing Urban, Rural Curbside, and Multifamily Recycling Programs*

**County & Town Impacts:**

Funding from the General Fund would reverse the Board's policy that made Solid Waste and Recycling Services self-supporting. Existing Urban, Rural Curbside, and Multifamily programs would remain in place funded by the County's property tax, which would be paid by all County residents, not just by the residents receiving rural curbside recycling services. An Urban recycling fee would no longer be levied by the Towns and the property tax would generate revenues to fund the programs.

**Financial Impact:**

General Fund property tax revenues would be appropriated by the Board based on the size and scope of Urban, Rural Curbside, and Multifamily programs.

A property tax rate of between 1.4 and 2.0 cents per \$100 of assessed value is estimated to provide revenues necessary to fund Urban, Rural Curbside, and Multifamily programs. Detail service delivery and pricing estimates will be needed to be completed to confirm the estimated costs of services.

## Summary of Funding Alternatives for Rural Curbside Recycling Services

- Eliminate the Rural Curbside Recycling Service and Rely on Solid Waste Convenience Centers for all Rural Recycling

This option would require all residents in the unincorporated area of the county to utilize a solid waste convenience center for recycling. It would likely necessitate the siting of new neighborhood style convenience centers (at least three new ones) and expansion of current centers to manage larger quantities of recyclable materials than current capacity provides. No cost analysis is available for this option, but additional capital and ongoing operational costs could be substantial.

- Pros
  - Many rural residents that recycle currently utilize five existing centers.
  - Eliminates expenditures for curbside services in unincorporated area of County, including need for service district or subscription service.
- Cons
  - Centers would have to be expanded and new center siting considered to manage entire unincorporated County quantity of materials.
  - Expenditures for new centers, acquisition or leasing of property and expansion of existing centers.
  - Collection savings offset some by necessity to provide additional servicing of materials at centers.
  - Significant public opposition to siting new centers can be expected.
  - Lack of recycling convenience would almost certainly reduce participation in recycling and lower quantity of recovered recyclables.
  - Counties that rely exclusively on convenience centers for recycling don't have as successful waste reduction programs as those that also provide curbside service.
  - It would take time to plan and implement new centers.
  - Traffic at existing centers could increase and cause delays; if PAYT was to be implemented in the future, additional delays would be experienced.
- Subscription Service for the Existing Curbside Recycling Service (Opt-In and Pay requirement)

This option would provide county delivered curbside recycling service to the unincorporated portions (within a specific area or county-wide) of the County. No cost analysis has been conducted for this option.

- Pros
  - Would eliminate those who do not choose to utilize the curbside recycling service from paying for the service and the cost of carts for those residences.
  - Resident chooses whether to participate in recycling service or not; equitable.
- Cons
  - Subscription revenue would be difficult to estimate and would likely not provide stable and predictable funding; may require general fund subsidy.

- Stand-alone subscription services historically do not advance recycling and instead is likely to create a set-back in recycling participation/recovered materials as considerably fewer residents will be expected to participate.
  - Would almost certainly make meeting the locally adopted 61% waste reduction goal significantly more challenging.
  - Would require the establishment of a billing and tracking system within the department and potentially related additional resources; would need to encourage subscribers (market to increase participants) and ensure payment.
  - Allows residents to forgo responsibility for waste reduction in rural areas.
  - May require extra fee for special elderly/disabled residents.
  - It would take about six months to plan and implement subscription services.
  - Efficiency of routing to be examined vis-à-vis cost of service to be provided. (cost to serve sporadic population may be too high for those who want service); as cost for service increases participation (and revenue) will decrease causing further service cost increases.
- Establishment of a Rural Solid waste Service District (as presented at January 23, 2014 Board meeting)

This option would establish a rural solid waste service tax district that would provide universal bi-weekly curbside recycling services (with roll carts) within the district. It is estimated that the rate for this option would be approximately 1.5 cents per \$100 assessed value to provide revenue of about \$630,000.

- Pros
    - Service cost for property valued at \$250,000 is approximately \$37.50/household, which compares favorably with previous rural recycling fee of \$38/household.
    - All residents within district would be eligible for the service.
    - Universal service would be expected to result in high level of participation, especially when coupled with distribution of roll carts.
    - Very efficient service relative to cost per household; good financial economy of scale.
    - Allows participation of elderly/disabled through special collection service
    - May reduce trips to convenience centers and the associated negative environmental impacts.
    - Stable and predictable funding.
    - District can be expanded in the future.
  - Cons
    - Requires residents to pay who do not recycle or recycle through other means.
    - Requires a detailed process to establish service district.
    - Likely opposition to any new tax regardless of the service provided.
- General Fund Supported Program
    - a) This option would provide rural curbside recycling for the 13,700 existing customers. Cost to provide services in the current service area, expanded to the area proposed for the service district option, would be about \$630,000. Property tax rate would be

approximately 0.4 cents per \$100 assessed value to all taxable real property in the County to provide revenue of about \$630,000.

- Pros
    - Most easily understood, explained and administered funding option.
    - Stable, flexible and predictable source of funding.
    - Entire unincorporated area could be phased in over a relatively short period of time.
  - Cons
    - Inequitable for municipal tax payers who would pay for municipal curbside service through a fee restricted to municipalities, but who would also contribute to general fund to pay for rural curbside recycling service.
    - Contrary to historical enterprise fund approach to funding many solid waste services.
- b) This option would provide general fund financing for urban curbside, rural curbside and multi-family recycling (residential) services county-wide (both municipal and unincorporated services). No cost analysis has been conducted on providing this multi-jurisdictional service; however cost estimates have been performed for multi-family, urban curbside and rural curbside excluding only the portion of the unincorporated area not included within the previously proposed solid waste service district. Therefore, we extrapolate that these services (including county-wide rural curbside recycling) could be provided for \$3.2 million dollars or 2 cents per 100 assessed value.
- Pros
    - Easily understood, explained and administered funding option.
    - Stable, flexible and predictable source of funding.
    - Would eliminate fee requirement for municipalities (except for portion of Chapel Hill in Durham County); reduce fee management responsibility from Towns.
    - Reasonably equitable between municipal and unincorporated funding participation.
    - Would provide for truly universal residential recycling services.
    - Least administrative effort by staff to manage funding for residential services.
  - Cons
    - Would require Towns to agree to move from already agreed fee funding process to county general fund financing.
    - Contrary to historical enterprise fund approach to funding many solid waste services.

## Attachment 3

DRAFT

February 14, 2014

Re: Public Hearing to discuss Solid Waste Service Tax District

Dear Property Owner

On February 4, 2014 the Orange County Board of Commissioners voted to hold two Public Hearings to consider the establishment of a Solid Waste Service Tax District effective July 1, 2014. You are receiving this letter because your property is located in the proposed Solid Waste Service Tax District. A Notice of the Public Hearing and a map of the proposed new Solid Waste Service Tax District are attached.

The Solid Waste Service Tax District is being considered as a means to improve curbside recycling services in the county's unincorporated area. For those residents currently located within the rural curbside recycling service area and eligible for curbside recycling services, the tax district will replace the annual \$38/household Rural 3-R Fee, which was assessed on the property tax bill from 2004 to 2012. A report, as required by North Carolina General Statute 153A-302(b), containing additional information related to the proposed Solid Waste Service Tax District is available for public inspection in the office of the Clerk to the Board – 200 South Cameron Street, Hillsborough (open 8:00AM to 5:00 PM), beginning February 14, 2014.

The first Public Hearing will take place on March 18, 2014 at 6:00PM at the Southern Human Services Center, 2501 Homestead Road, Chapel Hill, 27516. A second Public Hearing will take place on April 1, 2014 at 6:00PM at the Social Services Center, Hillsborough Commons, 113 Mayo Street, Hillsborough, 27278. A brief presentation will be made at 6:00PM to be followed by public comments.

The Board will also take public comments at both public hearings regarding: the elimination of rural curbside recycling; a subscription service for rural curbside recycling; and supporting rural curbside recycling with the County's General Fund revenues.

Please feel free to contact Gayle Wilson in the Solid Waste Management Department Office if you need additional information at 919-968-2885 or [gwilson@orangecountync.gov](mailto:gwilson@orangecountync.gov)

DRAFT

**NOTICE OF PUBLIC HEARINGS  
ORANGE COUNTY BOARD OF COUNTY COMMISSIONERS**

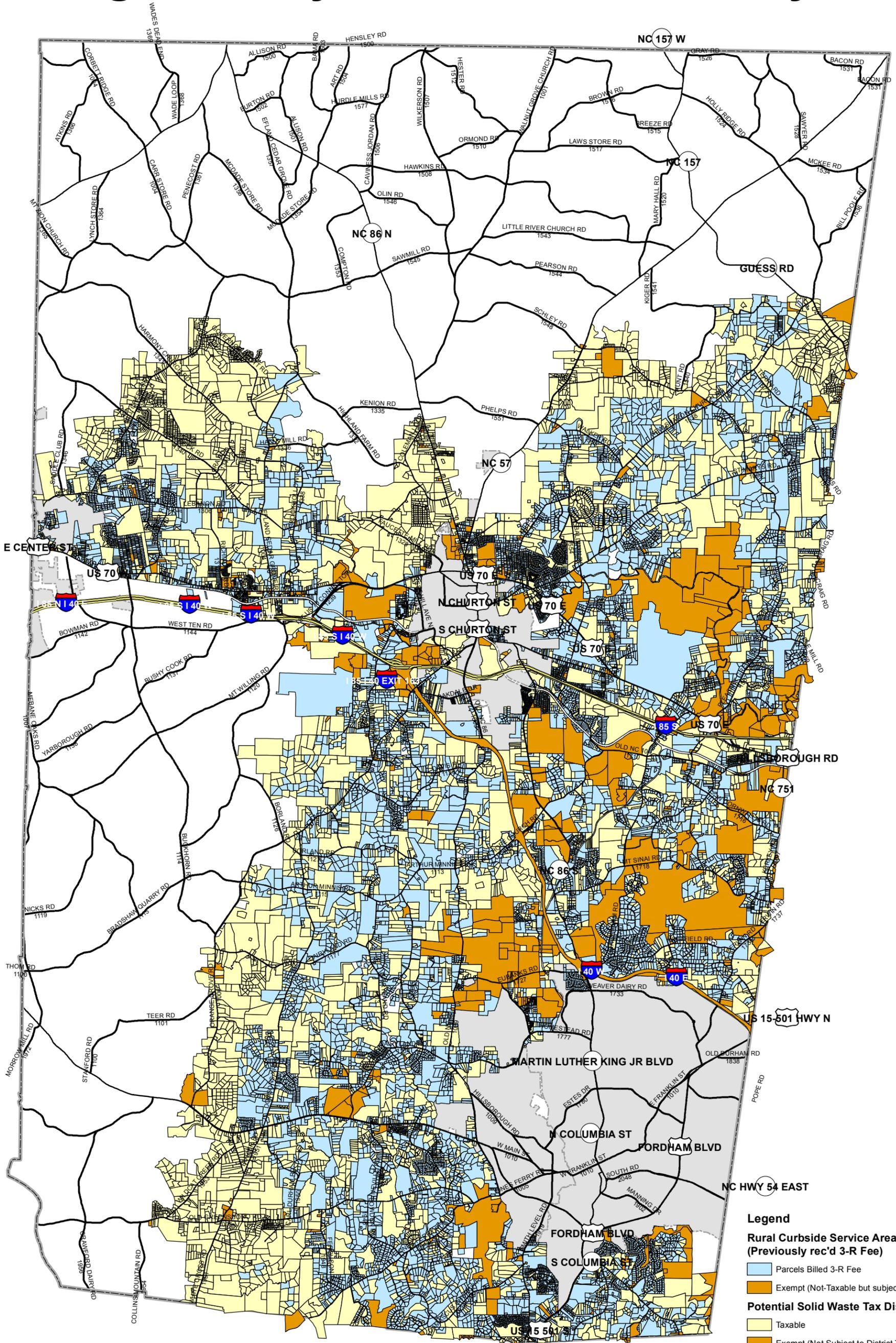
Pursuant to the requirement of the General Statutes of North Carolina, Chapter 153A-302(c), notice is hereby given that the Board of County Commissioners will hold a Public Hearing at the Southern Human Services Center located at 2501 Homestead Road, Chapel Hill, North Carolina 27516, on Tuesday March 18, 2014 at 6:00 p.m.; and a second Public Hearing at the Social Services Center, Hillsborough Commons, 113 Mayo Street, Hillsborough, North Carolina, 27278, on Tuesday April 1, 2014 at 6:00 p.m. for the purpose of taking specific action on the following item:

Creation of a Solid Waste Service District

1. A report prepared on the proposed district as required by N.C.G.S. 153A-302(b) may be inspected in the Office of the Clerk to the Board of County Commissioners located in the John Link Government Services Building located at 200 South Cameron Street, Hillsborough, North Carolina between 8:00 a.m. and 5:00 p.m., Monday through Friday.
2. A map of the proposed Solid Waste Service District is attached.

Questions regarding the proposed solid waste service district may be directed to the office of Gayle Wilson located in the Solid Waste Management Department administrative offices at 1207 Eubanks Road, Chapel Hill, North Carolina, 27516. Office hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday. You may also call (919) 968-2885.

# Orange County Rural Curbside Recycling



This map contains parcels prepared for the inventory of real property within Orange County, and is compiled from recorded deed, plats, and other public records and data. Users of this map are hereby notified that the aforementioned public primary information sources should be consulted for verification of the information contained on this map. The county and its mapping companies assume no legal responsibility for the information on this map.

Date: 1/9/2014

1 inch = 10,000 feet



Layer	Parcel Count	Total Evaluation(Excludes Exempt)
Rural Curbside Service Area	12,547(Includes 63 Exempt)	\$3,515,438,581
Potential Solid Waste Tax District	7,987(Includes 631 Exempt)	\$937,454,584
<b>Total</b>	<b>20,534(Includes 694 Exempt)</b>	<b>\$4,452,893,165</b>



**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**  
**Meeting Date:** February 4, 2014

**Action Agenda  
Item No.** 11-a

**SUBJECT:** Advisory Board on Aging – Appointment

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**DEPARTMENT:** Board of Commissioners

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

No

**ATTACHMENT(S):** Under Separate Cover  
Membership Roster  
Recommendation  
Application(s) for Person(s) Recommended  
Interest List  
Application(s) of Person(s) on the Interest  
List

**INFORMATION CONTACT:**  
Clerk's Office, 245-2130

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**PURPOSE:** To consider making an appointment to the Advisory Board on Aging.

**BACKGROUND:** The following appointment is for Board consideration:

- Appointment to a first full term for Ms. Margaret Cohn.

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
10	Ms. Margaret Cohn	At-Large	06/30/2016

**FINANCIAL IMPACT:** None.

**RECOMMENDATION(S):** The Board will consider making an appointment to the Advisory Board on Aging.

# Board and Commission Members

## And Vacant Positions

### ***Advisory Board on Aging***

Meeting Times: 1:00 PM second Tuesday

Terms: 2

Contact Person: Janice Tyler

Meeting Place: Cntrl Orange Senior Cntr&Seymour Cntr

Positions: 12

Length: 3 years

Contact Phone: 919-245-4255

Description: These positions are filled by appointment of the Board of Commissioners with certain seats allocated to the Townships and Town of Chapel Hill, Hillsborough and Carrboro. This board suggests policy and makes recommendations to the Board of Commissioners and the Department on Aging while acting as the liaison between the older citizens of the County and the County government. It is charged with promoting needed services, programs and funding that impacts the older citizens.

1	<b>Dr. Donna Prather</b>  107-A Spring Valley Road Carrboro NC 27510	Day Phone: 919 929-3375 Evening Phone: 919 929-3375 FAX: E-mail: dprather@bellsouth.net	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 05/15/2012 Current Appointment: 05/15/2012 Expiration: 06/30/2014 Number of Terms: 1
2	<b>Mr. Leo Allison</b>  4125 Marvin Lane Efland NC 27243	Day Phone: 919-563-9110 Evening Phone: FAX: E-mail: lele2@mebtel.net	Sex: Male Race: African American Township: Cheeks Resid/Spec Req: At-Large Special Repr:	First Appointed: 09/09/2008 Current Appointment: 09/20/2011 Expiration: 06/30/2014 Number of Terms: 2
3	<b>Ms. Virginia M. Brown</b>  103 Driskel Court Chapel Hill NC 27517	Day Phone: 919-945-1492 Evening Phone: FAX: E-mail: vbrown852@nc.rr.com	Sex: Female Race: Native American Township: Chapel Hill Resid/Spec Req: Chapel Hill Town Li Special Repr:	First Appointed: 01/24/2013 Current Appointment: 01/24/2013 Expiration: 06/30/2015 Number of Terms: 1
4	<b>Dr. Richard White</b>  4901 Schley Rd Hillsborough NC 27278	Day Phone: 919 732 8527 Evening Phone: FAX: E-mail: rwhite@duke.edu	Sex: Male Race: Caucasian Township: Little River Resid/Spec Req: At-Large Special Repr:	First Appointed: 09/18/2012 Current Appointment: 09/18/2012 Expiration: 06/30/2015 Number of Terms: 1
5	<b>Ms. Heather Altman</b> <b>Chair</b> 109 Sunset Ridge Lane Chapel Hill NC 27516	Day Phone: 919-918-2609 Evening Phone: 919-928-9822 FAX: 919-969-2507 E-mail: haltman@carolwoods.org	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: Carrboro Town Limit Special Repr:	First Appointed: 01/27/2009 Current Appointment: 06/19/2012 Expiration: 06/30/2015 Number of Terms: 2

# Board and Commission Members

## And Vacant Positions

### ***Advisory Board on Aging***

Meeting Times: 1:00 PM second Tuesday

Terms: 2

Contact Person: Janice Tyler

Meeting Place: Cntrl Orange Senior Cntr&Seymour Cntr

Positions: 12

Length: 3 years

Contact Phone: 919-245-4255

Description: These positions are filled by appointment of the Board of Commissioners with certain seats allocated to the Townships and Town of Chapel Hill, Hillsborough and Carrboro. This board suggests policy and makes recommendations to the Board of Commissioners and the Department on Aging while acting as the liaison between the older citizens of the County and the County government. It is charged with promoting needed services, programs and funding that impacts the older citizens.

6	<b>Mr Elijah (Ed) Flowers, III</b>  2813 Beckett's Ridge Drive Hillsborough NC 27278	Day Phone: 919-357-9256 Evening Phone: 919-357-9256 FAX: E-mail: ed_flowers@yahoo.com	Sex: Male Race: Caucasian Township: Hillsborough Resid/Spec Req: Hillsboro Twn Limits Special Repr:	First Appointed: 01/20/2011 Current Appointment: 05/21/2013 Expiration: 06/30/2016 Number of Terms: 2
7	<b>Ms. Thelma Perkins</b>  750 Weaver Dairy Road #1315 Chapel Hill NC 27514	Day Phone: 919-918-3601 Evening Phone: FAX: E-mail:	Sex: Female Race: African American Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 09/09/2008 Current Appointment: 09/20/2011 Expiration: 06/30/2014 Number of Terms: 2
8	<b>Mr. Daniel Hatley</b>  317 W. University Chapel Hill NC 27516	Day Phone: 919-200-0822 Evening Phone: 309-252-1169 FAX: 888-514-4878 E-mail: dan@hatleylawoffice.com	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 09/18/2012 Current Appointment: 09/18/2012 Expiration: 06/30/2015 Number of Terms: 1
9	<b>Mr. Lorenzo Mejia</b>  119 Summergeate Circle Chapel Hill NC 27516	Day Phone: 919-338-2183 Evening Phone: FAX: E-mail: lorenzo@AcornHCS.com	Sex: Male Race: Hispanic Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 01/24/2013 Current Appointment: 01/24/2013 Expiration: 06/30/2015 Number of Terms: 1
10	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr:	First Appointed: Current Appointment: Expiration: 06/30/2016 Number of Terms:

# Board and Commission Members

## And Vacant Positions

### ***Advisory Board on Aging***

Meeting Times: 1:00 PM second Tuesday

Terms: 2

Contact Person: Janice Tyler

Meeting Place: Cntrl Orange Senior Cntr&Seymour Cntr

Positions: 12

Length: 3 years

Contact Phone: 919-245-4255

Description: These positions are filled by appointment of the Board of Commissioners with certain seats allocated to the Townships and Town of Chapel Hill, Hillsborough and Carrboro. This board suggests policy and makes recommendations to the Board of Commissioners and the Department on Aging while acting as the liaison between the older citizens of the County and the County government. It is charged with promoting needed services, programs and funding that impacts the older citizens.

11	<b>CDR Alexander Castro Jr</b> <b>Vice-Chair</b> 5915 Morrow Mill Road Chapel Hill NC 27516	Day Phone: 919-619-1510 Evening Phone: 919-929-6368 FAX: E-mail: alexcastrojr@hotmail.com	Sex: Male Race: Caucasian Township: Bingham Resid/Spec Req: At-Large Special Repr:	First Appointed: 01/20/2011 Current Appointment: 05/21/2013 Expiration: 06/30/2016 Number of Terms: 2
12	<b>Mr. Keith Cook</b> 419 Calvary Court Hillsborough NC 27278	Day Phone: 919-644-1886 Evening Phone: 919-644-1884 FAX: E-mail: kdc52@aol.com	Sex: Male Race: African American Township: Cedar Grove Resid/Spec Req: At-Large Special Repr:	First Appointed: 04/17/2012 Current Appointment: 04/17/2012 Expiration: 06/30/2014 Number of Terms:



## ORANGE COUNTY ADVISORY BOARD ON AGING

2551 Homestead Road  
Chapel Hill, NC 27516

(919)968-2070  
Fax 968-2093

December 19, 2013

The Honorable Barry Jacobs, Chair  
Orange County Board of Commissioners  
P.O. Box 8181  
Hillsborough, NC 27278

Dear Chair Jacobs:

Subject: Board Appointment

The Orange County Advisory Board on Aging recommends Margaret (Peggy) Cohn to fill its current vacancy.

Ms. Cohn was a valuable member of the Advisory Board in the past and is currently involved in the Long Term Care Collaborative and the Master Aging Plan implementation process.

Respectfully submitted,

A handwritten signature in cursive script that reads "Janice Tyler".

Janice Tyler, Director  
Orange County Department on Aging

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr. Margaret Cohn  
**Name Called:**  
**Home Address:** 750 Weaver Dairy Road #110  
 Chapel Hill NC 27514  
**Phone (Day):** 9199183698  
**Phone (Evening):** 9199183698  
**Phone (Cell):**  
**Email:** peggycohn38@gmail.com  
**Place of Employment:** retired  
**Job Title:**  
**Year of OC Residence:** 2009  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Various Sub Committees of the Advisory Board for the Office of Aging

### Past Service on Orange County Advisory Boards:

Past only: Advisory Board to The Ombudsman for Assisted Living Facilities  
 MAP Steering Committee

### Boards/Commissions applied for:

#### Advisory Board on Aging

##### Background, education and experience relevant to this board:

BS RN MPH in Health Education from UNC, PhD in Family and Aging from Penn State University  
 Over fifteen years in research and practice in Aging Service  
 Breadth of perspective  
 Active involvement with this population professionally and personally as a resident of Carol Woods  
 Experience with the development of the MAP

##### Reasons for wanting to serve on this board:

Conflict of Interest:

### Supplemental Questions:

### Other Comments:

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Advisory Board on Aging*

Contact Person: Janice Tyler  
Contact Phone: 919-245-4255

<b>Ms. Susan Adams</b> 211 Hogan Woods Circle Chapel Hill NC 27516  Skills: Consultant	Day Phone: 919-357-5541 Evening Phone: 919-357-5541 Cell Phone: E-mail: jaseradams@gmail.com Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 10/07/2013
<b>Dr. Mary Altpeter</b> 1613 Providence Glen Drive Chapel Hill NC 27514  Skills: Research Associate	Day Phone: 919-966-0499 Evening Phone: 919-942-8273 Cell Phone: E-mail: mary_altpeter@unc.edu Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 01/16/2013
<b>Ms Rosie Benzonelli</b> 837 Kenmore Rd Chapel Hill NC 27514  Skills: Guardian ad litem Skills: Hospice Volunteer	Day Phone: 919-923-7673 Evening Phone: 919-923-7673 Cell Phone: E-mail: rbenzonelli@gmail.com Also Serves On: Adult Care Home Community Advisory Committee	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 06/27/2013
<b>Dr. Margaret Cohn</b> 750 Weaver Dairy Road #110 Chapel Hill NC 27514  Skills:	Day Phone: 9199183698 Evening Phone: 9199183698 Cell Phone: E-mail: peggycohn38@gmail.com Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 12/11/2013
<b>Mrs. Jerry Ann Gregory</b> 2224 Lebanon Rd Efland NC 27243  Skills: Public Health Skills: Registered Nurse	Day Phone: 919-644-8172 Evening Phone: 919-644-8172 Cell Phone: E-mail: jkgregory@mindspring.com Also Serves On: Also Serves On:	Sex: Female Race: Caucasian Township: Cheeks Date Applied: 01/06/2014
<b>Ms. Carolyn Helfrich</b> 1233 Highland Loop Hillsborough NC 27278  Skills: Social Work	Day Phone: 757-871-6092 Evening Phone: Cell Phone: E-mail: Carolyn.helfrich@gmail.com Also Serves On:	Sex: Female Race: Other Township: Hillsborough Date Applied: 07/10/2013

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Advisory Board on Aging*

Contact Person: Janice Tyler  
Contact Phone: 919-245-4255

Skills: Teacher	Also Serves On:	
<b>Ms. Sandra Jones</b>	Day Phone: 828-668-9628	Sex: Female
600 West Poplar Ave., Apt. 239	Evening Phone:	Race: Caucasian
Carrboro NC 27510	Cell Phone: 828-712-2362	Township: Chapel Hill
	E-mail: None	Date Applied: 01/22/2013
Skills:	Also Serves On:	
Skills: Geriatric Care	Also Serves On:	
Skills: Nurse	Also Serves On:	
<b>Mrs Janice Laube</b>	Day Phone: 919-219-4140	Sex: Female
6826 Carol Lane	Evening Phone:	Race: Caucasian
Hillsborough NC 27278	Cell Phone:	Township: Little River
	E-mail: jrlaube@embarqmail.com	Date Applied: 02/14/2011
Skills: Farmer	Also Serves On:	
<b>Mr. Winston Liao</b>	Day Phone: 919 929 3123	Sex: Male
126 Fern Lane	Evening Phone:	Race: Asian American
Chapel Hill NC 27514	Cell Phone:	Township: Chapel Hill
	E-mail:	Date Applied: 01/16/2013
Skills: Public Health	Also Serves On:	
<b>Ms. Karen Metzguer</b>	Day Phone: 919-619-6332	Sex: Female
507 Gwen Road	Evening Phone: 919-241-4402	Race: Caucasian
Hillsborough NC 27278	Cell Phone:	Township: Hillsborough
	E-mail: kmetzguer@gmail.com	Date Applied: 10/15/2013
Skills: Executive Director	Also Serves On:	
Skills: Nurse	Also Serves On:	
<b>Mr. Frank Montes de Oca</b>	Day Phone: 321-624-1898	Sex: Male
423 Joyce Road	Evening Phone: 321-624-1898	Race: Hispanic
Hillsborough NC 27278	Cell Phone:	Township: Hillsborough
	E-mail: frm1@me.com	Date Applied: 08/30/2013
Skills: Aging Issues	Also Serves On:	
Skills: Emergency Manager	Also Serves On:	
Skills: Paramedic	Also Serves On:	

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Advisory Board on Aging*

Contact Person: Janice Tyler  
Contact Phone: 919-245-4255

<p><b>Thomas ODwyer</b> 105 Boulder Lane Chapel Hill NC 27514</p> <p>Skills:</p>	<p>Day Phone: 919-906-0581 Evening Phone: 919-942-7244 Cell Phone: 919-906-0581 E-mail: greenbuilder4us@aol.com</p> <p>Also Serves On:</p>	<p>Sex: Male Race: Caucasian Township: Chapel Hill Date Applied: 12/17/2013</p>
<p><b>Ms. Deborah Rider</b> 2314 Red Oak CT. Hillsborough NC 27278</p> <p>Skills: Care Provider Skills: Community Planning Skills: Social Work</p>	<p>Day Phone: 919-818-6489 Evening Phone: 919-732-9476 Cell Phone: E-mail: drider1736@gmail.com</p> <p>Also Serves On: Adult Care Home Community Advisory Committee</p>	<p>Sex: Female Race: Caucasian Township: Hillsborough Date Applied: 04/26/2012</p>

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Susan Adams  
**Name Called:**  
**Home Address:** 211 Hogan Woods Circle  
 Chapel Hill NC 27516  
**Phone (Day):** 919-357-5541  
**Phone (Evening):** 919-357-5541  
**Phone (Cell):**  
**Email:** jaseradams@gmail.com  
**Place of Employment:** Self-employed  
**Job Title:** Consultant  
**Year of OC Residence:** 2004  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro City Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

IFC - Orange County Homeless Shelter, Galloway Ridge - Volunteer, Care Ministry - Newman Center, Coastal Pines of North Carolina - troop 862 - Adult Volunteer, Treasurer 2007-2012, AARP, GSA - Gerontological Society of America  
 MAC Committee - Mandarin Advisory Council for the Dual Language Program for Chapel Hill Carrboro City School District, Newman center outreach care ministry, MAC-dual language for Mandarin Chinese advisory board for school system, NAHB - National Home Builders Association Orange, Chatham and Durham counties - remodeler s council, National Gerontology Society, AARP,

### Past Service on Orange County Advisory Boards:

#### Boards/Commissions applied for:

##### Advisory Board on Aging

##### Background, education and experience relevant to this board:

I am energized by solving problems and taking on challenges. With over 1 person turning 50 every second due to the dramatic achievements in public health, Orange County is poised to see a 67% increase in persons over 65 and a 43% increase in persons over 85 in the next 10 years. This trend continues through 2030 when persons over 65 will again increase by 42% and over 85 by 70%. Orange county is a leader in serving its senior population and I want to contribute to preparing and meeting these needs throughout the next 20 years.

Although I worked as a chemical engineer for 15 years, I recently returned to school to get a BA in Multidisciplinary studies, with an emphasis on social sciences and the Socio-Ecological Model which shows that the health of an individual is based not just on the person but withing the greater context of his relationships, his community and his society. Because of my interest in the aging process, I am currently completing a Masters in Gerontology from the University of Southern California. Through this program I have been able to receive the training and tools that will aid me in pursuing my goal of improving the disparity in the aging experience between the

different economic classes. The research area where I am basing my concentration consists of early depression intervention for the home caregiver. Many home caregivers are thrust into their duties with little to no training and as more residents, especially in the rural areas, are deciding to age in place there will be a need for increased programs to address the adult child or spousal caregiver, many of whom are over 50.

I am excited to be beginning this new phase of my life as I turn 50, and consider myself to be a life-long learner who believes that we are all part of something larger and there is purpose to all our lives. My belief system influences all I do and I value responsibility and high ethical standards. I believe that the strategic methods of problem solving I utilized as an engineer allows me to find and evaluate alternatives and seek innovative ways to get things done. I believe in community involvement as I was a member of the School Improvement Team (SIT) committee for McDougle Middle School for 2 years, worked as a volunteer at the Chapel Hill Museum for 3 years, and have been a member of the MAC -Mandarin Advisory Council for the dual language program in CHCCS since it began and my daughter has been part of the program for the past 8 years. As my children are growing up and moving on to new goals, I feel that I too must focus my time and energies on the future.

I appreciate your time in considering me for this position.

**Reasons for wanting to serve on this board:**

**Conflict of Interest:**

**Nursing Home Community Advisory Committee**

**Background, education and experience relevant to this board:**

I am graduating with my Masters of Arts in Gerontology in May 2014 from the University of Southern California. My BS is multi disciplinary in psychology and public health. My concentration of study is in environmental interventions to decrease agitation in persons with dementia. I currently volunteer at Galloway Ridge and care part time for my elderly parents who I relocated to Chatham County in 2008.

**Reasons for wanting to serve on this board:**

**Conflict of Interest:**

**Supplemental Questions:**

**Other Comments:**

STAFF COMMENTS: Applied 2/1/2013 for Advisory Board on Aging. Applied 10/4/2013 for Nursing Home CAC. ADDRESS VERIFICATION: 211 Hogan Woods Circle is Chapel Hill Township, Carrboro Jurisdiction, Carrboro City Limits.

This application was current on: 10/7/2013

Date Printed: 12/23/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr. Mary Altpeter  
**Name Called:**  
**Home Address:** 1613 Providence Glen Drive  
 Chapel Hill NC 27514  
**Phone (Day):** 919-966-0499  
**Phone (Evening):** 919-942-8273  
**Phone (Cell):**  
**Email:** mary\_altmeter@unc.edu  
**Place of Employment:** UNC at Chapel Hill  
**Job Title:** Research Associate  
**Year of OC Residence:** 1993  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** C.H. City Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

**Community Activities/Organizational Memberships:**

n/a

**Past Service on Orange County Advisory Boards:**

n/a

**Boards/Commissions applied for:**

**Advisory Board on Aging**

**Background, education and experience relevant to this board:**

I have a graduate certificate in gerontology and 30 years of experience working in the field of aging. I have expertise in health promotion and aging research and education. I have a masters and doctorate in social work and a masters in public administration. I've served on committees for the development of the Orange County Master Aging Plan and I have for many years been a consultant to the NC Division of Aging and Adult Services. I have served for 10 years as a consultant to the National Council on Aging and through that work have had experience with many states on aging-related health promotion activities.

**Reasons for wanting to serve on this board:**

**Conflict of Interest:**

**Supplemental Questions:**

**Other Comments:**

STAFF COMMENTS: Originally applied (01/16/2013) for Advisory Board on Aging.  
 ADDRESS VERIFICATION: 1613 Providence Glen Drive, Chapel Hill, NC 27514 is  
 Chapel Hill Township, Chapel Hill Jurisdiction, Chapel Hill Town Limits.

**This application was current on:** 1/16/2013 2:05:21 PM

**Date Printed:** 12/23/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms Rosie Benzonelli  
**Name Called:**  
**Home Address:** 837 Kenmore Rd  
 Chapel Hill NC 27514  
**Phone (Day):** 919-923-7673  
**Phone (Evening):** 919-923-7673  
**Phone (Cell):**  
**Email:** rbenzonelli@gmail.com  
**Place of Employment:** Self  
**Job Title:** Chapel Hill Atrium Home  
**Year of OC Residence:** 2003  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** C.H. City Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

none

### Boards/Commissions applied for:

#### Advisory Board on Aging

##### Background, education and experience relevant to this board:

I m 55, in good health. I ve just completed my first year of a 2 year MSW at UNC, specializing in aging. My placement next year is at Duke Geriatric Assessment Unit, and most likely Carol Woods. I ve served on multiple non profit boards in the area, mostly associated with youth music organizations.

##### Reasons for wanting to serve on this board:

##### Conflict of Interest:

### Supplemental Questions:

### Other Comments:

STAFF COMMENTS: Originally applied (06/27/2013) for Animal Services Advisory Board (MEANT ADVISORY BOARD ON AGING AND NOT ANIMAL SERVICES) and Adult Care Home Community Advisory Committee. ADDRESS VERIFICATION: 837 Kenmore Road is Chapel Hill Township, Chapel Hill Jurisdiction, and Chapel Hill Town Limits.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs. Jerry Ann Gregory  
**Name Called:**  
**Home Address:** 2224 Lebanon Rd  
 Efland NC 27243  
**Phone (Day):** 919-644-8172  
**Phone (Evening):** 919-644-8172  
**Phone (Cell):**  
**Email:** jkgregory@mindspring.com  
**Place of Employment:** Retired  
**Job Title:** Retired Public health Nurse  
**Year of OC Residence:** 1973  
**Township of Residence:** Cheeks  
**Zone of Residence:** -  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

### Boards/Commissions applied for:

#### Advisory Board on Aging

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

### Supplemental Questions:

Work Experience: Public Health Nurse for 31 yrs with Orange County Health-1969-2001;  
 Adult Day Center Health Coordinator for 2 years  
 Nurse Consultant for Are You Your Brother's Keeper project with Efland Cheeks Voices  
 of Efland and UNC for 1 year 2010 Served as Guardian on behalf of Health Director for  
 clients in Community House in Carrboro and various Rest Homes and Nursing facilities.

Volunteer Experience: PTA Thrift shop; ; VA Medical Center in Durham doing data entry  
 for Oncology Research nurses; Habitat for Humanity; Fund raising for Child Abuse  
 Prevention Foundation in Durham; Fund raising for various charities sponsored by my  
 Exchange Club

Adult Care Home Community Advisory Committee 5-6 yrs; Volunteer RN for B/P clinic at  
 various Senior sites; Volunteer in Flu clinics offered at Senior sites in CH and  
 Hillsborough; Meals on Wheels Volunteer since retirement in 2001; Volunteer in fund  
 raising with Durham Harley Owners Group, Exchsng Club of Greater Durham and

American Cancer Society; Member of Public Health Volunteer Corp,volunteering as needed. Volunteer annually with Project Homelessness in providing immunizations and education.

Education: H.S.; BS in Nursing; Adult Health Assesment-UNC; Various workshops on Wellness, disease prevention, couseling,etc. Adult Health assessment course/certification at UNC; Numerous classes re: Dementia, Aging, Chronic disease

**Other Comments:**

Have lived, worked and volunteered in Orange County since 1973. During my 32 years of working in Public Health I have worked in the adult community providing services and am very familiar with community and its needs. STAFF COMMENTS: Renewed application 10/09/03 for ACHCAC and Adv. Bd. on Aging. 6/16/03 for ACHCAC; NHCAC; Adv. Bd. on Aging. Originally applied 9/3/99. Applied 1/8/2012 for Orange County Emergency Services Work Group. ADDRESS VERIFICATION: Lebanon Road is Orange County Jurisdiction, Efland Fire Tax, and Cheeks Township.

This application was current on: 1/6/2014

Date Printed: 1/10/2014

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Carolyn Helfrich  
**Name Called:**  
**Home Address:** 1233 Highland Loop  
 Hillsborough NC 27278  
**Phone (Day):** 757-871-6092  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** Carolyn.helfrich@gmail.com  
**Place of Employment:** Weaver St. Mkt  
**Job Title:** Clerk  
**Year of OC Residence:** 2008  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough ETJ  
**Sex:** Female  
**Ethnic Background:** Other

### Community Activities/Organizational Memberships:

Recently retired teacher, work at Weaver St. mkt

### Past Service on Orange County Advisory Boards:

#### Boards/Commissions applied for:

##### Advisory Board on Aging

###### Background, education and experience relevant to this board:

As a person who is aging I recognize the necessity of recognizing how this process effects people physically and mentally. I have worked as a geriatric social worker and am a long time believer in the connection of maintaining physical and mental activities as well as connection to the larger community to help people age with integrity and dignity. Recently retiring as a high school teacher, I clearly see the importance of maintaining ties to a larger community to lessen the isolation created with retirement. I would like the opportunity to bring my ideas to a larger group in order to be more inclusive of the aging population.

###### Reasons for wanting to serve on this board:

###### Conflict of Interest:

##### Hillsborough Planning Board

###### Background, education and experience relevant to this board:

As a life long walker and cyclist, I would be able to help make this community plan for these as well as possible expanded public transportation as Hillsborough grows.

###### Reasons for wanting to serve on this board:

###### Conflict of Interest:

### Supplemental Questions:

**Other Comments:**

STAFF COMMENTS: Originally (07/10/2013) applied for Advisory Board on Aging and Hillsborough Planning Board. ADDRESS VERIFICATION: 1233 Highland Loop is Hillsborough Township, Orange County Jurisdiction, Hillsborough ETJ, Hillsborough Town Limits, and R1 Rural Residential Zoning.

**This application was current on:** 7/10/2013 9:29:58 AM

**Date Printed:** 12/23/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Sandra Jones  
**Name Called:**  
**Home Address:** 600 West Poplar Ave., Apt. 239  
 Carrboro NC 27510  
**Phone (Day):** 828-668-9628  
**Phone (Evening):**  
**Phone (Cell):** 828-712-2362  
**Email:** None  
**Place of Employment:** Retired  
**Job Title:** RN, Teacher  
**Year of OC Residence:** 2012  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro City Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Volunteer at McDougle Elementary School - 2nd Grade Reading and Writing  
 Volunteer Leukemia & Lymphoma Society  
 Volunteer Ronald McDonald House (UNC Childrens Hospital)  
 Volunteer Literacy Council-Tutoring in Reading & Math for a 70 year old illiterate lady.  
 Active in my church.  
 Active in my Church

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Nursing Home Community Advisory Committee

##### Background, education and experience relevant to this board:

I have been an RN for 50 years with my specialty being geriatrics. I have been in many positons in Nursing Homes from charge nurse, to supervisory, inservice director, Director of Nursing and I was licensed in Michigan as a Nursing Home Administrator. I also have degree in Education (Allied Health).

##### Reasons for wanting to serve on this board:

##### Conflict of Interest:

**Advisory Board on Aging****Background, education and experience relevant to this board:**

I am aged - recently became 70 - and I am slightly handicapped and live in a senior independent apartment complex where I see the reality of aging at every level - economically, socially, healthwise, mentally, emotionally. With my background in geriatrics I can be very discerning as to the blessings and problems of aging.

**Reasons for wanting to serve on this board:****Conflict of Interest:****Supplemental Questions:****Other Comments:**

STAFF COMMENTS: Originally applied for Nursing Home Committee and Advisory Board on Aging 01/24/2013. ADDRESS VERIFICATION: 600 West Poplar Avenue, Apt. 239, is Carrboro Jurisdiction, Carrboro City Limits, Chapel Hill Township.

This application was current on: 1/22/2013

Date Printed: 12/23/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs Janice Laube  
**Name Called:**  
**Home Address:** 6826 Carol Lane  
 Hillsborough NC 27278  
**Phone (Day):** 919-219-4140  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** jrlaube@embarqmail.com  
**Place of Employment:** Home  
**Job Title:** Owner - Horse Farm  
**Year of OC Residence:** 2001  
**Township of Residence:** Little River  
**Zone of Residence:** -  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

### Boards/Commissions applied for:

#### Animal Services Advisory Board

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

#### Advisory Board on Aging

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

### Supplemental Questions:

Work Experience: I own and work a horse farm including growing and cultivating hay for sale. Including my horses I also have 5 dogs. I would like to volunteer on a board to hopefully be a productive team member and to make a difference in this community that I love.

Education: B.A. Theatre Arts SUNY Binghamton, NY

### Other Comments:

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STAFF COMMENTS: Originally applied for Animal Services Advisory Board and Advisory Board on Aging 02/14/2011. ADDRESS VERIFICATION: 6826 Carol Lane, Hillsborough, NC is in Orange County Jurisdiction, Little River Township.

**This application was current on:** 2/14/2011 9:59:40 AM

**Date Printed:** 12/23/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Winston Liao  
**Name Called:**  
**Home Address:** 126 Fern Lane  
 Chapel Hill NC 27514  
**Phone (Day):** 919 929 3123  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:**  
**Place of Employment:** Retired  
**Job Title:**  
**Year of OC Residence:** 1979  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** C.H. City Limits  
**Sex:** Male  
**Ethnic Background:** Asian American

### Community Activities/Organizational Memberships:

St. Thomas More Caring and Sharing Center; STM School  
 North Carolina COPD Taskforce  
 North Carolina Public Health Association  
 American Public Health Association  
 Orange County Election Official

### Past Service on Orange County Advisory Boards:

#### Boards/Commissions applied for:

##### Advisory Board on Aging

##### Background, education and experience relevant to this board:

Before my retirement on Decmeber 31, 2012, I was with the Chronic Disease and Injury Section, NC Division of Public Health. During my five and a half years there, I worked with the cancer, heart disease/stroke, diabetes, physical activity & nutrition, injury & violence prevention, tobacco prevention and control, and asthma branches. My work was to promote education and outreach, and intervention programs (including those for the older population), especially for adults with chronic lower respiratory diseases and their associated conditions (e.g., heart disease, diabetes, arthritis, depression, etc.).

##### Reasons for wanting to serve on this board:

##### Conflict of Interest:

**Board of Health****Background, education and experience relevant to this board:**

Same as above. I have an MPH and completed all course work for a PhD in public health. I have served on various advisory boards, including those for the CDC, Public Health Foundation, American Lung Association, etc. I have taught public health at the University of Mississippi, conducted research in many aspects of public health and aging at RTI International and NC DPH, and practiced public health at NC DPH. I have also been active in using data to support and drive policy at the state and national levels.

**Reasons for wanting to serve on this board:****Conflict of Interest:****Supplemental Questions:****Other Comments:**

STAFF COMMENTS: Originally (1/17/2012) applied for Advisory Board on Aging and Board of Health. ADDRESS VERIFICATION: 126 Fern Lane is Chapel Hill Township, Chapel Hill Jurisdiction, and Chapel Hill Town Limits.

**This application was current on:** 1/16/2013 3:19:46 PM

**Date Printed:** 12/23/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Karen Metzguer  
**Name Called:**  
**Home Address:** 507 Gwen Road  
 Hillsborough NC 27278  
**Phone (Day):** 919-619-6332  
**Phone (Evening):** 919-241-4402  
**Phone (Cell):**  
**Email:** kmetzguer@gmail.com  
**Place of Employment:** Fearington Cares  
**Job Title:** Nurse and Executive Director  
**Year of OC Residence:** 1976  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough ETJ  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

I served on the charter Orange County Human Relations Commission.

### Boards/Commissions applied for:

#### Advisory Board on Aging

##### Background, education and experience relevant to this board:

I am a registered nurse, retired from the faculty of the Department of Pediatrics, and currently working in a non-profit organization in Fearington Village. The mission is to assist the residents to maintain health. My mother-in-law lived with my family for 9 years before she died and my parents moved into my home in 2008 and currently both still reside with me. I served on the charter Orange County Human Relations Commission. I have a lifelong commitment to vulnerable populations and see serving with this board as another way to contribute.

##### Reasons for wanting to serve on this board:

##### Conflict of Interest:

### Supplemental Questions:

### Other Comments:

**STAFF COMMENTS:** Originally (10/15/2013) applied for Advisory Board on Aging.  
**ADDRESS VERIFICATION:** 507 Gwen Road is Hillsborough Township, Hillsborough Jurisdiction, and Hillsborough ETJ.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Frank Montes de Oca  
**Name Called:**  
**Home Address:** 423 Joyce Road  
 Hillsborough NC 27278  
**Phone (Day):** 321-624-1898  
**Phone (Evening):** 321-624-1898  
**Phone (Cell):**  
**Email:** frm1@me.com  
**Place of Employment:**  
**Job Title:**  
**Year of OC Residence:** 2008  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough ETJ  
**Sex:** Male  
**Ethnic Background:** Hispanic

### Community Activities/Organizational Memberships:

Member of the Efland Ruritan Club  
 Instructor and active Community Emergency Response Team (CERT) member  
 Member of Master Aging Plan committee

### Past Service on Orange County Advisory Boards:

#### Boards/Commissions applied for:

##### Advisory Board on Aging

##### Background, education and experience relevant to this board:

As a former employee with Orange County I understand the operations of local government and the importance of collaborative planning and implementation of programs that benefit the community as a whole. Further, as the former director of Emergency Services, I was intimately involved in service delivery to all visitors and citizens within Orange County - particularly the elderly and aging. As a former paramedic and emergency manager, I bring a wealth of knowledge and experience to this board and the community.

##### Reasons for wanting to serve on this board:

##### Conflict of Interest:

### Supplemental Questions:

### Other Comments:

STAFF COMMENTS: Originally (08/30/2013) applied for Advisory Board on Aging.  
 ADDRESS VERIFICATION: 423 Joyce Road is Hillsborough Jurisdiction and Hillsborough ETJ.

**This application was current on:** 8/30/2013 2:11:06 PM

**Date Printed:** 12/23/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Thomas ODwyer  
**Name Called:**  
**Home Address:** 105 Boulder Lane  
 Chapel Hill NC 27514  
**Phone (Day):** 919-906-0581  
**Phone (Evening):** 919-942-7244  
**Phone (Cell):** 919-906-0581  
**Email:** greenbuilder4us@aol.com  
**Place of Employment:** Self Employed Greneral Contractor and Designer  
**Job Title:** President  
**Year of OC Residence:** 1985  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Just completed 7 years of service on the Orange County Commission for the Environment, I am a Hospice Volunteer, and I participated with the Council on the Aging s Master Aging Plan (MAP). I am currently attending Aging in Community series lectures, as housing needs for aging in place will be in demand now and even more in our community s future. Universal Design supporter, and I attend BOCC meeting that impactt the environmet ( recycling recently) We must find a way to partner with our municipalities and provide pro active policies which support the needs of an aging community while making a real difference in Energy sources and consumption

### Past Service on Orange County Advisory Boards:

Orange County Commission for the Environment, 7 years. Off the Commission as of Dec. 7

### Boards/Commissions applied for:

#### Orange County Planning Board (REQUIRES DISCLOSURE STATEMENT)

##### Background, education and experience relevant to this board:

I am a General Contractor with an unlimited licensce and have developed in Orange County.

##### Reasons for wanting to serve on this board:

I want to help craft more energy efficient and environmentally friendly policies. I also hope to support Aging in OPlace Designs for a much needed population which is up and coming

##### Conflict of Interest:

**Advisory Board on Aging****Background, education and experience relevant to this board:**

I design for aging in place and would support creating policies to incentivise this much needed paradigm

**Reasons for wanting to serve on this board:**

I want to help my community to live out their lives fully in there homes .. ( if possible)

**Conflict of Interest:****Supplemental Questions:****Orange County Planning Board (REQUIRES DISCLOSURE STATEMENT)****Please list the work/volunteer experience/qualifications that would add to your expertise for this board.**

I am a Design/Builder with a passion for Energy efficiency, indoor air quality and outdoor living space

**What unique perspective can you bring to the Orange County Planning Board?**

Energy efficiency and bringing stakeholders together to discuss objectives for a Greener Orange county

**What do you see as the responsibilities of this board, and what do you hope to accomplish if appointed?**

Assure appropriate guidelines are followed with developers, and propose ways to increase energy efficiency and indoor air quality

**What do you consider to be the most important issues facing Orange County related to growth?**

Homes and commercial buildings that waste energy

**What role should the Planning Board take in guiding and regulating growth?**

Support all ordinances and work to achieve goals for a much more sustainable and cooperative community

**How would you, as a member of the Planning Board, contribute to the implementation of the Board of Commissioners' adopted Goals and Priorities?**

First know the BOCC adopted Goals and Priorities and implement them with any new development

**Other Comments:**

Sustainable/Smart Development of land should be the norm in our future. My understanding is, it requires legislative approval for ordinances that have certain requirements. We should do as many things possible to support environmentally responsible development, such as creating solar easements for future renewable power use, smarter energy efficiency improvements in new construction, Smart Grid development, or work on ways to propose changes in the legislature to better protect our environment on local levels. STAFF COMMENTS: Applied for Commission for the Environment 05/11/2006; Applied for Orange County Planning Board 06/15/2012. ADDRESS VERIFICATION: 105 Boulder Lane is in Chapel Hill Township, Chapel Hill Jurisdiction, Chapel Hill Town Limits.

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**This application was current on:** 12/17/2013 3:00:52 PM

**Date Printed:** 12/23/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Deborah Rider  
**Name Called:**  
**Home Address:** 2314 Red Oak CT.  
 Hillsborough NC 27278  
**Phone (Day):** 919-818-6489  
**Phone (Evening):** 919-732-9476  
**Phone (Cell):**  
**Email:** drider1736@gmail.com  
**Place of Employment:** Home Care Assistance  
**Job Title:** Care Giver  
**Year of OC Residence:** 2005  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough Town Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

### Past Service on Orange County Advisory Boards:

### Boards/Commissions applied for:

#### Advisory Board on Aging

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

#### Board of Social Services

Background, education and experience relevant to this board:

Reasons for wanting to serve on this board:

Conflict of Interest:

### Supplemental Questions:

Work Experience: 30+ years with the state of Maryland from social services to policy analyzing, I did it all.

Volunteer Experience: I have volunteered at various k-12 school functions for my daughter. Avid animal lover. Cared for my parents until their deaths in 2000 and 2011.

Education: Dundalk High School 1967-1970 High School Diploma; University of Maryland Baltimore County 1970-1974 Bachelors in Social Work/Sociology; University of Maryland School of Social Work 1981-1983 Masters in Social Work and Community Planning

**Other Comments:**

STAFF COMMENTS: Applied 04/26/2012 for Advisory Board on Aging, Board of Social Services, Adult Care Home Community Advisory Committee. ADDRESS

VERIFICATION: 2314 Red Oak Ct. is Hillsborough Township, Hillsborough Town Limits.

**This application was current on:** 4/26/2012 8:06:33 PM

**Date Printed:** 12/23/2013

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

**Action Agenda  
Item No.** 11-b

**SUBJECT:** Arts Commission – Appointment

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**DEPARTMENT:** Board of Commissioners

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

No

**ATTACHMENT(S):** Under Separate Cover  
Membership Roster  
Recommendation  
Application(s) for Person(s) Recommended  
Interest List  
Application(s) of Person(s) on the Interest  
List

**INFORMATION CONTACT:**  
Clerk's Office, 245-2130

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**PURPOSE:** To consider making appointments to the Arts Commission.

**BACKGROUND:** The following appointment is for Board consideration:

- Appointment to a first full term for Ms. Kathleen Ponder

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
6	Ms. Kathleen Ponder	At-Large	9/30/2016

**FINANCIAL IMPACT:** None.

**RECOMMENDATION(S):** The Board will consider making an appointment to the Arts Commission.

# Board and Commission Members

## And Vacant Positions

### **Arts Commission**

Meeting Times: 6:00 p.m. second Monday of each month

Terms: 2

Contact Person: Martha Shannon

Meeting Place: Alternating

Positions: 15    Length: 3 years

Contact Phone: 919-968-2011

Description: The members of this commission are appointed by the Board of Commissioners. The Arts Commission is housed with the Economic Development Department. It recommends strategies to promote the artistic and cultural growth of Orange County, advises the Board of Commissioners on matters involving the arts, and acts as the granting panel for two annual funding programs available to individual artists and non-profit groups sponsoring arts projects in Orange County. To learn more, go to the following web address: [www.artsorange.org/](http://www.artsorange.org/)

1	<b>Ms. Katherine Dickson</b> <b>Secretary</b> 103B Todd Street Carrboro NC 27510	Day Phone: 919-265-7122 Evening Phone: FAX: E-mail: dickson.katherine@gmail.com	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 05/03/2011 Current Appointment: 03/22/2012 Expiration: 03/31/2015 Number of Terms: 1
2	<b>Mrs Cher Tuskey</b> 808 Churchill Drive Chapel Hill NC 27517	Day Phone: 919-942-9656 Evening Phone: 919-434-5604 FAX: E-mail: ctuskey@aol.com	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 05/03/2011 Current Appointment: 03/22/2012 Expiration: 03/31/2015 Number of Terms: 1
3	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr:	First Appointed: Current Appointment: Expiration: 03/31/2014 Number of Terms:
4	<b>Mr. Geoffrey Hathaway</b> 605 Jones Ferry Rd., Apt. TT-10. Carrboro NC 27510	Day Phone: 919-270-1899 Evening Phone: 919-270-1899 FAX: E-mail: G_Lloyd_007@msn.com	Sex: Male Race: African American Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 11/08/2012 Current Appointment: 11/08/2012 Expiration: 03/31/2014 Number of Terms: 1
5	<b>Mr. Gordon Jameson</b> 2608 Dairyland Rd Hillsborough NC 27278	Day Phone: 919-932-3438 Evening Phone: FAX: E-mail: jame5916@bellsouth.net	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 04/15/2008 Current Appointment: 08/17/2010 Expiration: 03/31/2014 Number of Terms: 2

# Board and Commission Members

## And Vacant Positions

### Arts Commission

Meeting Times: 6:00 p.m. second Monday of each month

Terms: 2

Contact Person: Martha Shannon

Meeting Place: Alternating

Positions: 15 Length: 3 years

Contact Phone: 919-968-2011

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6	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr:	First Appointed: Current Appointment: Expiration: 09/30/2013 Number of Terms:
7	<b>Ms. Doris A. Friend</b>  5812 Dodson's Crossroads Hillsborough NC 27278	Day Phone: 919-968-1013 Evening Phone: FAX: E-mail: dfriend3@bellsouth.net	Sex: Female Race: Caucasian Township: Bingham Resid/Spec Req: At-Large Special Repr:	First Appointed: 11/19/2013 Current Appointment: 11/19/2013 Expiration: 09/30/2016 Number of Terms: 1
8	<b>Dr. Alice Levinson</b>  3604 Pasture Rd Hillsborough NC 27278	Day Phone: 932-5902 Evening Phone: 932-5902 FAX: E-mail: allevs@att.net	Sex: Female Race: Caucasian Township: Bingham Resid/Spec Req: At-Large Special Repr:	First Appointed: 08/23/2011 Current Appointment: 03/22/2012 Expiration: 03/31/2015 Number of Terms: 1
9	<b>Mr. Christopher Wehrman</b>  2212 Beckett's Ridge Drive Hillsborough NC 27278	Day Phone: 215-806-8615 Evening Phone: 215-806-8615 FAX: E-mail: cwadesigns@nc.rr.com	Sex: Male Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr:	First Appointed: 06/18/2013 Current Appointment: 06/18/2013 Expiration: 03/31/2014 Number of Terms:
10	<b>Ms. Devra Thomas</b> <b>Chair</b> 2905 Ballpark Drive Efland NC 27243	Day Phone: 919-968-1515 Evening Phone: 919-619-0697 FAX: E-mail: Stubborndev@gmail.com	Sex: Female Race: Caucasian Township: Cheeks Resid/Spec Req: At-Large Special Repr:	First Appointed: 03/19/2013 Current Appointment: 03/19/2013 Expiration: 03/31/2014 Number of Terms:

# Board and Commission Members

## And Vacant Positions

### **Arts Commission**

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Terms: 2

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Positions: 15    Length: 3 years

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11	<b>Mrs. Ashley Nissler</b>  2313 Woodbury Drive Hillsborough NC 27278	Day Phone: 919-245-3695 Evening Phone: FAX: E-mail: <a href="mailto:ranissler@mindspring.com">ranissler@mindspring.com</a>	Sex: Female Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr:	First Appointed: 04/23/2013 Current Appointment: 04/23/2013 Expiration: 03/31/2014 Number of Terms: 1
12	<b>Mrs Emily Lees</b>  1516 Cumberland Rd Chapel Hill NC 27514	Day Phone: 919 960-3737 Evening Phone: FAX: E-mail: <a href="mailto:emilylees@bellsouth.net">emilylees@bellsouth.net</a>	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 04/21/2009 Current Appointment: 03/22/2012 Expiration: 03/31/2015 Number of Terms: 2
13	<b>Ms. Lindsey Alexander</b> <b>Vice-Chair</b> 2413 Wilson Road Chapel Hill NC 27516	Day Phone: 3474132381 Evening Phone: 3474132381 FAX: E-mail: <a href="mailto:lindsey.alexander@gmail.com">lindsey.alexander@gmail.com</a>	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 03/22/2012 Current Appointment: 03/22/2012 Expiration: 03/31/2015 Number of Terms: 1
14	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr:	First Appointed: Current Appointment: Expiration: 09/30/2013 Number of Terms:
15	<b>Ms. Deborah Hepp</b>  20 Dogwood Acres Drive Chapel Hill NC 27516	Day Phone: 919-260-4495 Evening Phone: 919-942-3398 FAX: E-mail: <a href="mailto:debbie@ballyhoostudio.com">debbie@ballyhoostudio.com</a>	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr:	First Appointed: 06/18/2013 Current Appointment: 06/18/2013 Expiration: 03/31/2016 Number of Terms: 1

**Thom Freeman**

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**From:** Martha Shannon - Orange County Arts Commission  
**Sent:** Tuesday, January 14, 2014 11:51 AM  
**To:** Thom Freeman  
**Subject:** FW: Still Interested in Serving on Arts Commission Board?

---

**From:** Martha Shannon - Orange County Arts Commission  
**Sent:** Tuesday, January 14, 2014 11:05 AM  
**To:** 'tfreeman@orangecountync.org'  
**Cc:** 'dbaker@co.orange.nc.us'; 'jjones@co.orange.nc.us'  
**Subject:** FW: Still Interested in Serving on Arts Commission Board?

Thom,

The Orange County Arts Commission would like to suggest the name of Volunteer Applicant Kathleen Ponder for possible appointment to the Arts Commission advisory board ASAP by the BOCC.

See forwarded emails below.

Let me know if you need any more information from me. Let me know when her name will be on a BOCC agenda.

Thanks so much!

Martha

---

**From:** Martha Shannon - Orange County Arts Commission  
**Sent:** Tuesday, January 14, 2014 10:46 AM  
**To:** 'Kathleen Ponder'  
**Subject:** RE: Still Interested in Serving on Arts Commission Board?

Kathleen,

We will submit your name to the Clerk's Office for possible appointment to the Arts Commission Advisory Board by the Board of County Commissioners. They usually handle appointments at their 2<sup>nd</sup> meeting each month. Hopefully, your name will be on their agenda for possible appointment by the end of February, 2014.

Will keep you posted.

Thanks for your interest.

Martha

---

**From:** Kathleen Ponder [mailto:kmpgaponder@gmail.com]  
**Sent:** Tuesday, January 14, 2014 10:43 AM  
**To:** Martha Shannon - Orange County Arts Commission  
**Subject:** Re: Still Interested in Serving on Arts Commission Board?  
**Importance:** High

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr Kathleen Ponder  
**Name Called:**  
**Home Address:** 2 Winnawa Walk  
 Hillsborough NC 27278  
**Phone (Day):** 919 732 8576  
**Phone (Evening):** 919 732 8576  
**Phone (Cell):** 919 636 1021  
**Email:** kmpgaponder@gmail.com  
**Place of Employment:** Capacities Unlimited  
**Job Title:** President  
**Year of OC Residence:** 2006  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough ETJ  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

I m on the board of Kidscope .  
 I support the Eno River Association.

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Arts Commission

#### Background, education and experience relevant to this board:

\*I m a long-time arts supporter, holding membership at the Nasher Museum of Art at Duke and the NC Museum of Art.

\*In my Director role at the Center for Creative Leadership I supported an arts program for local Guilford County artists that involved a bimonthly arts reception and ongoing display of their work at our global training center.

\*My professional background in personal, team, and organizational leadership and executive development may prove helpful in the life of the Arts Commission.

\*I am a frequent shopper at our local art galleries and shops.

#### Reasons for wanting to serve on this board:

I think an aesthetically pleasing community attracts business, inspires good behavior on the part of citizens, and helps promote the higher values of humanity and because I now have time flexibility I would like to assist in promoting the art in Orange County.

#### Conflict of Interest:

### Supplemental Questions:

**Other Comments:**

**This application was current on:** 1/9/2014 9:53:54 AM

**Date Printed:** 1/10/2014

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Arts Commission*

Contact Person: Martha Shannon

Contact Phone: 919-968-2011

<b>Ms. Wendy Calvin</b> 623 William Hooper Circle Hillsborough NC 27278  Skills:	Day Phone: 919-630-1350 Evening Phone: Cell Phone: E-mail: Also Serves On:	Sex: Female Race: Caucasian Township: Hillsborough Date Applied: 03/18/2013
<b>Dr. Brian Finch</b> 601 Porteur Point Cedar Grove NC 27231  Skills:	Day Phone: 704-989-4886 Evening Phone: 704-989-4886 Cell Phone: 704-989-4886 E-mail: roundunderpar@gmail.com Also Serves On:	Sex: Male Race: Caucasian Township: Cedar Grove Date Applied: 01/09/2014
<b>Dr Kathleen Ponder</b> 2 Winnawa Walk Hillsborough NC 27278  Skills:	Day Phone: 919 732 8576 Evening Phone: 919 732 8576 Cell Phone: 919 636 1021 E-mail: kmpgaponder@gmail.com Also Serves On:	Sex: Female Race: Caucasian Township: Hillsborough Date Applied: 01/09/2014
<b>Ms. Natalie Ziemba</b> 303 Smith Level Road, Apt A11 Chapel Hill NC 27516  Skills:	Day Phone: 970-310-4369 Evening Phone: Cell Phone: E-mail: nziemba@live.unc.edu Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 11/30/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Wendy Calvin  
**Name Called:**  
**Home Address:** 623 William Hooper Circle  
 Hillsborough NC 27278  
**Phone (Day):** 919-630-1350  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:**  
**Place of Employment:**  
**Job Title:** Office Assistant II  
**Year of OC Residence:** 2011  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough Town Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**

Arts Commission

Board of Health

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Work Experience: Public Service - library and health department.  
 Private Sector - Bookstores, retail management.

Volunteer Experience: Program Coordinator assistant at Nursing Homes.  
 Environmental Awareness club President.  
 Various Visual Arts programs.

Education: Associates Degree  
 Bachelors Degree completion in 2012

**Other Comments:**

STAFF COMMENTS: 09/06 applied for Arts Commission, Animal Services Advisory Board, and Board of Health. ADDRESS VERIFICATION: 623 William Hooper Circle is Hillsborough Township ETJ.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr. Brian Finch  
**Name Called:**  
**Home Address:** 601 Porteur Point  
 Cedar Grove NC 27231  
**Phone (Day):** 704-989-4886  
**Phone (Evening):** 704-989-4886  
**Phone (Cell):** 704-989-4886  
**Email:** roundunderpar@gmail.com  
**Place of Employment:** self  
**Job Title:** Consultant  
**Year of OC Residence:** 2012  
**Township of Residence:** Cedar Grove  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

I have applied in previous years but was never contacted. Now I see an article in the Northern Orange Extra with a plea for volunteers....I would love to become involved but no one has ever responded or acknowledged my past attempts.

### Past Service on Orange County Advisory Boards:

None, see previous comment.

### Boards/Commissions applied for:

#### Affordable Housing Advisory Board

**Background, education and experience relevant to this board:**

I have a doctorate in education.

**Reasons for wanting to serve on this board:**

To serve my community in a an unbiased way.

**Conflict of Interest:**

#### Arts Commission

**Background, education and experience relevant to this board:**

I have a doctorate in education.

**Reasons for wanting to serve on this board:**

To serve my community in a an unbiased way.

**Conflict of Interest:**

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**Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL  
Background, education and experience relevant to this board:**

I have a doctorate in education.

**Reasons for wanting to serve on this board:**

To serve my community in a an unbiased way.

**Conflict of Interest:**

**Supplemental Questions:**

**Other Comments:**

This application was current on: 1/9/2014 2:20:42 PM

Date Printed: 1/10/2014

**Thom Freeman**

---

**From:** Martha Shannon - Orange County Arts Commission  
**Sent:** Tuesday, January 14, 2014 11:51 AM  
**To:** Thom Freeman  
**Subject:** FW: Still Interested in Serving on Arts Commission Board?

---

**From:** Martha Shannon - Orange County Arts Commission  
**Sent:** Tuesday, January 14, 2014 11:05 AM  
**To:** 'tfreeman@orangecountync.org'  
**Cc:** 'dbaker@co.orange.nc.us'; 'jjones@co.orange.nc.us'  
**Subject:** FW: Still Interested in Serving on Arts Commission Board?

Thom,

The Orange County Arts Commission would like to suggest the name of Volunteer Applicant Kathleen Ponder for possible appointment to the Arts Commission advisory board ASAP by the BOCC.

See forwarded emails below.

Let me know if you need any more information from me. Let me know when her name will be on a BOCC agenda.

Thanks so much!

Martha

---

**From:** Martha Shannon - Orange County Arts Commission  
**Sent:** Tuesday, January 14, 2014 10:46 AM  
**To:** 'Kathleen Ponder'  
**Subject:** RE: Still Interested in Serving on Arts Commission Board?

Kathleen,

We will submit your name to the Clerk's Office for possible appointment to the Arts Commission Advisory Board by the Board of County Commissioners. They usually handle appointments at their 2<sup>nd</sup> meeting each month. Hopefully, your name will be on their agenda for possible appointment by the end of February, 2014.

Will keep you posted.

Thanks for your interest.

Martha

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**From:** Kathleen Ponder [mailto:kmpgaponder@gmail.com]  
**Sent:** Tuesday, January 14, 2014 10:43 AM  
**To:** Martha Shannon - Orange County Arts Commission  
**Subject:** Re: Still Interested in Serving on Arts Commission Board?  
**Importance:** High

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** February 4, 2014

**Action Agenda**

**Item No.** 11-c

**SUBJECT:** Nursing Home Community Advisory Committee - Appointments

**DEPARTMENT:** Board of Commissioners

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

No

**ATTACHMENT(S):** Under Separate Cover  
Membership Roster  
Recommendation  
Application(s) for Person(s) Recommended  
Interest List  
Application(s) of Person(s) on the Interest  
List

**INFORMATION CONTACT:**  
Clerk's Office, 245-2130

**PURPOSE:** To consider making appointments to the Nursing Home Community Advisory Committee.

**BACKGROUND:** The following appointments are for Board consideration:

- Appointment to a one year training term for Ms. Sandra Jones
- Appointment to a one year training term for Ms. Sandra Lemons
- Appointment to a one year training term for Dr. Joanne Wilson

POSITION NO.	NAME	SPECIAL REPRESENTATIVE	EXPIRATION DATE
5	Ms. Sandra Jones	At-Large – Training	01/23/2015
7	Ms. Sandra Lemons	At-Large – Training	01/23/2015
11	Dr. Joanne Wilson	At-Large – Training	01/23/2015

**FINANCIAL IMPACT:** None

**RECOMMENDATION(S):** The Board will consider making appointments to the Nursing Home Community Advisory Committee.

# Board and Commission Members

## And Vacant Positions

### *Nursing Home Community Advisory Committee*

Meeting Times: 5:30 p.m. Every other 1st Tuesday starting with Jan.

Terms: 2

Contact Person: Charlotte Terwilliger, MSW

Meeting Place: United Church of CH - 1321 ML King Blvd

Positions: 12

Length: 3 years

Contact Phone: 919-558-9401

Description: All appointments are made by the Board of Commissioners. This committee helps to maintain the intent of the Residents' Bill of Rights, promotes community involvement and provides public education on long-term care issues. The regional ombudsman with Triangle J Council of Governments provides specialized training and support.

1	<b>Dr. Tracey Yap</b> 834 Providence Glen Drive Chapel Hill NC 27514	Day Phone: 502-686-0016 Evening Phone: 919-240-4793 FAX: E-mail: tracey.yap@duke.edu	Sex: Female Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 12/13/2011 Current Appointment: 02/19/2013 Expiration: 01/30/2016 Number of Terms: 1
2	<b>Mr Elijah (Ed) Flowers, III</b> Chair 2813 Beckett's Ridge Drive Hillsborough NC 27278	Day Phone: 919-357-9256 Evening Phone: 919-357-9256 FAX: E-mail: ed_flowers@yahoo.com	Sex: Male Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 03/06/2008 Current Appointment: 02/21/2012 Expiration: 03/31/2015 Number of Terms: 2
3	<b>Ms. Teri J. Driscoll</b> 815 US Hwy 70A East, Apt. 323 Hillsborough NC 27278	Day Phone: 919-245-1127 Evening Phone: 919-245-1127 FAX: E-mail: driscoll323@nc.rr.com	Sex: Female Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 09/17/2013 Current Appointment: 09/17/2013 Expiration: 09/30/2014 Number of Terms: 1
4	<b>Ms. Sharon Karnash</b> 5513 Quail Hollow Drive Hillsborough NC 27278	Day Phone: 919-479-5661 Evening Phone: same FAX: E-mail: Sharon.karnash@gmail.com	Sex: Female Race: Caucasian Township: Little River Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 06/12/2007 Current Appointment: 04/19/2011 Expiration: 06/30/2014 Number of Terms: 2
5	<b>VACANT</b>	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr: Nursing Home Administration	First Appointed: Current Appointment: Expiration: 06/30/2008 Number of Terms:

# Board and Commission Members

## And Vacant Positions

### *Nursing Home Community Advisory Committee*

Meeting Times: 5:30 p.m. Every other 1st Tuesday starting with Jan.

Terms: 2

Contact Person: Charlotte Terwilliger, MSW

Meeting Place: United Church of CH - 1321 ML King Blvd

Positions: 12

Length: 3 years

Contact Phone: 919-558-9401

Description: All appointments are made by the Board of Commissioners. This committee helps to maintain the intent of the Residents' Bill of Rights, promotes community involvement and provides public education on long-term care issues. The regional ombudsman with Triangle J Council of Governments provides specialized training and support.

#### Ms. Vicki Barringer

6	Day Phone: 919-971-9333 Evening Phone: 919-971-9333 FAX: E-mail: vbarringer@gmail.com 3612 Old Vine Trail Hillsborough NC 27278	Sex: Female Race: Caucasian Township: Eno Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 03/22/2012 Current Appointment: 03/19/2013 Expiration: 03/31/2016 Number of Terms: 1
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#### VACANT

7	Day Phone: Evening Phone: FAX: E-mail:	Sex: Race: Township: Resid/Spec Req: At-Large Special Repr: Nursing Home Administration	First Appointed: Current Appointment: Expiration: 06/01/2014 Number of Terms:
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#### Dr. Mario Battigelli

8	Day Phone: 919-942-5756 Evening Phone: FAX: E-mail: mcbattigelli@gmail.com 1307 Wildwood Drive Chapel Hill NC 27514	Sex: Male Race: Caucasian Township: Chapel Hill Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 03/16/2010 Current Appointment: 04/19/2011 Expiration: 03/16/2014 Number of Terms: 1
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#### Ms. Susan Deter

9	Day Phone: 919-682-4124 Evening Phone: 919-479-0574 FAX: 919-956-7703 E-mail: susiedeter@yahoo.com 5512 Quail Hollow Drive Hillsborough NC 27278	Sex: Female Race: Caucasian Township: Little River Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 04/19/2011 Current Appointment: 03/22/2012 Expiration: 04/19/2015 Number of Terms: 1
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#### Dr Mary Ann Peter

10	Day Phone: 919-732-6073 Evening Phone: FAX: E-mail: maryannpeter@earthlink.net 118 W. Tryon St. Hillsborough NC 27278	Sex: Female Race: Caucasian Township: Hillsborough Resid/Spec Req: At-Large Special Repr: At-Large	First Appointed: 01/24/2012 Current Appointment: 06/18/2013 Expiration: 06/30/2016 Number of Terms: 1
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# Board and Commission Members

## And Vacant Positions

### *Nursing Home Community Advisory Committee*

Meeting Times: 5:30 p.m. Every other 1st Tuesday starting with Jan.

Terms: 2

Contact Person: Charlotte Terwilliger, MSW

Meeting Place: United Church of CH - 1321 ML King Blvd

Positions: 12

Length: 3 years

Contact Phone: 919-558-9401

Description: All appointments are made by the Board of Commissioners. This committee helps to maintain the intent of the Residents' Bill of Rights, promotes community involvement and provides public education on long-term care issues. The regional ombudsman with Triangle J Council of Governments provides specialized training and support.

11	<p>VACANT</p>	<p>Day Phone:</p> <p>Evening Phone:</p> <p>FAX:</p> <p>E-mail:</p>	<p>Sex:</p> <p>Race:</p> <p>Township:</p> <p>Resid/Spec Req: At-Large</p> <p>Special Repr: Nursing Home Administration</p>	<p>First Appointed:</p> <p>Current Appointment:</p> <p>Expiration: 12/31/2010</p> <p>Number of Terms:</p>
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12	<p>VACANT</p>	<p>Day Phone:</p> <p>Evening Phone:</p> <p>FAX:</p> <p>E-mail:</p>	<p>Sex:</p> <p>Race:</p> <p>Township:</p> <p>Resid/Spec Req: At-Large</p> <p>Special Repr: Nursing Home Administration</p>	<p>First Appointed:</p> <p>Current Appointment:</p> <p>Expiration: 12/31/2010</p> <p>Number of Terms:</p>
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Dear Mr. Freeman,

The Nursing Home Community Advisory Committee would like to recommend Ms. Sandra Jones for a one year training term. Ms. Jones has been an RN for over 50 years with her specialty being geriatrics. She has experience working in nursing homes as a charge nurse, supervisor, and Director of Nursing. In addition, she has served as a Nursing Home Administrator in Michigan. Her long term care expertise will be valuable to the advocacy work of our committee.

The Nursing Home Community Advisory Committee would also like to recommend Ms. Sandra Lemons for a one year training term. Ms. Lemons has worked at a large retirement center and knows the importance of quality of care for residents. She has participated in training on Resident Rights, Elder Abuse Prevention, and Dementia Care. Ms. Lemons has a passion for ensuring that long term care residents receive the best quality of care in a safe living environment.

The Policies and Procedures for the Nursing Home Community Advisory Committee state of that one-third of its members must be chosen from among persons nominated by a majority of the chief administrators of nursing homes in the County. However it goes on to state that if the nursing home administrators fail to make a nomination within 45 days after written notification these appointments may be made by the Board of County Commissioners without nominations. A request for nominations was sent to the county Nursing Home Administrators on 11/12/13. However, we are anticipating that we will not receive nominations from this group.

Due to the provision outlined above, the Community Advisory Committee is requesting that Ms. Jones and Ms. Lemons be appointed to the vacancies that have been designated for Nursing Home Administration at the January, 2014 BOCC meeting. This will allow 45 days for the Nursing Home Administrators to make a nomination should they choose to.

Please let me know if you need any further information from me to move these recommendations forward.

Thank you for your assistance.

Best Regards,  
Charlotte

Charlotte Terwilliger, MSW  
Ombudsman – Orange and Chatham Counties

Area Agency on Aging  
Triangle J Council of Governments  
4307 Emperor Blvd., Suite 110, Durham, NC 27703  
(o) 919-558-9401 / (f) 919-998-8101  
[cterwilliger@tjcog.org](mailto:cterwilliger@tjcog.org) / [www.tjcog.org](http://www.tjcog.org)



**PROTECT SENIORS**

Take a stand against **ELDER ABUSE.**

YEAR OF ELDER ABUSE PREVENTION

E-Mail correspondence to and from this address is subject to the North Carolina Public Records Act and may be disclosed to third parties unless made confidential under applicable law.

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Sandra Jones  
**Name Called:**  
**Home Address:** 600 West Poplar Ave., Apt. 239  
 Carrboro NC 27510  
**Phone (Day):** 828-668-9628  
**Phone (Evening):**  
**Phone (Cell):** 828-712-2362  
**Email:** None  
**Place of Employment:** Retired  
**Job Title:** RN, Teacher  
**Year of OC Residence:** 2012  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro City Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Boards/Commissions applied for:

#### Nursing Home Community Advisory Committee

I have been an RN for 50 years with my specialty being geriatrics. I have been in many positions in Nursing Homes from charge nurse, to supervisory, inservice director, Director of Nursing and I was licensed in Michigan as a Nursing Home Administrator. I also have degree in Education (Allied Health).

#### Advisory Board on Aging

I am aged - recently became 70 - and I am slightly handicapped and live in a senior independent apartment complex where I see the reality of aging at every level - economically, socially, healthwise, mentally, emotionally. With my background in geriatrics I can be very discerning as to the blessings and problems of aging.

### Community Activities/Organizational Memberships:

Volunteer at McDougle Elementary School - 2nd Grade Reading and Writing  
 Volunteer Leukemia & Lymphoma Society  
 Volunteer Ronald McDonald House (UNC Childrens Hospital)  
 Volunteer Literacy Council-Tutoring in Reading & Math for a 70 year old illiterate lady.  
 Active in my church.  
 Active in my Church

### Past Service on Orange County Advisory Boards:

None

**Other Comments:**

STAFF COMMENTS: Originally applied for Nursing Home Committee and Advisory Board on Aging 01/24/2013. ADDRESS VERIFICATION: 600 West Poplar Avenue, Apt. 239, is Carrboro Jurisdiction, Carrboro City Limits, Chapel Hill Township.

**This application was current on:** 1/22/2013

**Date Printed:** 12/10/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Sandra Lemons  
**Name Called:**  
**Home Address:** 1321 Brookhollow Road  
 Efland NC 27243  
**Phone (Day):** 919-971-8385  
**Phone (Evening):** 919-971-8385  
**Phone (Cell):**  
**Email:** SandraL@umrh.org  
**Place of Employment:** Croasdaile Village  
**Job Title:** Administrative Assistant Plant Operations  
**Year of OC Residence:** 1955  
**Township of Residence:** Cheeks  
**Zone of Residence:** -  
**Sex:** Female  
**Ethnic Background:** Caucasian

**Boards/Commissions applied for:**

Nursing Home Community Advisory Committee

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Work Experience: UNC-CH Medical School Admissions Office 16 yrs; Orange County Schools 7 yrs; Croasdaile Village 3 yrs

Volunteer Experience: School and Church

Education: Chapel Hill High School; King's College, Charlotte NC; King's College, Raleigh NC

**Other Comments:**

Working for a large retirement center with several levels of care including skilled nursing, I know the importance of quality care for residents. I am required to complete online staff development on Resident Rights, Preventing Resident Abuse, Sexual Harassment, HIPPA, Corporate Compliance; Alzheimer's; Slips, Trips and Falls to name a few. I feel that I could serve Orange County with this knowledge to make sure that the facilities in our county give the best quality care and safest living environment to residents. STAFF COMMENTS: Originally applied for Nursing Home Community Advisory Committee 02/11/2011. ADDRESS VERIFICATION: 1321 Brookhollow Road, Efland, NC is in Orange County Jurisdiction, Cheeks Township.

**Thom Freeman**

---

**From:** Ed Flowers <ed\_flowers@yahoo.com>  
**Sent:** Tuesday, January 14, 2014 10:03 AM  
**To:** Thom Freeman  
**Cc:** Nursing Home Community Advisory Committee  
**Subject:** OCNHCAC committee appointment  
**Attachments:** Wilson Volunteer Application.pdf

Thom

The Orange County Nursing Home Community Advisory Committee voter to accept Dr. Joanne Wilson's application (attached file) to be appointed to our committee at our meeting on January 7, 2014.

Please proceed with advising the BOCC of this decision. Please let me know when her appointment will be on the BOCC agenda. Once approved, we will proceed with having her attend orientation sessions which includes touring one of our nursing homes.

Thanks

Ed Flowers  
Chairperson, OCNHCAC

---

**Volunteer Application  
Orange County Advisory Boards and Commissions**

**Name:** Dr Joanne Wilson  
**Name Called:**  
**Home Address:** 104 Stoneridge Drive  
Chapel Hill NC 27514  
**Phone (Day):** 919-810-2774  
**Phone (Evening):** 919-932-5391  
**Phone (Cell):**  
**Email:** antee1@earthlink.net  
**Place of Employment:** Duke  
**Job Title:** Physician  
**Year of OC Residence:** 1990  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Rural Area Resident  
**Sex:** Female  
**Ethnic Background:** African American

**Boards/Commissions applied for:**

Board of Health

Nursing Home Community Advisory Committee

**Community Activities/Organizational Memberships:****Past Service on Orange County Advisory Boards:**

None

**Other Comments:**

STAFF COMMENTS: Applied 07/15/2013 for Adult Care Home Community Advisory Committee, Advisory Board on Aging, and Board of Health. ADDRESS VERIFICATION: 104 Stoneridge Drive is Chapel Hill Township, Orange County Jurisdiction, and (RB) Rural Buffer Zoning.

This application was current on: 7/15/2013 9:53:13 PM

Date Printed: 12/10/2013

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Nursing Home Community Advisory Committee*

Contact Person: Charlotte Terwilliger, MSW  
Contact Phone: 919-558-9401

<b>Ms. Susan Adams</b> 211 Hogan Woods Circle Chapel Hill NC 27516  Skills: Consultant	Day Phone: 919-357-5541 Evening Phone: 919-357-5541 Cell Phone: E-mail: jaseradams@gmail.com Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 10/07/2013
<b>Ms. Martha Bell</b> 100 Macrae Court Chapel Hill NC 27516  Skills:	Day Phone: 919-968-4674 Evening Phone: as above Cell Phone: N/A E-mail: mbell968@yahoo.com Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 01/09/2014
<b>Ms. T. L. Crews</b> 4921 Guess Rd Roumeont NC 27572  Skills: School Principal Skills: Tutor	Day Phone: 919 732-6974 Evening Phone: 919 732-6974 Cell Phone: E-mail: crewsez@aol.com Also Serves On: Adult Care Home Community Advisory Committee	Sex: Female Race: African American Township: Little River Date Applied: 08/21/2011
<b>Nick Galvez</b> 403 N Elliott Road Chapel Hill NC 27514  Skills:	Day Phone: 7274189921 Evening Phone: 7274189921 Cell Phone: 7274189921 E-mail: ngalvez1234@gmail.com Also Serves On:	Sex: Male Race: Other Township: Chapel Hill Date Applied: 01/08/2014
<b>Ms. Sandra Jones</b> 600 West Poplar Ave., Apt. 239 Carrboro NC 27510  Skills: Skills: Geriatric Care Skills: Nurse	Day Phone: 828-668-9628 Evening Phone: Cell Phone: 828-712-2362 E-mail: None Also Serves On: Also Serves On: Also Serves On:	Sex: Female Race: Caucasian Township: Chapel Hill Date Applied: 01/22/2013
<b>Ms. Sandra Lemons</b> 1321 Brookhollow Road Efland NC 27243  Skills: Administrative Assistant	Day Phone: 919-971-8385 Evening Phone: 919-971-8385 Cell Phone: E-mail: SandraL@umrh.org Also Serves On:	Sex: Female Race: Caucasian Township: Cheeks Date Applied: 02/11/2011

# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Nursing Home Community Advisory Committee*

Contact Person: Charlotte Terwilliger, MSW  
Contact Phone: 919-558-9401

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### Mrs Karen Schnell

4421 Lynch Store Rd  
Mebane NC 27302

Skills: Consultant  
Skills: Nurse

Day Phone: 919 304 5880

Evening Phone:

Cell Phone:

E-mail: schnellkar@yahoo.com

Also Serves On: Adult Care Home Community Advisory Committee

Sex: Female

Race: Caucasian

Township: Cedar Grove

Date Applied: 06/06/2013

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### Dr Joanne Wilson

104 Stoneridge Drive  
Chapel Hill NC 27514

Skills: Medical Doctor

Day Phone: 919-810-2774

Evening Phone: 919-932-5391

Cell Phone:

E-mail: anteel@earthlink.net

Also Serves On:

Sex: Female

Race: African American

Township: Chapel Hill

Date Applied: 07/15/2013

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## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Susan Adams  
**Name Called:**  
**Home Address:** 211 Hogan Woods Circle  
 Chapel Hill NC 27516  
**Phone (Day):** 919-357-5541  
**Phone (Evening):** 919-357-5541  
**Phone (Cell):**  
**Email:** jaseradams@gmail.com  
**Place of Employment:** Self-employed  
**Job Title:** Consultant  
**Year of OC Residence:** 2004  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro City Limits  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Boards/Commissions applied for:

#### Advisory Board on Aging

I am energized by solving problems and taking on challenges. With over 1 person turning 50 every second due to the dramatic achievements in public health, Orange County is poised to see a 67% increase in persons over 65 and a 43% increase in persons over 85 in the next 10 years. This trend continues through 2030 when persons over 65 will again increase by 42% and over 85 by 70%. Orange county is a leader in serving its senior population and I want to contribute to preparing and meeting these needs throughout the next 20 years.

Although I worked as a chemical engineer for 15 years, I recently returned to school to get a BA in Multidisciplinary studies, with an emphasis on social sciences and the Socio-Ecological Model which shows that the health of an individual is based not just on the person but withing the greater context of his relationships, his community and his society. Because of my interest in the aging process, I am currently completing a Masters in Gerontology from the University of Southern California. Through this program I have been able to receive the training and tools that will aid me in pursuing my goal of improving the disparity in the aging experience between the different economic classes. The research area where I am basing my concentration consists of early depression intervention for the home caregiver. Many home caregivers are thrust into their duties with little to no training and as more residents, especially in the rural areas, are deciding to age in place there will be a need for increased programs to address the adult child or spousal caregiver, many of whom are over 50.

I am excited to be beginning this new phase of my life as I turn 50, and consider myself to be a life-long learner who believes that we are all part of something larger and there is purpose to all our lives. My belief system influences all I do and I value responsibility and high ethical standards. I

believe that the strategic methods of problem solving I utilized as an engineer allows me to find and evaluate alternatives and seek innovative ways to get things done. I believe in community involvement as I was a member of the School Improvement Team (SIT) committee for McDougle Middle School for 2 years, worked as a volunteer at the Chapel Hill Museum for 3 years, and have been a member of the MAC -Mandarin Advisory Council for the dual language program in CHCCS since it began and my daughter has been part of the program for the past 8 years. As my children are growing up and moving on to new goals, I feel that I too must focus my time and energies on the future.

I appreciate your time in considering me for this position.

#### **Nursing Home Community Advisory Committee**

I am graduating with my Masters of Arts in Gerontology in May 2014 from the University of Southern California. My BS is multi disciplinary in psychology and public health. My concentration of study is in environmental interventions to decrease agitation in persons with dementia. I currently volunteer at Galloway Ridge and care part time for my elderly parents who I relocated to Chatham County in 2008.

#### **Community Activities/Organizational Memberships:**

IFC - Orange County Homeless Shelter, Galloway Ridge - Volunteer, Care Ministry - Newman Center, Coastal Pines of North Carolina - troop 862 - Adult Volunteer, Treasurer 2007-2012, AARP, GSA - Gerontological Society of America  
MAC Committee - Mandarin Advisory Council for the Dual Language Program for Chapel Hill Carrboro City School District, Newman center outreach care ministry, MAC-dual language for Mandarin Chinese advisory board for school system, NAHB - National Home Builders Association Orange , Chatham and Durham counties - remodeler s council, National Gerontology Society, AARP,

#### **Past Service on Orange County Advisory Boards:**

#### **Other Comments:**

STAFF COMMENTS: Applied 2/1/2013 for Advisory Board on Aging. Applied 10/4/2013 for Nursing Home CAC. ADDRESS VERIFICATION: 211 Hogan Woods Circle is Chapel Hill Township, Carrboro Jurisdiction, Carrboro City Limits.

This application was current on: 10/7/2013

Date Printed: 12/10/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Martha Bell  
**Name Called:**  
**Home Address:** 100 Macrae Court  
 Chapel Hill NC 27516  
**Phone (Day):** 919-968-4674  
**Phone (Evening):** as above  
**Phone (Cell):** N/A  
**Email:** mbell968@yahoo.com  
**Place of Employment:** Retired  
**Job Title:** Registered Nurse - Director of Nursing  
**Year of OC Residence:** 1995  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Female  
**Ethnic Background:** Caucasian

### Community Activities/Organizational Memberships:

Member, Sigma Theta Tau  
 Vice Chair, DVAMC Veterans Mental Health Council  
 Member, The Chapel of the Cross  
 Volunteer, Ambulatory Care, DVAMC  
 Member, Retired Officers Association  
 Member, Army Nurse Corps Association (former Regional Director)

### Past Service on Orange County Advisory Boards:

Nursing Home Community Advisory Committee  
 Board of Health

### Boards/Commissions applied for:

#### Nursing Home Community Advisory Committee

##### Background, education and experience relevant to this board:

After retiring from active duty with the Army Nurse Corps in 1995, accepted position of Director of Nursing, Carol Woods Retirement Community, serving in that capacity for 12 years, and then continued in special projects as identified by the President/CEO, Carol Woods, for another 5 years; also eventually had operational responsibility for assisted living, and infection control for the organization. Coordinated clinical assignments in long term care for nursing and nursing assistant students from DCC and NCCU. Taught fundamentals of elder care to staff and students; served as consultant with CARF and AAHSA reviewing health and service delivery standards.

##### Reasons for wanting to serve on this board:

Throughout the years at Carol Woods, I met many members of this Community Committee, through their advisory capacity; always impressed with their respect for the older adult and circumstances that lead a person(s) to seek long term care, I knew I was unable to serve this

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committee until I retired from the business of elder services. I've continued to keep my nursing license current, attending related education offerings in the infection control, gerontology and health care for the years since retirement from full time work. While volunteering in Durham, I really want to serve my local community and continue to put my knowledge of aging services and long term care to good use.

**Conflict of Interest:****Board of Health****Background, education and experience relevant to this board:**

RN, BSN, MSN; attendance at 3.5 day infection control in long term care course offered by SPICE every two years; recent course attendance at offering regarding CDiff; served as infection control consultant for Carol Woods Retirement Community 12 years while also serving as its Director of Nursing/Health Services.

**Reasons for wanting to serve on this board:**

Throughout the years at Carol Woods, I was often involved with Board of Health issues, including outbreak investigation, tuberculosis control, difficulties encountered in Infection Control for the older adult in a long term care/congregate living environment. I purposely kept my nursing license current despite my retirement from full time nurse because I hoped to eventually serve my community in some capacity related to my professional knowledge. I seek only an activity that will use my knowledge rather than any paid position.

**Conflict of Interest:****Supplemental Questions:****Other Comments:**

This application was current on: 1/9/2014 11:27:53 AM

Date Printed: 1/10/2014

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. T. L. Crews  
**Name Called:**  
**Home Address:** 4921 Guess Rd  
 Rougmeont NC 27572  
**Phone (Day):** 919 732-6974  
**Phone (Evening):** 919 732-6974  
**Phone (Cell):**  
**Email:** crewsez@aol.com  
**Place of Employment:** Retired Public School Administrator  
**Job Title:** Senior Director Programs for Exceptional Children  
**Year of OC Residence:** 1996  
**Township of Residence:** Little River  
**Zone of Residence:** -  
**Sex:** Female  
**Ethnic Background:** African American

**Boards/Commissions applied for:**

Nursing Home Community Advisory Committee

**Community Activities/Organizational Memberships:**

**Past Service on Orange County Advisory Boards:**

Work Experience: Currently serving as Executive Director for the Little River Community Complex

Durham Public Schools worked in administrative leadership in the Exceptional Children's Program. Retired in 2005 as Director of the system's Exceptional Children's Program; at the request of the superintendent I returned to provide training and assistance to the new Director when appointed.

Volunteer Experience: Worked with children in placement through Durham Social Services and court system. I reviewed files and collected relevant data for attorneys to use in court custody and placement hearings

Tutored young adults and children

Volunteered in a university sponsored child development center

Currently Executive Director of Little River Community Complex

Education: M.ED in Special Education  
 BA in history with minor in education  
 Hold Principal Certification

State Licensed in areas of LD/BED/DD

**Other Comments:**

I have spent most of my life working to better provide assistance to infants, children, young adults, those at risk, and senior citizens. As a result of spending days and nights in several nursing homes sitting with elderly parents and relatives, I've gained a deeper understanding and compassion for elderly residents and workers in nursing facilities. STAFF COMMENTS: 08/23/2011 Applied to serve on Human Relations Commission, Adult Care Home Community Advisory Committee, and Nursing Home Community Advisory Committee. ADDRESS VERIFICATION: 4921 Guess Road is in Little River Township, Orange County Jurisdiction.

**This application was current on:** 8/21/2011 11:48:53 AM

**Date Printed:** 12/10/2013

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Nick Galvez  
**Name Called:**  
**Home Address:** 403 N Elliott Road  
 Chapel Hill NC 27514  
**Phone (Day):** 7274189921  
**Phone (Evening):** 7274189921  
**Phone (Cell):** 7274189921  
**Email:** ngalvez1234@gmail.com  
**Place of Employment:** Bayada Home Care  
**Job Title:** Field Clinician/Physican Therapist  
**Year of OC Residence:** 2013  
**Township of Residence:** Chapel Hill  
**Zone of Residence:**  
**Sex:** Male  
**Ethnic Background:** Other

### Community Activities/Organizational Memberships:

To Whom It Concerns:

I have worked in healthcare for over 15 years and have successfully managed operations and finances for medium and large healthcare organizations. I earned an MBA with a concentration in accounting in 2004. I also gained the CMA certification from the Institute of Management Accountants to further my knowledge and prepare for a Director level position.

In my current position as a regional manager, I helped develop new markets (Georgia) and new programs for internal and external growth. I assisted the sales team to ensure operations and new business growth was aligned with the company's long term strategic plan. The region and company has grown significantly due to my focus on new markets and new programs.

I have volunteer experiences that have also contributed to my professional development. I enjoyed serving on the Hillsborough County Healthcare Advisory Board for the past 4 years and have contributed to fiscal policy development for the county healthcare plan. I also serves on the Board of Directors for the Health Council of West Central Florida to serve their mission to educate consumers in the region about healthcare issues. I held this position for 2 years while living in Florida.

I am excited about getting involved in the Chapel Hill community and sharing my experiences with other like minded citizens to improve out community.

Sincerely,

Nick Galvez

**Past Service on Orange County Advisory Boards:**

none

**Boards/Commissions applied for:****Board of Health****Background, education and experience relevant to this board:**

I have a background in healthcare administration and business management. I believe the combination of operations and finances are vital to a successful healthcare organization. I believe local boards need to weigh the benefits and costs of those affected by the decisions by they make. I have a desire to improve our health as a society, in the community and in our family. I believe that I can affect the changes by becoming involved in local boards and talking with other professionals about health. The affordable health care act will inevitably affect those directly and indirectly in the field of health.

**Reasons for wanting to serve on this board:**

see above

**Conflict of Interest:**

na

**Nursing Home Community Advisory Committee****Background, education and experience relevant to this board:**

I have a background in healthcare administration and business management. I have worked in nursing homes as a director of therapy and also as a regional director for therapy departments. I have worked with for profit and not for profit companies that own and operate nursing homes.

I believe the combination of operations and finances are vital to a successful healthcare organization. I believe local boards need to weigh the benefits and costs of those affected by the decisions by they make. I have a desire to improve our health as a society, in the community and in our family. I believe that I can affect the changes by becoming involved in local boards and talking with other professionals about health. The affordable health care act will inevitably affect those directly and indirectly in the field of health.

**Reasons for wanting to serve on this board:**

see above

**Conflict of Interest:**

na

**Supplemental Questions:****Other Comments:**

This application was current on: 1/8/2014 7:47:26 AM

Date Printed: 1/10/2014

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Mrs Karen Schnell  
**Name Called:**  
**Home Address:** 4421 Lynch Store Rd  
Mebane NC 27302  
**Phone (Day):** 919 304 5880  
**Phone (Evening):**  
**Phone (Cell):**  
**Email:** schnellkar@yahoo.com  
**Place of Employment:** Blue Sky Health Concepts Consulting, LLP  
**Job Title:** RN, MSN, LNC  
**Year of OC Residence:** 2004  
**Township of Residence:** Cedar Grove  
**Zone of Residence:** Agricultural Residential  
**Sex:** Female  
**Ethnic Background:** Caucasian

### **Boards/Commissions applied for:**

#### **Nursing Home Community Advisory Committee**

As a Master s prepared Advance Practice RN and Legal Nurse Consultant, I have the education and training. With my own business, Blue Sky Health Concepts Consulting LLP, and MBA, I have a strong business background to support my health care background.

### **Community Activities/Organizational Memberships:**

NCNA

Volunteer as Nurse of the Day for the General Assembly PRN

### **Past Service on Orange County Advisory Boards:**

### **Other Comments:**

STAFF COMMENTS: 06/06/2013 - Applied for Nursing Home Community Advisory Committee and Solid Waste Advisory Board (Currently Not Accepting Applications). 06/06/2013 ADDITIONAL APPLICATION for Adult Care Home Community Advisory Committee. ADDRESS VERIFICATION: 4421 Lynch Store Road is Orange County Jurisdiction, Cedar Grove Township, and AR (Agricultural Residential).

**BOCC Meeting Follow-up Actions**

(Individuals with a \* by their name are the lead facilitators for the group of individuals responsible for an item)

<b>Meeting Date</b>	<b>Task</b>	<b>Target Date</b>	<b>Person(s) Responsible</b>	<b>Status</b>
1/23/14	Review and consider request that the Board and County staff review change in fire service agreement for White Cross	2/18/2014	Chair/Vice Chair/Manager	<b>DONE</b> Manager and Attorney to review, consult with White Cross, and provide recommendation to the Board
1/23/14	Review and consider request from Commissioner Rich that the Board invite the Trash Terminators school group to make a presentation at the February 18, 2014 regular Board meeting	2/4/2014	Chair/Vice Chair/Manager	<b>DONE</b> Clerk to make contacts and compile background information and pursue scheduling for the February 18 meeting
1/23/14	Review and consider request from Commissioner Rich that the current rent and administrative fees the County charges to the Visitors Bureau be reviewed and potentially adjusted	6/1/2014	Chair/Vice Chair/Manager	<b>DONE</b> To be reviewed as part of FY 2014-15 budget process
1/23/14	Review and consider request from Commissioner Rich that the County inform the National Association of Counties (NACo) regarding Orange County's efforts related to Banning the Box	2/1/2014	Chair/Vice Chair/Manager	<b>DONE</b> Chair to send letter to NACo sharing County's actions
1/23/14	Review and consider request from Commissioner McKee that future Board discussions related to the Triangle Transit and the Bus and Rail Investment Plan occur at regular Board meetings	2/4/2014	Chair/Vice Chair/Manager	<b>DONE</b> Future items to be discussed at regular meetings
1/23/14	Review and consider request from Commissioner Price that the Board consider parking needs/issues at Fairview Park	6/1/2014	Chair/Vice Chair/Manager	<b>DONE</b> To be reviewed as part of the Capital Investment Plan process
1/23/14	Review and consider request from Commissioner Price regarding a graph noting foreclosure trends in the County since 2008	2/18/2014	Chair/Vice Chair/Manager	<b>DONE</b> Manager to consult with Tax Administrator

Meeting Date	Task	Target Date	Person(s) Responsible	Status
1/23/14	Review and consider request from Commissioner Jacobs that staff investigate community responsibility efforts of banks and financial institutions the County does business with	2/4/2014	Chair/Vice Chair/Manager	<b>DONE</b> Finance and Administrative Services Director to pursue information and provide to the Board
1/23/14	Work with property owner regarding easement, gate, trees, etc. and incorporation of language into the easement agreement to address concerns	3/1/2014	*John Roberts Kevin Lindley	Staff to work with property owner
1/23/14	Move forward with planning efforts regarding rural recycling by bringing back to the Board's February 4, 2014 meeting a proposal for two public hearings on solid waste district, information on four options including financing information and impacts, and other information discussed by the Board	7/1/2014	*Gayle Wilson Michael Talbert	<b>DONE</b> Information provided as an agenda item on February 4 <sup>th</sup> meeting agenda

# INFORMATION ITEM

## Tax Collector's Report - Numerical Analysis

Effective Date of Report: January 16, 2014						
Tax Year 2013	Amount Charged in FY 13-14	Amount Collected	Accounts Receivable*	Amount Budgeted in FY 13-14	Remaining Budget	% of Budget Collected
Current Year Taxes	\$ 137,868,792.00	128,756,228.68	\$ 6,750,191.36	\$ 137,868,792.00	\$ 9,112,563.32	94.89%
*Current Year VTS Taxes		2,063,994.64				
Prior Year Taxes	\$ 4,163,721.00	1,186,139.50	\$ 2,864,274.12	\$ 994,130.00	\$ (192,009.50)	119.31%
<b>Total</b>	<b>\$ 142,032,513.00</b>	<b>132,006,362.82</b>	<b>\$ 9,614,465.48</b>	<b>\$ 138,862,922.00</b>	<b>\$ 8,920,553.82</b>	<b>95.06%</b>
Tax Year 2012	Amount Charged in FY 12-13	Amount Collected	Accounts Receivable	Amount Budgeted in FY 12-13	Remaining Budget	% of Budget Collected
Current Year Taxes	\$ 135,068,463.00	127,505,849.61	\$ 7,746,118.30	\$ 135,068,463.00	\$ 7,562,613.39	94.40%
Prior Year Taxes	\$ 4,026,736.27	1,194,108.15	\$ 2,512,116.35	\$ 994,130.00	\$ (199,978.15)	120.12%
<b>Total</b>	<b>\$ 139,095,199.27</b>	<b>128,699,957.76</b>	<b>\$ 10,258,234.65</b>	<b>\$ 136,062,593.00</b>	<b>\$ 7,362,635.24</b>	<b>94.59%</b>
Current Year Overall Collection Percentage Tax Year 2013			95.03%			
Current Year Overall Collection Percentage Tax Year 2012			94.29%			

*\*Effective with September 2013 vehicle registration renewals, the Orange County Tax Office will generally no longer bill and collect for registered motor vehicles. This is in accordance with new State law, House Bill 1779. In an effort of full transparency, the tax office has modified its Collector's Report format to include taxes billed and collected through the new Vehicle Tax System (VTS). Including this figure will show the Collector's progress toward meeting the overall tax revenue budget. Note that reconciliation for these taxes is monthly, so this figure may not change with each report.*

# INFORMATION ITEM

## Memorandum

To: Michael Talbert, Assistant County Manager  
From: Gayle Wilson, Solid Waste Director  
Subject: BOCC Follow-up Regarding Commercial Disposal at Convenience Centers  
Date: January 14, 2014

Following the BOCC directive from their June 6 meeting I have contacted all known small private hauling businesses operating in the County. I indicated in my inquiry to them that the BOCC has requested that I contact small haulers to:

- verify that they understood that the county landfill was closing effective June 30
- Inquire if they had determined another disposal facility to which to deliver their waste and if so, which facility
- If they had not determined where they would deliver their waste would they need/desire assistance finding a disposal facility
  - Approximately how much waste do they collect and what type of vehicle did they use
- Would they like to meet with me to discuss

### **Listed below are the results of my phone inquiry to the nine haulers identified:**

Lawrence Bigelow – 563-1537: left message 9:15am on June 11; no return call

Efland Trash Service – 866-776-7863: spoke with Jessica and she indicated would use the Durham WTS, but would prefer to be able to use county convenience centers; she currently dumped once per day except for dumping twice on Thursday; no need to meet with me again but may speak with the BOCC again

John Webb – 929-3097: spoke with Donnie Webb who is now running the operation; he indicated that he will be using the Durham WTS and that he did not need assistance finding a disposal facility; he indicated he did not need to meet with me at this time

Lloyd Ross – 368-1292: Lloyd indicated that he would be using both the Waste Industries WTS in Durham and the City of Durham WTS; he did not need assistance finding a disposal facility; he said he was going to have to purchase a larger truck to make the longer hauling more efficient; he did not wish to meet

Johnson Garbage Service – 967-2516 (Johnny Johnson): left a message at 9:35am on June 11; no return call

Carolina Disposal Systems – 771-7944 (Anthony Glosson): left message at 9:40am on June 11; no return call

Ellis Disposal – 542-2208 (Tammy Ellis): voice mailbox was full and could not leave message at 9:47am on June 11

Clayton and Hurdle – 688-4993: spoke with lady who was apparently related to the owner; she took down my information and the reason for my call and assured me that she would deliver to the owner; no return call

Trustworthy and Affordable Garbage – 336-598-0408: Gentleman indicated that he did not currently use the county landfill and used another facility he chose not to identify; he indicated that he did not need assistance and did not need to meet

### **Summary**

- I was unable to speak with anyone at four of the nine businesses
- Only one business indicated that they needed assistance and that the assistance requested was permission to dump at county convenience centers; she indicated that she would continue pursuing this permission to the BOCC
- There could be a small hauler that was overlooked or unknown
- Most of the haulers were not eager to provide information about the number of customers, type of equipment used or how much waste they collected

### **Conclusion**

- It appears that only one local small hauling business is earnestly advocating for commercial use of the convenience centers
- It is my opinion that if given permission, and low or no cost, most of the other haulers would demand to also use the convenience centers
- Convenience centers are not designed or operated in a manner that would reasonably service even small commercial hauling businesses without negatively impacting the residential users, increasing costs and requiring the need for more waste collection resources to service the convenience centers
- It has been a long standing and successful policy that convenience centers were for residential use only and if commercial haulers are allowed, I believe it would change the fundamental community oriented nature of these centers making it more difficult to site centers in the future or perhaps more difficult to even to modernize them (considered a prelude to allowing commercial users)
- Many businesses, aside from small waste collection type businesses, would likely demand to use the centers if exceptions were being considered by the BOCC; they might

consider it special treatment for a favored business; landfill closure will not only impact waste hauling businesses but other businesses who do their own hauling

- Preliminary design of the Eubanks Road SWCC has been suspended due to the anticipated impact that allowing commercial haulers to use the centers and the changes that would have to be made to accommodate such a policy; it is my opinion that we should determine if commercial haulers will be allowed to use before we proceed with design; also, having to obtain a transfer station permit would cause substantial design and siting changes
- As I have already mentioned, NC DENR has preliminarily indicated that it is likely that a Transfer Station Permit may be required if commercial haulers were allowed to use a convenience center; such a determination would be prohibitively expensive, restrictive and potentially resisted by the general public (I have requested our staff engineer to contact NC DENR permitting staff for further clarification)
- It cannot be recalled that any of the nine small haulers attended any of the public meetings called during the transfer station siting process advocating for a local disposal option or pleading hardship if a local disposal option were not identified
- It may be either legally or politically difficult to limit permission to use the convenience centers to only certain businesses
- There would be no easy way to ensure that an approved waste hauling business would be collecting only residential waste; waste collection businesses are a commercial activity even if they haul only residential waste
- It would definitely be difficult to accurately estimate the cost in advance of how much waste a certain small hauler would deliver to ensure adequate compensation was obtained in advance; no assurance could be made to the SWCC Fee payers that they were not subsidizing a commercial hauling activity
- Allowing some haulers to use the convenience centers would likely be claimed to be inequitable as some haulers would be excluded and be placed in a competitive disadvantage to haulers approved to use the centers
- It would be anticipated that since the SWCC Availability Fee is assessed only to residential property, county residents would oppose allowing waste hauling businesses to use these centers
- Solid Waste Dept. has not been contacted, nor is the department aware of the BOCC being contacted by elderly and disabled residents indicating that they have issues getting their waste collected; most private haulers (large or small) have service provisions for special services

**Please let me know how you would like to proceed. I plan to confer with the County Attorney with regard to clarifying legal aspects of various policies should the BOCC wish to proceed. It is also important that we expedite a BOCC decision to allow us to proceed with Eubanks Road SWCC design.**