

**ORANGE COUNTY BOARD OF COMMISSIONERS  
CHAPEL HILL TOWN COUNCIL**

**AGENDA**

BOCC/Chapel Hill Town Council Joint Meeting

March 27, 2014

**Meeting Time – Immediately Following 7:00 pm Joint Planning Public Hearing**

**Southern Human Services Center**

2501 Homestead Road

Chapel Hill, NC

Welcome and Opening Remarks (Mayor Mark Kleinschmidt and Chair  
Barry Jacobs)

1. Ephesus Road Development Project
2. Transit and Chapel Hill North-South Corridor Study
  - a) Transit
  - b) Chapel Hill North South Corridor Study
3. Central West Small Area Plan Update
4. Next Steps for Solid Waste Management/Recycling
5. Joint Parks and Recreational Opportunities
6. INFORMATION ITEM (No Specific Presentation or Discussion)  
Eubanks Road Solid Waste Convenience Center Renovation

**ORANGE COUNTY BOARD OF COMMISSIONERS  
CHAPEL HILL TOWN COUNCIL  
JOINT MEETING**

**AGENDA ITEM ABSTRACT**

**Meeting Date:** March 27, 2014

**SUBJECT:** Joint Meeting Discussion Items

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**DEPARTMENT:** County Manager/Town  
Manager/County  
Planning/Town Planning/Town  
Transit/County Solid  
Waste/County & Town Park  
and Recreation

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

No
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**ATTACHMENT(S):**

As noted in "Background" section

**INFORMATION CONTACT:**

Michael Talbert, 245-2300; Roger Stancil, 968-2743; Craig Benedict, 245-2575; J.B. Culpepper, 968-2731; Tom Altieri, 245-2579; Brian Litchfield, 969-4900; Mila Vega, 969-4900; Perdita Holtz, 245-2578; David Stancil, 245-2510; Gayle Wilson, 968-2885

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**PURPOSE:** To discuss topics of mutual interest between the governing boards of Orange County and the Town of Chapel Hill.

**BACKGROUND:**

**1. Ephesus Road Development Project**

Town of Chapel Hill Staff will provide a full presentation on this item at the meeting, and the governing boards can discuss issues related to this item as necessary.

*No Attachments*

**2. Transit and Chapel Hill North-South Corridor Study**

**a. Transit**

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

Additional background documents such as the adopted OCBRIP can be found via the following link, listed under transportation documents:

<http://www.co.orange.nc.us/planning/transportation.asp>

At the February 4, 2014 BOCC meeting, Triangle Transit presented its annual progress report, summary of draft updates to the OCBRIP financial assumptions, and revenue forecasts. These items can be found via the following link, listed under agenda item 7-a:

<http://www.co.orange.nc.us/occlerks/140204.pdf>

Triangle Transit will return to the BOCC in April or May seeking approval of the updated OCBRIP financial assumptions, which must be approved by all three parties (Triangle Transit, Orange County, and the Durham-Chapel Hill-Carrboro MPO) to the Implementation Agreement.

Staff will provide any other information at the meeting, and the governing boards can discuss issues related to this item as necessary.

*No Attachments*

#### **b. Chapel Hill North-South Corridor Study Summary**

Chapel Hill Transit has launched the North-South Corridor Study, a transit service planning initiative for the corridor linking Martin Luther King Jr. Boulevard, South Columbia Street and US Highway 15-501 South (see Attachment 2-b). The North-South Corridor study will review the transportation corridor from the Eubanks Road Park and Ride to the Southern Village Park and Ride Lot. Its purpose is to identify and evaluate improved accessibility, capacity, convenience and travel-time for riders. Safety and pedestrian activities, future development potential, and impacts to existing neighborhoods will be paramount concerns of the study. The study will examine 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 is funded by a grant from the Federal Transit Administration (FTA) and the Chapel Hill Transit funding partners. Service expansions/improvements identified by the study may be funded by the Orange County Bus and Rail Investment Plan. Additional project information is available at the North-South Corridor Study website: [www.NSCStudy.org](http://www.NSCStudy.org)

Staff will provide any other information at the meeting, and the governing boards can discuss issues related to this item as necessary.

*Attachment 2-b – Map of Chapel Hill North-South Corridor Study Area*

### **3. Central West Small Area Plan Update**

Town of Chapel Hill Staff will provide a full presentation on this item at the meeting, and the governing boards can discuss issues related to this item as necessary.

*No Attachments*

#### **4. Next Steps for Solid Waste Management/Recycling**

##### **Interlocal Agreement:**

County and Chapel Hill solid waste staff continue to collaborate on preparation of a draft outline for a new Interlocal Agreement for Solid Waste Management/Recycling. A new Agreement is necessary due to the 2013 closure of the Municipal Solid Waste landfill, restructuring of financing mechanisms for the Rural and Urban Curbside Services, and elimination of portions of the 3-R Fee. It is important that the new Interlocal Agreement be adopted by all parties before July 1, 2014. The County met with staff from the Towns to continue the discussion and development of the Interlocal Agreement on March 13, 2014. The Board of County Commissioners is scheduled to review a final draft of the Interlocal Agreement at a work session in May 2014.

##### **Rural Curbside Recycling:**

In 2004 the Board adopted a fee to fund the program, called a Rural 3-R Fee, that all eligible residences were billed annually on their tax bills. The fee was assessed to all eligible residents (13,700) for the service, regardless of whether or how often a resident used the service. The County Attorney advised the Board with concerns regarding the statutory justification for assessing this fee and recommended that the Board eliminate the fee and consider other ways to fund that program. The 2012 tax bill was the last time the \$38/year fee was assessed.

After considering and rejecting numerous funding alternatives, in December 2013, the Board indicated intent to implement a solid waste service district tax as the means to replace the funding lost when the fee was eliminated. The Board also discussed a subscription service option whereby those residents who wanted to retain the service could pay and those who wished not to pay could voluntarily opt-out.

A public hearing was held on March 18, 2014 at 6:00 PM at the Southern Human Services Center, 2501 Homestead Road in Chapel Hill; and a second public hearing is scheduled for April 1, 2014 at 6:00 PM at the Orange County Social Services Center, Hillsborough Commons, 113 Mayo Street in Hillsborough

The Board of County Commissioners will consider the establishment of a solid waste service district on April 15, 2014. If adopted, it is estimated that the district tax rate would be about 1.5 cents per \$100 dollars of assessed value of the property.

##### **Urban Curbside Recycling:**

On November 19, 2013 the Board of County Commissioners authorized the County Manager to award a bid for Urban Curbside Recycling roll carts. The roll carts have been ordered and will be delivered and in service by July 1, 2014.

On February 18, 2014 the Board of County Commissioners approved an agreement with Waste Industries, LLC to provide weekly urban curbside recycling services. The cost of service is \$3.29/household/month or \$39.48 annually.

The County Manager recommends an annual Urban Curbside Recycling Fee for FY 14/15 of \$59 versus previously paid \$52 in 2012. The Town of Chapel Hill has requested a five year guaranteed rate - an annual fee of \$62 is recommended for the five year period.

The primary variables in projecting a set annual fee over five years includes an increase of households, increase in roll carts needed in the last two years, incremental cost increases in direct and indirect costs and the vendor contractual CPI provision based upon the Bureau of Labor Statistics Consumer Price Index for All Urban Consumers: US City Average, Expenditure category Garbage and Trash, effective July 1 of each year.

Additional details are provided in the attached March 19, 2014 Urban Curbside Fee Recommendation Memorandum from Gayle Wilson.

Staff will provide any other information at the meeting, and the governing boards can discuss issues related to this item as necessary.

*Attachment 4-a – Memorandum from Gayle Wilson - Urban Curbside Fee Recommendation*

## **5. Joint Parks and Recreation Opportunities**

The Town and County have a long history of working together on parks and open space projects, dating back at least 17 years. Since that time County bond referenda have helped fund Homestead Park, Southern Park, Homestead Aquatics Center and the new artificial turf field at Cedar Falls Park. The Town and County are also among the partners in the Hollow Rock Public Access Area project along Erwin Road.

Both the Town's new Parks and Recreation Master Plan and the County's draft Parks & Recreation Master Plan 2030 note the opportunities for collaboration going forward. In particular, projects such as:

- Hollow Rock Public Access Area
- Millhouse Road Park, and
- Jordan Lake Nature Preserve

may offer opportunities for working together. Both jurisdictions have, at staff level, held discussions about the potential for collaborating on the Millhouse Road Park, and this is reflected in both master plans and in the Capital Investment Plans. Creating a park at Millhouse Road may require funding from a future bond issuance, which both jurisdictions are considering.

Attached are maps of the three locations cited above, along with information about bond referenda.

Staff will provide any other information at the meeting, and the governing boards can discuss issues related to this item as necessary.

*Attachment 5-a - Hollow Rock Master Plan*

*Attachment 5-b - Millhouse Road Orthographic Photo*

*Attachment 5-c - Jordan Lake Macrosite (Natural Heritage Area)*

*Attachment 5-d - Memorandum Regarding Procedures and Schedule for Potential Orange County May 2016 Bond Election*

## **6. INFORMATION ITEM (No Specific Presentation or Discussion)**

### **Eubanks Road Solid Waste Convenience Center Renovation**

Following the May 2013 opening of the newly renovated and improved Solid Waste Convenience Center (SWCC) on Walnut Church Grove Road north of Hillsborough, County staff began planning for a second center's reconstruction at Eubanks Road. The Walnut Church Grove Road Center contains numerous upgrades such as expanded recycling opportunities, compaction receptacles, and cleaner, safer and easier unloading of waste and recyclable materials. This center was the first of the "District" concept centers, which are intended to be larger, more centrally located, open more hours per week and generally a more full-service type center. Alternatively, "Neighborhood" centers are envisioned as being smaller, with more limited services and operating hours.

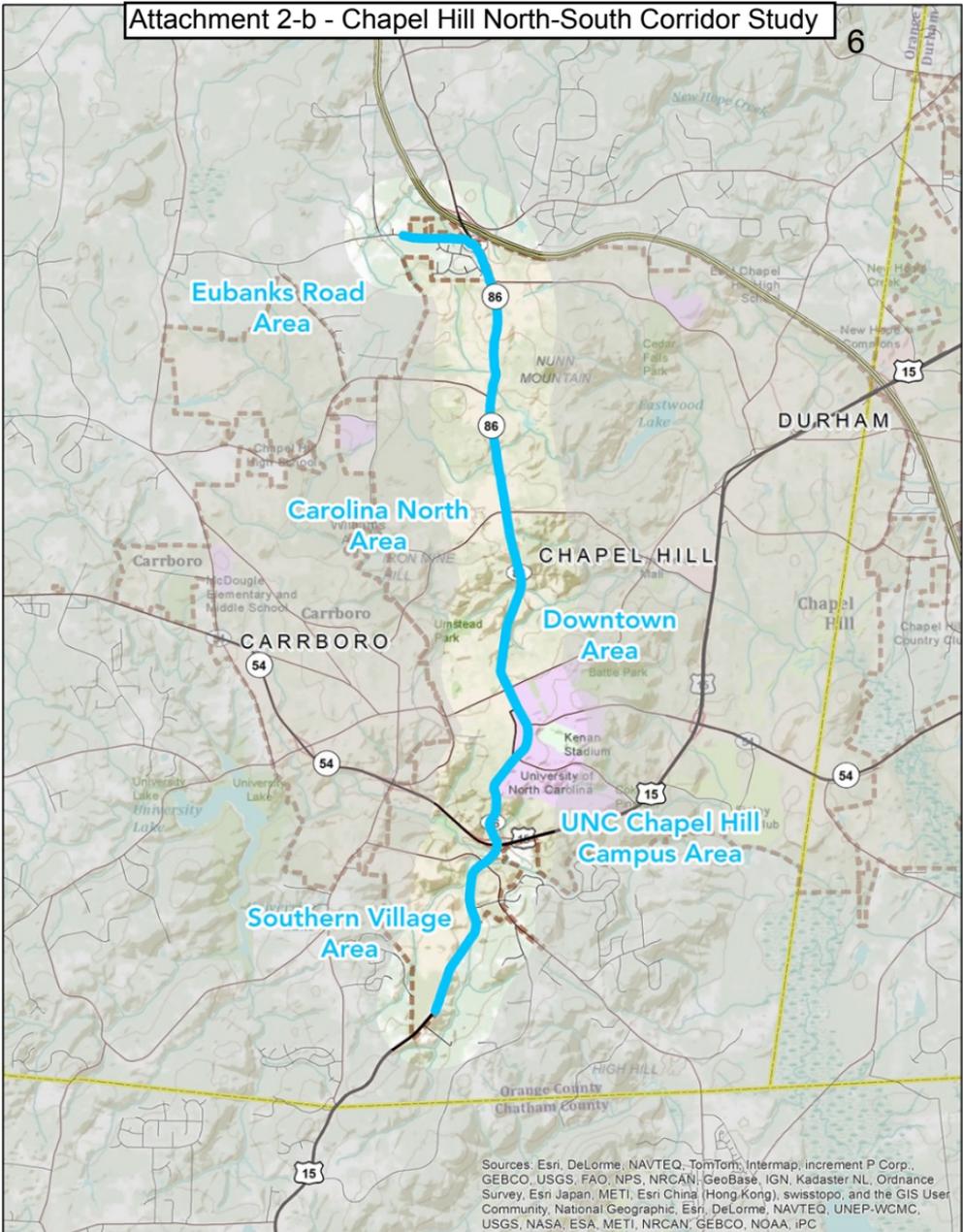
The Walnut Church Grove Road SWCC will be the model for the design of the Eubanks Road Center, incorporating lessons learned from the first center and adapted to the Eubanks Road site specifics. County staff has met twice with Chapel Hill Planning staff to discuss the facility design concept and the permitting process. County staff is now preparing the necessary permit documents with the assistance and guidance of Town staff.

*Attachment 6-a – Memorandum - Update: Eubanks Road Solid Waste Convenience Center*

*Attachment 6-b – Eubanks Site Plan*

**FINANCIAL IMPACT:** There is no direct financial impact associated with discussion of these topics. There are no action items requiring formal decisions.

**RECOMMENDATION(S):** The Managers recommend the governing boards discuss the topics listed and provide appropriate direction to the respective staffs.



Sources: Esri, DeLorme, NAVTEQ, TomTom, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, and the GIS User Community, National Geographic, Esri, DeLorme, NAVTEQ, UNEP-WCMC, USGS, NASA, ESA, METI, NRCAN, GEBCO, NOAA, IPC

## Attachment 4-a

**Memorandum**

To: Michael Talbert, County Manager

From: Gayle Wilson, Solid Waste Director

Subject: Urban Curbside Fee Recommendation

Date: March 19, 2014

The Town of Chapel Hill has requested information regarding the County's recommended annual household fee that is intended to fund the Weekly Urban Curbside Recycling Program in the three municipalities. Based on the County's fee recommendation, this fee would be authorized by each Town through its individual budget process, which the County would collect and administer to provide revenues to fund the program. A single uniform fee that would be applied to each single family house or duplex would be required. The Multi-family fee would follow the same fee approval process. Additionally, the Town has requested information that delineates the various cost components of the proposed fee, including indirect costs. The information provided below has not yet been presented to, nor approved by the Board of County Commissioners. It is anticipated that the fee establishment and approval process will be incorporated into the pending Interlocal Agreement for Solid Waste and Recycling.

**Projected FY 2014/15 Urban Recycling Fee - \$59/Year/Unit**

<b><u>EXPENSES</u></b>		<i>Percentage of Budget</i>
<b>Recycling Division Expenditure - Urban Program</b>	<b>\$1,131,250</b>	
Urban Contract (18,271 units at \$3.29/month)	\$721,339	64%
Solid Waste Recycling Direct Expense <sup>1</sup>	\$139,036	12%
Solid Waste Indirect Costs <sup>2</sup>	\$178,095	16%
New Roll Cart Amortized Cost (over 10 Years)	\$92,780	8%
<b><u>REVENUES</u></b>		
<b>Recycling Division Revenue – Urban Program</b>	<b>\$1,131,907</b>	
Material Revenue <sup>3</sup>	\$86,250	8%
Household Fee at 97% Collection <sup>4</sup>	\$1,045,649	92%

The proposed annual Urban Curbside Fee for FY 14/15 is projected at \$59 versus previously paid \$52. If a five year guaranteed rate is required by the Towns the County would propose an annual fee of \$62 for the five year period. The primary variables in projecting a set annual fee over five years includes an increase of households, increase in roll carts needed in the last two years, incremental cost increases in direct and indirect costs and the vendor contractual CIP provision (Services Agreement with Contractor-Section 5.a.), based upon the Bureau of Labor Statistics Consumer Price Index for All Urban Consumers: US City Average, Expenditure category Garbage and Trash, effective July 1 of each year. This CPI is applied only to the contract cost for collection and over the past 5 years the previous contract average CPI increase is about 2.5% annually. Other inflation factors are projections based on experience and historical data.

- 1) These expenditures include a portion of the expenses of the materials processing and transfer pad, material quality control, and loading/hauling of dumped materials to the materials recovery facility. All recycling programs share expenses of processing pad and hauling operations.
- 2) These expenses are Urban Curbside's share of the Recycling Division portion of Environmental Support Division (ES) expenses (net of revenue). Landfill Division and Sanitation Division also fund share of ES. Basic/Multi-family/Rural programs are also assigned a portion of Recycling Division's ES funding responsibility. Urban Curbside's share represents about 20% of the Recycling Division share of ES.

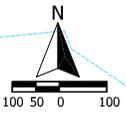
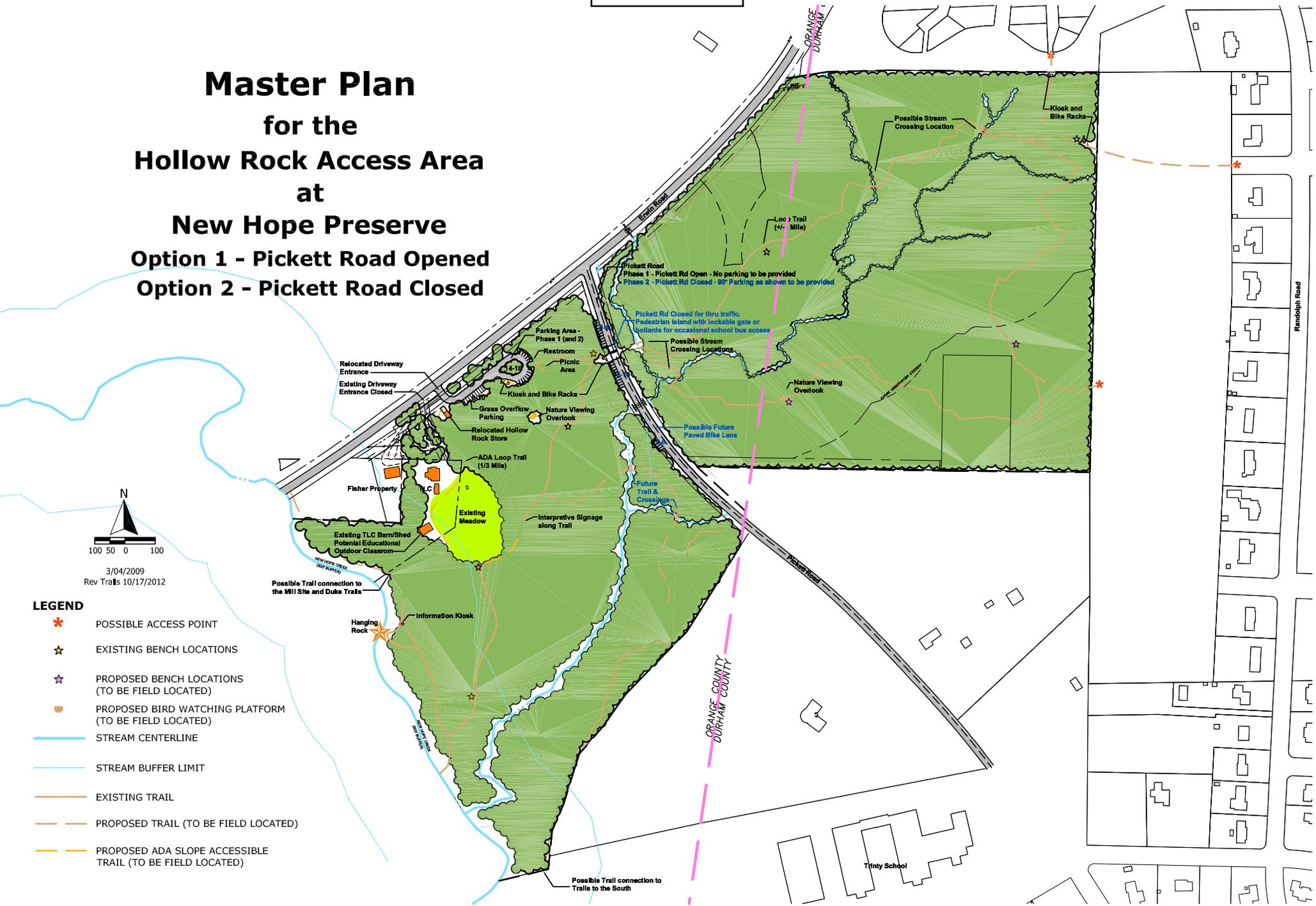
*Environmental Support Division consists of various operating division support, utility, enforcement, education, planning and administrative functions and generates minimal revenue. It has been determined by county management/finance that these expenses should be fairly allocated to each of the operating divisions as a revenue requirement rather than funding through the general fund. This expense represents 15% of total urban recycling program costs. Included within ES are the following functions:*

- *Department administrative, clerical payroll, billing/receipts, account management, purchasing, personnel data entry, and reception and complaint management*
- *12 positions salary & benefits: 4 mechanics/operators (incl. supervisor), 2 enforcement/safety/development review/licensing/permitting, etc., 2 planning/educators/outreach/workshops/event recycling, 1 director, 3 administrative/clerical/reception/payroll/purchasing/billing&receipts*
- *Retiree health for employees who retired under Town of Chapel Hill*
- *Departmental safety management and training*
- *Environmental enforcement*
- *Development review, licensing and permitting*
- *Department telephone, electricity, janitorial services, postage*
- *Building repair/maintenance including security*
- *Education and outreach functions including printing, advertising, professional design and Spanish interpretation, dues and subscription*
- *Various divisional supplies including compost bin, kitchen pails, security and enforcement cameras, maintenance supplies, office supplies, copier*
- *Departmental equipment maintenance labor and facility maintenance (parts, fuel, etc. are budgeted in divisional budgets)*
- *Vehicles for ES staff*
- *Departmental Insurance & Workers Comp*
- *Emergency Management Planning*
- *Research, Planning, Reporting and Analysis*
- *Contribution to vehicle replacement reserves*
- *Debt Service on Administrative Building*
- *Charges by the General Fund (indirect costs paid by the Department to the County General Fund annually for manager, Board, attorney, human resources, Finance, Asset Management, Information Technologies, County Clerk, etc. support (\$401,361 for FY 13/14)*

- 3) *Material revenue estimates are somewhat unpredictable as market prices for materials vary. Staff has assumed \$25/ton based on recent past history and some projections from the Materials Recovery Facility buying the County's single stream material.*
- 4) *Units billed changes (usually increases) occur throughout the year and from year to year based on new development, etc. Periodic route audits are required to maintain accurate service and monthly contractor and annual Urban 3-R Fee billing data. This revenue assumes 97% collection of total eligible units, at a proposed \$59/unit, to fund total expenditures net material revenue.*

# Master Plan for the Hollow Rock Access Area at New Hope Preserve

**Option 1 - Pickett Road Opened**  
**Option 2 - Pickett Road Closed**



3/04/2009  
Rev Trails 10/17/2012

- LEGEND**
- \* POSSIBLE ACCESS POINT
  - ★ EXISTING BENCH LOCATIONS
  - ☆ PROPOSED BENCH LOCATIONS (TO BE FIELD LOCATED)
  - PROPOSED BIRD WATCHING PLATFORM (TO BE FIELD LOCATED)
  - STREAM CENTERLINE
  - - - STREAM BUFFER LIMIT
  - EXISTING TRAIL
  - - - PROPOSED TRAIL (TO BE FIELD LOCATED)
  - PROPOSED ADA SLOPE ACCESSIBLE TRAIL (TO BE FIELD LOCATED)



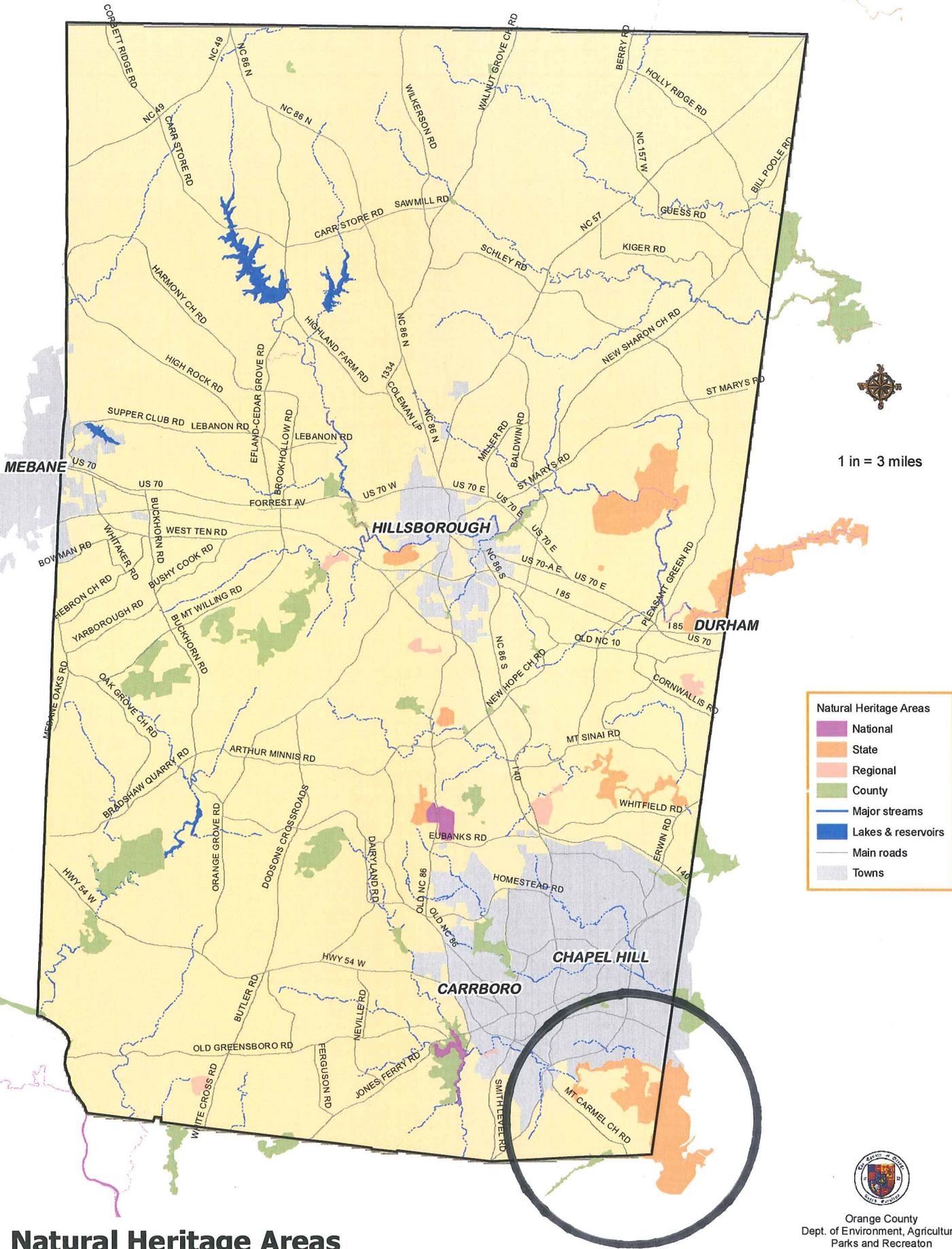
Millhouse Rd Site

Chapel Hill Public Works

Millhouse Rd

I-410

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# Natural Heritage Areas

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## *Memorandum*

**To:** Orange County Officials

**Date:** March 17, 2014

**Regarding** Required Procedures and Possible Schedule for  
General Obligation Bond Referendum in May, 2016

**From:** **Sanford Holshouser LLP**  
-- Robert M. Jessup Jr.

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This memorandum describes the steps required for Orange County to conduct a general obligation bond referendum on May 3, 2016, and sets out a proposed schedule. I have attached a schedule in table form that summarizes these steps.

Please note that in general the dates indicated are the last available dates for the indicated action; steps can certainly be accomplished prior to the indicated deadlines. As we do not have an official Board meeting schedule for this time period, I have assumed Board meeting dates of the first and third Mondays of each month. Further, changes to State law between now and then may change some of the dates related to the May primary.

Here are the required steps and suggested dates for action:

**1. Determine tentative plan for bond purposes and amounts.**  
Although Step 5 provides for the first formal Board action to determine what will be presented to the voters, the bond program needs to be substantially worked out before we begin the formal process. In addition, the plan for what projects are to be included in the bond package is something that LGC representatives will want to discuss in detail with County representatives as part of the meeting described in the next step.

*Each separate general purpose for bonds has to be the subject of a separate ballot question. The statutes assume that each question put to voters will propose a dollar amount for a separate generic purpose, such as paying "capital costs of school facilities." Although the statutes allow the purpose to be stated with more specificity, it is highly recommended that the purpose in the ballot question be left as general as possible. The more specific plans underlying the planning for the*

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*bond issue do not legally bind the County to a particular future plan of action in the issuance of the bonds or construction of specified facilities.*

**2. Give informal notice to the County Board of Elections.** Because the Board of Elections will need to coordinate its own procedures for the bond referendum, it would help the Board of Elections to receive a phone call to inform the Board of the County's plans, even if the plans are still subject to change. In addition, State law generally requires that absentee ballots be available at least 50 days prior to the election date (in this case, by March 14), and we want to be sure that our schedule is generally acceptable to the Board of Elections.

**3. Meet with LGC staff.** The County should arrange a meeting with LGC staff about the proposed referendum. Although LGC staff would be happy to meet with County staff at any time, it would probably be most efficient to schedule this meeting close to the completion of the process described in Step 1.

**4. Obtain School Board Resolutions.** If any of the bonds will be proposed for school purposes, the statutes contemplate that the affected school boards should provide a formal referendum request to the Commissioners. This request usually proposes a maximum amount of bonds to be considered at the referendum. This schedule assumes that each school board could provide this resolution to the Commissioners by mid-December of 2015.

**5. Adopt "Findings" Resolution.** As part of the application process, the LGC wants to see a statement describing why the proposed projects and bonds are necessary and desirable. This resolution will also state an estimated tax rate impact of the borrowing. This resolution could be adopted at a mid-December or early January County Board meeting.

**6. Publish Notice of Intent To File Application.** The County must publish a notice of its intent to file an application for the LGC's approval of the proposed bonds. The notice must be published at least 10 days before filing the application. The notice needs to be published as soon as possible after the Board adopts the findings resolution described in Step 5.

*The own words resolution and the Notice of Intent establish the maximum amount of bonds that can be proposed at the referendum for each of the specified purposes. From this point, we can decrease the amount of bonds or eliminate purposes, but we can increase an amount or add a purpose only by re-starting the authorization process.*

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**7. Make Legislative Committee 45-day filing.** The guidelines call for this filing to go in 45 days before the LGC considers your application. Because the LGC only needs to “accept” your application in advance of the referendum – it doesn’t technically have to “approve” the application prior to the referendum -- I’d suggest we send in the legislative filing when we’re ready to file the LGC application, and just ask the LGC to defer formal action until our 45-day period has expired. So that would mean making the filing promptly after the completion of Step 5.

**8. File LGC Application.** As stated above, this cannot happen until at least 10 days have elapsed since the publication of the notice of intent. The application needs to be filed and formally accepted by the LGC before we have the County Board take its next steps as described in Step 9.

*Although we have to submit the LGC application as part of the referendum process, it is not necessary to receive LGC approval until we are ready to proceed with the actual sale of bonds, which of course will be after the referendum. The LGC may or may not act on the application prior to the referendum, although the current LGC practice is in fact to consider applications as they are received (instead of waiting for the time of a bond issuance).*

**9. Introduce Bond Orders; Set public hearing.** After the County files its application, the Board needs to introduce the “Bond Orders” and set a date for the required public hearing. We can take these actions at any time after the LGC accepts the application (even the same day). Our schedule shows these steps occurring at a mid-January County Board meeting. At the time the Bond Orders are introduced, the Finance Officer must also file a statement as to the estimated amount of interest to be payable on the Bonds over their term.

*The “Bond Order” is the basic authorization for bonds approved by the County Board. The statutes provide for the format and most of the text of a bond order; the bond order is a short, general statement of the Board’s determination to proceed. Each of the separate generic purposes for which bonds are to be proposed will be the subject of a separate bond order. The details of an actual bond issue are further approved by the Board at the time of a bond issue.*

**10. File sworn statement of debt.** This is a statement, required by statute, that details outstanding County debt. This document will be similar, but not quite identical, to a debt statement that appears in the LGC application. This statement needs to be filed after the bond orders are introduced but before the publication of the notice of public hearing (as described in the next step).

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**11. Publish Notice of Public Hearing.** We need to publish notice of the required public hearing at least six days prior to the hearing. The notice must also include a calculation of the estimated interest to be paid on the bonds over their term.

**12. Hold Public Hearing; Adopt Bond Order; Set Ballot Question and Referendum Date.** After holding a public hearing, the Board needs to adopt the Bond Orders and adopt a resolution that formally sets the ballot questions and the date for the referendum. Our schedule shows these steps occurring at a mid-February County Board meeting. The Board Clerk must then send a copy of the resolution setting the date and the ballot question to the County Board of Elections within three days after the Board meeting.

*We can arrange the schedule to have the public hearing at a meeting before the Board takes final action on the Bond Orders and ballot questions. For absentee ballots to be available by March 14, the mid-February Board meeting is just about as late as we can go for the final Board action and still allow for convenient printing of the ballots. The adoption of the bond order establishes the final amount of bonds that will go before the voters.*

**13. Publish Bond Order as Adopted.** This should be done as soon as possible after the Bond Order is adopted. There is no particular deadline for publishing this notice, but the notice starts a 30-day period for court challenges to the authorization process that must lapse before any bonds can be issued.

**14. Publish Notice of Bond Referendum.** This notice must be published twice, once not less than 14 days and once not less than 7 days before the close of voter registration. State law permits registration until the 25th day prior to the election date. That puts the date registration closes at April 8 for a referendum on May 3. The first publication, then, needs to be at least 14 days earlier, or on or before March 25, and the second publication no more than one week later (by April 1). I would certainly encourage you, however, to plan to publish at least a week before the final legal date, in order to leave time to re-publish in case of any problems with publication.

\* \* \* \* \*

Once the voters have approved the bonds, you are looking at a minimum of 90 to 120 days to get through the process to actually issue bonds. The County Board must adopt a resolution to formally approve the election results, and the

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County must publish a notice of the results that triggers a 30-day period during which people can bring legal challenges to the bond election process. Then, to approve the issuance of bonds takes only one more Board resolution, with no other required public hearings or published notices.

The real timing issue in proceeding with a bond issue centers around the progress of the projects that are going to be financed. In general, the LGC wants you to have firm construction numbers for most of the projects to be financed before you close on the financing – the LGC wants to be sure you don’t borrow too much money, or too little money, or borrow it earlier than you need it. This is only LGC policy – not the law – so the LGC has flexibility in how it administers this policy. In general, the LGC will give you some more leeway in the timing of issuing voter-approved bonds than for other types of financing, but it still wants to see that you are close to construction – usually with construction bids in hand for projects representing the majority of the amount to be borrowed.

Approval at a bond referendum gives the County seven years from the referendum date to issue the bonds. The law allows the LGC to extend that time for an additional three years, and in my experience the LGC routinely grants these extensions. The bonds can be issued in as many different installments as the County chooses, and there is never any obligation actually to issue bonds approved at a referendum.

\* \* \* \* \*

Please let me know if you have any questions about this information, or if I can be of any other assistance.

-- RMJ

**Orange County -- Proposed Timetable for May '16 Bond Referendum**

<u>Event</u>	<u>Date</u>
1. Determine referendum plan – tentative amounts and purposes, and target election date	As soon as possible
2. Give informal notice to County Board of Elections	As soon as possible after informal decision to proceed with a May referendum
3. Meet with LGC staff	As soon as possible after informal decision on referendum plan– prior to Event 5
4. Obtain school board resolutions	Prior to Event 5 – school boards to act by mid-December 2015
5. Board adopts preliminary resolution explaining purpose for referendum and authorizing publication of notice of intent to file LGC application	12/21/15 or 1/4/2016 BOCC meeting
6. Publish notice of intent to file application	As soon as possible after Event 5
7. Legislative committee 45-day filing	As soon as possible after Event 5
8. File LGC application	Must be at least 10 days after Event 6 and prior to Event 9
9. Board introduces bond orders and schedules public hearing	1/18 BOCC meeting
10. Clerk files sworn statement of debt	Any time between Event 9 and Event 11
11. Publish notice of public hearing	After Event 10 and at least six days prior to Event 12

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- |     |   |                                    |
|-----|---|------------------------------------|
| 12. | Hold public hearing; adopt bond orders; formally set ballot questions and referendum date | 2/15 BOCC meeting                  |
| 13. | Absentee ballots to be available  | By March 14                        |
| 14. | Publish bond order as adopted   | As soon as possible after Event 13 |
| 15. | Publish notice of referendum (twice)  | By 3/25; then by 4/1               |
| 16. | Referendum occurs   | 5/3                                |

## Attachment 6-a

**Memorandum**

To: Michael Talbert, County Manager

From: Gayle Wilson, Solid Waste Director

Subject: Update-Eubanks Road Solid Waste Convenience Center

Date: March 21, 2014

Orange County has recently initiated the process to reconstruct and modernize the Eubanks Road Solid Waste Convenience Center (SWCC). The Eubanks Road SWCC becomes the second of the five county centers to be subject to a comprehensive upgrade over the next four-five years. The Walnut Grove Church Road SWCC, the first center to be improved, opened in May of 2013 with considerable approval of its users and neighbors.

In 2010 the Solid Waste Plan Work Group had previously examined the existing network of county convenience centers, in conjunction with the Solid Waste Advisory Board, and submitted a report containing various recommendations to the Board of Commissioners (BOCC). Prominent among those recommendations was the concept of two types of centers: Neighborhood Centers and /District Convenience Centers.

There would be two District Centers, one each in the north-central and south-central portion of the county. The District Centers would be full service facilities containing a full array of residential waste and recycling services, including extended hours (currently 6 days/week). There would be three Neighborhood Centers that contained more limited services and hours of operation (4 days/week).

The BOCC authorized staff to proceed toward design and permitting of the Eubanks Road SWCC and two preliminary meetings with Town Planning staff and their plan review team has occurred. Town Planning staff has been extremely helpful and informative, including providing information regarding documentation required, design standards and approval protocols.

Design and program features contemplated for the new center (preliminary site plan attached) include:

- Expanded recycling opportunities by addition of
  - Plastic film
  - Residential food waste
  - Clothing/shoes
  - Expanded salvage shed
  - Cooking oil
  - Household Hazardous Waste
- Improved safety and sanitary condition for users (especially physically impaired residents)
  - Lower loading height for materials
  - Paved surface for easier cleaning and elimination of mud and grime from inclement weather
  - Extension of sewer and water for center operators' use
- Improved storm water control
- More efficient operations that increases receptacle capacity and allows larger loads to be hauled

- Stationary compactors for solid waste, cardboard, mixed recyclables and bulky materials
- 40 cubic yard rather than 20 or 30 cubic yard roll off containers
- The shifting of operations from landfill property south of Eubanks Road
  - Moving the entrance and scale to disposal and recycling operations to the north of Eubanks Road, including scale operations
  - Relocating of the current Household Hazardous Waste facility to be incorporated into the convenience center (expanding hours of operation)
  - Consolidating the entrances to the landfill/scalehouse and the convenience center into one entrance

The timetable is somewhat uncertain at this time given multiple other important priorities for the Solid Waste Department, including landfill closure construction (bid award contemplated in April 2014 and construction extending through the summer), completion of an Interlocal Agreement, distribution of roll carts in the Urban Curbside program, implementation of an as yet undefined Rural Curbside program (including roll carts), completion of storm debris operations, and completion of some organizational and efficiency improvements within the Department.

County staff has not previously discussed a schedule with the BOCC, but potentially could be:

- May 2014 – initiate permitting process with initial submission of documentation to the Town, including receiving feedback from Town staff and developing additional information as necessary
- Fall 2014 – Complete detailed design of facility and update BOCC on status of project
- Fall 2014 – Obtain project approval by Town, develop project bid documents and solicit bids
- Winter 2014 – BOCC awards bid
- Spring (March) 2015 – Construction begins (construction duration estimated at six months)
- Summer (August) 2015 – Construction completed and new site opens

It will be necessary to develop a temporary/interim center so that residents have access to some, albeit limited, services during the period of construction. County staff is currently considering interim options and will provide a recommendation to the BOCC at some point this fall.

The preliminary estimated cost of the Eubanks Road project, including relocation of operations, extension of water/sewer, etc. is \$2,400,000. Once initial permitting and preliminary site design adjustments are made, more complete and accurate cost estimates will be prepared.

County staff is excited to begin this process and create a site for which county and town residents will be most satisfied. County Solid Waste Management staff is pleased to offer a tour of the recently completed Walnut Grove Church Road facility to any Town Council member or staff person who may like a preview of what is contemplated for Eubanks Road.

Attachment 6-b

