

ORANGE COUNTY BOARD OF COMMISSIONERS

AGENDA

BOCC Regular Work Session
March 19, 2015
Meeting – 7:00 p.m.
Richard Whitted Meeting Room
300 West Tryon Street
Hillsborough, NC

- | | | |
|----------------|----|--|
| (7:00 – 7:30) | 1. | BOCC External Advisory Board Appointees |
| (7:30 – 9:00) | 2. | County Commissioners: Boards and Commissions – Annual Work Plans/Reports |
| (9:00 – 10:00) | 3. | Orange County Bus and Rail Investment Plan Annual Report and Update |

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

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: March 19, 2015

**Action Agenda
Item No. 1**

SUBJECT: BOCC External Advisory Board Appointees

DEPARTMENT: Board of Commissioners

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

Listing of Appointees

INFORMATION CONTACT:

Clerk's Office, 245-2130

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

BACKGROUND: The Board had suggested inviting County appointed advisory board representatives to external boards to a work session in order to give these appointees an opportunity to provide updates/concerns on issues they think should be brought to the Board's attention related to their advisory board service. It is in everyone's best interest to improve communication with these Orange County representatives, and to better coordinate their work for the betterment of the county. These appointees have been solicited to submit updates, concerns, and suggestions if they wish. They have also been invited to address the Board at the meeting. The Board addressed this item for the first time at last year's April 10th work session. The item's purpose is to gain a better line of communication between the Board and its appointees to external advisory boards.

FINANCIAL IMPACT: None.

RECOMMENDATION(S): The Manager recommends that the Board receive any presentations, discuss and provide direction as needed to staff.

Listing of Appointees

Accepted:

Thomas Fenske – Mebane Planning Board

Carl Edward Sain – Hillsborough Board of Adjustment

Amy Jeroloman – Carrboro Northern Transition Area Advisory Commission

Maybe:

Mary Musacchia – Chapel Hill Parks, Greenways and Recreation Commission

Declined:

John Bemis – Hillsborough Planning

David Remington – Hillsborough Board of Adjustment

No Response:

Carrboro Northern Transition Area Advisory Committee – Noah Moore

Carrboro Planning Board – David Clinton and Susan Poulton

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

Chapel Hill Library Board of Trustees – James Stroud

Chapel Hill Parks, Greenways and Recreation Commission – Mary Musacchia

Chapel Hill Planning Commission – Deborah Fulghieri

Hillsborough Board of Adjustment – Dustin Williams

Hillsborough Planning Board – Erin Eckert and Janie Morris

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: March 19, 2015

**Action Agenda
Item No. 2**

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

DEPARTMENT: Board of Commissioners

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

Listing of Annual Summaries

INFORMATION CONTACT:

Clerk's Office, 245-2130

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

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

Boards and their representatives below:

- ABC Board **Will be making a presentation to the BOCC on April 7th**
- Adult Care Community Advisory Board **Max Mason, Chair**
- Advisory Board on Aging **Heather Altman, Chair**
- Affordable Housing Advisory Board **Arthur Sprinczeles**
- Agricultural Preservation Board **Peter Sandbeck, DEAPR Staff**
- Animal Services Advisory Board **Michelle Walker, Chair**
- Arts Commission **Ashley Nissler, Vice Chair**

- Board of Adjustment **Michael Harvey, Support Staff**
- Board of Health **The BOH has requested that their work plan be discussed at the Joint Dinner Meeting with the BOCC on 4/14/15.**
- Board of Social Services **Tamara Dempsey-Tanner, Vice Chair**
- Chapel Hill/Orange County Visitors **Anthony Carey, Chair**
- Commission for the Environment **Jan Sassaman, Chair (Rich Shaw)**
- Economic Development Advisory Board **Donald (DR) Bryan, Chair**
- Historic Preservation Commission **Todd Dickinson, Chair**
- Housing Authority **Jean Bolduc, Chair (same report as given at Feb. 3 BOCC Meeting)**
- Human Relations Commission **Gerald Ponder, Vice Chair (and James Davis)**
- Nursing Home Community Advisory Committee **Ed Flowers, Board Member and Charlotte Terwilliger (TJCOG)**
- OUTBoard **Paul Guthrie, Chair**
- Parks and Recreation Council **David Stancil, DEAPR Director**
- Planning Board **Pete Hallenbeck, Chair**

FINANCIAL IMPACT: None.

RECOMMENDATION(S): The Manager recommends the Board review the annual work plans from advisory boards and commissions and provide feedback and/or direction.

BOARDS AND COMMISSIONS ANNUAL SUMMARIES/WORK PLANS

1. ABC Board- (will be making presentation on April 7th) pages 5-7
2. Adult Care Home Community Advisory Committee pages 9-13
3. Advisory Board on Aging pages 15-27
4. Affordable Housing Advisory Board pages 29-31
5. Agricultural Preservation Board pages 33-36
6. Animal Services Advisory Board pages 37-41
7. Arts Commission pages 43-45
8. Board of Adjustment pages 47-48
9. Board of Health—will be part of BOCC
Joint meeting with BOH on April 14th pages 49-52
10. Board of Social Services pages 54-56
11. Chapel Hill/Orange County Visitor's Bureau pages 58-60
12. Commission for the Environment pages 62-67
13. Economic Development Advisory Board pages 69-71
14. Historic Preservation Commission pages 73-78
15. Housing Authority (same as report given on Feb. 3rd) pages 80-82
16. Human Relations Commission pages 84-87
17. Nursing Home Community Advisory Committee pages 88-90
18. Orange Unified Transportation Board (OUTBoard) pages 92-98
19. Parks and Recreation Council pages 100-103
20. Planning Board (Orange County) pages 105-109

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NAME OF BOARD/COMMISSION: ABC Board

Report Period: January – December 2014

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

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

Board/Commission Name: **Orange County ABC Board**

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

Lisa Stuckey, Chair

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

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

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

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

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

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

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

A distribution of \$400,000 is being made to the Orange County General fund for 2014-2015. The board also set aside \$48,333 to contribute to the Board Retiree Health Care Plan. We will distribute \$130,000 to Alcohol Law Enforcement agencies. The board also committed \$156,550 to Alcohol Rehabilitation and Education grants for schools and local community organizations. All of these distributions are well over and above General Statute requirements.

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

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

Orange County EMS	\$ 750
Lutheran Services	\$ 3,000
Mental Health Orange Co Teen Partnership	\$ 5,000
El Centro Hispano	\$ 10,000
Carpe Diem	\$ 12,000
Orange County Drug Court	\$ 20,000
El Futuro	\$ 22,000
Orange County Schools	\$ 38,500
Chapel Hill-Carrboro city Schools	\$ 45,300

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

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

UNC Police Department	\$ 2,000
Hillsborough Police Department	\$ 6,000
Carrboro Police Department	\$ 16,000
Chapel Hill Police Department	\$ 20,000
Orange County Sheriff's Department	\$ 86,000

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

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

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

None of our activities in 2013-14 will have any financial or other impact on county resources.

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

We are relocating a store that is currently under construction in the Chapel Hill North shopping center.

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

Report Period: January 2014 – December 2014

ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS ANNUAL REPORT

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

Board/Commission Name:

Orange County Adult Care Home Community Advisory Committee (ACH CAC)

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

**Maxwell O. Mason - Advisory Committee Chair
Address: 821 Tinkerbelle Rd., Chapel Hill, NC 27517, Tel: 919-649-7937**

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

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

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

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

- **Stay informed about living conditions for residents of long term care (LTC) assisted living facilities and homes.**
- **Make official unannounced quarterly visits to each assisted living facility in county, and unannounced annual visits to assisted living**

family care homes in the county. There are 6 facilities and 6 family care homes that provide assisted living care in the county.

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

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

- Through visits to assisted living facilities and family homes, continued personal advocacy for residents in these facilities and homes.
- Advice and assistance to the County Department of Aging and the Triangle J Ombudsperson in designing and offering programs to improve the care of residents in assisted living facilities and homes.
- Greater community awareness of Orange County's long term care system.

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

- Twenty-three visits in 2014 by visit teams, each with 2 to 4 committee members, to assisted living facilities or family homes; 15 of these visits were to facilities, and 6 to family care homes.
- Preparation of a detailed report written for each of the 21 visits to assisted living facilities or family care homes. These reports are available to the public on the Orange County website.
- With the County Department of Aging and the Triangle J Ombudsperson, sponsoring a showing of the "Alive Inside" documentary about the benefits of Music and Memory. This documentary was shown three times in the county in 2014. These showings were open to the public, and several hundred interested persons attended the showing.
- Advice to and support for the Orange County Department of Aging in offering the "Music and Memory" program to four assisted living facilities in the county: The Stratford, Crescent Green, Villines, and Carolina House. Carol Woods has already implemented the program and serves as a resource to the other facilities. The "Music and

Memory” program can be effective in improving memory for persons with dementia. The goal is that the Music and Memory program will be made available to other assisted living facilities and homes in the county in 2015.

- **Assistance to the Triangle Ombudsperson in offering the “Virtual Dementia Tour” twice to the County Department of Aging’s “Project Engage” class, and once to the Florence Gray Soltys Day Health Program. The “Virtual Dementia Tour” simulates the challenges faced by elderly persons with dementia. The “Tour” is proving to be a very effective training tool for those who work with persons with dementia. The program will be offered in assisted living facilities and other venues in 2015.**
- **Participation in the Triangle J CAC Leadership training on 2/26/14. Four Orange County Adult Care Home Community Advisory Committee members attended this one day training program**
- **In follow up to 2013 County Department of Aging/CAC co-sponsored training for assisted living and family care home staffs on the development of quality activity programs for residents and on retention of quality staff through recognition and opportunity for advancement, two area facilities were recognized this year for implementation of creative activity programs.**
- **Participation in joint UNC Nursing/ACH CAC holiday present donation drive. This drive provides resources to facilities, such as magazines, puzzles, clothes, activity materials and other needed items.**
- **Provision of information about CAC activities to other community organizations. For example, a CAC member also serves on the County’s Aging Advisory Board.**
- **Met with Orange County Commissioner Renee Price at regular bi-monthly business meeting to discuss CAC’s purpose and accomplishments.**

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities. If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

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

- **Continued preparation with Dept. on Aging for anticipated increase in LTC needs.**

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

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

Additional Comments and Observations

- **Orange County assisted living facility and family home strengths:**
 - **Assisted living facilities and homes in the county continue to serve a diverse variety of adults**
 - **All assisted living facilities and homes visited by committee visit teams are aware of the committee's functions, and the administrators and staff of the facilities and homes are receptive to committee concerns, questions, and suggestions. Most administrators and staff see the committee as an asset that can help them to identify and meet the challenges they face.**
- **Orange County assisted living facility and family home weaknesses:**
 - **Need for more personalized or person-centered care for residents**
 - **Some facilities and homes struggle in continuing to provide basic service**
 - **Apparent limited experience and preparation of facility and home staff in handling mental health issues of residents**

- **Activity programs for residents that can, and should, be improved**
- **High rate of staff turnover in many facilities and homes**
- **Maintenance, repair, capital improvement needs in the physical plant of many facilities and homes**
- **Corporate management of some assisted living facilities that is focused too much on monetary gain at the expense of good resident service.**

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NAME OF BOARD/COMMISSION: Advisory Board on Aging**Report Period: January – December 2014****ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/ WORK PLAN FOR THE COUNTY COMMISSIONERS**

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

Board/Commission Name: Advisory Board on Aging

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

Heather Altman, Advisory Board Chair
haltman@carolwoods.org
 919-918-2609

Primary County Staff Contact: Janice Tyler, Department on Aging Director

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

The Advisory Board on Aging meets monthly. Members also participate in the Master Aging Plan Steering Committee (quarterly), the Project EngAGE Planning Committee (quarterly) and the Long Term Care Collaborative.

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

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

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

Oversight of the implementation of the 2012-17 Master Aging Plan – which included the following accomplishments during 2014:

- Graduated 27 senior leaders from Project EngAGE, a 13 comprehensive class on local aging issues. The graduates form local senior resource teams to disseminate information and work on addressing identified service gaps throughout the county.
- Expanded outreach efforts to Chinese, Hispanic & LGBT older adults through the senior centers.
- Awarded 2nd grant from the Department of Transportation to support Mobility Manager's efforts to increase use of public transportation options by older adults, especially in rural parts of the county, and to initiate a volunteer driver program through the Department.
- Facilitated development of new health promotion/exercise programs in community locations serving older adults, such as New Hope Presbyterian Church and the Schley Grange Hall
- Continued to collaborate with EMS to offer the "Stay Up and Active" Falls Prevention project.
- Continued the "Aging in Community" housing presentation series by offering 3 new sessions during the spring and hosted a Senior Housing EXPO in October that drew nearly 300 attendees.

- Provided leadership to the Orange County Long-Term Care Learning Collaborative by sponsoring the Long Term Care Quality Service Award process. Three local long-term care organizations received Quality Service Awards in 2014 for new activities programming.
- Provided financial and technical support to 7 Medicaid-sponsored nursing homes, assisted living facilities, and adult day care programs to implement a Music In My Mind program for residents with dementia.
- Made progress in implementing the Department's Communication Plan by expanding the information provided on the OCDOA website, making the website more "senior friendly", and initiating a Facebook presence.

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

- Provide Orange County representation to the Triangle J Area Agency on Aging and the Senior Tar Heel Legislature.
- Support the Chatham-Orange Community Resource Connections and the development of its partnerships with local service providers including the pilot hospital transitions project as well as the Senior Health Advocacy & Resource Partners workgroup.
- Hold an annual Master Aging Plan update meeting for the public and partner agencies.
- Make recommendations to the BOCC of potential legislative issues to be included in the Orange County legislative agenda.

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

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

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

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities.

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

Continue with Master Aging Plan Year Three Implementation Plan through June 30, 2015 and prioritize strategies for Year Four initiatives.

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

- Transportation accessibility, especially in the rural parts of the county
- Walkability and navigation barriers throughout the county/towns
- Need for more affordable and accessible housing, especially rental units
- Poor quality of many long-term care facilities operating within the county
- Mal-nutrition among many poor, older adults – limited "meals on wheels" availability in northern part of the county.

Year 2 MAP Goal Implementation Status

INDICATOR	Lead Agency/ Person	Status October 2013	Status January 2014	Status April 2014	Status July 2014
GOAL 1					
1.1.2 Information Dissemination Plan implemented - mobile information table created, meetings held with faith-based groups – Project EngAGE implemented – Communications Toolkit created and distributed to MD offices	DoA	Summer interns submitted implementation plans for social Media and Faith- based outreach in August 2013. Project EngAGE Advisory committee met 9/20/13 and approved Leadership Class recruitment plan and overall curricula content.	Plans are complete to kick-off Project EngAGE in Jan 2014. 15 individuals have agreed to participate in the first senior Leadership class.	First Project EngAGE class graduated on 4/28/14. Faith- based workshop being planned for summer 2014. First stage of Website redesign completed; Facebook to be launched in early May.	Website redesigned and Facebook launched. Part-time Project EngAGE Coordinator hired to recruit and train 2 nd class to begin in Sept 2014. Class 1 graduates have formed 3 local resource teams to spread information Faith-based and MD outreach to be focused on in Year 3
1.2.1 Info related to finances, long- term care insurance and estate planning provided through Senior Centers	OCDaA/RSVP/ AT	6 different workshops were offered at the senior centers on financial/retire ment planning during July, Aug, and Sept.	3 different Workshops will be offered at the senior centers on financial/retire ment planning – Jan & Feb	Ongoing program offerings at both senior centers	Multiple opportunities to learn about financial planning provided throughout the year
1.3.1 Older adults from minority, refugee and immigrant groups linked to Senior Centers	OCDaA/Senior Centers	Training provided to Chinese Peer to Peer Caregiver Support project volunteers in September. Chinese Helping Line functional. LGBT group meeting regularly at Seymour Center.	A new Latina Women's Health Program will begin in Jan and continue through June at the Seymour Center.	Will launch LGBT speakers bureau in May.	Strong outreach to Chinese and LBGT communities. Will focus on Spanish speaking elders in Year 3.

INDICATOR	Lead Agency/ Person	Status October 2013	Status January 2014	Status April 2014	Status July 2014
GOAL 2					
2.2.1 Changes in policies that may prevent development of senior housing	Planning Department with help from OCDOA Advisory Board			"Developers Breakfast" held in March with participation from county and city Planning Departments.	Hired UNC MPH summer intern to identify barriers and possible solutions. Report due in August.
2.2.3 New partnerships created to increase housing choices	Housing Dept, Planning Dept, OCDOA		Several property owners are coming forward. A meeting for housing builders/ developers planned for March/April 2014	6-part "Aging in Community" series ended in April drawing approx 100 people per session. "Developers Breakfast" in March brought together entrepreneurs and planners. A May "Further Conversations in Senior Housing" event is being planned.	Housing consultant continues to reach out to developers, builders and entrepreneurs. City and County planners aware of MAP housing goals and objectives.
2.2.4 Organization of intentional communities in Orange County encouraged – toolkit developed	OCDoA with Charles House	First of 3-part Aging in Community: Planning for our Future series held in Sept with 250+ in attendance.	Fall Aging in Community series completed with nearly 450 in attendance. Several "meet up" groups are getting together to make plans for new developments	Spring Aging in Community series completed with about 100 at each session. Summer intern identified to work with "start-up groups" to provide support and create toolkit for moving from idea to foundation.	Half-day forum provided for citizens wanting to create new intentional communities or retrofit their neighborhoods to be more aging friendly. Summer intern hired to help identify barriers and solutions to their ideas.

INDICATOR	Lead Agency	Status October 2013	Status January 2014	Status April 2014	Status July 2014
2.3.1 Increased awareness of universal design	Planning Dept, OCDOA	OC Planning Dept plans to hold UD workshop for builders and building inspectors in 2014	Universal design advantages and home modification resources included in Project EngAGE leadership training	OC Planning Department to host Universal Design workshop for inspectors in summer.	Elements of Universal Design related to home safety and walkability included in housing survey filled out by 400 people
2.3.2 New standards and codes proposed for universal design	OCDOA Advisory Board		Aging Advisory Board asks OC Senior Tarheel Legislature (STHL) reps to advocate for these changes		Standard will be considered for adoption at the October STHL meeting in October
2.4.1 Meetings held with NCDOT to advocate for safer navigation mechanisms for older adults	Planning Dept with support from OCDOA Advisory Board				No action this year. Will move to Year 3.
2.4.2 Meetings with county/ regional transportation organizations to advocate for more public transportation options in rural areas	OCDOA Advisory Board	Meeting held with OC and Triangle Transit planners in early Oct regarding ½ cent sales tax use in rural areas.	Mobility Manager hired and meeting with OPT and CHT staff to further collaboration	Mobility Manager working closely with OC Planning Department and OPT to expand bus service in rural areas.	Rural bus expansion will be implemented with ½ cent sales tax revenues beginning July 2014.
2.4.3 Designation of an Aging-related Mobility Manager	OCDoA/ Planning Department	Grant received from NCDOT but not yet signed	Mobility Manager hired and began work on Dec 2, 2013.	In process of replacing original Mobility Manager.	New Mobility Manager hired with start date of June 16, 2014.
2.4.4 Navigation and transportation needs assessments				Needs assessment will be a major function of Mobility	Summer intern hired to assess bus ridership needs in northern orange

conducted every 3-5 years in areas densely populated or heavily used by older adults				Manager during the summer.	and for Chinese speaking community. Report due in July 2014.
INDICATOR	Lead Agency	Status October 2013	Status January 2014	Status April 2014	Status July 2014
2.4.6 Maps with county-wide navigation and transportation routes created	OCDoA/RSVP Planning Dept	2.4.6a – Maps created in 2012		2014 map updates being created by Planning Dept.	Updated maps created and available.
2.5.1 Expansion of volunteer driver programs to low-income older adults	OCDoA/RSVP				No action this year. To be moved to Year 3 Implementation Plan.
2.5.2 Private transportation providers encouraged to offer door-to door and other services to shopping areas	OCDoA Advisory Board				No action this year. To be moved to Year 3 Implementation plan.
2.5.3 Expanded bus service between the senior centers and other businesses, especially at midday and weekends	Planning Dept	Need discussed at meeting with OC and Triangle Transit planners in Oct.		Proposals for expanded bus service to go before BOCC in May	Expansion plan approved by BOCC. To be implemented over 4 years.
2.5.5 Advocacy for a consolidated /coordinated transportation system organized	OCDoA Advisory Board	Information from OC transportation planners is not positive regarding likelihood of consolidation	Aging Advisory Board suggests replacing “consolidated” with “Coordinated” in 2.5.5		

INDICATOR	Lead Agency	Status October 2013	Status January 2014	Status April 2014	Status July 2014
2.5.6 Senior driver education programs offered	OCDoA/AT	One or two programs offered every quarter through AARP or Aging Transitions	On-going – CarFit event scheduled in Feb	CarFit event scheduled in May	On-going.
2.6.1 More home- delivered meals provided to more individuals and areas of the county	OCDOA Advisory Board	Meals on Wheels has expanded service into White Cross area. OCIM reports plan to relocate to expand meal service in northern orange co.	On-going	On-going	Both OCIM and Meals on Wheels report delivering more meals. Meals on Wheels concerned that need will exceed capacity soon.
2.7.1 Faith-based groups encouraged to provide respite services to caregivers	OCDoA/AT		Part-time consultant hired to meet with FBOs to encourage more on-site services to older adult members	Workshop for Faith-based Organizations being planned for summer. Information tool kits now available.	Outreach efforts begun. Focus group held in May. Workshop to be planned for fall.
2.7.5 Carolina Villages project supported to promote creation of more “villages”	OCDoA Advisory Board and Carolina Villages Board	2.7.5a – DoA provides a staff liaison to Carolina Villages Board	Carolina Villages Formal Membership Launch Reception to be held at Seymour Center in Jan 2014		On-going support offered through meeting space and staff liaison.
2.8.1 Feasibility of raising income qualification under Homestead Tax program explored	OCDoA Advisory Board	2.8.1a -BOCC included this in its 2012-13 legislative agenda but not picked up	BOCC included this again in 2013-14 legislative agenda		

INDICATOR	Lead Agency	Status October 2013	Status January 2014	Status April 2014	Status July 2014
2.8.2 Home modification assistance info included in community resource guides and part of information fairs	OCDoA/AT/ Housing Department	Information available in 2013-14 Resource Guide	On-going	On-going	On-going
GOAL 3					
3.1.1 Dissemination of GIS map of where older adults are concentrated to other county departments, faith-based organizations, and UNC websites	OCDoA/RSVP				No action this year.
3.1.2 Two trainings a year scheduled at senior centers to train volunteers in how to lead evidence-based exercise programs	DoA/Wellness	Volunteer attended training to teach classes.		One training scheduled for late June – Arthritis Foundation – Walk with Ease Program	Wellness Coordinator will be trained as a Master Lay Leader so that she can train volunteers to lead evidence-based programs
3.1.3 Social Marketing Campaign implemented to encourage older adults to exercise	DoA/Wellness	90-day pilot study begun with OCDOA staff. Upfit to Wellness Center planned.	60-day Challenge implemented in 2014 for older adults. Upfit to Seymour Center Wellness area complete.	60-day Challenge completed with 140 participants.	Plans to create new campaign in fall 2014 to encourage Senior Games participation

INDICATOR	Lead Agency	Status October 2013	Status January 2014	Status April 2014	Status July 2014
3.2.1 Promotion of the model of medical homes	CRC		New PACE program opened in December 2013 that will serve older adults in southern OC		On-going promotion and referral.
3.2.2 Expansion of hospital transition programs – decline in hospital readmission rates	CRC		UNC continues to enroll participants into various care transitions programs		Ongoing
3.3.1 Older adults educated on mental health and substance abuse issues	OCDoA/AT/ Cardinal Innovations				No action this year. Move to Year 3
3.3.2 Healthy IDEAS materials sent to primary care practices	OCDOA/ Wellness		Physicians will be notified in Feb 2014.		No action this year. Move to Year 3 Implementation Plan
3.3.3 Access to free MH and SA screening, referrals, and brief counseling services expanded at Senior Centers	OCDoA/AT	On-going	On-going	On-going	On-going
3.3.4 MH needs of long-term care residents identified and	Cardinal Innovations – /OCDoA				No action this year. Move to Year 3.

advocacy for appropriate treatment organized					
INDICATOR	Lead Agency	Status October 2013	Status January 2014	Status April 2014	Status July 2014
GOAL 4					
4.1.1 EMS and DoA collaborate to provide info and training on falls prevention	OCDoA/EMS	EMS/DOA Stay Up and Active initiative implemented on 9/3/13.	On-going	On-going – Community outreach about program	On-going
4.1.2 Reduce need for EMS ambulance response for falls intervention at LTC facilities	EMS			Stay Up and Active project to convene Advisory Council. This issue will be early on its agenda.	Plan in progress.
4.1.3 Frail older adults are in safe places during emergencies	EMS/DSS/OCDOA			OCDOA met with EMS to review emergency procedures	EMS emergency plan finalized.
4.2.1 LTC Learning Collaborative promotes a) on-site continuing education and exercise classes, b) a model of person-centered care, and c) evidence-based activities that meet individual needs in LTC facilities	OCDOA Advisory Board/Triangle J AAA	LTC Learning Collaborative hosted a 3-part seminar in the summer of 2013 focused on evidence-based activity and exercise programs for LTC staff and administrators	5 LTC-LC member organizations are developing new activity and exercise initiatives with support from LTC-LC consultants	Year 1 LTC-LC projects in process. Award applications have been delayed until early summer. A summer intern has been identified to develop training and project stimulus focused on person-centered care.	Year 1 LTC-LC to submit award applications in August for activities projects. Student intern has begun surveying LTC administrators about the barriers and incentives for implementing person-centered practices. A seminar to explore her findings will be scheduled in August.

INDICATOR	Lead Agency	Status October 2013	Status January 2014	Status April 2014	Status July 2014
4.2.2 LTC Learning Collaborative focus on palliative care and end of life programs	OCDOA Advisory Board/Triangle JAAA		Aging Advisory Board recommends moving this initiative to next year's implementation Plan		Move to Year 3 Implementation Plan
4.3.2 Information distributed about how to report abuse and neglect	OCDoA/DSS/ CRC				Purple ribbons and information was distributed during Elder Abuse Awareness month (May-June)
GOAL 5					
5.1.1 Programs offered at Senior Centers, libraries and other community locations widely advertised	OCDoA/ Senior Centers	Department Communications protocol finalized to facilitate advertising of activities via various media outlets.	On-going	On-going – Dept website updated and Facebook page launched	On-going via Senior Times distribution, press releases, webpage and list serv blasts.
5.1.2 Faith communities encouraged to offer adult education at their sites	OCDoA/AT/ Wellness		Part-time consultant hired to meet with FBOs to encourage more on-site services to older adult members	Will explore at Faith-based Workshop to be held in summer.	Focus group with a number of faith-based groups held in May. Full workshop to be planned for Aug or Sept 2014.
5.2.1 Forums to discuss housing and transportation services offered	DoA/Housing & Planning Departments	3-part Housing Options series to be held in fall.	Approx 450 people attended fall housing series. Plans being made for 3-part spring series.	Approx 300 people attended spring housing series, plus 24 at Developers Breakfast.	4 Public hearings held to discuss possible bus expansion in rural areas. 30 people attended ½ Housing Forum to discuss new housing options.

INDICATOR	Lead Agency	Status October 2013	Status January 2014	Status April 2014	Status July 2014
5.2.2 Volunteer recruitment services maintained through RSVP programs	DoA/RSVP				OCDOA considering dropping federal RSVP program and supporting its own. Plans to be developed in the fall/winter.
GOAL 6					
6.2.1 Members of the Aging Advisory Board designated to participate in town and county housing and transportation planning efforts	DoA Advisory Board	6.2.1a – Aging Board member serving on transportation OUTBOARD planning Committee	Two Aging Advisory Board members agree to take lead on housing issues.	On-going	On-going
6.2.2 Complete Streets policies promoted	Aging Advisory Board				No action this year. Move to Year 3 Implementation Plan
6.2.3 Advocate for legislation that would increase the number of handicapped parking places in public developments	OCDOA Advisory Board		Aging Advisory Board asked its Tarheel Legislature reps to advocate for inclusion of this need in its 2014 legislative agenda		Tarheel Senior Legislature did not include this item in 2014 Legislative agenda.
6.3..1 Funding sought for transportation and housing initiatives	OCDoA/Housing & Planning Departments			Funding proposal to be presented to BOCC in May for increased transportation spending in rural areas.	Proposal was approved by BOCC. Increased funding to begin in July 2014.

INDICATOR	Lead Agency	Status October 2013	Status January 2014	Status April 2014	Status July 2014
GOAL 7					
7.1.1 Opportunities for healthcare providers and students to learn more about aging-related issues expanded	UNC Center for Aging and Health	OCDOA is hosting 2 MSW, 1 OT, and 5 MPH students in field placements this academic year. OCDOA recognized as "Outstanding in the Field" by the UNC School of Social Work for its work with students	Aging Transitions provided learning experiences to 2 UNC APPLES student volunteers during the fall semester	OCDOA hosted 6 public health students, 3 social work , and 2 OT student interns this academic year.	OCDOA hosting 4 summer interns (social work, gerontology, OT) from UNC.
7.1.2 Countywide recognition program for direct care workers established	OCDOA Advisory Board		Aging Advisory Board's LTC sub-committee assigned this task. Will develop a task force through Long-term Care Learning Collaborative		Summer intern will explore ideas and make report to Advisory Committee in August.
8.1.3 Annual MAP update presented to the BOCC	OCDoA				Final update is included with Advisory Board on Aging's Annual Report to the BOCC.

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NAME OF BOARD/COMMISSION: Affordable Housing Advisory Board

Report Period: January – December 2014

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

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

Board/Commission Name: **Affordable Housing Advisory Board**

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

Chair, Patsy Barbee 919-732-9223 (w)
919-732-5904 (h)

Primary County Staff Contact:

**Aubrey Spencer- Horsley (as of 2015), Director. Housing/Human
Rights/Community Development**

James E. Davis, Jr.

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

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

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

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

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

- ✓ **Prepared a FY 2013 Performance Report for the 2014 Departmental Calendar.**
- ✓ **Monitored the Affordable Housing Bond Program.**
- ✓ **Reviewed non-departmental funding applications for six (6) housing related non-profit organizations and made recommendations for**

- funding for the 2014 - 2015 fiscal year.
- ✓ Conducted the annual “on the ground” affordable housing bus tour for board members.
 - ✓ Created a flyer advertising the need for increased membership (with the assistance of the Public Relations Office) and actively engaged in board member recruitment.
 - ✓ Reviewed Community Home Trust request for a Charter or Inter-local Agreement that would increase its current funding contributions from the County and local governments.

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

- Prepare the Annual Performance Report/Calendar
- Monitor the Affordable Housing Bond Program
- Conduct an Affordable Housing Bus Tour
- Review outside funding requests/applications from organizations providing housing services

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

Goal One – Priority 5: Encourage for profit investments in affordable housing and review available tools.

The AHAB can seek to carry out the above BOCC goal with guidance from the Commission and through collaborative efforts with other County Departments and Boards such as Economic Development.

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

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

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

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities.

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

The Advisory Board Workplan for FY 2014 – 2015 include the following.

1. Discover viable affordable housing options and report these options to the BOCC.
2. Work collaboratively with the local governments on affordable housing matters in reference to the proposed light rail transportation vein from Orange County to Durham County.
3. Continue the development of the Orange County Clearinghouse Network or work in collaboration with other agencies to implement a resource referral affordable housing network.
4. Continue the recruitment of members of the Advisory Board.

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

1. Continued interest in advocacy for a future bond referendum for affordable housing.
2. Encourage more affordable housing options in Northern Orange County, including, but not limited to, inclusionary zoning or payment in lieu of affordable housing options.
3. Encourage a "regional" approach to affordable housing along with the Towns in an effort to consolidate efforts to address affordable housing needs in the County. This may include an annual affordable housing summit.
4. Improve member attendance to overcome issues with having a quorum.

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NAME OF BOARD/COMMISSION: Agricultural Preservation Board

Report Period: 2014

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

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

Board/Commission Name: Agricultural Preservation Board (APB)

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

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

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

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

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

The APB serves as the County government advisory board for agricultural issues and administers the Voluntary Farmland Protection Program Ordinance (Chapter 48, Orange County Code of Ordinances) as per NCGS 106-735 through 744. The Board receives and makes recommendations on proposed Voluntary Agricultural Districts and Enhanced Voluntary Agricultural Districts. The Board is responsible for preparing and updating (in conjunction with other agricultural agencies) the Countywide

Agricultural Development and Farmland Protection Plan, and the implementation of the Orange County Comprehensive Plan, Natural and Cultural Systems Element (Agricultural section). The Board also advises the Board of Commissioners on agricultural and farmland preservation, agricultural issues including sustainable agriculture, emerging trends in agriculture, and other ventures, initiatives and projects. The Board assists in other programs such as the annual Agricultural Summit.

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

- **In 2014, reviewed and recommended approval for 14 additional farms as Voluntary Agricultural District and Enhanced Voluntary Agricultural District farms, adding 1004 acres to these programs. This amount increased the total enrollment into both programs to 7,144 acres on 52 farms throughout Orange County and increased acreage in all of the seven Agricultural Districts.**
- **Purchased and began installing new road signs to identify farms enrolled in the Voluntary Agricultural District programs**
- **Generated revised wording for the County's Voluntary Farmland Protection Program Ordinance to conform to recent changes to NC General Statutes, including removal of the present-use tax value requirement which potentially restricted new farmers and some small farm operations from participation in the Voluntary Agricultural District programs**
- **Partnered with Animal Services to develop language to better define nuisance livestock for the proposed Unified Ordinance**
- **Promoted the creation of an "Agriculture Investment Grant" program as one of the projects to be funded by revenue generated by the new one quarter (1/4) cent "Article 46" sales tax enacted in 2012 (5% of the annual revenue, or approximately \$60,000)**
- **Creation and approval of the Orange County Agricultural Development and Farmland Protection Plan**
- **The 10% Campaign for Local Foods**
- **Preparation of educational materials on Voluntary Agricultural Districts, right-to-farm law, and other agricultural topics**
- **Assistance in planning the annual Agricultural Summit**
- **Developed list of livestock operations throughout the county for the Animal Services department**
- **Convening meeting of all county agricultural boards and committees for joint goal-setting and planning**

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

Assist in the annual Agricultural Summit. Biennial/triennial meeting of all

agricultural boards.

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

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

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

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

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

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

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

The APB has continued to advocate for the Agricultural Support Enterprises project, to help promote agricultural economic development and agricultural entrepreneurialism (Goal 2, Objective AG-1).

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

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

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities.

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

- **Partner with Economic Development in the process to establish guidelines and processes that includes a role for the APB in the implementation of the approved “Agriculture Investment Grant” program to be funded by 5% of the revenue generated by the one quarter (1/4) cent “Article 46” sales tax**
- **Assist with the 2014 Agricultural Summit**
- **Support continuation of the successful Farm-to-Table Event for 4th-grade students held at Blackwood Farm in fall 2013 and 2014**
- **Continue to promote and recommend Voluntary Agricultural Districts and Enhanced Voluntary Agricultural Districts**
- **Purchase and install additional road signs to better identify farms in the Voluntary Agricultural District Program (existing and new farms)**
- **Completion of the long-term effort to implement UDO language to encourage and promote Agricultural Support Enterprises within the Rural Buffer, working cooperatively with the Planning Department**
- **Completion of a joint effort with Animal Services Advisory Board to implement revisions to the proposed new unified Animal Control Ordinance to better respond to the realities of raising livestock**
- **Explore potential for special County-wide farm tours**
- **Explore possible Orange County Agricultural Heritage Project to document and make a record of the County’s farms and farmers, including oral histories and video/photo documentation**

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

- **The proposed “Agricultural Investment Grant” program through Economic Development should include a real role for the APB, to help ensure that this program meets the needs of all of Orange County’s diverse farm community**
- **Ensuring that APB concerns about at-large livestock are fully addressed by the final language contained in the Animal Services Board’s proposed new unified ordinance**

NAME OF BOARD: Animal Services Advisory Board
Report Period: 2014-2015

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

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

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

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

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

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

In 2015, the ASAB will again have a monthly meeting schedule to ensure that there is sufficient time to listen to stakeholders and address agenda items in a deliberate and timely manner. In the event that there is not a definite need for a monthly meeting, none will be held.

Presently, the ASAB has only one standing committee and one task force:

- **Potentially Dangerous Dog Appeal Committee: This standing committee is required by NCGS to hear appeals initiated by owners of potentially dangerous dog declarations; and it meets between 10 to 15 times each year.**
- **Free-roaming cats and pet overpopulation: This task force is finalizing its work to promote targeted spay and neuter among various segments of the county's population of free-roaming cats as part of the county's strategic plan for managing pet overpopulation.**

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

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

The ASAB will continue to serve as a sounding board for stakeholder groups, reviewing animal-related policy issues raised by residents or identified by the BOCC. Animal Services and other county staff will continue to direct residents to the ASAB as a critical step in any consideration of stakeholder concerns, before bringing an item to the Board of County Commissioners.

The ASAB would stress that it remains fundamentally concerned about the human aspects of animal issues and services as well as animal welfare, and recall that one of its members is the veterinarian who serves on Orange County's Health Board. In addition, the ASAB values the "human-animal bond" and the role of animal companions in enriching the quality of life for individuals, communities and cultures. A good illustration is the ASAB's support for Animal Services partnership with the Department of Social Service to provide affordable pet sterilization to households of lesser means.

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

The ASAB continued to work with staff and stakeholders to support and promote a strategic plan for managing pet overpopulation in Orange County. A major component of this work was the creation of a free-roaming cat task force that met more than ten times, held stakeholder listening sessions, and developed a plan to address free-roaming cats as a constituent part of pet overpopulation in Orange County.

The ASAB worked closely and collaboratively with staff on the proposed unified animal control ordinance. Significantly, this encompassed collaboration with the UNC-CH School of Government faculty to address and resolve several controversial issues, e.g., trespass and watchdog.

The ASAB also worked closely with staff to review funding applications from outside agencies. Through this process, the board sought to identify agencies that augment the "animal services" provided by the County where there is a clear resident need for such services.

Finally, the ASAB has sought to coordinate effectively with the BOCC to fill vacancies on the board. This ongoing effort includes interviewing ASAB candidates and making a recommendation to the BOCC for vacant positions. It also includes an orientation for new members, which provides an overview of County "animal services" and introduction to the advisory board in relation to County governance.

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

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

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

Work done by the ASAB in coordination with Animal Services staff touches several principles and priorities. Three principles and priorities seem noteworthy with respect to the ASAB in calendar year 2014. These are:

Sustainable Services

- **Supported strategic plan for managing pet overpopulation to control medium and long-term costs.**
- **Concentrated on core services and continued to seek and enhance partnerships through use of Partner Profiles.**

Making County Government Accessible, Understandable and Transparent

- **Served as a sounding board for stakeholder concerns about animal issues and animal related policies and worked with staff to communicate with the BOCC regarding citizen concerns.**
- **Made recommendations to the BOCC regarding certain citizen concerns as well as on candidates for ASAB vacancies.**
- **Involvement in the effort to establish a unified animal ordinance for the county including the towns of Hillsborough, Chapel Hill and Carrboro in order to create more accessible and comprehensive regulatory rules for all county residents.**

Advisory Board Roles and Responsibilities

- **Sustained ASAB by filling numerous vacancies, conducting orientations for new members, and developing new board leadership.**
- **Continued to be attentive to the need to manage staff support for the ASAB itself.**

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

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

Council)

Not applicable.

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

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

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

Sustainable Services

- **Continue to work toward the full implementation of the County's strategic plan for managing pet overpopulation but on an adjusted schedule.**
- **Continue to concentrate on core services, support and encourage effective partnerships with other organizations, and communicate with residents (as needed) about the preceding.**

Making County Government Accessible, Understandable and Transparent

- **Continue to serve as a sounding board for the BOCC on various issues and policy concerns, and make recommendations to BOCC, in coordination with staff, on matters of concern to stakeholders.**
- **Continue to coordinate with staff to inform the BOCC of strategic initiatives and significant policy considerations**
- **Continuing involvement in the effort to establish a unified animal ordinance for the county including the towns of Hillsborough, Chapel Hill and Carrboro in order to create more accessible and comprehensive regulatory rules for all county residents.**

Advisory Board Roles and Responsibilities

- **Continue to recommend ASAB applicants to the BOCC and orient new members to the role and responsibility of the advisory board.**

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

Managing Pet Overpopulation: Work with staff to ensure that organizational forms and practices responsible for the county's success in managing over population are recognized, supported and extended into the future to ensure that the country maintains a proactive and cost-effective approach to this significant community problem.

Free-Roaming Cats and Pet Overpopulation: The board expects to work

with staff as they proceed with the 5 year plan for managing free-roaming cats as a critical component of pet overpopulation in Orange County. Along with staff, they will work as well on the adoption of several ordinance amendments focused on overpopulation if it does not appear that the proposed unified animal ordinance will be adopted fairly quickly. These include a differential recovery rate for reproductive versus sterilized stray animals and a microchip requirement for the recovery of stray animals.

Unified Animal Ordinance: The board expects to continue to support staff in the process of promoting and adopting the proposed unified animal ordinance. Board support may include appearing at town hearings and discussions of the proposed ordinance since the plan is to have the ordinance reviewed by Chapel Hill and Carrboro before returning to the BOCC for final approval.

Visioning for 2025 and Beyond: The board will begin to think about the future of animal services in Orange County. Initiating this process makes sense since the planning process for addressing pet overpopulation in Orange County is nearly completed and future strategic planning will require a clear vision.

School Partnerships: With staff explore opportunities to collaborate with Orange County Schools and Chapel Hill Carrboro Schools to promote responsible pet ownership among future generations of county residents. One is to create stronger relationships with school social workers to promote subsidized spay and neuter for pets belonging to economically challenged families or families receiving public assistance. Another opportunity is to support Kids4Kindness in offering pet education to students in the fourth grade. It is hoped that other opportunities for collaboration may emerge as well from such discussion of possible school partnerships.

Commercial Dog Breeding Regulations: The ASAB expects to approach the BOCC to request a resolution of support for legislation that would regulate “puppy mills” in North Carolina.

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Report Period: 2014**ORANGE COUNTY ADVISORY BOARDS AND COMMISSIONS
ANNUAL REPORT/WORK PLAN FOR THE COUNTY COMMISSIONERS**

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

Board/Commission Name: Orange County Arts Commission (OCAC)**Person to address the BOCC at Retreat - if applicable - and contact information:**

Devra Thomas, Chair, 919/619-0697, Stubborndev@gmail.com

Primary County Staff Contact: Martha Shannon, 919/968-2011, mshannon@orangecountync.gov**How many times per month does this board/commission meet, including any special meetings and sub-committee meetings?** 2nd Monday each month (except for July) at 6:30 pm at various sites**Brief Statement of Board/Commission's Assigned Charge and Responsibilities:**

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

What are your Board/Commission's most important accomplishments? The Arts Commission continues to remind and train artists & arts organizations on the use of our **online arts calendar** (www.ExploreChapelHillARTS.com).- **ECON. DEV**; In 2014, we funded 11 grants to schools throughout Orange County for performances, artist residencies, and workshops.- **QUALITY OF LIFE**

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

- Administer two grant programs (spring and fall) that fund artists, schools, arts agencies and nonprofit organizations sponsoring art projects
- Lead two grant-writing workshops for artists & organizations prior to OCAC grant deadlines
- Apply annually to NC Arts Council for Designated County Partner renewal
- Sponsor Quarterly Artists' Salons, featuring speakers on professional development for artists. 2014 Salon topics: Artist & Venue Matchmaking (2/21), Market Your Events & Artists Galleries on ExploreChapelHillARTS.com (5/16); Market Your Art With Fine Photography (8/22); Growing An Art Business Takes Money – Community Financing Can Help (11/21).
- Write and distribute press releases, online newsletters, monthly e-newsletters, grant guidelines/applications and other occasional publications
- Serve as clearinghouse of arts information on/for Orange County by responding to artists, nonprofit organizations, schools, and the public via phone, email, mail, etc.
- Update and maintain website with information on our programs and services including a searchable online local arts directory utilizing our database
- Coordinate 4th U.S. Congressional District High School Arts Competition for Orange County; participate in the district-level competition

- Co-sponsor Emerging Artist Program with arts councils (Durham, Chatham, Person, & Granville)
- Co-sponsor Piedmont Laureate Program with arts councils in Durham, Wake, Alamance counties

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

The OCAC has a role to play in carrying out **Goal 3 (Economic Development)** and **Goal 6 (Quality of Life)** of the **BOCC's Goals and Priorities Fiscal Year 2009-10** (approved 9/15/09).

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

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

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

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

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities... please list fiscal impact:

GOAL 3: ECONOMIC DEVELOPMENT – Along with area arts councils, we will continue to promote and encourage participation in our **Triangle-wide** online arts calendar (ExploreChapelHillARTS.com) during 2015. Expenses paid from OCAC operating budget and/or state grant funds.

GOAL 6: QUALITY OF LIFE – Through our programs and subgrants, we continue to grow life-long learning in the arts for all ages. Expenses paid from OCAC operating budget and/or state grant funds.

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

- We will celebrate our 30th Anniversary in 2015 (created February 4, 1985 by BOCC Resolution).
- We seek direct funding by Orange County (like Town of Davidson for their Public Art Commission)
- We want to reinstate public art project(s) on county property, supported by sufficient funding.

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NAME OF BOARD/COMMISSION Board of Adjustment

Report Period 2014 Calendar Year

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

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

Board/Commission Name: Board of Adjustment

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

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

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

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

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

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

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

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

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

None.

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

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

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

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

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

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

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

This Board did not play the role as detailed herein.

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

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

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

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

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

NAME OF BOARD/COMMISSION: Board of Health—*the BOH has requested that this report be discussed at the Joint Dinner Meeting with BOH on April 14.*

Report Period: 2014

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

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

Board/Commission Name: Board of Health

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

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

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

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

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

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

Mission and Core Functions of the Health Department:

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

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

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

In addition to completing their strategic plan for 2014-2016

[http://www.co.orange.nc.us/health/documents/StrategicPlan2014-](http://www.co.orange.nc.us/health/documents/StrategicPlan2014-2016_Final.pdf)

[2016_Final.pdf](http://www.co.orange.nc.us/health/documents/StrategicPlan2014-2016_Final.pdf), the Board of Health oversaw the planning and kick off of the newly created Family Success Alliance

<http://orangecountync.gov/health/fsa.asp> as well as continued oversight of the Smoke Free Public Places Rule passed in January of 2013.

Highlights of this year's accomplishments from the 2012-2014 strategic plan:

Access to Care

- Passed Orange County Health Department Health Literacy Policy
- Oversaw local implementation of the Affordable Care Act, including 20 trained navigators who provided enrollment assistance to 141 Orange County residents
- Implemented an Innovation Grant program for internal pilot projects to improve services and patient outcomes

Substance Abuse & Mental Health

- Established the first naloxone distribution program in a North Carolina Health Department
- Oversaw development of county population health dashboards to track health and compare Orange County to peer counties, state and national health indicators

Child & Family Obesity

- Partnered with Orange County Sportsplex to increase healthy food options by removing the fryer and stocking improved snack options
- Established a lactation room for clients and staff at the Health Department
- Advocated for policies aimed at reducing obesity in childcare and schools

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

Healthy Carolinians Annual Meeting

Review of Child Fatality Prevention Task Force Report and

Recommendations

Review of State of County Health Report

Review and approve new programs for health department

Review and approve budget request for department to forward to county

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

Review department strategic plan annually

Review annual activity report for the department

Reviews quarterly and annual fiscal report for department

Reviews annual communicable disease report for the county

Review of Health Director performance

Regular Board of Health Education Session

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

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

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

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

N/A

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities.

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

The Health Department's Dental clinic currently has enough space for one additional dental team. There is a 6 month waiting list for adults needing non-emergency dental services. If revenues continue as projected, the Health Department's budget will include a no-cost expansion request to hire a Dentist, Hygienist and Dental Assistant team to expand dental services to the community. For a comprehensive report on dental clinic visits (including location of patients) and revenue since closing the Dental Clinic in Carrboro, see:

<http://test.co.orange.nc.us/health/documents/BOHDentalUpdate2014Final.pdf>

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

- **From July through October the Orange County Health Department's staff costs associated with the Ebola response totaled approximately \$22,000. This response came at the same time as a Norovirus outbreak in a women's shelter and a Pertussis outbreak in several schools.**
- **The Health Department is seeing an unprecedented number of patient visits in its medical and dental clinics. Revenues associated with these visits are up significantly as well. Nearing maximum capacity at Southern Human Services Clinic.**
- **The Health Department conducts a Community Health Assessment every 4 years. The next Assessment is due in December 2014 and planning work for this intensive project has already begun.**
- **Work on the Family Success Alliance has been "fast and furious". Two zones will be selected for the gap analysis and intensive interventions in December. We anticipate bringing a funding request to the BOCC (for funds from the Social Justice Fund), in late spring. Commissioners Pelissier and Dorosin are members of the Family Success Alliance Council.**

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NAME OF BOARD/COMMISSION Board of Social Services

Report Period 2014-15

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

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

Board/Commission Name: Board of Social Services

Person to address the BOCC at work session- if applicable- and contact information: Tamara Dempsey-Tanner, Vice Chair

Primary County Staff Contact: Lindsey Shewmaker, Human Services Manager

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

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

The Social Services Board:

- hires the county social services director;
- determines the director's salary (subject to approval of the board of county commissioners);
- advises and consults with the director;
- evaluates the director's job performance;
- dismisses the director if his or her job performance is unsatisfactory
- or if his or her personal conduct is unacceptable;
- appoints the third or fifth member of the social services board;
- assists the county social services director in planning the department's proposed budget;

- establishes county policies for public assistance and social services programs (consistent with applicable federal and state laws, regulations, and policies);
- advises county and municipal authorities on the development of policies and plans designed to improve social conditions in the community; and
- carries out other duties and responsibilities as assigned by the General Assembly, the state Social Services Commission, the state Department of Health and Human Services, and the board of county commissioners.

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

- 2014-15 budget approval
- Policy formation and approval
- Continued oversight for programs of human services

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

- Budget approval

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

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

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

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

NA

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities.

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

The Board of Social Services will continue to oversee operations of the

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

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

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

- The impact of child care subsidy cuts and eligibility changes
- Public assistance caseload growth/NC FAST implementation and associated staffing issues
- Expansion of offerings related to employment services

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

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NAME OF BOARD/COMMISSION: Chapel Hill/Orange County Visitor's Bureau

Report Period: December 2014

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

Board/Commission Name: **Orange County Visitors Bureau**

Person to address BOCC at work session: **Anthony Carey, Chairman**

Primary County Staff Contact: **Laurie Paolicelli, Director**

How many times a month does this board/commission meet?

The board meets monthly (with the exception of July and December).

Board/Commission's Assigned Charge and Responsibilities.

To develop and coordinate visitor services in Orange County and to implement marketing programs that will enhance OC economic activity and quality of life.

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

- Increased economic impact through tourism sector: Industry generated \$168 million last year
- New hotel and restaurant development
- Industry generates 1700 jobs
- Business community promoted to billion dollar US tourism industry.

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

- Liaison to Orange County hotels to build overnight business.
- Orange County Media Campaign: Atlantic Coast
- Website to book hotel reservations
- Mobile responsive communications
- 100,000 annual Publications: Visitors Guide, Maps,
- Marketing support of twenty plus annual Orange County events
- Editorial contributor to Herald Sun, www.visitNC.com, Indy newspaper
- Operation of a walk-in Visitors Center
- Maintains comprehensive Orange County photo and video library

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

Economic Development and Job Creation through Tourism Is generated without any use of property taxes. These goals are accomplished through a tax that has been left by visitors.

Tourism is very important because Orange County has numerous tourist attractions, major annual festivals, and historic downtowns. The numbers of tourists coming to the region is climbing as Orange County packages and promote its tourism assets, and Research Triangle Park attracts international audiences. There is a large variety of career opportunities available in hotels and event venues, management and non-management jobs alike. The tourism business is a multinational, \$3.5 trillion industry.

If your board/commission played the role of an Element Lead Advisory Board involved in the 2030 Comprehensive Plan preparation process?

--NO--

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities.

	Activity	BOCC Goal	Budgeted Resources
Grow tax base	Tourism marketing	Economic dev.	Occupancy taxes
Increase jobs	Tourism marketing	Economic dev.	Occupancy taxes
Attract new business	Tourism marketing	Economic dev.	Occupancy taxes
Support sense of place/culture	Tourism marketing	Cultural development	Occupancy taxes
Support special events	Tourism marketing	Quality of life	Occupancy taxes
Attract new audiences to existing businesses	Tourism marketing	Business Retention	Occupancy taxes
Operate welcome center	Operation of visitors center	Economic dev.	Occupancy taxes

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

- Name: Chapel Hill lead on campaign materials; discussion among advisory board to broaden that name on ads.
- Hillsborough and Carrboro now collect \$70,000 annually in occupancy taxes: Navigating future partnership
- Growing events: critical to support existing events and grow attendance
- New hotels entering market: New visitor markets must be pursued in order

- to fill growing hotel rooms
- Possible future new visitor center location

Orange County is a mecca for tourists because it embodies all that is great about North Carolina. We boast world-renowned restaurants, an incomparable art's scene, sports, and natural beauty. We've done a good job in attracting tourists, but it's a rapidly growing sector and there's still much to do – and we can do it.

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NAME OF BOARD/COMMISSION: Commission for the Environment

Report Period: 2014 - 2015

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

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Board/Commission Name: Commission for the Environment

Persons to address BOCC at work session and contact information:

Chair:	Jan Sassaman	919-933-1609
	jan.sassaman@gmail.com	
Vice Chair	Lydia Wegman	919-886-8775
	lnwegman@gmail.com	

Primary County Staff Contact:

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

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

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

Brief Statement of Commission's Assigned Charge and Responsibilities.

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

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

Commission for the Environment

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

What are your Commission's most important accomplishments?

- Published the 2014 Orange County State of the Environment report (previous reports were completed in 2000, 2002, 2004, 2009)
- Convened Orange County Environmental Summit (2005, 2009, 2014)
- Made recommendations to BOCC on food waste and solid waste tax district (2014)
- Worked with Orange County Schools to introduce local environmental indicators/ status and trends into middle and high school science curriculum (2004, 2009, 2014)
- Hosted a Solid Waste Forum with the Chapel Hill Sustainability Committee (2013)
- Co-sponsored the annual *Nature of Orange* photography contest (2012, 2013, 2014)
- Advocated for ½ cent sales tax referendum for Triangle Region public transit (2012)
- Compiled annotated bibliography of the effects of forestry on water quality (2012)
- Developed sustainable landscaping and forest management policies for the administration of County-owned facilities (2010)
- Assisted County staff in completing the Natural and Cultural Systems Element of the Orange County Comprehensive Plan (2008)

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

- Review and comment on environmental issues (e.g., fracking, biosolids application, water pollution, air quality, forest mgmt..) and other issues assigned by the BOCC
- Identify priorities for the Lands Legacy Action Plan (natural areas and wildlife habitat)
- Conduct special studies pertaining to Orange County environment (e.g., energy efficiency/sustainability, forestry effects on water quality, herbicides and native flora)
- Develop recommendations on implementation of ground water studies of the 1990s and the integration of ground water and surface water quality and quantity
- Conduct environmental education outreach at events (e.g., Last Fridays, Festifall)

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

BOCC Goal Five: Create, preserve, and protect a natural environment that includes clean water, clean air, wildlife, important natural lands and

Commission for the Environment

sustainable energy for present and future generations.

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

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

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

Objective AE-1:

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

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

Objective AE-15:

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

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

Objective NA-3:

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

Commission for the Environment

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

Objective NA-11:

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

- The CFE's Biological Resources Committee prepared a draft scope of work and is considering how to proceed as follow up to the 2014 Parks & Recreation Master Plan

Objective NA-16:

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

- The CFE advises County's Lands Legacy program in its efforts to protect the most important natural and cultural resource lands through a variety of means.
- The CFE's Biological Resources Committee prepared a draft scope of work and is considering how to proceed as follow up to the 2014 Parks & Recreation Master Plan

Objective WR-5:

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

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

Objective WR-11:

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

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

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

Commission for the Environment

Identify any activities this commission expects to carry out in 2015 as they relate to established BOCC goals and priorities. If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (list).

- Continue to update the Orange County State of the Environment 2014 report
- Convene an Energy Task Force (or equivalent work group) to improve the County's ability to foster local sustainable energy production and energy efficiency strategies
- Recommend ways to reduce the County's "carbon footprint" and implement the County's Environmental Responsibility Goal (BOCC Priority #10)
- Help with public outreach and management efforts related to hydrilla in the Eno River
- Help initiate the development of a comprehensive conservation plan for Orange Co (BOCC Priority #1)
- Collaborate with NC Botanical Garden and others to identify significant roadside habitat for native plants; ask NCDOT and other utilities to protect those roadside habitats [authorized by BOCC June 2012]
- Co-sponsor the annual DEAPR photography contest (*The Nature of Orange*)
- Help plan for and participate in DEAPR's annual Earth Day event

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

- The CFE will continue to advocate for an expansion of the County's commercial food waste pickup and composting services to reduce food waste in the solid waste stream
- The CFE remains interested in developing incentives for increasing energy efficiency in new construction [January 2012 memo to Planning Board]
- The CFE will strive to learn more about environmental justice matters and incorporate relevant information and considerations in the State of the Environment 2014 report
- The CFE will follow closely the Solid Waste Advisory Group's discussions of how to improve the handling and disposal of Orange County's solid waste, and will advocate for better long-term solutions

Commission for the Environment

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

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NAME OF BOARD/COMMISSION: ECONOMIC DEVELOPMENT ADVISORY BOARD.

Report Period:

Jan. 1 – Dec. 31, 2014

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

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

Board/Commission Name:

Orange County Economic Development Advisory Board

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

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

Primary County Staff Contact:

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

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

Meetings were held from 8:00 am – 9:30 AM of the second Monday of every other month, unless otherwise rescheduled, as follows: January 27, March 17, May 19, September 8, and November 10. Location of each meeting rotated to various locations within the County.

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

Work cohesively with the County's Economic Development staff and other economic development partners to position Orange County as a competitive location for business ventures, capital investment and new employment opportunities.

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

Throughout 2014, the Advisory Board's member formed subcommittees that met and

corresponded on recommended uses of economic development grant funds made available by the ¼ cent sales tax proceeds (Article 46). Specifically, the subcommittees completed six (6) draft versions of a recommended Application, Guidelines & Scoring Sheet to help the County administer the “Business Investment Grant” program. In addition, the Advisory Board recommended Application, Guidelines & Scoring Sheet to help the County administer the similar “Agriculture Investment Grant” program, which is also funded by the ¼ cent sales tax proceeds for economic development. Documentation for these two (2) grant programs will be presented to the BOCC sometime in February 2015 in a work session, with the intention to begin making grant awards to small businesses soon thereafter, following the BOCC’s review and authorization. The Advisory Board has offered to serve as the review and approving committee for the 2 grant programs.

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

In addition to the Advisory Board’s normally scheduled meetings that are held every other month, members also meet, as required, in various subcommittee gatherings to discuss specific topics. However, the Advisory Board does not host other annual public events or functions.

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

N/A.

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities. If applicable, is there a fiscal impact (i.e., funding, staff time, and other resources) associated with these proposed activities (please list).

- 1) Assist and advise the County on the optimal percentage of retail, industrial, commercial and manufacturing developments in the County’s three (3) Economic Development Districts;
- 2) Assist, advise and advocate for diverse, sustainable and appropriate economic development including retail, manufacturing, commercial, entrepreneurial, agricultural, arts, tourism, residential and others;
- 3) Participate and advise in discussions, evaluations and County Commissioner decisions on appropriate economic development uses of the proceeds from sales tax revenues; and,

- 4) Assist with and provide advice to Orange County's small business loan program.
- 5) Assist the Economic Development department with the development of new marketing materials, ad campaigns and effective media, and general "branding" efforts that promote business recruitment to Orange County.
- 6) Help advise the Economic Development department, Manager's Office and BOCC on appropriate levels of financial incentives for a variety of potential recruitment projects.
- 7) Become more involved with the County's agriculture economic development & business retention efforts.

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

- 1) Increasing the tax base and high-tech employment opportunities in Orange County by growing new and existing businesses within the county.
- 2) Improving the County's communication plan related to the importance of economic development;
- 3) Streamlining the review and permitting processes for new development to change the perception that Orange County is anti-business.

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NAME OF BOARD/COMMISSION: Historic Preservation Commission

Report Period: 2014

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

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

Board/Commission Name: Historic Preservation Commission (HPC)

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

Chair:	Todd Dickinson	(919) 732-5439	dicres@mindspring.com
Vice-Chair:	Bob Ireland	(919) 732-7538	ireland.bob@gmail.com

Primary County Staff Contact:

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

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

One meeting per month (4th Wednesday)

Brief Statement of Commission's Assigned Charge and Responsibilities.

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

What are your Commission's most important accomplishments?

- Applied for and received a federal grant of \$15,000 to help fund a project to update the County's historic resources inventory, including GIS mapping, and

begin the first phase of a publication documenting the county's historic properties (2014)

- Held a successful piedmont regional history symposium in partnership with Preservation Chapel Hill and the Alliance for Historic Hillsborough (2014)
- Hosted a historic preservation training workshop for piedmont region city and county historic preservation and planning staffers, in partnership with the State Historic Preservation Office (2014)
- Initiated the process to evaluate three historic properties for future BOCC designation as Orange County Local Historic Landmarks: White Cross School, John Hackney House, and the Nicholas Corbett Hester House (2014)
- Held a full membership retreat to review goals and establish a new five-year action plan to focus the energies of the HPC on a series of major projects and initiatives (2013)
- Completed an archaeological survey (Phase II) of Hollow Rock Access Area (New Hope Creek Preserve) to further identify Native American sites, with funding assistance from a \$15,000 federal grant through the State Historic Preservation Office (2013)
- Evaluated new candidate for Orange County Local Landmark status and recommended BOCC designation for the Captain John S. Pope Farm (2013)
- Convened the Orange County Historic Preservation Summit (May 2012) involving ten organizations (historic commissions and non-profits) from the county and municipalities
- Completed *Design Standards for Orange County Local Landmarks and Local Historic Districts* (2010)
- Prepared the Cultural Resources Chapter of the 2030 Comprehensive Plan (2008)
- Ongoing support for the preservation and long-term maintenance of County-owned historic buildings, including complexes at future park sites

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

- Prepare annual report for the State Historic Preservation Office to retain status as a Certified Local Government, allowing the County to maintain eligibility for federal grants for historic preservation activities
- Conduct a variety of activities related to National Historic Preservation Month in May, in partnership with Preservation Chapel Hill and the Alliance for Historic Hillsborough
- Administer the Orange County Local Historic Landmark Program
- Provide a forum for public comments on nominations to the National Register of Historic Places

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

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

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

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

Goal Three: Implement planning and economic development policies which create a balanced, dynamic local economy, and which promote diversity, sustainable growth and enhanced revenue while embracing community values.

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

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

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

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

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

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

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

Objective CR-1:

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

- Obtained a federal grant through the State Historic Preservation Office in 2014 to fund an update of the county-wide historic resources inventory
- The HPC collaborates on an ongoing basis with AMS and Planning to ensure that all archaeological and cultural resources are properly identified and protected during County-funded or initiated projects, as guided by the County's "Cultural and Archaeological Resources Policy for County Construction Projects" (adopted by the BOCC in 2006). Through this process, dozens of Native American and historic archaeological sites have been identified, documented and mapped.

Objective CR-3:

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

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

Objective CR-7:

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

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

Objective CR-10:

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

- The HPC and DEAPR staff collaborated with the Town of Hillsborough to develop a joint County/Town policy to better coordinate the mapping and sharing of information regarding cultural resources within the municipal limits of the Town. This policy was adopted by the BOCC in 2014.
- The HPC chair and staff met with the Hillsborough Historic District Commission to invite Hillsborough to partner with the County in the project to produce a publication on the County's historic resources, with a goal of sharing funding and increasing future sales of the finished book (2014).
- The HPC continued work on the matter of handling the designation of Local Historic Landmarks within the boundaries of the Town's ETJ. To further this goal, DEAPR staff and Town planning staff will prepare a draft interlocal agreement that would extend the County's Local Landmark program into the Town of Hillsborough's ETJ, to be presented for consideration by both boards in 2015.

Identify any activities this commission expects to carry out in 2015 as they relate to established BOCC goals and priorities. If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

- The HPC will seek a second federal grant through the State Historic Preservation Office to fund a project to update the county-wide historic resources inventory to include additional sites (African-American, agricultural/farm heritage sites and post-World War II resources), to follow up the first phase started in 2014. This will fund the second phase of a three-year project to produce a comprehensive book/publication documenting the county's historic resources **(Fiscal impact: HPC will request \$15,000 in County funds to secure a \$20,000 matching grant in 2015; HPC staff will provide project support)**
- The HPC will continue working with the Hillsborough Planning Staff and the County Attorney on an approach for the handling the further identification and protection of historic resources in the Town's extra-territorial jurisdiction **(No fiscal impact)**
- The HPC will increase efforts to promote the Local Historic Landmark program to eligible property owners, working in cooperation with the Lands Legacy Program, to generate at least two new landmark applications per year **(No fiscal impact—funding already budgeted for this in the Lands Legacy program funding)**

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

- The HPC plans to seek BOCC approval to apply for and accept a second federal grant through the State Historic Preservation Office, to assist in the HPC's three-year project to publish a first-class book documenting the county's historic resources, similar to books published by Durham and Wake counties. The HPC was successful in obtaining a federal grant in 2014 for the first phase of this effort.
- The HPC wishes to propose a project to develop a long-range historic preservation plan to guide all future work on the Old Orange County Courthouse and its grounds/landscaping. The HPC will seek BOCC approval to initiate this effort to protect one of the most significant historic structures in Orange County. This project will be carried out in partnership with AMS, to develop a planning document for review and input from the BOCC and eventual adoption (last major work was a 1985 renovation to improve fire safety and handicapped access, and the restoration of the tower and clock, completed in 2004).

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MEMORANDUM

TO: Earl McKee, Chair
Orange County Board of Commissioners

CC: Audrey Spencer-Horsley, Director
Orange County Dept. of Housing, Human Rights & Community Development
Board Members, OCHA

FROM: Jean Bolduc, Chair
Orange County Housing Authority Board of Commissioners

DATE: February 3, 2015

SUBJ: Annual Report

This year has been a productive and challenging one for the Orange County Housing Authority's Board of commissioners. With the retirement of longtime staff member Tara Fikes, our board has worked well with Interim Director James Davis and we look forward to working with the current Director, Audrey Spencer-Horsley.

Though the following is not an exhaustive list, it does represent the Board's primary activities and accomplishments.

- During the late Spring and through the Summer, there was a growing controversy surrounding the decision of one property management company (GSC) to discontinue its acceptance of Housing Choice Vouchers. This was a corporate level decision based on many factors, having nothing to do with Orange County's voucher holders or the management of its program. Nevertheless, activists and housing advocates took up the issue and began meeting regularly in an effort to force GSC to reverse its decision.

Although we are always concerned about the pressure on our housing market, the Voucher program itself was managing this within its normal course of activity. We were left, then, with a disconnect between the actual problem and the perception of the problem.

Through the summer, Mr. Davis and I spend many Wednesday afternoons at Empowerment, Inc. meeting with the ad hoc group of advocates who were seeking to assist the affected families. We spent a significant amount of time correcting misinformation on many points, the leading one being that these families were "losing their vouchers."

This activity culminated in a press conference given by the mayors of Chapel Hill and Carrboro to bring attention to the issue and to assistance funds they had available to help families that needed emergency funds for security deposits. Mr. Davis spoke at the August press conference, which was well covered by local media

and we both took questions from reporters during and following the press conference.

Takeaway: *The Orange County Community, including several segments of housing providers, advocates, political leadership and the general public would benefit from learning much more about the HCV program and how it works in Orange County.*

Following the mayors' press conference in August, the Housing Authority, as promised, hosted an information session for landlords and the public about the program and how to participate as a housing provider. It was held at the Orange County Library in Hillsborough and had modest attendance. We were disappointed that none of the housing advocates were able to attend, after repeatedly requesting such a meeting.

- As a beginning to our educational efforts, we have (in addition to the PowerPoint created for the Landlords meeting) created a brochure that was printed in January 2015 after review with the County's Public Information Officer. We are also looking forward to taking advantage of new information infrastructure soon to be available when the County launches its new website. It's critically important that Orange County's Voucher program not "rest on its laurels" after many, many years of being a quietly well-run, effective program.

Takeaway: *The Orange County Government has long supported the HCV program and now does so at an even greater funding level following Federal Sequester. During 2015, we would like to raise the profile of the HCV program and its benefits to taxpayers to highlight the value of that investment.*

- In response to the increased pressures on the Orange County housing market, our board voted at year-end to exercise its authority to increase the program's payment standard to 110% of the HUD Fair Market Rent (FMR) rate. We are able to make this change without authorization from HUD, but to extend further (up to 120%) we would need written consent from HUD's Greensboro office. This will allow many families to stay where they are, despite rental increases due to renovations. It expands the affordable options for those assisted by the HCV program but will tend to reduce the total number of families overall that we can help.
- We have also taken administrative steps to bring onto our books some of the voucher holders who have moved to Orange County with the permission of their authorities. Most of these are families with vouchers issued from the Durham Housing Authority. This process is called "absorption" and means that instead of simply accepting a "pass-thru" payment from Durham with those vouchers being counted by HUD as Durham vouchers, they become Orange County vouchers and are administered in the future just as any other we issued. This is important for us to do because it helps to more accurately reflect the number of families who are here and receiving assistance from our program. It also reduces the administrative burden that is created for the two agencies who are cooperatively managing one voucher in two jurisdictions.

- Our struggle to operate as a board cannot be overstated. Following the retirement of one board member and the loss of two others due to lack of attendance (one new board member never appeared at all), we were forced to cancel several monthly board meetings for lack of quorum. How to confront this problem and our attempts to mitigate its consequences took an unfortunately significant amount of time for Mr. Davis and myself.

Takeaway: *In the future, if faced with this type of issue, we will reach out to the Chair of the County Commissioners (and staff) for assistance much sooner.*

- We have begun efforts to secure an HCV participant as a board member (as required by HUD) and hope to have a recommendation for the Board of Commissioners' review and approval in the first quarter of 2015. With a more complete complement of board members in 2015, we hope to do more.

We welcome your feedback and guidance as to how we can better serve Orange County in this important capacity of providing citizen oversight for the Housing Choice Voucher program. We look forward to a productive and progressive year ahead.

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NAME OF BOARD/COMMISSION Human Relations Commission

Report Period December 2013 – December 2014

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

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

Board/Commission Name:

The Orange County Human Relations Commission (HRC)

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

Primary County Staff Contact: James Davis

Same as above

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

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

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

The Orange County Board of Commissioners created the Orange County Human Relations Commission to:

- a. Study and make recommendations concerning problems in the field of human relationships;
- b. Anticipate and discover practices and customs most likely to create animosity and unrest and to seek solutions to problems as they arise;
- c. Make recommendations designed to promote goodwill and harmony among groups in the County irrespective of their race, color, creed, religion, ancestry, national origin, sex, affectional preference, disability, age, marital status or status with regard to public assistance;

- d. Monitor complaints involving discrimination;
- e. Address and attempt to remedy the violence, tensions, polarization, and other harm created through the practices of discrimination, bias, hatred, and civil inequality; and
- f. Promote harmonious relations within the County through hearings and due process of law.

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

1. Organized and sponsored the 2014 Human Relations Month Forum entitled: "Equal Justice Under the Law: Are We There Yet?" The panelists included Mr. John "Blackfeather" Jeffries (member of the Occaneechi Band of Saponi Nation), Senator Valerie Foushee, and Attorney Al McSurely. UNC Professor Gene Nichol served as Moderator for the Forum which focused on the 50th anniversary of the 1964 Civil Rights Act.
2. Hosted the 2013 Pauli Murray Human Relations Awards Ceremony on Sunday, February 23, 2014. Desaray Rockett received the Youth award, Judith Blau received the individual award, and Vimala's Curryblossom Café received the business award. The ceremony also included the recognition of the Student Essay Contest winners and the winners of the first annual Fair Housing Poster Contest. Middle School essay winners were Judah Matthew Kalb and Nathan Victor Bell. High School essay winners were Lena Hu and Desaray Rockett. The Poster Contest winners were Abigail Judd, Stricklon Magee and Khatmin Thant. Winning poster entries were featured in the 2014 Departmental calendar.
3. Hosted the second annual Community Read. The purpose of the Community Read is to engage the public in a discussion on a topic of human rights/relations as presented in a selected book. The book selected for 2014 was *My Black Family, My White Privilege: A White Man's Journey Through the Nation's Racial Minefield* by Michael R. Wenger. A discussion on racism and White privilege was held at the main library on Monday, March 31, 2014. Mr. Wenger served as the moderator.
4. Sponsored a community outreach event on April 10, 2014 in recognition of National Fair Housing Month. The event included a presentation on the status of fair housing in Orange County.
5. Submitted proclamations to the BOCC for adoption. Proclamations included the acknowledgment of February as Human Relations Month, April as Fair Housing Month, August 26, 2014 as Women's Equality Day, and the acknowledgement of Human Rights Day, Bills of Rights Day and Human Rights Week presented on December 1, 2014.
6. Participated in the Human Rights Day program on December 10, 2014 sponsored by the Orange County Department on Aging.

7. Published and distributed Karen-language fair housing brochures and posters in an effort to communicate the right to fair and equal housing opportunities to the Karen community.

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

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

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

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

The HRC built a rapport with the Karen and Burmese communities by networking with the Transplanting Traditions Community Farm and the Refugee Support Center. HRC has had direct communication with the Karen community where issues of social justice and access to certain protections were discussed. The Building Integrated Communities subcommittee plans to coordinate additional listening sessions and the HRC will host informational sessions that will address each concern presented by the community. The subcommittee will continue to build relationships with other migrant communities and the agencies that directly serve these communities. These collaborative efforts will ensure that the diverse ethnic and immigrant communities in Orange County will have equal access to and understanding of available resources within the County.

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

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

N/A

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities. If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

1. Participate in on-going discussions regarding the best way to address issues of gender equity including women and transgender persons. This work will be done in collaboration with organizations that focus on women's issues and transgender equality;
2. Work in collaboration with the Town of Chapel Hill's Justice in Action Committee on matters of social justice. The mission of Justice in Action is to adequately and effectively reflect the Town of Chapel Hill's integrity and commitment to preserving racial, economic, and social justice within the community;
3. Initiate the implementation of the Social Justice Goal Impact Review Tool;
4. Engage the migrant community in the system of governance for Orange County; and
5. Participate in activities and events in Orange County that celebrate the birthday of Dr. Martin Luther King, Jr.

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

1. Acknowledgement of the 95th anniversary of the 19th Amendment to the U.S. Constitution granting women the right to vote with planned activities throughout the year;
2. Ensuring that the membership of the HRC reflects racial, cultural and gender diversity;
3. Including the Social Justice Goal Impact Review Tool in the governing body's decision-making process; and
4. Continuing efforts to affirmatively further fair housing through community outreach.

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

Report Period: January through December 2014

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

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

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

Person to address the BOCC at work session- if applicable- and contact information: Terri Driscoll, Chair

Primary County Staff Contact:
Mary Fraser, Department on Aging

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

The committee meets once every other month.

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

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

Complete site visits for nursing homes in Orange County. Edit and approve these reports prior to sending them for posting on the county web site.

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

- 1) Completing advocacy site visits for nursing homes in Orange County
- 2) Encouraged and monitored organized activities for nursing home residents.
- 3) Help promote the showing of ALIVE INSIDE and implementation of the Music and Memory Program.
- 4) Assistance with offering the Virtual Dementia Tour training to the Orange County Dept on Aging Engage Class and Florence Gray Soltys Day Health Program. This training simulates the challenges faced by elder persons with dementia.

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

- See activities listed above
- Attendance at Triangle J Leadership training sessions

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

- Continuation of quarterly visits to nursing homes.
- Continued support of the implementation of the Music and Memory Program.
- Offering of the Virtual Dementia Tour training for staff at nursing homes.

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

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

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities.

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

None of the activities or functions of the committee have fiscal impact.

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

The committee plans to continue encouraging all levels of planned activities for nursing home residents. This is easily done with privately owned facilities. Recently we saw some indications that non-private facilities might be having some difficulties meeting the staffing needed for these functions and programs.

Nursing Home options are limited in Orange County. Britthaven, a 140 bed facility in Orange County has been closed for several years for "renovations."

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

Report Period: December 2014

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

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

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

Paul Guthrie, Chair. Telephone 919-933-2931
E-mail: PGuthrie2@nc.rr.com

Primary County Staff Contacts:

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

Durham-Chapel Hill-Carrboro MPO, Triangle Area Rural Planning Organization (RPO) and Public Transit Planning – Bret Martin, Transportation Planner

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

Secondary Administrative – Tina Love, Administrative Assistant (Provided for additional note taking needed to prepare detailed minutes required for Transportation Services/OPT Items)

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

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

The OUTBoard meets as needed per its BOCC adopted Rules of Procedure (11/8/12). When held, meeting take place on the third Wednesday of the month. The Board met seven times in 2014, as needed to address Board of County Commissioners (BOCC) priorities. There were no subcommittee meetings in 2014.

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

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

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

In 2014, the OUTBoard has:

1. Made a recommendation to the BOCC on the Draft OPT System Goals and the Five-Year Bus Service Expansion Program recommendations.
2. Received a presentation update from staff on the activities of the Work Group for Outlining Rural and Central Orange County Public Transit Needs.
3. Several OUTBoard members attended the public outreach meetings for the OCBRIP bus planning.
4. Reviewed and provided comments on staff recommended Hillsborough Circulator route changes to correct deficiencies currently manifesting with the operation of the service and to provide service to new locations in and around Hillsborough.
5. Received a presentation update from staff on the status of State, RPO and MPO project prioritization.
6. Received regular updates from staff on current DCHC MPO, BG MPO and TARPO activities.
7. Held a Board discussion with NCDOT representatives on a number of current County transportation topics including bike and pedestrian projects, and minor intersection improvements at problem sites.
8. Reviewed selected private road and access standards from the Unified Development Ordinance (UDO) Section 7.8 Access and Roadways, and made a recommendation to the BOCC that staff develop amendments.
9. Received a presentation by the Orange County Department of Environment, Agriculture, Parks and Recreation (DEAPR) staff on the Draft Parks and Recreation Master Plan 2030, and provided input.
10. Received a presentation update from staff on the Safe Routes to School Action Plan (SRTS) implementation actions.

11. Received a presentation update from staff on protection options for Old NC 10 road corridor.
12. Received a presentation update from staff on the Buckhorn EDD environmental and transportation contracts.
13. Received a presentation update from staff on the Mountain-to-Sea Trail Conference in September, and the status of the trail system in Orange County.
14. Received a presentation on Bicycle Safety from Jeff Charles, Vice-Chair, and discussed.

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

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

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

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

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

2. Reviews active NCDOT projects in the County, including various paving, construction and CMAQ projects.
3. Receives updates and reviews the progress of NCDOT transportation projects within rural Orange County.
4. Receives updates and reviews the progress of Orange County transportation planning efforts.
5. Receives updates on TARPO, BG MPO and DCHC MPO transportation planning activities.
6. Receives updates from the Planning staff on the NCDOT quarterly luncheon topics of discussion.
7. Reviews and discusses current Board vacancies.

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

Accomplishments 1, 3, 6, 7, and 12 (review and recommendation of the Draft Orange County Parks and Recreation Master Plan 2030; review of TARPO, BGMPO and DCHC MPO transportation projects; review of selected private road and access standards from the Unified Development Ordinance; the review and recommendation of proposed rural Orange County bus routes that serve to implement the OCBRIP; and the review and recommendation of changes to the Hillsborough Circulation Route) relate to BOCC Goal Three (Implement planning and economic development policies which create a balanced, dynamic local economy, and which promote diversity, sustainable growth and enhanced revenue while embracing community values), Priority 20: Support transit, pedestrian, and bicycle facilities and other alternatives to the single passenger automobile.

Accomplishments 7, 12 and 14 (Review and recommendation of the Draft Orange County Parks and Recreation Master Plan 2030; attendance by several OUTBoard members at public outreach meetings for the OCBRIP bus planning; and the review and recommendation of changes to the Hillsborough Circulation Route relate to BOCC Goal Two (promote an interactive and transparent system of governance that reflects community values), Priority 7 (Improve intra- and intergovernmental coordination, cooperation and collaboration).

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

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

Accomplishments 1, 2, 3, 5, 8, 9, 12, and 13 (review and recommendation of the Draft OPT System Goals and the Five-Year Bus Service Expansion Program; review of the activities of the Work Group for Outlining Rural and Central Orange County Public Transit Needs; review of the State, RPO and MPO transportation project prioritization process; meeting with NCDOT representatives and discussed bike and pedestrian projects; review of bicycle safety issues; review of Safe Routes to School Action Plan implementation activities; review and recommendation of changes to the Hillsborough Circulator Route, and review of the activities of the Mountain-to-Sea Trail planning group, all relate to Comprehensive Plan Transportation Element Goal 1: An efficient and integrated multi-modal transportation system that protects the natural environment and community character, Objective T-1.1: the expansion of the use of public transit, walking, and biking as a primary modes of travel; Comprehensive Plan Transportation Goal 2: A multi-modal transportation system that is affordable, available, and accessible to all users and that promotes public health and safety,

Objective T-2.4: Improve the provision of public transit facilities and services; Comprehensive Plan Transportation Element Goal 3: Integrated land use planning and transportation planning that serves existing development, supports future development, and is consistent with the County's land use plans which include provisions for preserving the natural environment and community character; and Comprehensive Plan Transportation Element Goal 4: A countywide and regionally-integrated, multi-modal transportation planning process that is comprehensive, creative and effective.

Additionally, Accomplishment 5 (review of the Safe Routes to School Action Plan implementation activities) relates to Comprehensive Plan Transportation Element Goal 1: An efficient and integrated multi-modal transportation system and that protects the natural environment and community character, Objective T-1.1 (...expand the use of ...walking and biking as primary modes of travel); Comprehensive Transportation Element Goal 2: A multi-modal transportation system that is affordable and accessible to all users and that promotes public health and safety, Objective T-2.1: Increase the provision of bikeways and walkways, and also increase supportive facilities such as bicycle parking zones, Objective T-2.6: Increase safety awareness between car drivers and bicycle riders, and increase safety for pedestrians), and Objective T-2.7: Construct bicycle facilities in Orange County that will make cycling safer, more convenient, and more efficient; and Comprehensive Transportation Element Goal 4: A countywide and regionally-integrated, multi-modal transportation planning process that is comprehensive, creative and effective, and Objective T-4.1: Work with nearby jurisdictions to integrate the County's transportation plans with those of other transportation planning agencies and service providers in Orange County and the Triangle region.

Accomplishment 6: Review and recommendation of private road and access standards from the Unified Development Ordinance relates to Comprehensive Plan Transportation Element Goal 3: Integrated land use planning and transportation planning that serves existing development, supports future development, and is consistent with the County's land use plans which include provisions for preserving the natural environment and community character, Objective T-3.3: Determine the policies to guide connectivity within and between residential developments based on their impact on neighborhood character; and Comprehensive Plan Transportation Element Goal 2: A multi-modal transportation system that is affordable, available, and accessible to all users and that promotes public health and safety, Objective T-2.3: Increase countywide access for emergency vehicles, including ways to improve response times, both for existing and new developments.

Accomplishment 14: Attendance by several OUTBoard members at the public outreach meetings for the OCBRIP bus planning relates to Comprehensive Plan Transportation Element Goal 2: A multi-modal transportation system that is affordable, available, and accessible to all users and that promotes public health and safety, Objective T-2.5: Improve public education and advertising of existing transit services.

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities. If applicable, is there a fiscal impact (i.e., funding, staff time, other resources) associated with these proposed activities (please list).

(See Item 3 in the section after this for a statement regarding staff resources, which is the primary fiscal impact associated with carrying out OUTBoard activities.)

1. Implementation efforts related to the Safe Routes to School (SRTS) Action Plan (BOCC Goal Three Priority 20), including the establishment and first year implementation activities of the Action Plan Advisory Committee (APAC) to serve as a sub-committee in an advisory capacity, supplemented by additional staff from other agencies/jurisdictions as needed (BOCC Goal 3, Priority 20).
2. Review and identify what (if any) revisions may be necessary to future road classifications (and cross-sections) included in the TARPO, DCHC MPO and BG MPO comprehensive transportation plans, for the purpose of establishing appropriate linkages to County access management policies (BOCC Goal 3, Priority 9).
3. Review and comment on amendment to UDO and revise Efland-Buckhorn-Mebane and Eno EDD access management plans (BOCC Goal 3, Priority 2: Implement Comprehensive Plan (a) Rewrite zoning and subdivision regulations (Unified Development Ordinance)).
4. Conclude study of and recommendations on parking regulations for Economic Development areas and seek BOCC authorization to develop applicable amendments to the UDO to take to the Planning Board. (BOCC Goal 3, Priority 2: Implement Comprehensive Plan (a) Rewrite zoning and subdivision regulations (Unified Development Ordinance)).
5. Continue to work with staff and the BOCC to recommend and monitor Orange County Transportation Improvement Projects (TIP) projects (BOCC Goal 3, Priority 20).
6. Coordination with the Orange County Department of Aging Mobility Manager on implementation efforts of the Master Aging Plan Transportation Goals (BOCC Goal 3, Priority 20).
7. If referred by the BOCC:
 - a. Provide input and recommendations on high speed rail corridor through the County and proposed rail crossing closings (BOCC Goal 3, Priority 20).
 - b. Review UDO Section 7.8 Access and Roadways text amendment, with respect to the goals and objectives of the Transportation Element of the Comprehensive Plan to determine consistency (BOCC Goal 3, Priority 2: Implement Comprehensive Plan (a) Rewrite zoning and subdivision regulations (Unified Development Ordinance)).

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

1. Collector Street Plan review and recommendations with an emphasis on Economic Development areas.
2. Safe Route To School (SRTS) Strategic Action Plan first year implementation efforts:
 - a. Convene SRTS Action Plan Advisory Committee (APAC) to discuss goals and objectives, and implementation action steps in Chapter 7 of the Plan;
 - b. Detail the implementation action steps in Chapter 7 of the Plan;
 - c. Engage the Orange County School Board and staff in the implementation process;
 - d. Incorporate recommended policies and regulations into land use ordinances;
 - e. Request authorization for County civil engineer to design Grady Brown sidewalks, to enhance fundability of I-40 pedestrian overpass on bridge and sidewalk construction, and review design upon completion;
 - f. Alternative funding research, other than State and Federal resources;
 - g. Begin maintenance of bicycle and pedestrian database and map crash locations, especially around schools, and identify any existing sources of data; and
 - h. Develop school program list for implementation in future years.
3. Enhanced regional transportation planning and operational efforts including rural services as noted in the Orange County Bus and Rail Investment Plan (OCBRIP).
4. Pursuit of funding sources for prioritized transportation projects and track status of project implementation.
5. Promote development of new regional/division prioritization criteria for highway modernization projects.
6. Review of new transportation related technologies (e.g., assess suitability of use of smart phones for employment connections), and other innovations promoting transportation commuting alternatives.
7. Study the feasibility of using existing Triangle region railway infrastructure for commuter rail purposes as part of a multi-modal transportation system.
8. Review and recommend better coordination of infrastructural changes effecting bicycle routes, and other alternate forms of transportation (e.g., electric bikes).

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NAME OF BOARD/COMMISSION: Parks and Recreation Council

Report Period 2014

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

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

Board/Commission Name: **Parks and Recreation Council**

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

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

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings? **Once a month, plus quarterly Intergovernmental Parks Work Group meetings and biennial joint advisory board meetings (next to be in 2015). The Council was also involved in and participated in a number of meetings and events related to the P&R Master Plan in 2014.**

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

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

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

By far the largest accomplishment of 2014 was the review, revision and recommendation to the BOCC of the Parks & Recreation Master Plan 2030, recommended by the Council in October and adopted by the Board on November 18, 2014. The assessment and development of this plan – and participation in open houses, public input sessions and other public outreach associated with the new Plan dominated most of the Council's meetings in 2014.

The Council also advised the staff on the Blackwood Farm Park Limited Opening Plan, the Capital Investment Plan and Outside Agency Funding Requests (recreation agencies) during the budget season of spring 2014.

The Council helped review and provide input on the Community Use of School Facilities resolution, adopted by all of the jurisdictions in 2014.

The Council also participates in the Intergovernmental Parks Work Group and other multi-jurisdictional planning efforts.

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

- **Review of CIP and recommendations on Outside Agency Funding Requests**
- **Review and recommendation on Potential Land Dedication/Payment-in-Lieu proposals**
- **Input and recommendations on triennial Lands Legacy Action Plan**
- **Participation and/or planning for biennial joint advisory boards meeting (Orange County to host in 2015)**
- **Annual reports from and feedback to Parks Superintendent and Recreation Superintendent; and on-site meetings at one or more County parks**

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

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

The PRC was the lead advisory board for the newly-adopted Parks and Recreation Master Plan 2030. This effort was largely undertaken in house, and the Council played a role in advising on surveys, outreach and work products, participating in public input sessions and focus groups in its role

as “steering committee.” (Goal 5)

The Council reviewed plans and advised on the Blackwood Farm Park Limited Opening Plan and reviewed proposed plans for a county fair during 2014. The Council also provided input on trail connectivity and the Mountains to Sea Trail. (Goal 6)

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

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

The PRC advised participated in focus groups and supplemental community needs assessment surveys – including targeted feedback form minority populations - to further illuminate resident needs and interests in parks and recreation, and satisfaction with current services and facilities (Goal 1, 4).

The PRC assisted staff in developing the Community Use of School Facilities for Recreation resolution, which was adopted, and continues to try to foster better communication and usage of school facilities for recreation purposes, a longstanding priority (Objective PR 2.4).

The PRC has assisted in the implementation of park master plans, such as the Blackwood Farm Park Limited Opening Plan and the Soccer.com Center improvements (Objective PR 3.2).

The PRC oversaw the creation of a new Parks and Recreation Facilities Plan map via the Parks and Recreation Master Plan 2030 (Objective PR-5.6).

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities.

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

- **Beginning implementation of the new Parks and Recreation Master Plan recommendations, based on direction from the Board of Commissioners.**
- **Continuing to pursue public outreach to address “Issues for Further**

- Study” from the master plan.**
- **Helping to publicize and advise on the opening of Blackwood Farm Park in early-spring 2015.**
 - **Participating and providing input on the State’s Mountains to Sea Trail Master Plan effort in 2015.**
 - **Advising staff on plans to implement RiverPark improvements in 2015-16.**
 - **Working to complete a new concept plan for Millhouse Road Park, or other future County parks as directed by the Board of Commissioners**
 - **Revisions needed to bring the Parks and Recreation chapter of the Code of Ordinances up to date.**
 - **Consider a support system for recreation activities, including a proposal to create the Friends of Parks, Recreation and Open Space group.**
 - **Continued advice and reports on park operation and recreation programming.**
 - **Assessing the potential for a disc golf course (and volunteer assistance with the creation of same) at County parks, possibly at Blackwood Farm Park.**

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

- **Two of the “Issues for Further Study” from the Master Plan appear to warrant further investigation in 2015, and the Council would offer its services to work with staff on these matters with BOCC concurrence:**
 - **Further explore the public swimming pool (and swim programs) interest that was expressed in the Master Plan surveys; and**
 - **Developing a comprehensive strategy for Orange County community centers – including definition of what a center should be, desired level of service, and potential to accelerate additional usage.**
- **Based on feedback received, develop a plan to conduct a statistical random-sample follow-up survey for residents in Bingham Township on interests and desires for the planned future Bingham District Park.**
- **Examine the potential for primitive camping at County parks.**

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NAME OF BOARD/COMMISSION: Planning Board

Report Period: 2014 calendar year for annual report; 2015 calendar year for work plan

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

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

Board/Commission Name: **Planning Board**

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

Pete Hallenbeck, Chair, (919) 732-6551, pete@eflandfd.org

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

How many times per month does this board/commission meet, including any special meetings and sub-committee meetings? **On average, twice per month (12 regular meetings + 4 Quarterly Public Hearings + special or sub-committee meetings).**

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

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

Within last 2 years:

- **Annandale at Creekwood major subdivision preliminary plat.**
- **Triple Crown Farms major subdivision concept plan.**
- **UDO text amendment to require a neighborhood information meeting for governmental uses.**
- **UDO text amendment to establish a new conditional zoning district for Agricultural Support Enterprises and various accompanying changes to the text.**

More recently:

- **UDO text amendment to change standards related to home occupations.**
- **UDO, Comprehensive Plan & Zoning Atlas Amendments to adopt two new zoning overlay districts in Efland (denied by BOCC in Feb. 2013 and brought back to February 2014 quarterly public hearing).**
- **UDO text amendments related to the public hearing process.**
- **UDO text amendment to require a neighborhood information meeting prior to public hearings for Special Use Permit applications.**

- In 2014, two property-owner initiated applications for rezonings/text amendments were processed. The Planning Board reviewed these and issued a recommendation to the BOCC on each application.
- Comprehensive Plan Future Land Use Map and Zoning Atlas amendments related to the Hillsborough/Orange County Central Orange Coordinated Area – Joint Land Use Plan
- Pleasant Green Woods Phase IV major subdivision concept plan and preliminary plat.
- Triple Crown Farms major subdivision preliminary plat.
- Stroud’s Creek major subdivision concept plan and preliminary plat.
- Class A SUP for solar facility in Cheeks Township.
- Amendments to Joint Planning Land Use Plan & Agreement with Chapel Hill and Carrboro related to density clarifications, agricultural uses exempt from zoning regulations, and agricultural support enterprises.
- Reviewed and commented on the draft Parks & Recreation Master Plan.

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

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

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

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

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

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

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

Land Use Overarching Goal: Coordination of the amount, location, pattern and designation of future land uses, with availability of County services and facilities sufficient to meet the needs of Orange County’s population and economy consistent with other Comprehensive Plan element goals and objectives.

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

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

Land Use Goal 3: A variety of land uses that are coordinated within a program and pattern that limits sprawl, preserves community and rural character, minimizes land use conflicts, supported by an efficient and balanced transportation system.

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

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

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

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

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

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

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

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

Identify any activities this board/commission expects to carry out in 2015 as they relate to established BOCC goals and priorities.

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

The Board will continue its work in partnership with staff to further implement recommendations contained within small area plans and the UDO Implementation Bridge and to implement existing and new BOCC priorities, some of which may emerge at the January 2015 BOCC retreat:

1. **Public Hearing Process:** Finalize UDO text amendments to make changes to the existing public hearing process
2. **Efland Overlay Districts:** UDO Text, Zoning Atlas, and Comprehensive Plan Amendments to add two new overlay zoning districts in the Efland area and specify design standards for the areas. (This item was denied by the BOCC in February 2013 and was brought back to the February 2014 quarterly public hearing. Staff is currently working with community members to educate the community about the overlay districts and determine if changes should be made. This item is anticipated for adoption consideration in March 2015).
3. **New and/or Revised Zoning District:** UDO text amendment to adopt a new general use zoning district and/or "fine tune" existing ED zoning to match locational attributes for targeted research and development industry and applied light manufacturing. Consider appropriate mixed use areas acknowledging the other areas will have a stronger non-residential use program.
4. **Clustering in Rural Areas:** Consider rural village concepts. Examine innovative septic systems whether in individual or community settings.
5. **Population Projections:** Analyze regional population and employment projections (including MPO 2040 and the development of the MPO 2045 MTP). Rationalize and offer 'ground truth' (i.e. what can realistically be built) to the amount and location of new development noted from population modeling (i.e. Community VIZ). Work with municipalities to aggregate their projected ceiling density totals based on their densification efforts and create composite countywide total by adding unincorporated projections. Use in update to Comprehensive Plan Data Element.
6. **Legislative Changes:** Amend regulations as necessary in response to legislative changes at the State level
7. **Streamline Regulations:** Continue to streamline regulations where possible
8. **2015 BOCC Retreat:** Any priorities that emerge at the January 2015 BOCC retreat

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

1. **Rural Enterprises:** Continue to expand rural enterprises by completing work on "Agricultural Support Enterprises" in the Rural Buffer. Determine need to address water & sewage disposal issues in the Rural Activity Nodes to encourage development in these nodes.
2. **Emergency Access:** Work with appropriate staff/departments to better ensure properties can be reached by emergency personnel (e.g., driveway width and clearance, bridge weight limit signage and sufficiency to allow a fire truck to pass, gate width, curve radii sufficient for emergency vehicles).

3. **Mass Gathering/Special Events:** Revisions to UDO regarding mass gathering and special events (must wait until after Emergency Services/Attorney's Office enacts a Mass Gathering Ordinance)
4. **Pre-zoning for Economic Development Projects:** Continue to "prezone" areas where possible to focus growth in appropriate areas with consistent land uses, thereby improving the review and approval process.
5. **Adult Entertainment:** County should adopt an adult entertainment ordinance that is consistent with State and Federal laws.
6. **Nuisance Ordinance:** Consider a nuisance ordinance for Economic Development, Commercial, and Commercial-Industrial Transition Activity Nodes and areas adjacent to these land use classifications to "protect" these areas slated for economic development projects.
7. **Transportation Issues:** Need for better public transit in rural areas, including senior citizen mobility, and "transit oriented development." Accent focus on transit dependent populations and their connection to other transit infrastructure.
8. **Affordable and Senior Housing:** On-going need for affordable housing opportunities, including senior housing, in the county. Also include the role of MHP's in affordable housing.

**ORANGE COUNTY
BOARD OF COMMISSIONERS
ACTION AGENDA ITEM ABSTRACT
Meeting Date: March 19, 2015**

**Action Agenda
Item No. 3**

SUBJECT: Orange County Bus and Rail Investment Plan Annual Report and Update

DEPARTMENT: Planning and Inspections

PUBLIC HEARING: (Y/N)

No

ATTACHMENT(S):

- A. Memo from Triangle Transit with Attachments (A-1, A-2, and A-3)

INFORMATION CONTACT:

Bonnie Hammersley, Orange County Manager, 919-245-2300
David King, Triangle Transit General Manager, 919-485-7424

This Item is a carry-forward from the March 5, 2015 work session cancelled due to weather.

PURPOSE: To receive Triangle Transit's annual report and update on the Orange County Bus and Rail Investment Plan (OCBRIP) and provide feedback.

BACKGROUND: The OCBRIP was approved by the BOCC in June 2012. The OCBRIP provides local and regional transit opportunities including expanded bus service and proposed light rail. Voters in November 2012 approved a one-half cent sales tax to fund the local portion of the Plan and collection of the sales tax began on April 1, 2013.

This is the second annual report that Triangle Transit has provided to the Board, the first taking place at the Board's February 4, 2014 meeting.

Attachment A is a memo from David King, General Manager of Triangle Transit (TTA), which outlines its update and associated attachments.

Additional background documents such as the adopted OCBRIP and Interlocal Implementation Agreement can be found via the following link, listed under Transportation Documents:
<http://www.co.orange.nc.us/planning/transportation.asp>

NEXT STEPS:

The following items will be coming to the BOCC in the near future:

1. Update on Durham-Orange Light Rail Transit Project (April 14 BOCC Work Session); and
2. OCBRIP financial updates for approval in accordance with the Interlocal Implementation Agreement.

FINANCIAL IMPACT: There is no financial impact associated with receiving the annual report and update. The OCBRIP serves as the financial plan for expending:

- Half-cent transit sales tax revenues;
- \$7 County vehicle registration fees;
- \$3 regional/TTA vehicle registration fees; and

- Existing regional/TTA rental car tax revenues.

RECOMMENDATION(S): The Manager recommends the Board:

1. Receive the report and update; and
2. Provide feedback as appropriate.

Memorandum

To: Orange Board of County Commissioners

From: David King, General Manager, Triangle Transit

Date: February 27, 2015

Re: Update on Implementation of the Orange County Bus and Rail Improvement Plan

We appreciate the opportunity to provide the Board with an update on implementation of the Orange County Transit Plan. We will report on the following issues:

- FY14 Annual Progress Report
- Planned Uses of Bus Service and Bus Capital Revenues for Triangle Transit and Chapel Hill Transit
- Hillsborough Train Station
- Chapel Hill Transit North-South Corridor Study

A separate update on the Durham-Orange Light Rail Transit Project is scheduled for the April 14th meeting of the Board of Commissioners.

We've attached the following documents for your review:

1. Orange County Transit Plan FY14 Annual Progress Report
2. Table of 5-Year Bus Revenue Forecast to Adopted Plan
3. Chapel Hill Transit North-South Corridor Study Update



In 2012, voters approved a local sales tax to support funding for the Orange County Bus and Rail Investment Plan (Transit Plan). This annual progress report highlights the goals, accomplishments, projects and finances of the Transit Plan during Fiscal Year 2014.

FY2014

ORANGE COUNTY

Bus & Rail Investment Progress Report

The long range goals of the Transit Plan are to:

- Improve overall mobility and transportation options in the region
- Provide geographic equity
- Support improved capital facilities
- Support transit supportive land use
- Provide positive impact on air quality

Accomplishments

During the year, the following service enhancements were made by Chapel Hill Transit (CHT), Orange Public Transportation (OPT) and Triangle Transit:

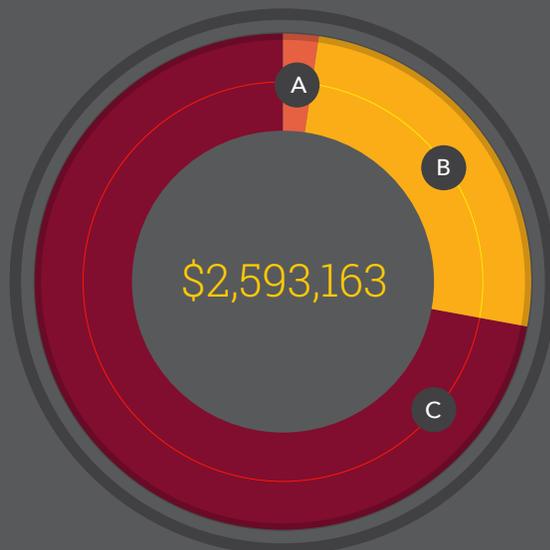
- Chapel Hill Transit added year-round evening and night service on:
 - ✓ CM Route
 - ✓ CW Route
 - ✓ D Route
 - ✓ J Route
- Chapel Hill Transit added two additional evening trips on F Route
- Additional Saturday service was added to CM, CW and JN Routes (not pictured)
- Triangle Transit added more frequent weekday service between the Streets at Southpoint Park-and-Ride and UNC Chapel Hill on Route 800

Orange County and Triangle Transit staff held four workshops in Cedar Grove, Efland, Hillsborough and Mebane and received public comments on preliminary concepts for future bus expansion in central and rural Orange County



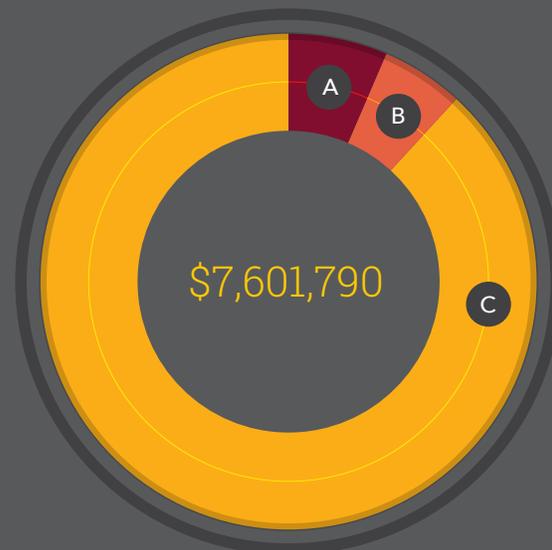
The charts show revenues and expenses for the Orange Bus and Rail Investment Plan for FY14. The revenues to fund the Transit Plan include a one-half cent sales tax, a \$7 County Vehicle Registration Tax and the Regional Vehicle Rental Tax. Expenditures include bus services, light rail project development and administration.

Orange County Expenditures



Administration	A	\$54,848
Bus Services*	B	\$530,100
Light Rail Development	C	\$2,008,215

Orange County Revenues**



\$7 Vehicle Registration Fee	A	\$565,560
Rental Car Taxes	B	\$476,437
Sales Tax	C	\$6,559,793

*During FY14, bus expenditures totaled \$353,400 for CHT and \$176,700 for Triangle Transit. In FY15, 64% of bus service expenditures will go to CHT, 12% to OPT and 24% to Triangle Transit.

** FY14 revenue shown excludes interest on investments of \$4,551; FY 14 Ending Reserves total \$6,125,407 (FY13 \$1,112,229; FY14 \$5,013,178). These reserves will be used for services and capital projects identified in the "Next Steps" section of this report.

Next Steps

The following services will be implemented in the upcoming fiscal year (July 2014 through June 2015):

- Chapel Hill Transit will add additional morning service along the A, D and J routes; additional mid-day service on the NS route and additional Saturday service on the D and FG routes
- Orange County will provide expanded service in rural portions of the county; additional senior center shuttle options; two fixed routes connecting Mebane, Efland and Hillsborough; more service on the Hillsborough to Chapel Hill midday shuttle; and continuation of the Hillsborough Circulator service in the spring of 2015
- New express service by Triangle Transit between Hillsborough, Duke University, and downtown Durham with an extension to Mebane and Efland
- Later Saturday evening and Sunday service on Triangle Transit routes between Durham, Chapel Hill and RTP, connecting with Route 100 to RDU Airport and Raleigh

Over the next 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.

Chapel Hill North-South Bus Project

Chapel Hill Transit is conducting the North South Corridor Study along the Martin Luther King Jr. Boulevard – South Columbia – US 15-501 South Corridor. The study is funded by a federal grant which is not part of the OCBRIP plan. The OCBRIP plan does include funding set aside for capital improvements, if this project moves to construction in the future.

During 2014, a Public Involvement Plan, Purpose and Need Statement and Tier 1 Analysis were completed. No Build, Bus Rapid Transit (BRT) Low and BRT High transit modes passed Tier 1 Analysis and moved into the Detailed Definition of Alternatives phase. CHT held three public meetings in March 2014 and will continue to share the study with the public and collect feedback.

Hillsborough Amtrak Station

Work on the station awaits a rail corridor capacity analysis to be performed by the North Carolina Railroad Company, Norfolk Southern and Triangle Transit. Planning work will begin after the analysis is complete.

Durham-Orange Light Rail Transit Project

In February, the Federal Transit Administration approved Triangle Transit's request to enter Project Development on the proposed 17-mile Durham-Orange Light Rail Transit Project. Environmental work is underway with a Draft Environmental Impact Statement to be published and available for public comment in spring 2015. The proposed light rail line will run from Chapel Hill to Durham and cost an estimated \$1.34 billion (in 2012 dollars). The Orange portion of the voter-approved one-half cent sales tax will help fund the local share of the rail project.

Bus Operations - Updated 5-Year Forecast

(Dollars shown in \$1000's)

Orange		FY14	FY15	FY16	FY17	FY18	FY19	Total
Total Hours - Orange County		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
TTA OBRIP New Hours (FY14 \$108/hr)		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
CHT OBRIP New Hours (FY14 \$103/hr)		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%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OPT OBRIP New Hours (FY14 \$44/hr)		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
TTA Bus Acquisitions (2 buses)		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
CHT Bus Acquisitions (8 buses)		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
OPT Bus Acquisitions (2 buses)		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
Totals - Orange County		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
Total Cost		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

Chapel Hill Transit North-South Corridor Study

www.NSCStudy.org

SUMMARY: CHT North-South Corridor Study examines a variety of public transportation options and alignments and will conclude with the identification of a Locally Preferred Alternative (LPA) for the corridor. The study reviews the transportation corridor from the Eubanks Road Park and Ride to the Southern Village Park and Ride. The study began in January 2014 and is expected to conclude this fall.

STUDY COMMITTEES: The Study is guided by two committees – Policy and Technical.

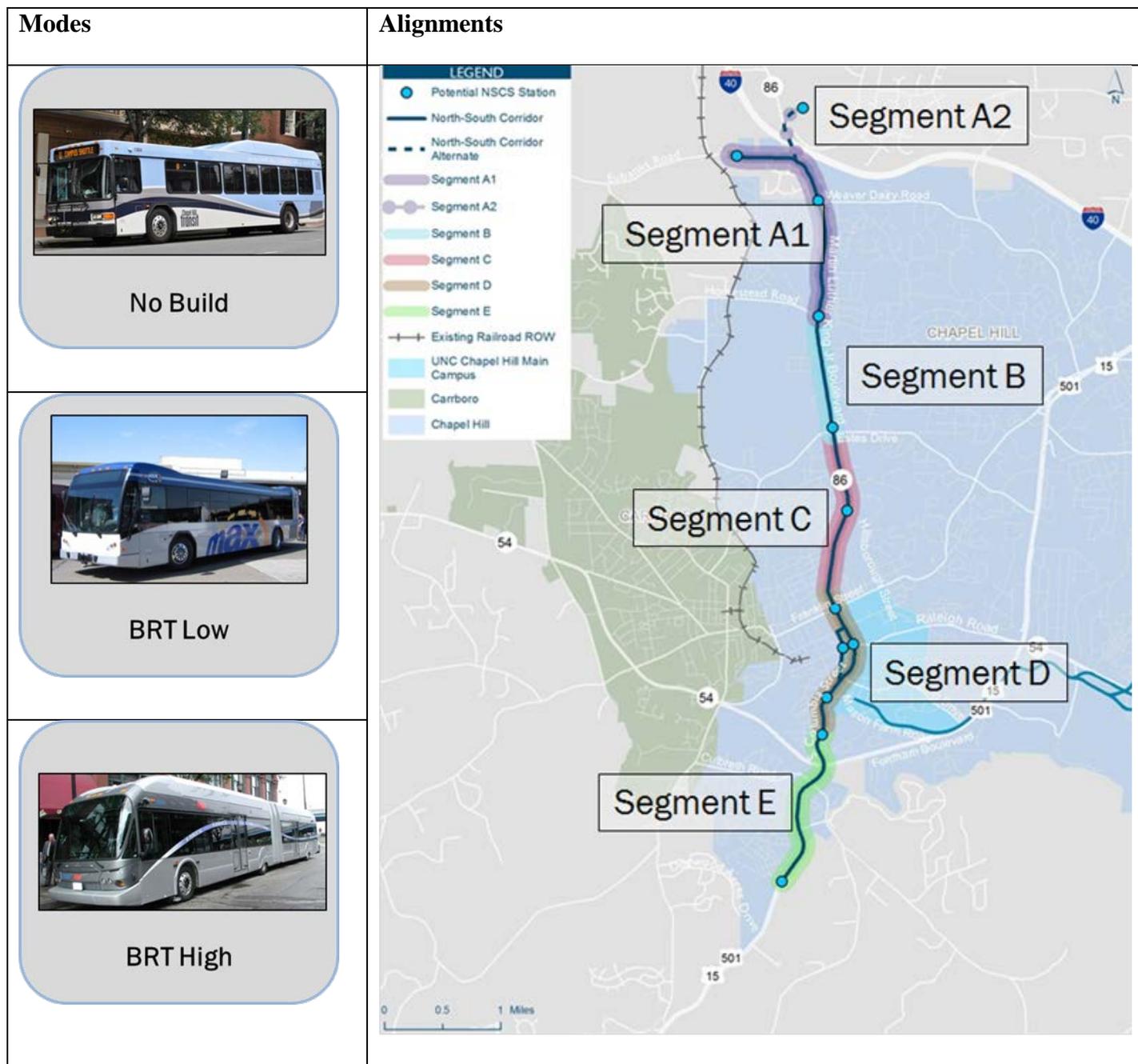
- **The Policy Committee** - responsible for the overall direction of the study and is comprised of elected, government and organizational officials from the study area. The committee members provide policy guidance throughout the study duration.
- **The Technical Committee** - responsible for advising on technical issues. The committee is a cross-section of transportation, planning and development professionals from the public and private sectors, community and business leaders.

TRANSPORTATION NEEDS:

- **Capacity** – CHT ridership has increased by more than 20% between 2005 and 2012, and buses often operate at capacity during weekday peak hours.
- **Population** - Chapel Hill is comparatively young, but its fastest-growing demographic is over age 65.
- **Development** - major development opportunities at the northern and southern ends of the corridor will fundamentally reshape mobility patterns and needs within the corridor.
- **Travel Demand Management** - multi-modal transportation investments are necessary to accommodate anticipated increases in travel demand resulting from planned development within the corridor.
- **Sustainable Growth** - Chapel Hill – and the surrounding region – has demonstrated a commitment to sustainable growth strategies in their adopted plans and policies.

PUBLIC INVOLVEMENT: There are several ways to stay informed and provide feedback: sign up for project updates through the study website, participate in the online community forum called MindMixer or attend public meetings. As of today, two rounds of public meetings were held. Meeting materials are available on the project website: <http://nscstudy.org/study-documents/>. The next round is planned for spring.

PROJECT STATUS: The Study is currently in the detailed evaluation (Tier 2) phase. Three elements to be evaluated in Tier 2 to determine preferred alternative(s) that is/are subject to further refinement: 1) Modes; 2) Alignments; and 3) Runningways.



Runningways - “mix-and-match” approach along the corridor

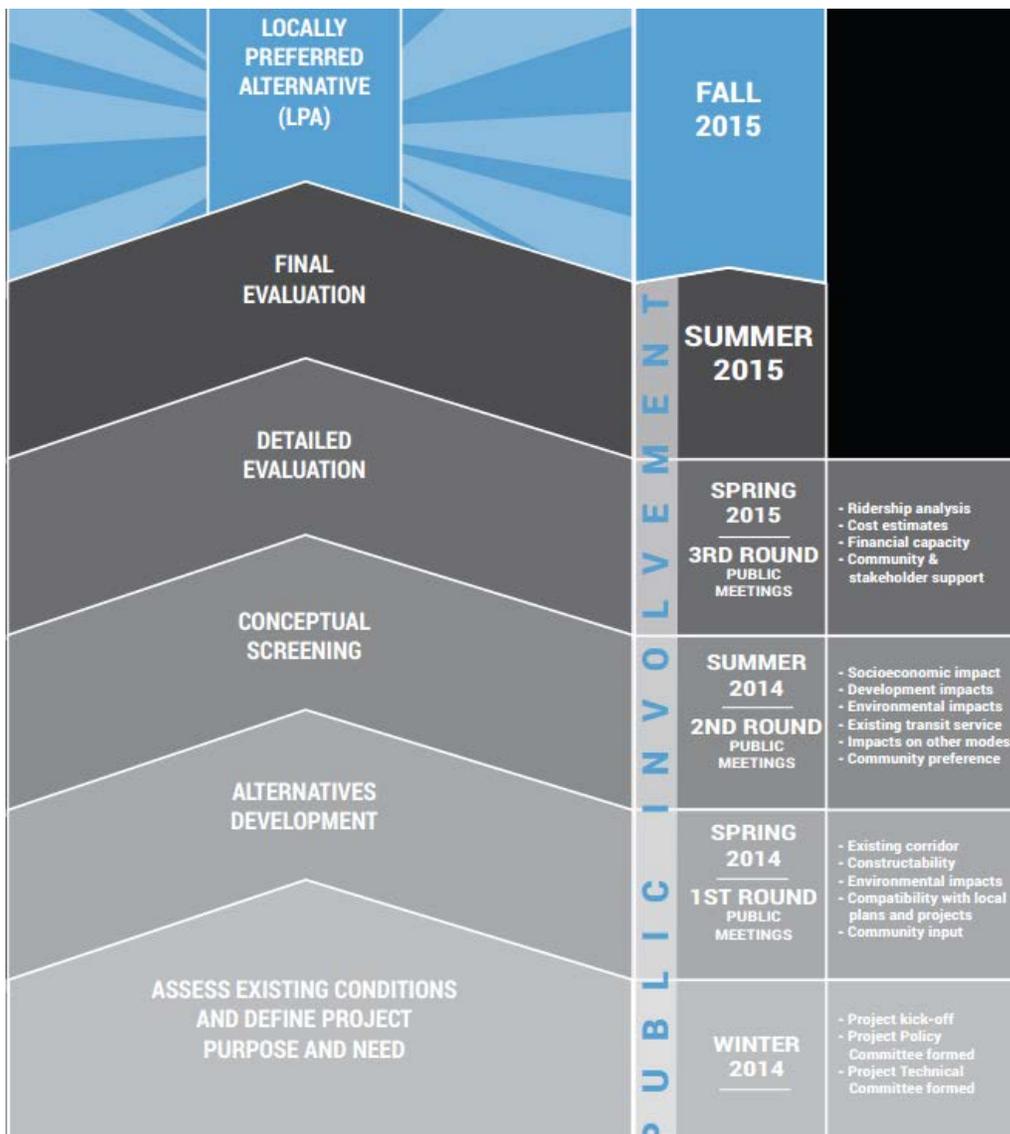
- Mixed Traffic
- Dedicated Side (Curb) Lanes
- Dedicated Center Lanes

NEXT STEPS: Tier 2 Detailed Evaluation - March 2015 to early July 2015

- March 2015 - Finalize Service Plans (draft available at www.ncstudy.org)

- March 2015 to May 2015 - Ridership Forecasting, Capital Cost, Operations and Maintenance Cost, Station Area Socio-Economic Analysis
- Spring 2015- Public Engagement

PROJECT SCHEDULE:



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