



**West Campus Offices**

***2010-11  
Annual Operating  
Budget  
Commissioner Approved  
Orange County, North Carolina***

**Orange County, North Carolina**  
**Commissioner Approved**  
*2010-11 Annual Operating Budget*

**Board of County Commissioners**

*Valerie Foushee, Chair*  
*Bernadette Pelissier, Vice Chair*  
*Alice M. Gordon*  
*Pam Hemminger*  
*Barry Jacobs*  
*Mike Nelson*  
*Steve Yuhasz*

**County Manager**

*Frank W. Clifton*

*Willie Best*  
*Assistant County Manager*

*Gwen Harvey*  
*Assistant County Manager*

*Clarence Grier*  
*Financial Services Director*

*Michael Talbert*  
*Deputy Financial Services Director*

*Pam Jones,*  
*Asset Management & Purchasing*  
*Services Director*

*Michael McGinnis*  
*Human Resources Director*

*Paul Laughton*  
*Budget and Management Analyst*

*Tonya Walton*  
*Budget and Management Analyst*

*Allison Chambers*  
*Budget Technician*



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Orange County  
North Carolina**

For the Fiscal Year Beginning

**July 1, 2009**

President

Executive Director

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## Orange County *Mission Statement*

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*Orange County exists to provide governmental services requested by our Citizens or mandated by the State of North Carolina.*

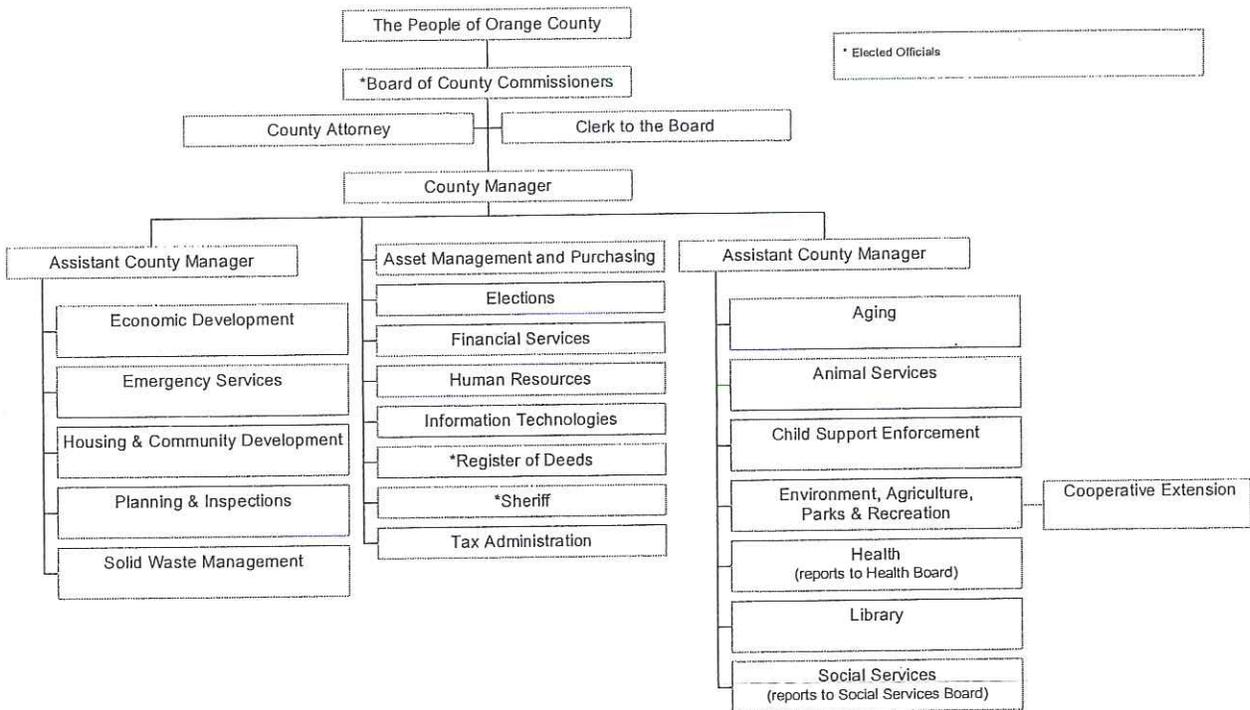
*To provide these quality services efficiently, we must:*

- Serve the *Citizens* of Orange County - *Our Citizens Come First.*
- Depend on the energy, skills and dedication of all our employees and volunteers.
- Treat all our Citizens and all our Employees with fairness, respect, and understanding.

*Orange County Citizens Come First.*

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# Orange County Government



# Orange County Goal Setting, Planning, and Budget Process

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July 1	Fiscal Year Begins
August	County Manager/Department heads analyze progress to date on current goals and develop any recommended modifications.
October	County Staff presents County and Schools' ten-year Capital Investment Plan.
November	Kick-off County budget planning process for upcoming fiscal year including new staff resources and annual operating and capital budget.  Board of Commissioners solicit top priority goals for next fiscal year from various County-appointed boards and commissions.  Budget Office shares fiscal forecast for the upcoming budget year and long-term financial trends with Board of County Commissioners.
Early December	County Commissioners hold annual planning session and provide preliminary direction to staff on next fiscal year goals including continuation of current goals and establishment of new goals.
Early January	County Manager/Department heads develop draft goal statement for next fiscal year based on discussion at board retreat. Commissioners confirm or amend the draft goals.
Late January - Early February	County Manager/Department heads incorporate Commissioners comments and develop draft goals, objectives, action plans, timetables, and estimated fiscal impacts for next fiscal year.
February-March	Department heads prepare departmental budget requests for next fiscal year incorporating resources necessary to accomplish Board goals in accordance with planned timetables.
March-May	County Manager/Staff develop recommended budget that incorporates resources required to accomplish Commissioners Goals.
April-May	County Manager presents recommended staff resources to Board of County Commissioners.

## **Goal Setting, Planning, and Budget Process-continued**

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Late May

County Manager presents recommended budget; Budget message explains how recommended budget addresses stated Board goals.

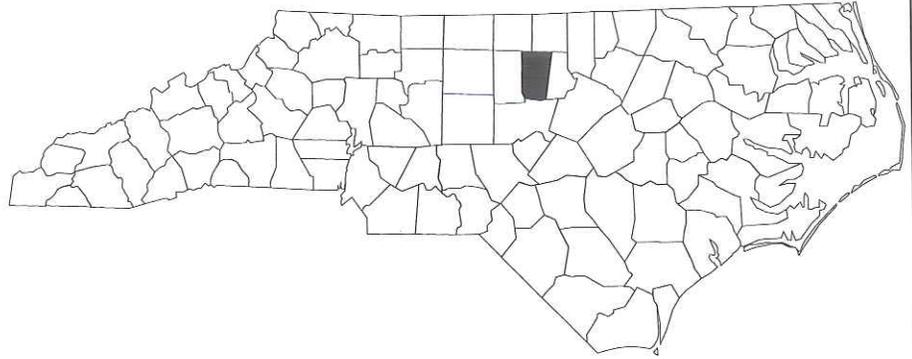
Mid-June

Board of Commissioners holds public hearings and work sessions on next fiscal year recommended budget and ten-year capital plan.

Late June

Board of Commissioners adopts budget and capital plan for next fiscal year that provides resources needed to accomplish Board goals.

## About Orange County...



**O**range County, located in north central North Carolina and bordered by Durham County to the east and Alamance County to the west, is home to over 129,000 people. Most of the County's population is concentrated in the towns of Chapel Hill, Carrboro, and Hillsborough. The County is located approximately 35 miles northwest of Raleigh, the State Capital, and is considered part of the region known as the "Research Triangle", an area with more than 1,690,000 residents. *Money Magazine* rates the region as a highly desirable area in the United States to live. Two interstate highways, I-40 to the east and west, and I-85 to the north and south connect Orange County to major cities throughout the Southeast.

The economy of the County is characterized by a high degree of institutional and public sector activity plus office, commercial and service-oriented businesses. Manufacturing and agriculture are smaller portions of the economy. The County's economic strengths stem primarily from the presence of the University of North Carolina at Chapel Hill and UNC Hospitals. Together these agencies employ more than 18,500 people. Nearby Research Triangle Park (RTP) houses 170 companies employing 42,000 people, including GlaxoSmithKline, Cisco Systems and IBM. Continued expansion of diverse manufacturing and research sectors has resulted in unemployment levels that are among the lowest in the nation. *Forbes Magazine* rates the Raleigh metropolitan area as #3, among its "Best Places for Business and Careers."

Two school districts provide public education to the county's children. The Chapel Hill-Carrboro City Schools enroll more than 11,000 students, while the Orange County Schools enroll more than 7,000 students. The two school systems continue to grow rapidly. To meet demands of a growing system, the Chapel Hill-Carrboro City School System opened Morris Grove Elementary School in Fall 2008.

The Orange County School System operates year round schools at the elementary and middle school levels. The Orange County Schools District opened Gravelly Hill Middle School during Fall 2006, which provided an additional eight hundred seats for grades six through eight.

In the spring of 2010 Orange County opened a new Central Library and Office building in downtown Hillsborough, which along with the Gateway Center, completed the County Campus.

May 18, 2010

Honorable Board of Commissioners  
Orange County, North Carolina  
200 S Cameron Street  
Hillsborough, NC 27278

RE: Budget Message  
FY2010-11 Recommended Budget

In accordance with the Local Budget and Fiscal Control Act, per North Carolina General Statute 159-11, I submit to you the Recommended FY2010-11 Annual Operating Budget for Orange County. The proposed General Fund budget totals \$174,912,247. It reflects a decrease of \$2.7 million, or 1.5%, from the current year original budget of \$177,589,039. This budget also represents an \$8.9 million decrease from this year's amended budget. This funding plan meets the Board of County Commissioners directive of balancing the budget without a property tax increase.

Over the past several months, County Commissioners have heard from numerous County residents who are finding it increasingly difficult to pay taxes and meet other financial obligations. The Board of County Commissioners directed that I balance the County's operating budget without proposing an increase in property taxes. In addition, we were to prepare the budget funding local school districts at no less than 48.1% of the County's General Fund budget. In previous meetings, I informed you that we were going to have to make very difficult choices in preparing the FY2010-11 budget. While the recommended FY2010-11 budget accomplishes both of these goals, balancing the budget within these guidelines was attained by reducing county services and programs. Budget reductions were made that will impact the County's Citizens, County departments, Schools, and non-profit agencies.

	FY2009-10	FY2010-11	Difference
County Departments	\$92,164,171	\$90,779,456	\$(1,384,715)
Total % General Fund	51.9%	51.9%	
Local School Districts	\$85,424,868	\$84,132,791	\$(1,292,077)
Total % General Fund	48.1%	48.1%	

## Revenues

County revenues come from many sources. Major revenues include property and sales taxes, monies from other governments, and fees for services. Early in the budget planning process, staff alerted the Board of County Commissioners to anticipate revenue reductions in all areas for the upcoming year. Decreases are the result of reduced consumer spending, declining construction and housing markets, and reductions in State funds to support county operations. The State's fiscal condition continues to deteriorate. Each day brings new information for us to consider. Governor Perdue has submitted her budget which impacts funding for local school districts.

## **Assessed Property Valuation and Property Tax Rate**

Orange County's most recent revaluation was effective January 1, 2009. The County's current total assessed valuation, including real, personal, and public utility property and motor vehicles, equals \$15,534,915,748. The tax levy for the current year is \$133,289,577, and the growth factor since the last reappraisal is 1.1%. The current tax rate for Orange County is 85.8 cents. The FY2010-11 budget maintains that rate.

Real property values increased from \$14.5 billion budgeted in FY 2009-10 to \$14.7 billion in FY 2010-11, an increase of 1.3%. As projected in earlier revenue estimates, valuations for personal property and motor vehicles' will remain flat next fiscal year. This results in an overall increase in total property valuation of 1.1%.

## **Recommended Tax Rate**

Ad Valorem Tax Rate - Revenues generated by the County's ad valorem property tax support day-to-day County and School operations budgeted in the General Fund. The recommended ad valorem property tax rate for next year totals 85.8 cents per \$100 of assessed valuation. One cent on the property tax rate should generate \$1,521,612 in the upcoming fiscal year.

Chapel Hill Carrboro City Schools District Tax -The voter approved Chapel Hill City Schools District Tax provides additional revenue to the school district over and above the County's ad valorem tax. This recommended budget provides for the tax rate to remain the same at 18.84 cents per \$100 assessed value. Based on this tax rate, the District will receive an estimated \$18,599,595 or \$1,574 per pupil. One cent on the school special district tax should generate \$987,247. Voters in the Orange County School District have not authorized a special district tax to supplement its amount received from the County's General Fund for current expense.

Fire District Tax Rates - As outlined in the Fire Districts section of the recommended budget, the tax rates range from 2.16 cents to 7.85 cents per \$100 valuation. Some districts have requested increases in tax rates above the tax rates for 2009-10. In those instances, I have advised the Fire Districts requesting tax rate increases to present their needs to Commissioners at a work session in June.

## **Revenue Highlights**

Property Tax Revenue - Property taxes make up approximately \$132 million, or 76%, of the recommended General Fund revenue base of approximately \$175 million. This equates to a \$1.5 million increase from the current year budget of \$130.5 million and is reflective of natural growth in the tax base.

Sales Tax Revenue - Sales tax revenue for FY2009-10 decreased by \$2.4 million. The reason for the decrease is two-fold. The foremost reason relates directly to the General Assembly's Medicaid Relief/Sales Tax Swap legislation approved in 2007. A key component of that legislation provided for the State to "relieve" counties of their longstanding responsibility of paying Medicaid costs. In turn, recognizing the State had no revenue to cover this new financial responsibility, the General Assembly decided to use proceeds from Article 44 sales tax to cover the cost. In addition, the legislation reverted a portion of counties' remaining sales taxes to towns in an effort to hold those entities harmless from potential loss of sales taxes. We did not receive the entire amount of the projected hold harmless amount of \$2.6 million in 2010 due to increased Medicaid expenses incurred by the State.

Fiscal outlooks anticipate consumer spending will remain stagnant in FY2010-11. For this reason and the aforementioned information in regards to the Article 44/Medicaid Sales Tax Swap in the previous paragraph, the recommended FY2010-11 budgets estimates sales tax revenues for Articles 39, 40 and 42 at \$2.4 million less than the original FY2009-10 budget. The total amount of sales tax revenue the County can expect to receive is \$14.4 million.

Charges for Services - Construction and housing markets continue to fall victim to our nation's economy. Although there have been signs of increased housing starts, building and inspection permits requests have increased due to tax exempt building (churches and educational buildings) over the fiscal year. We anticipate the charges for services will remain approximately the same next fiscal year at 9.7 million.

Intergovernmental Revenue - Included in this revenue category are funds the County expects to receive from state, federal and local governments. The State's budgetary issues will continue to have an adverse impact on our budget. The State is only projecting future growth at 2 percent per year for the next three years. For FY 2010-11, it is best to remain cautious until the General Assembly has adopted the State budget.

### **Funding Highlights**

Funding for Local School Districts -The recommended appropriations to Chapel Hill Carrboro City and Orange County Schools remain at the same percentage level for FY2010-11. This will represent a total appropriation to both school districts of \$84.1 million, which is 48.1 percent of the General Fund budget. This represents a \$1.3 million dollar decrease in the actual appropriation from the FY2009-10 budget. Both Boards of Education presented their budget requests to Commissioners in April 2010. Their presentations made it clear County funding reductions, coupled with State revenue decreases, mean that districts will face difficult decisions. Additional information in regards to the Local School Districts appropriation is as follows:

- Per pupil, funding for the County's two local school districts is \$3,096. This will maintain the same per pupil appropriation as budgeted for FY2009-10.
- The long range/pay-as-you go capital expense for the local school districts has been reduced to keep the total appropriation at 48.1% of the General Fund Budget.
- The recommended budget includes \$610,729 to continue the Commissioners' longstanding commitment to providing school health nurses at each school. This funding level reflects a \$7,003 decrease over the FY2009-10 funding level.
- The Sheriff plans to continue providing School Resource Officers to support Orange County Schools. The estimated annual value of this Board of County Commissioners commitment totals \$531,000, an increase of \$31,000 over FY2009-10.

Details regarding recommended funding levels for local school districts and Durham Technical Community College are located in the Education section of the document.

## **County Programs and Services**

Commissioners and County management remain committed to maintaining core county services. More Orange County residents than ever before are facing economic challenges. Those who are least able to provide for themselves and their families turn to the county for assistance. During difficult financial times, it is the County's responsibility to serve as a safety net in assisting residents with food, shelter, and medical services.

The recommended budget proposes some changes in the way Orange County does business. As we have gone through balancing the budget, we reduced some core and non-mandated services to avoid a tax increase. Examples of such changes include reduced hours of operation, closing facilities, reduction of services, and reassignment of staff. You will find specific information regarding recommended changes in each department's section of the document.

Some of the major changes in services are as follows:

### **Governing & Management**

- Realignment and reassignment of employees with the County Manager Office
- Elimination of County switchboard operation (relocation of staff)
- Ending the custodial contract with Orange Enterprises
- Cuts in utilities
- Reduced resources for in-house spay and neutering services provided by Animal Services
- Reduction in use of temporary personnel across departments

### **General Services**

- Reduced information technology purchases
- Sanitation moved to Solid Waste Enterprise Fund
- Reduction of temporary personnel across departments
- Reduction in the number of available early voting sites from four to two.

### **Community and Environment**

- Art Commission has been moved to with the Visitors Bureau for funding purposes.
- Reduction of temporary personnel across departments

### **Human Services**

- Discontinuing the Cooperative Extension Breast Feeding Program (Relocation of staff)
- Reduction of temporary personnel across departments

### **Public Safety**

- Increased personnel and reassignment of existing personnel.
- Add one new Emergency Medical Service (EMS) vehicle to decrease emergency response time.
- Reduction of temporary personnel in the ES department

### **Culture and Recreation**

- Merged services for recreation and parks
- Reduced and merged library hours for the McDougale and Cybrary branches in Carrboro.
- Reduction of temporary personnel
- Close Cedar Grove Library

### **Non Profit Organizations**

- Reduce funding provided to non-profit organizations from \$1,043,742 for FY2009-10 to \$848,600.

### **Long Range/Pay-as-you Go County Capital**

- Long range/pay-as-you go county capital will be reduced to \$300,000 from \$2.6 million in FY2009-10. This represents a decrease of \$2.3 million.

**Employee Pay and Compensation** - The cost of pay and benefits make up a large portion of the County's operating budget. The recommended budget proposes the following:

- Budgeting salaries at 100% in FY2010-11, compared to 96% in 2009-10
- Maintaining the Living Wage at \$10.12 an hour, as provided by the Board of County Commissioner's living wage policy
- No cost of living or in-range increases for employees
- No mandated furloughs for employees. Voluntary furloughs will remain in effect.
- Implementing specific elements of the Classification, Pay and Benefits Study (Archer Study) recommendations
- Implementing a six-month hiring freeze for any vacant positions
- Vacant positions will be eliminated if possible. Only critical positions will be advertised. Employees will be moved to available positions within the County.
- Continuing longevity payments to employees with ten or more years of service with Orange County
- Continue the suspension of the non-mandated 401(k) contributions for non-law enforcement employees

An employee pool will be established for staff that will be moved from one department to a department with vacant positions to realign employees and functions in the County. Details regarding employee pay and compensation are included in Appendix A of the budget document.

### **Additional Revenue Options to Fund the FY2010-11 Budget**

**Article 46 ¼ Cent Sales Tax** – Implementing the Article 46 ¼ Cent Sales tax with a November 2010 Public Referendum will provide approximately \$550,000 additional sales tax revenue in the FY2010-11 budget. In future fiscal years after FY2010-11, the Article 46 ¼ Cent Sales tax would generate approximately annually \$2.5 million in additional sales tax revenue. No new revenues are currently budgeted for FY2010-11.

**Appropriated Fund Balance** – An appropriation of fund balance of \$500,000 may be used to offset some of the budget cuts that we have made in order to balance the FY2010-11 budget. This amount is proposed because it will not create a concern with the bond rating agencies. However, County Commissioners are cautioned to carefully consider any action to obligate fund balance. Until the NC Legislature adopts its final budget, we do not know what impacts to expect.

The future – Developing the proposed FY 2010-11 Budget has been a difficult task. It forces the County to make several distasteful choices. It is likely that process will continue for at least the next two to three years.

Orange County will continue to rely upon increasing residential property taxes as its single largest revenue source to fund governmental services. A lack of diversity and availability of retail facilities and building sites puts Orange County at a distinct disadvantage in being able to diversify its tax base and gain the use of retail sales tax revenues to support public services.

Orange County (2008 #'s) ranked number 2 in the state for per capita income but only number 77 in sales tax collections per capita at \$178 per person (this data was for the time period before the national economy fell to current levels). Clearly, Orange County residents shop elsewhere.

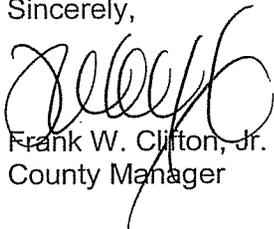
Beyond current efforts to promote "Buy Local", no quick fix solution exists. However, an increasingly thoughtful dialog does need to occur with regards to how Orange County will continue to prosper without a reliance on ever increasing property values and taxes. Those on limited or fixed income will not be able to afford the taxes if alternative local government revenue sources are not developed.

The FY 2010-11 proposed budget is balanced as submitted. It does not address every public need, nor continue every existing program or service at past levels. Future budgets will become increasingly more difficult to balance.

Diversifying the tax base and local government revenue options for Orange County should become a priority.

In closing, I am extremely proud of the Orange County staff - department directors, supervisors, and employees – They are committed to providing excellent service to Orange County residents regardless of the economic challenges afflicting state and local government in North Carolina. Over the past several months, department directors have collaborated to compile an overall operating budget that meets the Board of County Commissioner's directives. This budget preserves the Board of County Commissioner's traditional commitment to public safety, human services, and education as Orange County's highest priorities. Staff and I look forward to reviewing the operating budget and related documents with you during upcoming budget work sessions and will strive to provide you with whatever additional information you need to adopt the FY 2010-11 Orange County budget on or before your final meeting this fiscal year on June 15, 2010.

Sincerely,



Frank W. Clifton, Jr.  
County Manager

### Adjustments to the Manager's Recommended 2010-11 Budget

*On June 15, 2010, the Board of County Commissioners approved the annual operating budget for the 2010-11 fiscal year. The budget adoption followed several budget work sessions where the Board adjusted the Manager's recommendations. The information below summarizes changes made by the Board.*

Revenues	Increase	Decrease
<b>Manager's Recommended Revenue Budget</b>	<b>\$174,912,247</b>	
Appropriated Fund Balance	\$401,673	
<b>Total Revenue Changes</b>	<b>\$401,673</b>	<b>\$0</b>
<b>Revised Revenue Budget</b>	<b>175,313,920</b>	

Expenditures	Increase	Decrease
<b>Manager's Recommended Expenditure Budget</b>	<b>\$174,912,247</b>	
Restore Operations Funding for Economic Development Department	\$38,000	
Increase Early Voting Sites from Two to Four locations	\$17,000	
Restore funding for two Health Department Positions (Environmental Health Program Specialist and Administrative Assistant II) for entire fiscal year	\$65,000	
Increase Hours at the Cybrary and Main Library and Increase Operating Expenses	\$50,000	
Add Breastfeeding Program Staff Position and associated operations in Health Department	\$45,000	
Increase Department of Social Services Child Care Subsidy	\$50,000	
Increase Department of Social Services Emergency Assistance Program	\$50,000	
Fund Triangle Wildlife Rehabilitation Clinic	\$10,000	
Fund OC American Red Cross	\$2,000	
Eliminate Funding for Hillsborough Youth Athletic Association		(\$10,000)
Fund Big Brothers Big Sisters	\$2,000	
Fund Adolescents in Need	\$32,194	
Fund Department of Social Services Adolescents in Need transition	\$32,194	
Fund Child Care Services Association	\$18,285	
<b>Total Expenditure Changes</b>	<b>\$411,673</b>	<b>(\$10,000)</b>
<b>Revised Expenditure Budget</b>	<b>\$175,313,920</b>	

# How to Read the Budget Document

The operating budget is separated by tabs representing departments or specific subject matter including Capital Funds Debt Service and Transfers.

- The first two tabs, the *Budget Message* and *Summaries* provide an overview of the Operating Budget.
- The *Appendix* contains supplemental information to help the reader understand terminology used in the document. Examples of information in this section include Employee Pay and Benefits, Debt Management Policy and a Glossary.

## Function Summary

<b>General Administration Summary</b>						
	1998-99 Actual Expenditures	1999-00 Actual Expenditures	2000-01 Original Budget	2000-01 12 Month Estimate	2001-02 Department Requested	2001-02 Commissioner Approved
<b>By Department (General Fund)</b>						
County Manager	\$559,959	\$563,463	\$586,942	\$582,862	\$651,280	\$651,280
Budget Office	\$158,897	\$169,913	\$181,304	\$170,749	\$169,957	\$169,957
Personnel	\$394,840	\$420,608	\$438,114	\$445,510	\$486,282	\$486,282
Finance	\$266,560	\$279,142	\$286,183	\$292,100	\$302,407	\$302,407
Purchasing	\$172,404	\$175,668	\$182,696	\$184,382	\$191,254	\$191,254
Central Services	\$671,307	\$635,403	\$745,055	\$638,811	\$765,798	\$765,798
Rent and Insurance	\$183,638	\$210,840	\$225,450	\$221,946	\$226,463	\$226,463
Information Systems	\$536,648	\$544,847	\$579,249	\$579,249	\$655,739	\$644,548
<b>Total Function Expenditures</b>	<b>\$2,944,253</b>	<b>\$2,999,884</b>	<b>\$3,224,993</b>	<b>\$3,115,609</b>	<b>\$3,449,180</b>	<b>\$3,437,984</b>
<i>Offsetting Revenue</i>	<i>\$60,909</i>	<i>\$159,300</i>	<i>\$130,700</i>	<i>\$139,164</i>	<i>\$135,980</i>	<i>\$135,980</i>
County Costs (net)	\$2,883,344	\$2,840,584	\$3,094,293	\$2,976,445	\$3,313,200	\$3,302,004
Authorized F.T.E.	35.600	35.600	35.600	36.100	38.350	37.350
<b>Related Programs (General Fund)</b>						
County Manager Related	\$7,528	\$13,906	\$32,750	\$1,765	\$750	\$750
Personnel Related	\$37,965	\$31,762	\$53,000	\$38,000	\$43,500	\$43,500
<b>Total Related Expenditures</b>	<b>\$45,493</b>	<b>\$45,668</b>	<b>\$85,750</b>	<b>\$39,765</b>	<b>\$44,250</b>	<b>\$44,250</b>
<b>Other Related Programs (Grant Fund)</b>						
County Manager Related Grant	\$108,102	\$264,489	\$181,841	\$181,841	\$181,841	\$181,841
<b>Total Expenditures</b>	<b>\$108,102</b>	<b>\$264,489</b>	<b>\$181,841</b>	<b>\$181,841</b>	<b>\$181,841</b>	<b>\$181,841</b>
<i>Offsetting Revenue</i>	<i>\$108,102</i>	<i>\$264,489</i>	<i>\$181,841</i>	<i>\$181,841</i>	<i>\$181,841</i>	<i>\$181,841</i>
County Costs (net)	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total General Administration and Related Expenditures</b>	<b>\$3,097,848</b>	<b>\$3,310,041</b>	<b>\$3,492,584</b>	<b>\$3,337,215</b>	<b>\$3,675,271</b>	<b>\$3,664,075</b>

Function Summary summarizes fiscal information at the function level.

Compares budgeted revenues and expenditures to the original and estimated year-end expenditures in addition to two years of historical spending.

Total Functional Expenditures

Offsetting revenue associated with activities of the departments/programs within the function.

Number of full time equivalent positions. Organization charts in the Appendix show individual positions.

This cross-references programs or activities related to the functions. Actual appropriations are included in the Non-departmental function of the budget.

Programs or activities appropriated in funds other than the General Fund. Appropriations for these programs are done by separate project ordinances.

## Department/Program Budget Page

Each department/program has a budget page that gives the reader a general description of the department or program, and projected outcomes for the upcoming budget year. *Outcomes* are performance expectations stated in quantitative and qualitative terms. *Measures* provide the reader with historical workload and performance indicators for each department/program. *Budget Highlights* explain budget fluctuations or other relevant information pertaining to the department or program. For the larger departments with several divisions, the budget also contains a summary page of that department.

<b>Budget Office</b>						
	1998-99 Actual	1999-00 Actual	2000-01 Original Budget	2001-01 12 Month Estimate	2001-02 Department Requested	2001-02 Commissioner Approved
	Expenditures	Expenditures	Budget	Estimate	Requested	Approved
<b>Budget Office (General Fund)</b>						<i>Account 455</i>
Personnel Services	\$145,702	\$145,010	\$174,601	\$163,975	\$184,782	\$189,789
Operations	\$173,348	\$18,511	\$16,330	\$14,897	\$16,660	\$15,990
Capital Outlay	\$10,252	\$4,570	\$1,000	\$3,700	\$0	\$0
<b>Total Expenditures</b>	<b>\$173,302</b>	<b>\$169,091</b>	<b>\$191,931</b>	<b>\$187,572</b>	<b>\$201,442</b>	<b>\$205,699</b>
Authorized F.T.E.	3,000	3,000	3,000	3,000	3,000	3,000
<b>Total Budget Office Expenditures</b>	<b>\$173,302</b>	<b>\$169,091</b>	<b>\$191,931</b>	<b>\$187,572</b>	<b>\$201,442</b>	<b>\$205,699</b>

Department/Program Budget Page provides general description of department

Provides current and historical fiscal information for each category - Personnel Services, Operations, and Capital Outlay.

Number of full-time equivalent positions paid from this program or department.

### Major Services

- Formulate and administer the County's annual operating budget.
- Develop the ten-year Capital Investment Plan for County and both School systems.
- Evaluate internal County policies and procedures.
- Provide analytical support for special projects, such as, service delivery models and cost analysis, outcome and service performance measurement.
- Staff support for various Commissioner appointed task forces including School Facilities Task Force, Innovation and Efficiency Committee and Capital Needs Advisory Task Force. In addition, provide staff support to various citizen and internal committees.

**Objective** Coordinate the County's annual budget and long-range capital planning processes.

### Outcomes

- Develop a technically sound budget and long range capital plan that requires no major amendments.
- Ensure that annual budget and long range capital plan are developed in accordance with County's financial policies including Debt Management and Capital Funding policies.
- Provide a budget that preserves a minimum of 8 percent unappropriated fund balance in the General Fund, based on Budget Office estimated expenditures and revenue for the prior year.
- Projected year end expenditures and revenues are within (plus or minus) 2 percent of actual revenue collections and departmental spending.
- Create budget forms for schools that provide consistent reporting from the two entities and clear understanding of each district's request.
- Strengthen financial and budget reporting for fire districts.
- Retain the GFOA Distinguished Budget Presentation Award and meet all the criteria of the awards program by all reviewers.
- Meet all time lines as required by the North Carolina Local Government and Fiscal Control Act and as established by the Board of County Commissioners.

### Budget Highlights

- The department anticipates devoting staff time to creating educational materials including brochures and audiovisual materials regarding the November 2001 Bond Referendum.
- Plans for the upcoming year also include making much of the fiscal year 2001-02 budget document available on the departmental web site.
- A continuing high priority for the department is the replacement of the County's twenty-five year old financial reporting "legacy mainframe system". During fiscal year 2001-02, the Business System team hopes to identify and implement a more modern financial software system.

Associated activities to this program are shown as a cross-reference when applicable. These expenditures are made elsewhere in the budget. Not on this particular page.

Major Services - general description of the services of the department.

Outcomes and Measures - measure the success and

Budget highlights describe changes made for the upcoming fiscal year.

# Fund Structure

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The accounts of the County are organized on the basis of funds or account groups with each fund constituting a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts reflecting its assets, liabilities, fund balance, revenues and expenditures. The funds of the County are created because of the diverse nature of governmental operations and the necessity of complying with legal provisions. Orange County has three broad fund categories: governmental, proprietary and fiduciary. Only two of these, governmental and proprietary, are included in this document.

## Government Funds

These funds account for expendable financial resources other than those accounted for in proprietary and fiduciary funds. Most of Orange County's functions are included in this fund type. The modified accrual basis of accounting is used in this fund.

"Basis of accounting" refers to criteria for determining when revenues and expenditures are recorded in the accounting system. The "modified accrual basis" requires that expenditures be recorded when a liability is incurred (time of receipt) for goods or services provided to the County. The expenditure is usually recorded before the funds are disbursed. This type of accounting also requires that most revenues be recorded when they are actually received. The modified accrual basis of accounting helps to keep financial practices on a conservative footing; expenditures are recorded as soon as the liabilities for them are incurred, and most revenues are not recorded until they have actually been received in cash.

The County's individual governmental funds include:

- **General Fund** - the general operating fund of the County, which accounts for normal recurring County activities such as education, human services, public safety, etc. These activities are funded by revenue sources such as property tax, sales tax, charges for services, etc.
- **Special Revenue Funds** - account for the proceeds of specific revenue sources (other than major capital projects) that require separate accounting because of legal restrictions or administrative action. Special revenue funds in Orange County include: Grant Projects Fund, Community Development Fund, Fire Districts Fund, Revaluation Fund, Visitors Bureau Fund, and Housing (Section 8) Fund.
- **Capital Projects Funds** - account for all resources used for acquisition, construction, or renovation of major capital facilities of Orange County, as well as Orange County Schools and Chapel Hill-Carrboro City Schools. Capital project funds in Orange County include: County Capital Projects Fund and School Capital Projects Fund. Prior to July 1, 1993, several funds were used to account for capital projects.

## Proprietary Funds

These funds account for operations, which are similar to those found in the private sector because net income is determined in these funds. The accrual basis of accounting is used for this fund. In the accrual basis of accounting, revenues are recognized when they are earned and expenses are recognized when they are incurred. Orange County operates one type of proprietary funds:

- **Enterprise Funds** - account for operations that are intended to be self-supporting

through charges made to users of services provided or where determination of net income is an important factor. Orange County presently has three enterprise funds, the Efland Sewer Enterprise Fund, the Solid Waste Enterprise Fund, and the Sportsplex Enterprise Fund.

### **Fiduciary Funds**

These funds are used to account for assets held by the County in a trustee capacity or as an agent for individuals, private organizations, other governmental units and/or other funds. Since, by state statutes, these funds are not subject to appropriation by the Board of County Commissioners, these funds are not included in this document. The County's fiduciary funds include:

- **Agency Funds** account for assets held by the County as an agent for other governmental units. These monies are accounted for in essentially the same manner as governmental funds.
- **Non-expendable Trust Funds** account for assets, held by the County in a trustee capacity, which are designated for a particular purpose. These monies are accounted for basically in the same manner as proprietary funds.

### **Functions**

Each fund is further divided into functions, which represent the level of authorization by the governing board. Revenue functions include Property Taxes, Sales Tax, Licenses and Permits, Intergovernmental, Charges for Services, Interest Income, Miscellaneous Income and Fund Balance. Orange County's appropriation functions include: Governing and Management, General Services, Community and Environment, Human Services, Public Safety, Culture and Recreation, Education, Transfers to Other Funds, and Debt Service.

### **Departments/Programs**

Each function is comprised of two or more departments, and each department may be further represented by a program. In this document, each department or program summary contains a program description, prior year accomplishments, coming year objectives, a budget summary by expenditure category, and offsetting revenues. For departments administering more than one program a department summary precedes the department's program summaries.

### **Basis of Budgeting**

Budgetary accounting is used for management control of all funds of the County. Annual budget ordinances are adopted on the modified accrual basis at the fund level and amended as required for the operations of the general, special revenue, and proprietary funds.

The Comprehensive Annual Financial Report (CAFR) shows the County's finances on the basis of "generally accepted accounting principles" (GAAP). In most cases, this conforms to the way the County prepares its budget. Two exceptions are the treatment of depreciation expense and compensated absences. Depreciation is not budgeted but capital improvements in the CAFR are depreciated. Compensated absences are accrued as expenditures in the CAFR and are not included in the budget. The CAFR shows fund revenues and expenditures on both a GAAP basis and budgetary basis for comparison purposes.

# All Funds Budget Summary for Fiscal Year 2010-11 By Fund Type

<i><b>Budgeted Revenues</b></i>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Proprietary Funds</b>	<b>Fiduciary Funds</b>	<b>All Funds Total</b>
Property Tax	132,047,738	3,380,703	0	0	\$ 135,428,441
Occupancy Tax		785,197	0	0	\$ 785,197
Sales Tax	14,463,000	0	0	0	\$ 14,463,000
Licenses & Permits	313,000	0	45,000	0	\$ 358,000
Intergovernmental	16,250,267	6,069,627	390,622	0	\$ 22,710,516
Charges for Services	9,650,631	450,026	10,029,212	0	\$ 20,129,869
Investment Earnings	140,000	4,951	74,250	0	\$ 219,201
Miscellaneous	726,384	0	69,740	0	\$ 796,124
Bond/Loan Proceeds	0	0	0	0	\$ -
Transfers from Other Funds	1,321,227			0	\$ 1,321,227
Appropriated Fund Balance	401,673	46,349	0	0	\$ 448,022
Appropriated Reserves	0	0	525,489	0	\$ 525,489
<b>Total Budgeted Revenues</b>	<b>\$175,313,920</b>	<b>\$10,736,853</b>	<b>\$11,134,313</b>	<b>\$0</b>	<b>\$ 197,185,086</b>

<i><b>Budgeted Expenditures</b></i>	<b>General Fund</b>	<b>Special Revenue Funds</b>	<b>Proprietary Funds</b>	<b>Fiduciary Funds</b>	<b>All Funds Total</b>
Governing and Management	13,207,440	192,837	0	0	\$ 13,400,277
General Services	7,026,572	46,349	8,175,346	0	\$ 15,248,267
Community and Environment	5,892,469	975,555	0	0	\$ 6,868,024
Human Services	32,405,758	5,715,482	0	0	\$ 38,121,240
Public Safety	18,198,110	3,806,630	0	0	\$ 22,004,740
Culture and Recreation	1,896,580	0	2,400,000	0	\$ 4,296,580
Education	63,912,513	0	0	0	\$ 63,912,513
Debt Service	28,632,445	0	558,967	0	\$ 29,191,412
Transfers to Other Funds	4,142,033	0	0	0	\$ 4,142,033
<b>Total Budgeted Expenditures</b>	<b>\$175,313,920</b>	<b>\$10,736,853</b>	<b>\$11,134,313</b>	<b>\$0</b>	<b>\$ 197,185,086</b>

# Permanent Full-Time Equivalent (FTE) Budgeted Positions All Funds

	2007-08 Actual F.T.E.'s	2008-09 Actual F.T.E.'s	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>General Fund</b>						
<b>Governing &amp; Management</b>						
Commissioners	4.000	4.000	4.000	4.000	4.000	3.000
County Attorney	0.000	3.000	3.000	3.000	3.000	4.000
County Manager	12.000	10.000	10.000	10.000	9.000	5.000
Animal Services	27.000	29.000	29.000	29.000	29.000	28.000
Financial Services	9.000	10.000	10.000	10.000	10.000	10.000
Asset Management and Purchasing <sup>(1)</sup>	7.000	9.000	52.500	52.500	52.500	42.000
Human Resources	9.000	9.000	9.000	9.000	9.000	8.000
<b>Governing &amp; Management Total</b>	<b>68.000</b>	<b>74.000</b>	<b>117.500</b>	<b>117.500</b>	<b>116.500</b>	<b>100.000</b>
<b>General Services</b>						
Elections	4.000	4.000	4.000	4.000	4.000	4.000
Information Technologies	10.700	12.700	12.700	12.700	12.300	12.300
Register of Deeds	16.000	16.000	16.000	16.000	16.000	14.000
Tax Assessor	19.300	17.300	17.300	17.300	18.500	16.500
Revenue	12.500	12.500	12.500	12.500	13.000	12.000
Building and Grounds <sup>(2)</sup>	35.000	37.000	0.000	0.000	0.000	0.000
Motor Pool <sup>(2)</sup>	6.000	6.500	0.000	0.000	0.000	0.000
Sanitation <sup>(3)</sup>	0.000	15.000	15.000	15.000	15.000	0.000
<b>General Services Total</b>	<b>103.500</b>	<b>121.000</b>	<b>77.500</b>	<b>77.500</b>	<b>78.800</b>	<b>58.800</b>
<b>Community &amp; Environment</b>						
Planning	34.525	34.525	34.525	34.525	35.000	31.000
Economic Development	3.500	3.500	3.500	3.500	3.500	3.500
<b>DEAPR <sup>(4)</sup></b>						
Parks and Recreation	19.000	20.000	20.000	20.000	22.000	20.000
Natural & Cultural Resources	8.000	8.000	8.000	8.000	8.000	8.000
Soil & Water	4.000	4.000	4.000	4.000	4.000	4.000
<b>DEAPR Total</b>	<b>31.000</b>	<b>32.000</b>	<b>32.000</b>	<b>32.000</b>	<b>34.000</b>	<b>32.000</b>
<b>Community &amp; Environment Total</b>	<b>69.025</b>	<b>70.025</b>	<b>70.025</b>	<b>70.025</b>	<b>72.500</b>	<b>66.500</b>
<b>Culture &amp; Recreation</b>						
Library	14.575	14.575	21.075	21.075	21.250	20.500
Arts Commission <sup>(5)</sup>	1.000	1.000	1.000	1.000	1.000	0.000
<b>Culture &amp; Recreation Total</b>	<b>15.575</b>	<b>15.575</b>	<b>22.075</b>	<b>22.075</b>	<b>22.250</b>	<b>20.500</b>
<b>Human Services</b>						
<b>Social Services</b>						
Administration	23.000	23.000	23.000	23.000	23.000	20.000
Children/Family Services	64.000	65.000	65.000	65.000	65.000	60.000
Economic Services	70.000	72.000	72.000	72.000	72.000	72.000
Skills Development Center	1.000	1.000	1.000	1.000	1.000	1.000
Veterans' Services	1.000	1.000	1.000	1.000	1.000	1.000
<b>Social Services Total</b>	<b>159.000</b>	<b>162.000</b>	<b>162.000</b>	<b>162.000</b>	<b>162.000</b>	<b>154.000</b>

# Permanent Full-Time Equivalent (FTE) Budgeted Positions All Funds

	2007-08 Actual F.T.E.'s	2008-09 Actual F.T.E.'s	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<i>Health</i>						
Central Administrative Services	16.000	15.000	15.000	7.000	7.000	7.000
Dental Health	8.600	9.800	9.800	9.800	8.800	8.800
Health Promotion and Education	6.500	7.500	7.500	7.500	7.500	7.500
Personal Health	41.000	41.500	41.500	47.500	46.500	45.500
Environmental Health	18.000	18.000	18.000	18.000	17.000	16.000
Risk Management	3.000	3.000	3.000	2.000	2.000	2.000
<i>Health Total</i>	<i>93.100</i>	<i>94.800</i>	<i>94.800</i>	<i>91.800</i>	<i>88.800</i>	<i>86.800</i>
Cooperative Extension	13.000	10.000	10.000	7.000	7.000	6.000
<i>Aging</i>						
Administration	2.200	2.500	2.500	2.500	2.500	2.500
Community Based Services	7.750	7.750	8.500	8.500	8.500	7.750
Elder Care Program	5.000	5.375	5.375	5.375	5.375	5.375
RSVP	2.000	2.875	2.875	2.875	2.875	2.875
<i>Aging Total</i>	<i>16.950</i>	<i>18.500</i>	<i>19.250</i>	<i>19.250</i>	<i>19.250</i>	<i>18.500</i>
Orange Public Transportation	16.050	15.750	15.000	15.750	15.000	10.500
Housing and Community Development <sup>(6)</sup>	5.000	5.000	5.000	4.000	4.000	4.000
Child Support	12.000	12.000	12.000	12.000	12.000	12.000
OPC Legal Support	0.000	0.000	0.000	0.000	0.000	0.000
<b>Human Services Total</b>	<b>315.100</b>	<b>318.050</b>	<b>318.050</b>	<b>311.800</b>	<b>308.050</b>	<b>291.800</b>
<b>Public Safety</b>						
Sheriff	135.000	141.000	141.000	141.000	139.000	139.000
<i>EMS</i>						
Administration	4.000	4.000	4.000	4.000	6.000	6.000
Medical Services	51.000	55.000	55.000	55.000	72.000	62.000
Fire Services	3.000	4.000	4.000	4.000	4.000	2.000
Telecommunications	29.000	29.000	29.000	29.000	38.000	27.000
<i>EMS Total</i>	<i>87.000</i>	<i>92.000</i>	<i>92.000</i>	<i>92.000</i>	<i>120.000</i>	<i>97.000</i>
<b>Public Safety Total</b>	<b>222.000</b>	<b>233.000</b>	<b>233.000</b>	<b>233.000</b>	<b>259.000</b>	<b>236.000</b>
<b>General Fund Total</b>	<b><u>793.200</u></b>	<b><u>831.650</u></b>	<b><u>838.150</u></b>	<b><u>831.900</u></b>	<b><u>857.100</u></b>	<b><u>773.600</u></b>

# Permanent Full-Time Equivalent (FTE) Budgeted Positions

## All Funds

	2007-08 Actual F.T.E.'s	2008-09 Actual F.T.E.'s	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Other Funds</b>						
Aging - Senior Health Coordination	1.000	1.000	1.000	1.000	1.000	1.000
Assessor - Revaluation	1.200	1.200	1.200	1.200	1.500	1.500
Criminal Justice Partnership (OJJ)	1.000	1.000	1.000	1.000	1.000	1.000
Hyconeechee Regional Library	0.600	0.600	0.600	0.600	0.600	0.600
Emergency Telephone	2.000	3.000	3.000	3.000	3.000	2.000
Health - Home Visiting	1.000	1.000	1.000	1.000	1.000	1.000
Health - Health Advocacy	1.000	0.000	0.000	0.000	0.000	0.000
Health - Health and Wellness Trust	1.000	1.000	1.000	1.000	1.000	1.000
Health - Child Care Health Consultant	1.000	1.000	1.000	1.000	1.000	1.000
Health - Sr PHE Healthy Carolinians	0.000	0.000	0.000	0.000	0.000	0.000
Housing - Section 8	6.000	7.000	7.000	7.000	7.000	7.000
Housing - Urgent Repair Program	1.000	1.000	1.000	1.000	1.000	1.000
Housing - HOME Program	1.000	1.000	1.000	1.000	1.000	1.000
Housing - Homelessness Program	1.000	1.000	1.000	1.000	1.000	1.000
Sheriff - Cops in Schools	0.000	0.000	0.000	0.000	0.000	0.000
Solid Waste/Landfill Operations	58.000	44.000	44.000	44.000	44.000	57.500
Arts Commission	0.000	0.000	0.000	0.000	0.000	1.000
Visitors Bureau	6.000	6.000	6.000	6.000	6.000	5.000
<b>Other Funds Total</b>	<b>82.800</b>	<b>69.800</b>	<b>69.800</b>	<b>69.800</b>	<b>70.100</b>	<b>82.600</b>
<b>Grand Total</b>	<b>876.000</b>	<b>901.450</b>	<b>907.950</b>	<b>901.700</b>	<b>927.200</b>	<b>856.200</b>

(1) Includes Purchasing and Central Services, Building and Grounds, and Motor Pool divisions starting in FY 2009-10; effective July 1, 2010, the Grounds division will move to Parks and Recreation.

(2) Effective FY 2009-10, Building and Grounds and Motor Pool moved to Asset Management and Purchasing Department.

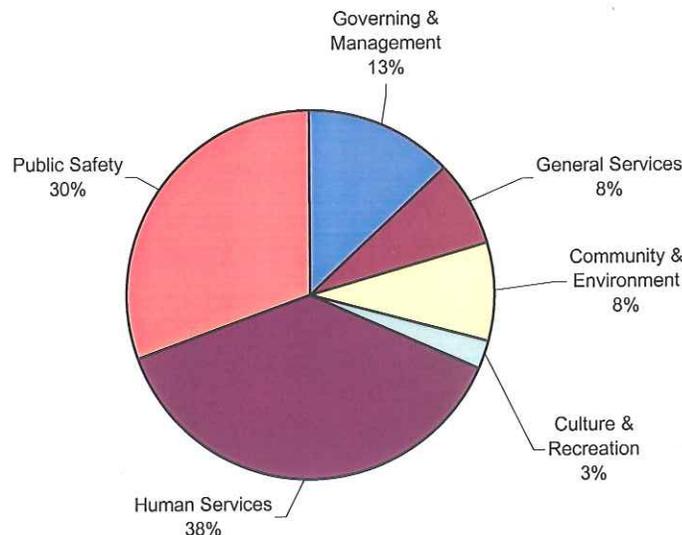
(3) Effective FY 2010-11, the Sanitation division will move to the Solid Waste Enterprise Fund.

(4) Effective April 1, 2010, Environment Resource Conservation, Soil and Water and Parks and Recreation merged to form the Department of Environment, Agriculture, Parks and Recreation.

(5) Effective FY 2010-11, the Arts Commission will move to the Visitor's Bureau Fund.

(6) Human Rights is a division within Housing and Community Development.

**General Fund FTE by Function  
(Approved)**



## Summary of Position Changes for FY 2010-11

### Category 1. FTE Resigned Between Departments

Original Department/New Department	Position	Effective Date	FTE Change	Salary and Benefits	Position Number
Cooperative Extension/ Health	Community Health Aide	July 1, 2010	0.000	\$40,268	960
<b>Total Category 1</b>			<b>0.00</b>	<b>\$ 40,268</b>	

### Category 2. Vacant Positions Eliminated

Department	Position	Effective Date	FTE Change	Salary and Benefits	Position Number
Aging and OPT	Administrative Assistant II	April 6, 2010	1.000	\$76,441	390
AMPS/Public Works	Sustainability Coordinator	April 6, 2010	1.000	\$40,924	N/A
AMPS/Public Works	Custodian	April 6, 2010	1.000	\$55,327	520
AMPS/Public Works	Office Assistant I	April 6, 2010	0.500	\$23,788	1051
AMPS/Public Works	Public Works Director	April 6, 2010	1.000	\$121,543	511
AMPS/Public Works	Custodian	April 6, 2010	1.000	\$35,409	818
AMPS/Public Works	Sr. Building Maintenance	April 6, 2010	1.000	\$68,768	518
County Commissioners	Assistant to the Clerk	April 6, 2010	1.000	\$45,343	795
Economic Development (Visitors Bureau)	Sales Coordinator	April 6, 2010	1.000	\$51,522	802
Health	Social Worker II	April 6, 2010	1.000	\$61,667	736
Human Resources	Policy & Compliance Officer	April 6, 2010	1.000	\$70,137	411
Parks & Recreation	Parks Conservation Technician II	April 6, 2010	1.000	\$54,391	397
Parks & Recreation	Administrative Assistant III	April 6, 2010	1.000	\$60,793	391
Planning & Inspections	Planner II	April 6, 2010	1.000	\$85,824	199
Register of Deeds	Deputy Register of Deeds Leadworker	April 6, 2010	1.000	\$69,558	156
Register of Deeds	Deputy Register of Deeds Leadworker	April 6, 2010	1.000	\$69,425	154
Sheriff	Sheriff Deputy I	April 6, 2010	1.000	\$48,101	735
Sheriff	Sheriff Deputy I	April 6, 2010	1.000	\$56,437	778
Solid Waste Management	Solid Waste Collector Driver	April 6, 2010	1.000	\$54,950	543
Tax Administration	Business/Personal Property Appraiser	April 6, 2010	1.000	\$80,436	184
Tax Administration	Revenue Technician II	April 6, 2010	1.000	\$48,513	799
Aging and OPT	OPT Driver	July 1, 2010	1.000	\$39,113	655
Animal Services	Administrative Assistant I	July 1, 2010	1.000	\$40,775	378
AMPS/Public Works	Office Assistant I	July 1, 2010	1.000	\$48,849	1050

**Category 2. Vacant Positions Eliminated (cont.)**

Department	Position	Effective Date	FTE Change	Salary and Benefits	Position Number
County Attorney	Paralegal	July 1, 2010	1.000	\$53,853	1066
County Manager	Administrative Assistant to County Manager II	July 1, 2010	1.000	\$72,949	119
County Manager	Administrative Assistant to County Manager II	July 1, 2010	1.000	\$62,683	122
Health	Community Services Technician	July 1, 2010	1.000	\$48,916	644
Library Services	Librarian	July 1, 2010	1.000	\$43,721	957
Planning & Inspections	Code Compliance Officer III	July 1, 2010	1.000	\$71,604	937
Planning & Inspections	Permit Technician	July 1, 2010	1.000	\$61,015	209
Social Services	Social Worker Clinical Specialist	July 1, 2010	1.000	\$84,482	266
Social Services	Office Assistant II	July 1, 2010	1.000	\$44,638	265
Social Services	Office Assistant II	July 1, 2010	1.000	\$43,868	263
Social Services	Office Assistant II	July 1, 2010	1.000	\$43,904	264
Social Services	Office Assistant II	July 1, 2010	1.000	\$39,582	223
Social Services	Administrative Assistant II	July 1, 2010	1.000	\$42,522	806
<b>Total Category 2</b>			<b>36.500</b>	<b>\$ 2,121,771</b>	

**Category 3. Vacant Positions Not Budgeted**

Department	Position	Effective Date	FTE Change	Salary and Benefits	Position Number
Health	Medical Office Assistant	July 1, 2010	1.000	\$37,533	320
Health	Public Health Nurse III	July 1, 2010	1.000	\$65,660	732
Health	Dental Hygienist	July 1, 2010	1.000	\$60,082	1046
Health	Office Assistant I	July 1, 2010	1.000	\$37,533	371
Health	Environmental Health Specialist	July 1, 2010	1.000	\$52,674	1032
Health	Community Social Services Technician	July 1, 2010	1.000	\$43,821	643
Health	Community Social Services Technician	July 1, 2010	1.000	\$46,570	710
Planning & Inspections	Planner II	July 1, 2010	0.525	\$37,976	693
Planning & Inspections	County Engineer	July 1, 2010	1.000	\$139,951	123
Social Services	Community Social Services Technician	July 1, 2010	1.000	\$39,113	1016
Social Services	Social Worker II	July 1, 2010	1.000	\$50,438	1018
Social Services	Human Services Coordinator	July 1, 2010	1.000	\$50,438	1019
<b>Total Category 3</b>			<b>11.525</b>	<b>\$ 661,789</b>	

## Revenue by Category

### Summary - General Fund

	2007-08 Actual Revenues	2008-09 Actual Revenues	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Property Taxes</b>						
Property Taxes	\$ 110,277,020	\$ 118,441,328	\$ 122,320,053	\$ 124,900,000	\$ 123,759,113	\$ 123,759,113
Motor Vehicles	\$ 7,924,237	\$ 8,209,003	\$ 6,839,142	\$ 7,450,000	\$ 6,794,625	\$ 6,794,625
Gross Receipts	\$ 47,043	\$ 51,158	\$ 42,000	\$ 42,000	\$ 42,000	\$ 42,000
Delinquent Taxes	\$ 565,885	\$ 667,230	\$ 635,000	\$ 710,000	\$ 785,000	\$ 785,000
Interest on Delinquent Taxes	\$ 344,487	\$ 410,310	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
Late List Penalties	\$ 68,071	\$ 34,318	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
Animal Taxes	\$ 105,802	\$ 104,026	\$ 110,000	\$ 105,000	\$ 185,000	\$ 185,000
Beer and Wine	\$ 215,653	\$ 213,577	\$ 215,000	\$ 72,000	\$ 72,000	\$ 72,000
<b>Total Property Taxes</b>	<b>\$ 119,548,198</b>	<b>\$ 128,130,951</b>	<b>\$ 130,571,195</b>	<b>\$ 133,689,000</b>	<b>\$ 132,047,738</b>	<b>\$ 132,047,738</b>
<b>Sales Tax</b>						
Article 39 One Cent	\$ 7,407,396	\$ 6,202,897	\$ 6,441,550	\$ 5,550,000	\$ 6,810,000	\$ 6,043,000
Article 40 Half Cent	\$ 5,555,760	\$ 5,047,889	\$ 4,980,585	\$ 4,800,000	\$ 4,850,000	\$ 4,947,000
Article 42 Half Cent	\$ 5,517,245	\$ 5,002,534	\$ 4,951,270	\$ 3,700,000	\$ 3,405,000	\$ 3,473,000
Article 44 Half Cent	\$ 4,015,527	\$ 1,893,223	\$ 0	\$ 350,000	\$ 0	\$ 0
<b>Total Sales Tax</b>	<b>\$ 22,495,928</b>	<b>\$ 18,146,543</b>	<b>\$ 16,373,405</b>	<b>\$ 14,400,000</b>	<b>\$ 15,065,000</b>	<b>\$ 14,463,000</b>
<b>Licenses and Permits</b>						
Privilege License	\$ 11,791	\$ 12,789	\$ 13,000	\$ 12,000	\$ 13,000	\$ 13,000
Franchise Fee	\$ 342,778	\$ 350,805	\$ 275,000	\$ 295,000	\$ 300,000	\$ 300,000
<b>Total Licenses and Permits</b>	<b>\$ 354,569</b>	<b>\$ 363,594</b>	<b>\$ 288,000</b>	<b>\$ 307,000</b>	<b>\$ 313,000</b>	<b>\$ 313,000</b>
<b>Investment Earnings</b>	<b>\$ 1,582,133</b>	<b>\$ 592,004</b>	<b>\$ 670,000</b>	<b>\$ 105,000</b>	<b>\$ 140,000</b>	<b>\$ 140,000</b>
<b>Total Miscellaneous</b>	<b>\$ 699,894</b>	<b>\$ 1,442,757</b>	<b>\$ 1,262,618</b>	<b>\$ 1,003,622</b>	<b>\$ 721,384</b>	<b>\$ 726,384</b>
<b>Appropriated Fund Balance</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 2,000,000</b>	<b>\$ 5,936,110</b>	<b>\$ 0</b>	<b>\$ 401,673</b>
<b>Charges for Services</b>						
Aging and Transportation	\$ 254,146	\$ 318,768	\$ 218,446	\$ 285,200	\$ 225,296	\$ 225,296
Child Support Enforcement	\$ 2,185	\$ 1,955	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
Community Planning	\$ 985,123	\$ 838,653	\$ 654,241	\$ 640,625	\$ 699,750	\$ 749,750
Emergency Management	\$ 1,790,980	\$ 1,994,215	\$ 1,833,000	\$ 1,938,500	\$ 1,893,000	\$ 1,893,000
Health	\$ 1,474,940	\$ 1,391,191	\$ 1,534,258	\$ 1,303,817	\$ 1,448,625	\$ 1,402,625
Land Records	\$ 4,539	\$ 824	\$ 2,000	\$ 0	\$ 0	\$ 0
Library	\$ 30,510	\$ 30,199	\$ 24,000	\$ 29,620	\$ 32,950	\$ 32,950
Register of Deeds	\$ 1,653,781	\$ 1,227,403	\$ 1,224,885	\$ 1,341,240	\$ 1,375,516	\$ 1,375,516
Sheriff	\$ 2,746,101	\$ 2,648,312	\$ 2,946,200	\$ 2,531,547	\$ 2,746,700	\$ 2,746,700
Tax Collection	\$ 139,877	\$ 143,159	\$ 173,173	\$ 173,173	\$ 170,046	\$ 170,046
Other	\$ 1,055,566	\$ 1,006,637	\$ 1,086,894	\$ 1,069,981	\$ 1,052,948	\$ 1,052,948
<b>Total Charges for Services</b>	<b>\$ 10,137,748</b>	<b>\$ 9,601,317</b>	<b>\$ 9,698,897</b>	<b>\$ 9,315,503</b>	<b>\$ 9,646,631</b>	<b>\$ 9,650,631</b>

## Revenue by Category

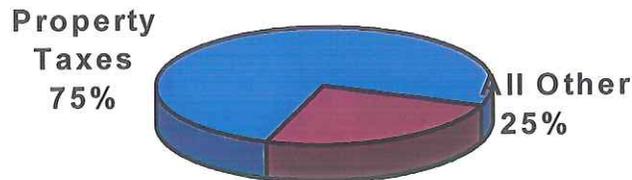
### Summary - General Fund

	2007-08 Actual Revenues	2008-09 Actual Revenues	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Intergovernmental</b>						
Aging and Transportation	\$ 858,891	\$ 862,559	\$ 853,165	\$ 997,764	\$ 833,165	\$ 833,165
Child Support Enforcement	\$ 965,440	\$ 1,103,144	\$ 850,000	\$ 1,280,000	\$ 1,315,000	\$ 1,315,000
Emergency Management	\$ 25,512	\$ 41,825	\$ 20,000	\$ 57,780	\$ 20,000	\$ 20,000
Health	\$ 727,681	\$ 760,687	\$ 654,508	\$ 1,014,241	\$ 641,534	\$ 641,534
Human Rights and Relations	\$ 66,730	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Library	\$ 135,677	\$ 126,105	\$ 117,590	\$ 124,997	\$ 122,590	\$ 122,590
Sheriff	\$ 196,803	\$ 267,941	\$ 11,000	\$ 86,788	\$ 11,000	\$ 11,000
Social Services	\$ 12,011,200	\$ 12,610,526	\$ 13,171,298	\$ 12,388,696	\$ 12,255,681	\$ 12,187,466
Tax Collection	\$ 45,750	\$ 40,117	\$ 42,817	\$ 42,817	\$ 42,737	\$ 42,737
Local	\$ 1,812,085	\$ 1,975,697	\$ 924,328	\$ 974,403	\$ 1,006,997	\$ 971,689
Other	\$ 81,303	\$ 66,490	\$ 80,218	\$ 77,250	\$ 107,846	\$ 105,086
<b>Total Intergovernmental</b>	<b>\$ 16,927,073</b>	<b>\$ 17,855,090</b>	<b>\$ 16,724,924</b>	<b>\$ 17,044,736</b>	<b>\$ 16,356,550</b>	<b>\$ 16,250,267</b>
<b>Transfers from Other Funds</b>	<b>\$ 3,401,082</b>	<b>\$ 2,117,445</b>	<b>\$ 2,000,000</b>	<b>\$ 1,824,917</b>	<b>\$ 800,000</b>	<b>\$ 1,321,227</b>
<b>Total Revenue</b>	<b>\$ 175,146,625</b>	<b>\$ 178,261,503</b>	<b>\$ 177,589,039</b>	<b>\$ 177,689,778</b>	<b>\$ 175,090,303</b>	<b>\$ 175,313,920</b>

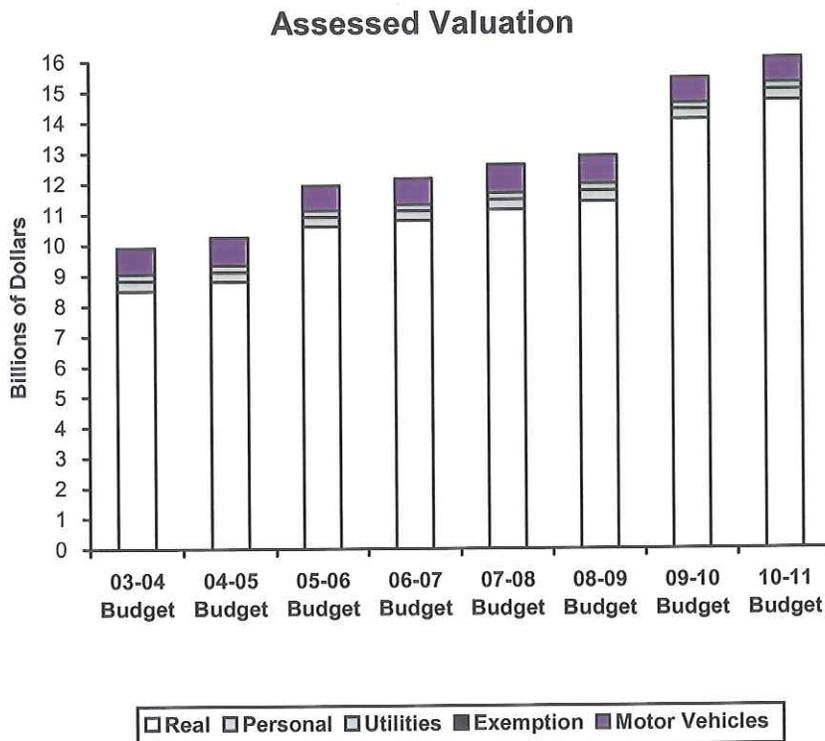
# General Fund Revenue Comments

The Financial Services staff estimates general revenues (those not directly associated with a particular department). Budgeted amounts are based on historical trends, current policy or fiscal changes by State and Federal governments, and general economic conditions. Revenues associated with departments are estimated by the department and reviewed by the Financial Services staff.

## Property Taxes

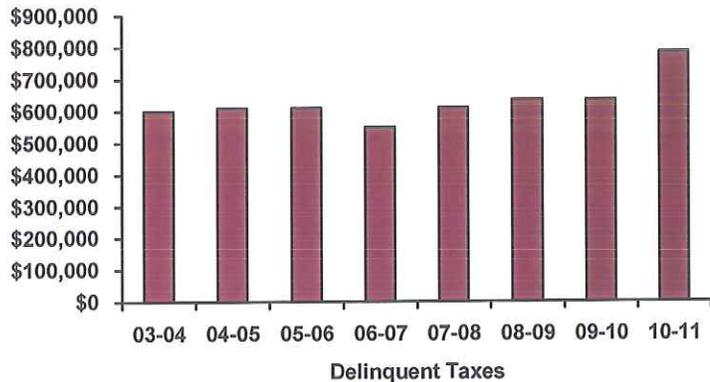


**Current Taxes** - These taxes are the major revenue source in the General Fund comprising about 75 percent of the total General Fund revenue. Taxes in this category reflect all taxable



property valued as of January 2009. Revenues generated by current taxes are based on a tax rate of 85.8 cents per \$100 assessed valuation. The County's budgeted real property tax base is projected to be \$14.2 billion for the 2010-11 fiscal year. The other components of the County's tax base include Motor Vehicles (budgeted valuation of \$816 million); personal property (budgeted valuation of \$354 million); Utilities and Corporate Excess (budgeted valuation of \$232 million).

**Delinquent Taxes** - Taxes in this category include amounts of unpaid collectible property taxes from prior years. The estimate is based on the outstanding levy for prior year taxes at a collection rate consistent with past performance.



**Interest on Delinquent Taxes** - These revenues are related to the interest charges established by State Statutes on unpaid property taxes. Interest begins on taxes due as of January 6 at an interest rate of two percent for the first month and for each month that taxes are due, but not paid, the interest rate equals three-fourths of one percent/each month.

**Late List Penalties** - These are penalties assessed by the Tax Assessor for property not listed by the January 31 deadline. The penalty is 10 percent of the amount of taxes due.

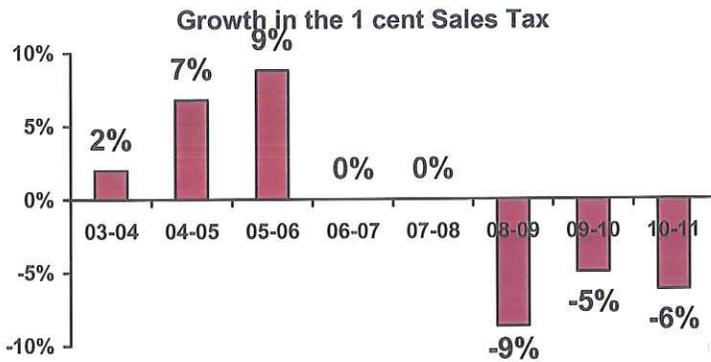
**Animal Taxes** - The Animal Control program, through its animal licensing program, generates these revenues. Dog and cat owners in Orange County are required to obtain licenses for their pets. For FY 2010-11, the fee will increase from \$5.00 to \$10.00 for sterilized pets and remain at \$30.00 for un-sterilized pets. Owners of guide/assistance dogs and owners over 62 years of age whose animals have been spayed/neutered are exempt from this fee. \$185,000 is anticipated in FY 2010-11 from the issuance of pet licenses.

# Sales Taxes

Sales Taxes  
8%



**One Cent** - This is the original 1 percent local option sales tax levied by the County, and is collected and distributed by the State based on local retail sales. Estimates for the one-cent local option sales tax in FY 2010-11 are 6% less than those budgeted in FY 2009-10.

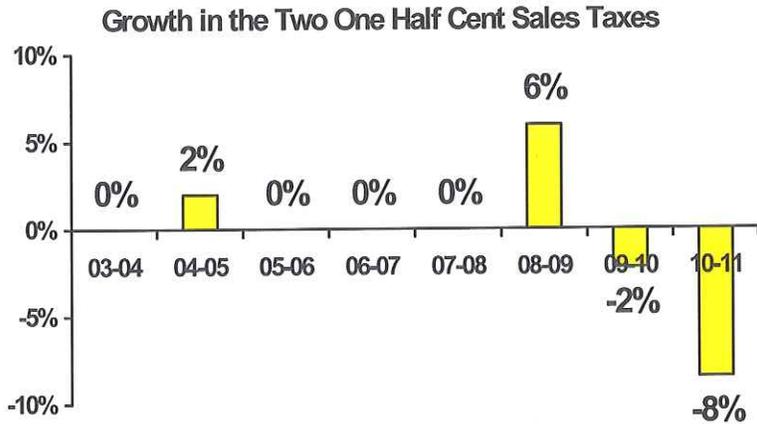


**Article 40 Half-Cent (1st Half Cent)** - Enacted by the County in late 1984, the State collects this revenue and returns it to local governments on a per capita basis. This revenue source is earmarked for both County and School capital projects and debt service.

Estimates for this revenue in FY 2010-11 are less than those budgeted in FY 2009-10.

**Article 42 Half-Cent (Additional Half Cent)**

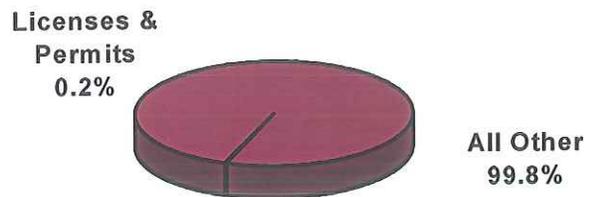
- The tax in this category is similar to the first half cent tax. The General Assembly authorized it in 1986. As with the Article 40 Sales tax, this tax is used to finance school and County capital projects, including debt service payment. Due to the change in calculating Article 42 proceeds from a per capita to a point of sale formula for FY 2010-11, estimates for this revenue are approximately \$1.5 million less than those budgeted in FY 2009-10.



**Article 44 Half Cent (Third Half Cent)** - The tax in this category was authorized by the General Assembly effective December 1, 2002. This tax was enacted in an effort to replace the reimbursements that the State began withholding from counties and cities in FY 2001-02. The General Assembly enacted the Medicaid Relief/Sales Tax Swap package in its FY 2007-08 budget (House Bill 1473). This legislation phased out the County's share of Medicaid expenditures over a three year period from FY 2007-08 through FY 2009-10. In exchange, the County ceded Article 44 sales tax to the State beginning October 1, 2009.

**Hold Harmless Provision** – Even though Orange County will experience a decrease in sales tax revenues, House Bill 1473 does include a “hold harmless” provision that guarantees Orange County will receive at least \$500,000 in Medicaid relief, reportedly in perpetuity.

## Licenses and Permits



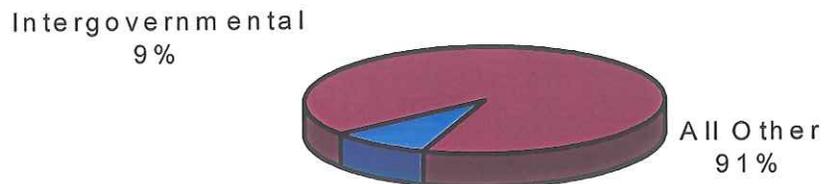
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**Privilege Licenses** - These are taxes levied on various trades, occupations, professions, businesses, or franchises located within the County. Revenue received from this source has been relatively constant over the past few years.

**Cable Television (CATV) Franchise** – Cable television franchises are special privileges granted by the County to engage in certain types of business. The revenues in this category are fees received from the two cable television companies operating in the County. The County receives 5 percent of the cable companies' gross profits.

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## Intergovernmental



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**Beer & Wine** - Excise taxes on the sale of beer and unfortified wine at the wholesale level is collected by the State. Approximately half of the total taxes collected are returned to the County. The total statewide distribution for this revenue source has been frozen for the past several years.

**Aging and Coordinated Agency Transportation** - This includes Title III B, Title III D, and Community Transportation Program (Section 18) federal grants used to assist operations in the

Revenue Comments - *continued*

County's Department on Aging Senior Center, Information and Referral, Personal Care Services for Elderly and Disabled Clients (CHORE), Transportation, and Home keeper programs.

**Social Services** - Social Service programs are financed by a combination of Federal, State, and local resources. The revenues listed in this category reflect the state and federal contributions toward staff cost and operations for various programs within the Department. Over the past few years, Federal participation for public assistance programs, especially Medicaid and Aid to Families with Dependent Children (AFDC), has decreased. With public assistance delivery system changes occurring at both the State and Federal level, funding for social programs is expected to change significantly.

**Health** - These revenues reflect the State and Federal share for various health programs.

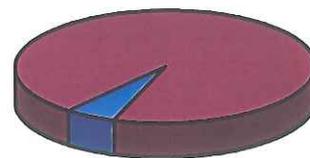
**Local** - Revenues reflected in this category include Alcoholic Beverage Control (ABC) profit distributions and alcoholic rehabilitation funds. Before the 1992-93 fiscal year, the County and the ABC Board had an agreement that Orange County would receive \$500,000 each year from ABC profits. Since that time the agreement has been replaced by statutory provisions that all net profits, after required distributions, will be distributed to Orange County local government. Also included in this category are monies received from local municipalities for support of economic development efforts in Orange County. These revenues remain constant with each of the three participating municipalities contributing \$6,000.

**Other State** - Examples of these revenues include: Soil and Water staff and operating reimbursements; Child Support Enforcement reimbursements and IV-D incentive payments; Safe Roads Act monies; Office of Juvenile Justice Program (OJJP) grant; and other smaller state and federal grants.

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## Charges for Services

Charges for Service  
6%



All Other  
94%

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*The following revenues are associated with the Inspections Division of the Planning Department. The Board of County Commissioners regulates these partial cost recovery fees.*

Revenue Comments - *continued*

**Electrical Inspections** - These fees are for permits and inspections related to the installation of electrical work and wiring in residential and commercial facilities in Orange County. Electrical inspection fees are estimated at \$118,000 for FY 10/11.

**Mechanical Inspections** - These fees are for permits and inspections related to the installation of heating and air-conditioning systems. Mechanical inspection fees are estimated at \$86,000 for FY 10/11.

**Plumbing Inspections** - This category reflects fees associated with the permits and inspections for the installation of plumbing fixtures. Plumbing inspection fees are estimated at \$63,000 for FY 10/11.

**Building Inspections** - These revenues are charged for building construction inspections and permits. Fees are estimated at \$168,000 for FY 10/11.

*The following revenues are associated with the Environmental Health Division of the Health Department. As with other inspection fees, well and septic inspections are directly influenced by construction in Orange County. The Board of County Commissioners regulates these partial cost recovery fees.*

**Pool Inspections** - These are fees charged to public swimming pool owners for annual inspections of their facilities. The charge is \$250 per inspection with an estimated 120 inspections in FY 10-11 for a total of \$30,000.

**Well Permits** - This category reflects fees charged for inspecting and permitting new wells. State legislation requires additional site visits as well as mandatory well water sampling on all newly constructed wells. An estimated 215 new wells will be inspected in FY 10-11 for a total of \$92,500 in revenue.

**Septic Permits** - Included in this category are inspections and permits for new and existing septic systems, as well as fees for soil evaluations or "perks". Existing septic system inspections are \$125 and new system inspections are \$260.

**Water Samples** - Fees are charged for testing water for bacteriological or chemical components. Bacteriological samples are tested at \$25 each, radon air sample kits are \$20 each, inorganic chemical samples are tested at \$35 each, while pesticide and petroleum tests cost \$75 each. A full water sampling suite of 19 parameters is offered at a cost of \$100. The estimated revenues for FY 10-11 total approximately \$22,000.

**Aging** - This category reflects fees associated with participation in a variety of programs offered by the Department on Aging. The major revenues in this category are related to services provided in connection with the rental of Orange Public Transportation buses (\$150,000).

**Emergency Services** - The majority of revenue under this category comes from the County's fee for emergency medical services (EMS). Paramedics respond to all 911 calls for EMS with patient assessment conducted at no charge, however treatment at the scene by the paramedic is billed at \$100. If Basic Life Support (BLS) or Advanced Life Support (ALS) ambulance transportation to a hospital is required, the total fees for service range from \$300 to \$525 depending on a level 1 or 2 life support, and whether it is an emergency or non-emergency transport. EMS fees for service were instituted on October 1, 1996.

**Health** - These are fees charged for certain services in the Health department including clinics. Major increases over the past few years are attributable to strong emphasis being placed on services offered to Medicaid eligible women and children. Dental fees are estimated for FY 10-11 at \$313,000, while Personal Health fees are estimated at \$673,000.

**Land Records Fees** - Fees reflected in this category include charges for various map copies and charges to various outside consumers for computer system access.

**Planning Fees** - This category includes several charges for services provided by Planning staff including reviewing soil erosion control plans, grading permits, reviews of plans for subdivisions, rezoning and variance requests, home occupations, and special use permits. Revenues from Planning fees are estimated at \$35,000 for FY 10-11, while soil and erosion fee revenues are estimated at \$203,000.

**Recreation and Parks** - These revenues consist of charges for participation in various recreational and leisure programs. Athletic program revenues are estimated at \$85,000 for FY 10-11. Total Recreation and Parks revenues from fees are estimated at \$192,000.

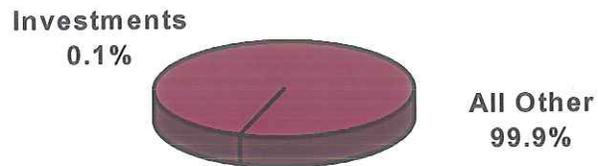
**Register of Deeds** - These are fees charged for items such as marriage licenses, birth and death certificates, excise stamps on land transfers, and various certified copies. Most of these fees are regulated by the State. Collections for register of deeds fees and excise stamps are estimated at \$675,000 and \$687,000, respectively. Revenue stamps by State Statute are \$2 per \$1,000 on all real estate transfers. A marriage license is \$50, and revenues from these licenses are estimated at \$12,800 for FY 10-11.

**Sheriff** - Revenues in this category include charges assessed by the Sheriff for serving warrants, court subpoenas, and other court documents, all of which are regulated by the State. The Sheriff also collects fees from the state and federal government for housing certain prisoners. Reimbursements from the ABC Board for the provision of law enforcement are in this category as well as fees collected from the jail canteen and pay telephone system. The total revenue anticipated from jail fees is \$2,000,000.

**Tax Collection Charges** – Orange County collects taxes for all of the municipalities within the County. In turn, the towns reimburse the County for this service.

**Miscellaneous** - Revenues in this category include candidate filing fees and other Board of Election related charges along with charges to outside agencies for use of the County's telephone system and data processing.

## Investment Income

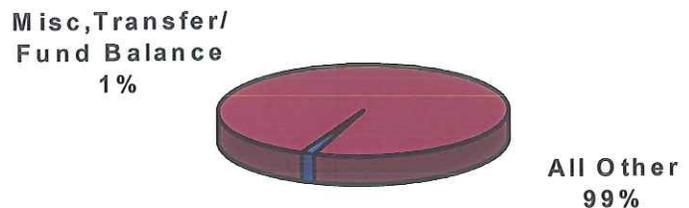


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**Interest Income** - The General Fund share of all interest earned on the County's investments is recorded in this category. Lower interest rates over the past year have contributed to the projected decrease in this revenue source for FY 2010-11.

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## Miscellaneous, Transfers and and Fund Balance



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**Miscellaneous** - These revenues include refunds of gasoline tax, revenues generated by the County auction, rental of county facilities, resale of items purchased, and donations made to various county departments.

**Transfers** - This category reflects funds transferred from other County funds to the General Fund.

**Appropriated Fund Balance** - This represents an appropriation of fund balance for general operations. For FY 2010-11, \$401,673 is budgeted to be appropriated from fund balance. The General Fund balance is estimated to be approximately 11 percent of general fund expenditures.

# Appropriations by Function

## Summary - General Fund

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Governing &amp; Management</b>						
Animal Services	\$ 1,614,651	\$ 1,654,229	\$ 1,695,137	\$ 1,746,142	\$ 1,671,111	\$ 1,582,234
Asset Mgmt & Purchasing Services	\$ 6,656,734	\$ 7,343,346	\$ 8,113,760	\$ 7,394,253	\$ 7,441,416	\$ 6,496,280
Board of County Commissioners	\$ 501,608	\$ 587,603	\$ 573,142	\$ 562,451	\$ 594,446	\$ 509,228
County Attorney's Office	\$ 0	\$ 48,544	\$ 334,754	\$ 439,318	\$ 439,484	\$ 455,098
County Manager's Office	\$ 1,056,411	\$ 1,137,262	\$ 769,918	\$ 809,199	\$ 904,491	\$ 699,393
Financial Services	\$ 747,855	\$ 927,016	\$ 870,239	\$ 978,694	\$ 937,060	\$ 867,042
Human Resources	\$ 745,017	\$ 644,381	\$ 801,506	\$ 740,415	\$ 753,779	\$ 683,404
Non-Departmental	\$ 1,515,610	\$ 1,300,675	\$ 593,860	\$ 1,415,613	\$ 1,891,561	\$ 1,914,761
<b>Governing &amp; Management Total</b>	<b>\$ 12,837,885</b>	<b>\$ 13,643,057</b>	<b>\$ 13,752,316</b>	<b>\$ 14,086,085</b>	<b>\$ 14,633,348</b>	<b>\$ 13,207,440</b>
<b>General Services</b>						
Board of Elections	\$ 616,013	\$ 602,052	\$ 630,007	\$ 605,980	\$ 517,861	\$ 462,028
Information Technologies	\$ 1,446,195	\$ 1,640,098	\$ 1,783,535	\$ 1,737,037	\$ 2,018,845	\$ 1,956,881
Non-Departmental	\$ 9,945	\$ 97,101	\$ 100,549	\$ 102,549	\$ 102,549	\$ 1,505,609
Register of Deeds	\$ 977,832	\$ 989,255	\$ 1,012,257	\$ 988,148	\$ 1,004,518	\$ 910,671
Solid Waste Department-Sanitation <sup>1</sup>	\$ 782,169	\$ 2,412,286	\$ 2,150,250	\$ 1,971,879	\$ 0	\$ 0
Tax Administration	\$ 2,238,173	\$ 2,132,212	\$ 2,270,658	\$ 2,213,207	\$ 2,377,913	\$ 2,191,383
<b>General Services Total</b>	<b>\$ 6,070,327</b>	<b>\$ 7,873,003</b>	<b>\$ 7,947,256</b>	<b>\$ 7,618,800</b>	<b>\$ 6,021,686</b>	<b>\$ 7,026,572</b>
<b>Human Services</b>						
Child Support Enforcement	\$ 865,581	\$ 900,365	\$ 870,345	\$ 896,399	\$ 910,855	\$ 908,355
Cooperative Extension	\$ 510,205	\$ 478,058	\$ 476,404	\$ 471,740	\$ 486,513	\$ 413,536
Department of Social Services	\$ 20,640,488	\$ 21,348,473	\$ 19,231,674	\$ 19,935,678	\$ 19,012,638	\$ 18,540,035
Department on Aging	\$ 1,436,297	\$ 1,468,394	\$ 1,521,600	\$ 1,644,593	\$ 1,548,840	\$ 1,398,611
Health Department	\$ 6,760,103	\$ 6,923,180	\$ 6,913,452	\$ 6,871,984	\$ 7,360,342	\$ 7,061,798
Housing & Community Development <sup>2</sup>	\$ 430,751	\$ 346,320	\$ 350,842	\$ 307,497	\$ 284,404	\$ 284,404
Non-Departmental	\$ 2,005,057	\$ 1,922,034	\$ 1,817,993	\$ 1,798,836	\$ 2,145,044	\$ 1,686,808
Orange Public Transportation	\$ 1,088,894	\$ 1,037,244	\$ 861,198	\$ 962,333	\$ 841,832	\$ 741,238
OPC Area Program	\$ 1,314,914	\$ 1,372,338	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973
<b>Human Services Total</b>	<b>\$ 35,052,290</b>	<b>\$ 35,796,408</b>	<b>\$ 33,414,481</b>	<b>\$ 34,260,033</b>	<b>\$ 33,961,441</b>	<b>\$ 32,405,758</b>
<b>Community &amp; Environment</b>						
Arts Commission <sup>3</sup>	\$ 166,544	\$ 130,265	\$ 127,192	\$ 122,901	\$ 129,762	\$ 0
DEAPR <sup>4</sup>	\$ 2,444,699	\$ 2,744,809	\$ 2,965,634	\$ 2,871,045	\$ 2,944,339	\$ 2,935,581
Economic Development	\$ 193,146	\$ 287,090	\$ 341,129	\$ 343,329	\$ 355,311	\$ 356,351
Non-Departmental	\$ 181,624	\$ 76,866	\$ 73,782	\$ 135,900	\$ 76,713	\$ 101,913
Planning & Inspections	\$ 2,604,894	\$ 2,681,684	\$ 2,887,665	\$ 2,854,210	\$ 2,696,393	\$ 2,498,624
<b>Community &amp; Environment Total</b>	<b>\$ 5,590,907</b>	<b>\$ 5,920,715</b>	<b>\$ 6,395,402</b>	<b>\$ 6,327,384</b>	<b>\$ 6,202,518</b>	<b>\$ 5,892,469</b>

(1) The Sanitation Division will be moved into the Solid Waste Fund, effective July 1. The General Fund will pay for the division's net county costs for operating expenses. These funds are budgeted in the General Services Non-Departmental line items.

(2) Human Rights and Relations merged with Housing and Community Development, in March 2010.

(3) The Arts Commission will be transferred to the Visitors Bureau Fund, effective July 1, 2010. The Visitors Bureau revenue will cover the commission's division expenses.

(4) Department of Environment, Agriculture, Parks and Recreation.

## Appropriations by Function Summary - General Fund

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Culture &amp; Recreation</b>						
Library-Recreation Municipal Support	\$ 375,141	\$ 375,141	\$ 375,141	\$ 375,141	\$ 393,238	\$ 393,238
Library Services	\$ 1,089,318	\$ 1,103,541	\$ 1,567,542	\$ 1,562,314	\$ 1,544,291	\$ 1,414,702
Non-Departmental	\$ 107,356	\$ 103,212	\$ 105,681	\$ 105,681	\$ 119,221	\$ 88,640
<b>Culture &amp; Recreation Total</b>	<b><u>\$ 1,571,814</u></b>	<b><u>\$ 1,581,894</u></b>	<b><u>\$ 2,048,364</u></b>	<b><u>\$ 2,043,136</u></b>	<b><u>\$ 2,056,750</u></b>	<b><u>\$ 1,896,580</u></b>
<b>Public Safety</b>						
Courts	\$ 166,129	\$ 194,240	\$ 178,700	\$ 154,618	\$ 178,700	\$ 178,700
Emergency Services	\$ 6,195,965	\$ 6,342,015	\$ 6,236,490	\$ 6,876,919	\$ 8,992,313	\$ 6,638,295
Non-Departmental	\$ 466,093	\$ 317,451	\$ 380,654	\$ 390,147	\$ 380,052	\$ 380,654
Sheriff	\$ 9,576,875	\$ 9,943,897	\$ 10,160,631	\$ 10,156,224	\$ 11,224,313	\$ 11,000,461
<b>Public Safety Total</b>	<b><u>\$ 16,405,062</u></b>	<b><u>\$ 16,797,602</u></b>	<b><u>\$ 16,956,475</u></b>	<b><u>\$ 17,577,908</u></b>	<b><u>\$ 20,775,378</u></b>	<b><u>\$ 18,198,110</u></b>
<b>Education</b>						
Current Expenses	\$ 56,875,122	\$ 60,582,479	\$ 58,508,208	\$ 58,508,208	\$ 60,123,408	\$ 59,371,992
Fair Funding	\$ 988,000	\$ 988,000	\$ 988,000	\$ 988,000	\$ 988,000	\$ 988,000
Durham Technical Comm College	\$ 122,338	\$ 581,601	\$ 552,521	\$ 552,521	\$ 552,521	\$ 552,521
Recurring Capital	\$ 2,400,000	\$ 2,570,635	\$ 3,000,000	\$ 3,000,000	\$ 2,949,660	\$ 3,000,000
<b>Education Total</b>	<b><u>\$ 60,385,461</u></b>	<b><u>\$ 64,722,715</u></b>	<b><u>\$ 63,048,729</u></b>	<b><u>\$ 63,048,729</u></b>	<b><u>\$ 64,613,589</u></b>	<b><u>\$ 63,912,513</u></b>
<b>Non-Departmental</b>						
Debt Service	\$ 24,159,105	\$ 26,208,664	\$ 25,730,218	\$ 25,633,446	\$ 28,935,241	\$ 28,632,445
Other Related County Support	\$ 77,572	\$ 0	\$ 0	\$ 249,960	\$ 0	\$ 0
Transfers to Other Funds	\$ 9,353,512	\$ 11,939,090	\$ 8,295,798	\$ 9,375,796	\$ 8,308,377	\$ 4,142,033
<b>Non-Departmental Total</b>	<b><u>\$ 33,590,190</u></b>	<b><u>\$ 38,147,754</u></b>	<b><u>\$ 34,026,016</u></b>	<b><u>\$ 35,259,202</u></b>	<b><u>\$ 37,243,618</u></b>	<b><u>\$ 32,774,478</u></b>
<b>Total Expenditures</b>	<b><u>\$ 171,503,937</u></b>	<b><u>\$ 184,483,148</u></b>	<b><u>\$ 177,589,039</u></b>	<b><u>\$ 180,221,278</u></b>	<b><u>\$ 185,508,328</u></b>	<b><u>\$ 175,313,920</u></b>

# Governing and Management

## Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Department (General Fund)</b>						
Animal Services	\$ 1,614,651	\$ 1,654,229	\$ 1,695,137	\$ 1,746,142	\$ 1,671,111	\$ 1,582,234
Asset Mgmt and Purchasing Services	\$ 6,656,734	\$ 7,343,346	\$ 8,113,760	\$ 7,394,253	\$ 7,441,416	\$ 6,496,280
Board of County Commissioners	\$ 501,608	\$ 587,603	\$ 573,142	\$ 562,451	\$ 594,446	\$ 509,228
County Attorney's Office	\$ 0	\$ 48,544	\$ 334,754	\$ 439,318	\$ 439,484	\$ 455,098
County Manager's Office	\$ 1,056,411	\$ 1,137,262	\$ 769,918	\$ 809,199	\$ 904,491	\$ 699,393
Financial Services	\$ 747,855	\$ 927,016	\$ 870,239	\$ 978,694	\$ 937,060	\$ 867,042
Human Resources	\$ 745,017	\$ 644,381	\$ 801,506	\$ 740,415	\$ 753,779	\$ 683,404
Non-Departmental	\$ 1,515,610	\$ 1,300,675	\$ 593,860	\$ 1,415,613	\$ 1,891,561	\$ 1,914,761
<b>Total Function Expenditures</b>	<b>\$ 12,837,885</b>	<b>\$ 13,643,057</b>	<b>\$ 13,752,316</b>	<b>\$ 14,086,085</b>	<b>\$ 14,633,348</b>	<b>\$ 13,207,440</b>
Offsetting Revenue	(\$ 767,107)	(\$ 998,340)	(\$ 889,573)	(\$ 867,399)	(\$ 1,023,717)	(\$ 1,023,717)
<b>County Costs (net)</b>	<b>\$ 12,070,778</b>	<b>\$ 12,644,717</b>	<b>\$ 12,862,743</b>	<b>\$ 13,218,686</b>	<b>\$ 13,609,631</b>	<b>\$ 12,183,723</b>
<b>Total Governing and Management and Related Expenditures</b>	<b>\$ 12,837,885</b>	<b>\$ 13,643,057</b>	<b>\$ 13,752,316</b>	<b>\$ 14,086,085</b>	<b>\$ 14,633,348</b>	<b>\$ 13,207,440</b>

# General Services

## Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Department (General Fund)</b>						
Board of Elections	\$ 616,013	\$ 602,052	\$ 630,007	\$ 605,980	\$ 517,861	\$ 462,028
Information Technologies	\$ 1,446,195	\$ 1,640,098	\$ 1,783,535	\$ 1,737,037	\$ 2,018,845	\$ 1,956,881
Non-Departmental	\$ 9,945	\$ 97,101	\$ 100,549	\$ 102,549	\$ 102,549	\$ 1,505,609
Register of Deeds	\$ 977,832	\$ 989,255	\$ 1,012,257	\$ 988,148	\$ 1,004,518	\$ 910,671
Solid Waste Department	\$ 782,169	\$ 2,412,286	\$ 2,090,867	\$ 1,971,879	\$ 0	\$ 0
Tax Administration	\$ 2,238,173	\$ 2,132,212	\$ 2,270,658	\$ 2,213,207	\$ 2,377,913	\$ 2,191,383
<b>Total Function Expenditures</b>	<b>\$ 6,070,327</b>	<b>\$ 7,873,003</b>	<b>\$ 7,887,873</b>	<b>\$ 7,618,800</b>	<b>\$ 6,021,686</b>	<b>\$ 7,026,572</b>
<i>Offsetting Revenue</i>	<i>(\$ 1,904,129)</i>	<i>(\$ 1,496,432)</i>	<i>(\$ 1,548,481)</i>	<i>(\$ 1,701,599)</i>	<i>(\$ 1,609,007)</i>	<i>(\$ 1,609,007)</i>
<b>County Costs (net)</b>	<b>\$ 4,166,198</b>	<b>\$ 6,376,571</b>	<b>\$ 6,339,392</b>	<b>\$ 5,917,201</b>	<b>\$ 4,412,679</b>	<b>\$ 5,417,565</b>

### Other Related Programs (Revaluation Fund)

Tax Administration	\$ 74,313	\$ 159,789	\$ 166,289	\$ 140,866	\$ 147,637	\$ 131,349
<b>Total Expenditures</b>	<b>\$ 74,313</b>	<b>\$ 159,789</b>	<b>\$ 166,289</b>	<b>\$ 140,866</b>	<b>\$ 147,637</b>	<b>\$ 131,349</b>
<i>Offsetting Revenue</i>	<i>(\$ 1,097)</i>	<i>(\$ 597)</i>	<i>(\$ 65,289)</i>	<i>(\$ 74,167)</i>	<i>(\$ 46,637)</i>	<i>(\$ 46,349)</i>
<b>County Costs (net)</b>	<b>\$ 73,216</b>	<b>\$ 159,192</b>	<b>\$ 101,000</b>	<b>\$ 66,699</b>	<b>\$ 101,000</b>	<b>\$ 85,000</b>

### Solid Waste Fund

Solid Waste Department	\$ 8,400,793	\$ 10,319,235	\$ 9,116,097	\$ 8,783,495	\$ 10,928,970	\$ 10,018,373
<b>Total Expenditures</b>	<b>\$ 8,400,793</b>	<b>\$ 10,319,235</b>	<b>\$ 9,116,097</b>	<b>\$ 8,783,495</b>	<b>\$ 10,928,970</b>	<b>\$ 10,018,373</b>
<i>Offsetting Revenue</i>	<i>(\$ 10,117,069)</i>	<i>(\$ 8,603,303)</i>	<i>(\$ 9,116,097)</i>	<i>(\$ 8,783,495)</i>	<i>(\$ 10,928,970)</i>	<i>(\$ 10,018,373)</i>
<b>County Costs (net)</b>	<b>(\$ 1,716,276)</b>	<b>\$ 1,715,932</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

### Other Related Programs (Efland Sewer Fund)

Planning and Inspections	\$ 156,465	\$ 177,126	\$ 212,900	\$ 217,510	\$ 214,950	\$ 214,950
<b>Total Expenditures</b>	<b>\$ 156,465</b>	<b>\$ 177,126</b>	<b>\$ 212,900</b>	<b>\$ 217,510</b>	<b>\$ 214,950</b>	<b>\$ 214,950</b>
<i>Offsetting Revenue</i>	<i>(\$ 75,426)</i>	<i>(\$ 65,977)</i>	<i>(\$ 93,000)</i>	<i>(\$ 86,583)</i>	<i>(\$ 119,000)</i>	<i>(\$ 119,000)</i>
<b>County Costs (net)</b>	<b>\$ 81,040</b>	<b>\$ 111,149</b>	<b>\$ 119,900</b>	<b>\$ 130,927</b>	<b>\$ 95,950</b>	<b>\$ 95,950</b>

### Total General Services and Related

<b>Expenditures</b>	<b>\$ 14,701,898</b>	<b>\$ 18,529,154</b>	<b>\$ 17,442,542</b>	<b>\$ 16,760,671</b>	<b>\$ 17,313,243</b>	<b>\$ 17,391,244</b>
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# Human Services

## Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Department (General Fund)</b>						
Child Support Enforcement	\$ 865,581	\$ 900,365	\$ 870,345	\$ 896,399	\$ 910,855	\$ 908,355
Cooperative Extension	\$ 510,205	\$ 478,058	\$ 476,404	\$ 471,740	\$ 486,513	\$ 413,536
Department of Social Services	\$ 20,640,488	\$ 21,348,473	\$ 19,231,674	\$ 19,935,678	\$ 19,012,638	\$ 18,540,035
Department on Aging	\$ 1,436,297	\$ 1,468,394	\$ 1,521,600	\$ 1,644,593	\$ 1,548,840	\$ 1,398,611
Health Department	\$ 6,760,103	\$ 6,923,180	\$ 6,913,452	\$ 6,871,984	\$ 7,360,342	\$ 7,061,798
Housing and Community Development	\$ 430,751	\$ 346,320	\$ 350,842	\$ 307,497	\$ 284,404	\$ 284,404
Non-Departmental	\$ 2,005,057	\$ 1,922,034	\$ 1,817,993	\$ 1,798,836	\$ 2,145,044	\$ 1,686,808
Orange Public Transportation	\$ 1,088,894	\$ 1,037,244	\$ 861,198	\$ 962,333	\$ 841,832	\$ 741,238
Orange-Person-Chatham Area Program	\$ 1,314,914	\$ 1,372,338	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973
<b>Total Function Expenditures</b>	<b>\$ 35,052,290</b>	<b>\$ 35,796,408</b>	<b>\$ 33,414,481</b>	<b>\$ 34,260,033</b>	<b>\$ 33,961,441</b>	<b>\$ 32,405,758</b>
<i>Offsetting Revenue</i>	<i>(\$ 16,284,305)</i>	<i>(\$ 17,016,418)</i>	<i>(\$ 17,285,490)</i>	<i>(\$ 17,248,842)</i>	<i>(\$ 16,684,716)</i>	<i>(\$ 16,570,501)</i>
<b>County Costs (net)</b>	<b>\$ 18,767,984</b>	<b>\$ 18,779,990</b>	<b>\$ 16,128,991</b>	<b>\$ 17,011,190</b>	<b>\$ 17,276,725</b>	<b>\$ 15,835,257</b>

### Other Related Programs (Grant Fund)

Department of Social Services	\$ 225,849	\$ 243,160	\$ 226,196	\$ 220,039	\$ 228,797	\$ 222,447
Department on Aging	\$ 128,007	\$ 147,765	\$ 93,932	\$ 140,056	\$ 97,079	\$ 97,079
Health Department	\$ 325,833	\$ 199,299	\$ 230,398	\$ 227,344	\$ 227,991	\$ 227,991
<b>Total Expenditures</b>	<b>\$ 679,689</b>	<b>\$ 590,224</b>	<b>\$ 550,526</b>	<b>\$ 587,439</b>	<b>\$ 553,867</b>	<b>\$ 547,517</b>
<i>Offsetting Revenue</i>	<i>(\$ 670,005)</i>	<i>(\$ 527,797)</i>	<i>(\$ 476,741)</i>	<i>(\$ 549,455)</i>	<i>(\$ 477,828)</i>	<i>(\$ 477,828)</i>
<b>County Costs (net)</b>	<b>\$ 9,684</b>	<b>\$ 62,427</b>	<b>\$ 73,785</b>	<b>\$ 37,984</b>	<b>\$ 76,039</b>	<b>\$ 69,689</b>

### Housing and Community Development Fund

Housing and Community Development	\$ 4,211,058	\$ 4,276,116	\$ 4,355,020	\$ 4,636,153	\$ 4,683,449	\$ 4,683,449
<b>Total Expenditures</b>	<b>\$ 4,211,058</b>	<b>\$ 4,276,116</b>	<b>\$ 4,355,020</b>	<b>\$ 4,636,153</b>	<b>\$ 4,683,449</b>	<b>\$ 4,683,449</b>
<i>Offsetting Revenue</i>	<i>(\$ 4,577,221)</i>	<i>(\$ 4,106,369)</i>	<i>(\$ 4,355,020)</i>	<i>(\$ 4,607,041)</i>	<i>(\$ 4,683,449)</i>	<i>(\$ 4,683,449)</i>
<b>County Costs (net)</b>	<b>(\$ 366,163)</b>	<b>\$ 169,748</b>	<b>\$ 0</b>	<b>\$ 29,112</b>	<b>\$ 0</b>	<b>\$ 0</b>

### Total Human Services and Related Expenditures

<b>Total Human Services and Related Expenditures</b>	<b>\$ 39,943,037</b>	<b>\$ 40,662,748</b>	<b>\$ 38,320,027</b>	<b>\$ 39,483,625</b>	<b>\$ 39,198,757</b>	<b>\$ 37,636,724</b>
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# Culture and Recreation

## Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Department (General Fund)</b>						
Library and Recreation Municipal Suppc	\$ 375,141	\$ 375,141	\$ 375,141	\$ 375,141	\$ 393,238	\$ 393,238
Library Services	\$ 1,089,318	\$ 1,103,541	\$ 1,567,542	\$ 1,562,314	\$ 1,544,291	\$ 1,414,702
Non-Departmental	\$ 107,356	\$ 103,212	\$ 105,681	\$ 105,681	\$ 119,221	\$ 88,640
<b>Total Function Expenditures</b>	<b>\$ 1,571,814</b>	<b>\$ 1,581,894</b>	<b>\$ 2,048,364</b>	<b>\$ 2,043,136</b>	<b>\$ 2,056,750</b>	<b>\$ 1,896,580</b>
<i>Offsetting Revenue</i>	<i>(\$ 485,217)</i>	<i>(\$ 440,917)</i>	<i>(\$ 480,479)</i>	<i>(\$ 495,538)</i>	<i>(\$ 540,346)</i>	<i>(\$ 507,278)</i>
<b>County Costs (net)</b>	<b>\$ 1,086,597</b>	<b>\$ 1,140,977</b>	<b>\$ 1,567,885</b>	<b>\$ 1,547,598</b>	<b>\$ 1,516,404</b>	<b>\$ 1,389,302</b>
<b>Total Culture and Recreation and Related Expenditures</b>	<b>\$ 1,571,814</b>	<b>\$ 1,581,894</b>	<b>\$ 2,048,364</b>	<b>\$ 2,043,136</b>	<b>\$ 2,056,750</b>	<b>\$ 1,896,580</b>

# Community and Environment

## Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Department (General Fund)</b>						
Arts Commission	\$ 166,544	\$ 130,265	\$ 127,192	\$ 122,901	\$ 129,762	\$ 0
DEAPR	\$ 2,444,699	\$ 2,744,809	\$ 2,965,634	\$ 2,871,045	\$ 2,944,339	\$ 2,935,581
Economic Development	\$ 193,146	\$ 287,090	\$ 341,129	\$ 343,329	\$ 355,311	\$ 356,351
Non-Departmental	\$ 181,624	\$ 76,866	\$ 73,782	\$ 135,900	\$ 76,713	\$ 101,913
Planning and Inspections	\$ 2,604,894	\$ 2,681,684	\$ 2,887,665	\$ 2,854,210	\$ 2,696,393	\$ 2,498,624
<b>Total Function Expenditures</b>	<b>\$ 5,590,907</b>	<b>\$ 5,920,715</b>	<b>\$ 6,395,402</b>	<b>\$ 6,327,384</b>	<b>\$ 6,202,518</b>	<b>\$ 5,892,469</b>
<i>Offsetting Revenue</i>	(\$ 1,147,239)	(\$ 979,328)	(\$ 771,126)	(\$ 769,960)	(\$ 815,735)	(\$ 865,735)
<b>County Costs (net)</b>	<b>\$ 4,443,668</b>	<b>\$ 4,941,387</b>	<b>\$ 5,624,276</b>	<b>\$ 5,557,424</b>	<b>\$ 5,386,783</b>	<b>\$ 4,988,734</b>
<b>Visitors Bureau Fund</b>						
Visitors Bureau	\$ 926,561	\$ 1,114,354	\$ 941,691	\$ 908,509	\$ 995,050	\$ 975,555
<b>Total Expenditures</b>	<b>\$ 926,561</b>	<b>\$ 1,114,354</b>	<b>\$ 941,691</b>	<b>\$ 908,509</b>	<b>\$ 995,050</b>	<b>\$ 975,555</b>
<i>Offsetting Revenue</i>	(\$ 839,514)	(\$ 1,071,082)	(\$ 941,691)	(\$ 934,550)	(\$ 995,050)	(\$ 975,555)
<b>County Costs (net)</b>	<b>\$ 87,047</b>	<b>\$ 43,272</b>	<b>\$ 0</b>	<b>(\$ 26,041)</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total Community and Environment and Related Expenditures</b>	<b>\$ 6,517,468</b>	<b>\$ 7,035,069</b>	<b>\$ 7,337,093</b>	<b>\$ 7,235,893</b>	<b>\$ 7,197,568</b>	<b>\$ 6,868,024</b>

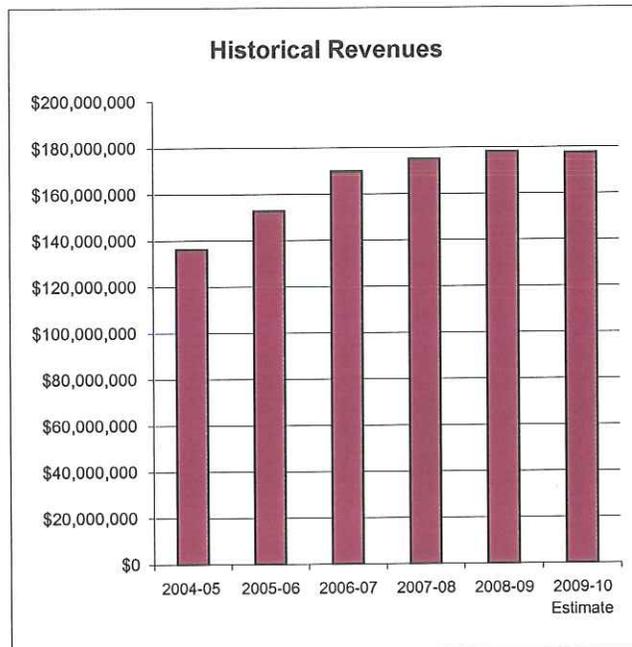
# Public Safety

## Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Department (General Fund)</b>						
Courts	\$ 166,129	\$ 194,240	\$ 178,700	\$ 154,618	\$ 178,700	\$ 178,700
Emergency Services	\$ 6,195,965	\$ 6,342,015	\$ 6,236,490	\$ 6,876,919	\$ 8,992,313	\$ 6,638,295
Non-Departmental	\$ 466,093	\$ 317,451	\$ 380,654	\$ 390,147	\$ 380,052	\$ 380,654
Sheriff	\$ 9,576,875	\$ 9,943,897	\$ 10,160,631	\$ 10,156,224	\$ 11,224,313	\$ 11,000,461
<b>Total Function Expenditures</b>	<b>\$ 16,405,062</b>	<b>\$ 16,797,602</b>	<b>\$ 16,956,475</b>	<b>\$ 17,577,908</b>	<b>\$ 20,775,378</b>	<b>\$ 18,198,110</b>
<i>Offsetting Revenue</i>	<i>(\$ 5,193,119)</i>	<i>(\$ 5,267,447)</i>	<i>(\$ 5,142,548)</i>	<i>(\$ 4,956,531)</i>	<i>(\$ 5,003,048)</i>	<i>(\$ 5,003,048)</i>
<b>County Costs (net)</b>	<b>\$ 11,211,943</b>	<b>\$ 11,530,155</b>	<b>\$ 11,813,927</b>	<b>\$ 12,621,377</b>	<b>\$ 15,772,330</b>	<b>\$ 13,195,062</b>
<b>Emergency Telephone Fund</b>						
Emergency Services	\$ 584,899	\$ 750,675	\$ 501,227	\$ 1,751,497	\$ 470,561	\$ 424,276
<b>Total Expenditures</b>	<b>\$ 584,899</b>	<b>\$ 750,675</b>	<b>\$ 501,227</b>	<b>\$ 1,751,497</b>	<b>\$ 470,561</b>	<b>\$ 424,276</b>
<i>Offsetting Revenue</i>	<i>(\$ 770,995)</i>	<i>(\$ 659,799)</i>	<i>(\$ 501,227)</i>	<i>(\$ 1,858,150)</i>	<i>(\$ 470,561)</i>	<i>(\$ 424,276)</i>
<b>County Costs (net)</b>	<b>(\$ 186,096)</b>	<b>\$ 90,876</b>	<b>\$ 0</b>	<b>(\$ 106,653)</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total Public Safety and Related Expenditures</b>	<b>\$ 16,989,961</b>	<b>\$ 17,548,277</b>	<b>\$ 17,457,702</b>	<b>\$ 19,329,405</b>	<b>\$ 21,245,939</b>	<b>\$ 18,622,386</b>

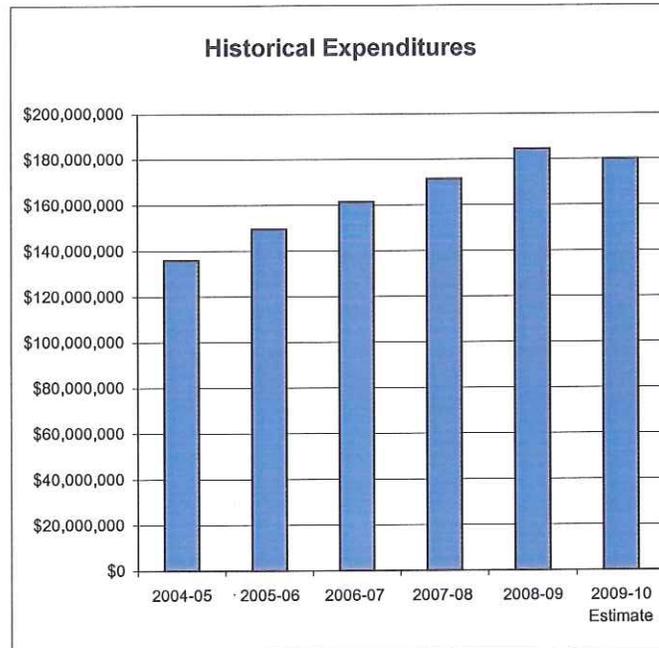
## Historical Revenues

	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10 Estimate
Property Taxes	\$89,293,268	\$100,901,962	\$111,803,542	\$119,548,198	\$128,130,951	\$133,689,000
Sales Tax	\$19,786,268	\$21,176,361	\$22,192,867	\$22,495,928	\$18,146,543	\$14,400,000
Licenses and Permits	\$256,850	\$268,571	\$332,545	\$354,569	\$363,594	\$307,000
Intergovernmental	\$14,938,881	\$15,501,959	\$18,798,427	\$16,927,073	\$17,855,090	\$17,044,736
Charges for Services	\$8,480,216	\$10,380,766	\$10,743,557	\$10,137,748	\$9,601,317	\$9,315,503
Investment Earnings	\$526,505	\$1,209,164	\$1,803,382	\$1,582,133	\$592,004	\$105,000
Miscellaneous	\$577,883	\$495,514	\$511,215	\$699,894	\$1,454,559	\$1,003,622
Transfers from Other Funds	\$2,454,825	\$2,870,000	\$3,683,545	\$3,401,082	\$2,117,445	\$1,824,917
Appropriated Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Revenue</b>	<b>\$136,314,696</b>	<b>\$152,804,297</b>	<b>\$169,869,080</b>	<b>\$175,146,625</b>	<b>\$178,261,503</b>	<b>\$177,689,778</b>



## Historical Expenditures

	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10 Estimate
Governing & Management	\$6,234,336	\$7,073,018	\$7,766,506	\$12,837,885	\$13,643,057	\$14,086,085
General Services	\$9,159,258	\$9,549,688	\$9,949,028	\$6,070,327	\$7,873,003	\$7,618,800
Community & Environment	\$3,250,748	\$3,345,826	\$3,696,152	\$5,590,907	\$5,920,715	\$6,327,384
Human Services	\$30,503,998	\$31,825,581	\$33,766,150	\$35,052,290	\$35,796,408	\$34,260,033
Public Safety	\$13,665,359	\$14,243,853	\$15,068,194	\$16,405,062	\$16,797,602	\$17,577,908
Culture & Recreation	\$2,884,983	\$3,025,126	\$3,286,189	\$1,571,814	\$1,581,894	\$2,043,136
Education	\$48,752,268	\$52,271,554	\$56,993,744	\$60,385,461	\$64,722,715	\$63,048,729
Non-Departmental	\$21,464,135	\$28,290,933	\$30,930,554	\$33,590,190	\$38,147,754	\$35,259,202
<b>Total Expenditures</b>	<b>\$135,915,085</b>	<b>\$149,625,579</b>	<b>\$161,456,517</b>	<b>\$171,503,936</b>	<b>\$184,483,148</b>	<b>\$180,221,277</b>



## General Fund Expenditures Percentage Change Year to Year

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	Year To Year Change	2009-10 Original Budget	Year to Year Change	2010-11 Commissioner Approved	Year to Year Change
<b>Governing &amp; Management</b>							
Board of County Commissioners	\$501,608	\$587,603	17.14%	\$573,142	-2.46%	\$509,228	-11.15%
County Attorney's Office	\$0	\$48,544	0.00%	\$334,754	0.00%	\$455,098	35.95%
County Manager	\$1,056,411	\$1,137,262	7.65%	\$769,918	-32.30%	\$699,393	-9.16%
Animal Services	\$1,614,651	\$1,654,229	2.45%	\$1,695,137	2.47%	\$1,582,234	-6.66%
Financial Services	\$747,855	\$927,016	23.96%	\$870,239	-6.12%	\$867,042	-0.37%
Purchasing and Central Services	\$6,656,734	\$7,343,346	10.31%	\$8,113,760	10.49%	\$6,496,280	-19.94%
Human Resources	\$745,017	\$644,381	-13.51%	\$801,506	24.38%	\$683,404	-14.74%
Non-Departmental	\$1,515,609	\$1,300,675	-14.18%	\$593,860	-54.34%	\$1,914,761	222.43%
<b>Total Governing &amp; Management</b>	<b>\$12,837,885</b>	<b>\$13,643,056</b>	<b>6.27%</b>	<b>\$13,752,316</b>	<b>0.80%</b>	<b>\$13,207,440</b>	<b>-3.96%</b>
<b>General Services</b>							
Board of Elections	\$616,013	\$602,052	-2.27%	\$630,007	4.64%	\$462,028	-26.66%
Information Technology	\$1,446,195	\$1,640,098	13.41%	\$1,783,535	8.75%	\$1,956,881	9.72%
Register of Deeds	\$977,832	\$989,255	1.17%	\$1,012,257	2.33%	\$910,671	-10.04%
Tax Administration	\$2,238,173	\$2,132,212	-4.73%	\$2,270,658	6.49%	\$2,191,383	-3.49%
Sanitation	\$782,169	\$2,412,286	208.41%	\$2,150,250	-10.86%	\$0	-100.00%
Non-Departmental	\$9,945	\$97,101	876.38%	\$100,549	3.55%	\$1,505,609	1397.39%
<b>Total General Services</b>	<b>\$6,070,327</b>	<b>\$7,873,004</b>	<b>29.70%</b>	<b>\$7,947,256</b>	<b>0.94%</b>	<b>\$7,026,572</b>	<b>-11.58%</b>
<b>Community &amp; Environment</b>							
Arts Commission	\$166,544	\$130,265	-21.78%	\$127,192	-2.36%	\$0	-100.00%
Economic Development	\$193,146	\$287,090	48.64%	\$341,129	18.82%	\$356,351	4.46%
DEAPR	\$2,444,699	\$2,744,809	12.28%	\$2,965,634	8.05%	\$2,935,581	-1.01%
Planning	\$2,604,894	\$2,681,684	2.95%	\$2,887,665	7.68%	\$2,498,624	-13.47%
Non-Departmental	\$181,624	\$76,866	-57.68%	\$73,782	-4.01%	\$101,913	38.13%
<b>Total Community &amp; Environment</b>	<b>\$5,590,907</b>	<b>\$5,920,714</b>	<b>5.90%</b>	<b>\$6,395,402</b>	<b>8.02%</b>	<b>\$5,892,469</b>	<b>-7.86%</b>
<b>Human Services</b>							
Social Services	\$20,640,488	\$21,348,473	3.43%	\$19,231,674	-9.92%	\$18,540,035	-3.60%
Health	\$6,760,103	\$6,923,180	2.41%	\$6,913,452	-0.14%	\$7,061,798	2.15%
Cooperative Extension	\$510,205	\$478,058	-6.30%	\$476,404	-0.35%	\$413,536	-13.20%
Aging and OPT	\$2,525,191	\$2,505,639	-0.77%	\$2,382,798	-4.90%	\$2,139,849	-10.20%
Human Rights and Relations	\$430,751	\$346,320	-19.60%	\$350,842	1.31%	\$284,404	-18.94%
Child Support	\$865,581	\$900,365	4.02%	\$870,345	-3.33%	\$908,355	4.37%
Mental Health	\$1,314,914	\$1,372,338	4.37%	\$1,370,973	-0.10%	\$1,370,973	0.00%
Non-Departmental	\$2,005,057	\$1,922,035	-4.14%	\$1,817,993	-5.41%	\$1,686,808	-7.22%
<b>Total Human Services</b>	<b>\$35,052,290</b>	<b>\$35,796,408</b>	<b>2.12%</b>	<b>\$33,414,481</b>	<b>-6.65%</b>	<b>\$32,405,758</b>	<b>-3.02%</b>

**General Fund Expenditures**  
*Percentage Change Year to Year*

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	Year To Year Change	2009-10 Original Budget	Year to Year Change	2010-11 Commissioner Approved	Year to Year Change
<b>Public Safety</b>							
Sheriff	\$9,576,875	\$9,943,897	3.83%	\$10,160,631	2.18%	\$11,000,461	8.27%
Emergency Management Services	\$6,195,965	\$6,342,015	2.36%	\$6,236,490	-1.66%	\$6,638,295	6.44%
Courts	\$166,129	\$194,240	16.92%	\$178,700	-8.00%	\$178,700	0.00%
Non-Departmental	\$466,093	\$317,451	-31.89%	\$380,654	19.91%	\$380,654	0.00%
<b>Total Public Safety</b>	<b>\$16,405,062</b>	<b>\$16,797,603</b>	<b>2.39%</b>	<b>\$16,956,475</b>	<b>0.95%</b>	<b>\$18,198,110</b>	<b>7.32%</b>
<b>Culture &amp; Recreation</b>							
Library Services	\$1,089,318	\$1,103,541	1.31%	\$1,567,542	42.05%	\$1,414,702	-9.75%
Other Municipal Support	\$375,141	\$375,141	0.00%	\$375,141	0.00%	\$393,238	4.82%
Non-Departmental	\$107,355	\$103,212	-3.86%	\$105,681	2.39%	\$88,640	-16.12%
<b>Total Culture &amp; Recreation</b>	<b>\$1,571,814</b>	<b>\$1,581,894</b>	<b>0.64%</b>	<b>\$2,048,364</b>	<b>29.49%</b>	<b>\$1,896,580</b>	<b>-7.41%</b>
<b>Education</b>							
Current Expense	\$56,875,122	\$60,582,479	6.52%	\$58,508,208	-3.42%	\$59,371,992	1.48%
Non-Departmental	\$988,000	\$988,000	0.00%	\$988,000	0.00%	\$988,000	0.00%
Other Related County Support	\$122,339	\$581,601	0.00%	\$552,521	-5.00%	\$552,521	0.00%
Recurring Capital	\$2,400,000	\$2,570,635	7.11%	\$3,000,000	16.70%	\$3,000,000	0.00%
<b>Total Education</b>	<b>\$60,385,461</b>	<b>\$64,722,715</b>	<b>7.18%</b>	<b>\$63,048,729</b>	<b>-2.59%</b>	<b>\$63,912,513</b>	<b>1.37%</b>
<b>Non-Departmental</b>							
Debt Service	\$24,159,105	\$26,208,664	8.48%	\$25,730,218	-1.83%	\$28,632,445	11.28%
Other Related County Support	\$77,572	\$0	0.00%	\$0	0.00%	\$0	
Transfers to Other Funds	\$9,353,513	\$11,939,090	27.64%	\$8,295,798	-30.52%	\$4,142,033	-50.07%
<b>Total Non-Departmental</b>	<b>\$33,590,190</b>	<b>\$38,147,754</b>	<b>13.57%</b>	<b>\$34,026,016</b>	<b>-10.80%</b>	<b>\$32,774,478</b>	<b>-3.68%</b>
<b>Total Expenditures</b>	<b>\$171,503,936</b>	<b>\$184,483,148</b>	<b>7.57%</b>	<b>\$177,589,039</b>	<b>3.55%</b>	<b>\$175,313,920</b>	<b>-1.28%</b>

## Estimated Changes to Fund Balance

### Governmental Funds

This table is based on unaudited end-of-year revenue and expenditure estimates. These estimates differ from the 12-month estimates reflected in other areas of the approved budget document due to the timing of data analysis. Undesignated fund balance in the General Fund at year-end is expected to be approximately \$20.9 million or about 11.7 percent of estimated fiscal year 2009-10 expenditures. This percentage level surpasses the 8 percent minimum guideline recommended by the State of North Carolina Local Government Commission (LGC). Undesignated fund balance as a percentage of the fiscal year 2010-11 budgeted General Fund Expenditures is anticipated to be about 12 percent, also surpassing the LGC recommended minimum. The projected level of fund balance is appropriate to ensure that the County has adequate resources for unforeseen emergencies, revenue fluctuations and to maintain a strong financial condition in accordance with Board of County Commissioner directives. The County's overall financial position is expected to remain stable over the next several years.

	<b>General Fund</b>	<b>Special Revenue Funds</b>
<b>Beginning Balance July 1, 2009</b>	<b>30,160,935</b>	<b>6,779,431</b>
<b>Revenues (FY 2009-10 Year End Estimates)</b>		
Taxes	148,754,141	4,162,596
Licenses and Permits	1,097,344	0
Intergovernmental	17,630,372	6,245,375
Charges for Services	8,397,190	725,699
Investment Earnings	88,207	9,622
Impact Fees	0	1,214,819
Operating Transfers In	2,341,100	1,324,517
Miscellaneous	1,636,496	347,286
<b>Total Revenues</b>	<b>179,944,850</b>	<b>14,029,914</b>
<b>Expenditures By Function (FY 2009-10 Year-End Estimates)</b>		
Governing and Management	13,386,829	55,647
General Services	7,209,900	155,792
Human Services	33,780,287	6,827,786
Culture and Recreation	2,038,588	0
Community and Environment	5,921,301	1,012,084
Public Safety	16,655,666	5,483,824
Education		
Current Expense	59,045,729	0
Fair Funding	988,000	0
Recurring Capital	3,015,000	0
School Related Debt Service	18,792,768	0
School Capital Reserve Fund	0	0
<i>Total Education</i>	<i>81,841,497</i>	<i>0</i>
County Related Debt Service	6,865,545	0
Operating and Residual Transfers Out	11,115,066	1,206,040
<b>Total Expenditures</b>	<b>178,814,679</b>	<b>14,741,173</b>
<b>Excess of Revenues Over Expenditures</b>	<b>1,130,171</b>	<b>(711,259)</b>
<b>Ending Balance, 6/30/2010 (Estimated)</b>	<b>31,291,106</b>	<b>6,068,172</b>
<b>Less:</b>		
Fund Balance Reserved <sup>(1)</sup>	(9,941,920)	(1,192,449)
Fund Balance Designated for Subsequent Year <sup>(2)</sup>	(401,663)	(46,349)
<b>Undesignated Fund Balance</b>	<b>20,947,523</b>	<b>4,829,374</b>
<b>Fund Balance as a Percent of FY 2009-10 Expenditures</b>	<b>11.71%</b>	<b>32.76%</b>
<b>Fund Balance as a Percent of FY 2010-11 Budget</b>	<b>11.95%</b>	<b>11.20%</b>

<sup>(1)</sup> This represents the amounts of reserve for inventories, reserve for State statute, and outstanding encumbrances that are not available for budgetary appropriation at year end.

<sup>(2)</sup> Represents the amount of fund balance appropriated to the budget for the upcoming fiscal year.

## Assessed Valuation, Tax Rate and Estimated Collections General Fund

	FY 2009-10 Commissioner Approved	FY 2010-11 Budget Estimates	% Change
Assessed Valuation of Real, Personal and Corporate Excess	\$14,547,363,751	\$14,718,509,234	1.2%
Assessed Valuation of Motor Vehicles	<u>\$821,755,450</u>	<u>\$816,406,515</u>	-0.7%
Total Assessed Valuation	\$15,369,119,201	\$15,534,915,749	1.1%
Ad Valorem Tax Rate per \$100 of Assessed Valuation	0.8580	0.8580	
General Fund Levy	\$131,867,043	\$133,289,577	1.1%
Collection Rate (excluding motor vehicles)	98.00%	98.00%	
Collection Rate (motor vehicles only)	97.00%	97.00%	
Property Tax Collections (Real, Personal, Corporate Excess)	\$122,320,053	\$123,759,113	1.2%
Property Tax Collections (motor vehicles only)	\$6,839,142	\$6,794,625	-0.7%

<b>1 Cent on the Tax Rate Equals:</b>	<b>\$1,505,359</b>	<b>\$1,521,612</b>	<b>1.1%</b>
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*Totals may be slightly off due to rounding.*

# Appropriations by County Department

This table reflects department appropriations in non-grant funds, only.

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
Animal Services	\$ 1,614,651	\$ 1,654,229	\$ 1,695,137	\$ 1,746,142	\$ 1,671,111	\$ 1,582,234
Arts Commission	\$ 166,544	\$ 130,265	\$ 127,192	\$ 122,901	\$ 129,762	\$ 0
Asset Mgmt & Purchasing Svs	\$ 6,656,734	\$ 7,343,346	\$ 8,113,760	\$ 7,394,253	\$ 7,441,416	\$ 6,496,280
Board of County Commissioners	\$ 501,608	\$ 587,603	\$ 573,142	\$ 562,451	\$ 594,446	\$ 509,228
Board of Elections	\$ 616,013	\$ 602,052	\$ 630,007	\$ 605,980	\$ 517,861	\$ 462,028
Child Support Enforcement	\$ 865,581	\$ 900,365	\$ 870,345	\$ 896,399	\$ 910,855	\$ 908,355
Cooperative Extension	\$ 510,205	\$ 478,058	\$ 476,404	\$ 471,740	\$ 486,513	\$ 413,536
County Attorney's Office	\$ 0	\$ 48,544	\$ 334,754	\$ 439,318	\$ 439,484	\$ 455,098
County Manager's Office	\$ 1,056,411	\$ 1,137,262	\$ 769,918	\$ 809,199	\$ 904,491	\$ 699,393
Courts	\$ 166,129	\$ 194,240	\$ 178,700	\$ 154,618	\$ 178,700	\$ 178,700
DEAPR	\$ 2,444,699	\$ 2,744,809	\$ 2,965,634	\$ 2,871,045	\$ 2,944,339	\$ 2,935,581
Department of Social Services	\$ 20,640,488	\$ 21,348,473	\$ 19,231,674	\$ 19,935,678	\$ 19,012,638	\$ 18,540,035
Department on Aging	\$ 1,436,297	\$ 1,468,394	\$ 1,521,600	\$ 1,644,593	\$ 1,548,840	\$ 1,398,611
Economic Development	\$ 193,146	\$ 287,090	\$ 341,129	\$ 343,329	\$ 355,311	\$ 356,351
Efland Sewer Fund	\$ 156,465	\$ 177,126	\$ 212,900	\$ 217,510	\$ 214,950	\$ 214,950
Emergency Services	\$ 6,780,864	\$ 7,092,690	\$ 6,737,717	\$ 8,628,416	\$ 9,462,874	\$ 7,062,571
Financial Services	\$ 747,855	\$ 927,016	\$ 870,239	\$ 978,694	\$ 937,060	\$ 867,042
Health Department	\$ 6,760,103	\$ 6,923,180	\$ 6,913,452	\$ 6,871,984	\$ 7,360,342	\$ 7,061,798
Housing & Community Dvprmt	\$ 4,641,809	\$ 4,622,436	\$ 4,761,713	\$ 4,999,501	\$ 4,967,853	\$ 4,967,853
Human Resources	\$ 745,017	\$ 644,381	\$ 801,506	\$ 740,415	\$ 753,779	\$ 683,404
Information Technologies	\$ 1,446,195	\$ 1,640,098	\$ 1,783,535	\$ 1,737,037	\$ 2,018,845	\$ 1,956,881
Library Services	\$ 1,089,318	\$ 1,103,541	\$ 1,567,542	\$ 1,562,314	\$ 1,544,291	\$ 1,414,702
Orange Public Transportation	\$ 1,088,894	\$ 1,037,244	\$ 861,198	\$ 962,333	\$ 841,832	\$ 741,238
OPC Area Program	\$ 1,314,914	\$ 1,372,338	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973
Planning and Inspections	\$ 2,604,894	\$ 2,681,684	\$ 2,887,665	\$ 2,854,210	\$ 2,696,393	\$ 2,498,624
Register of Deeds	\$ 977,832	\$ 989,255	\$ 1,012,257	\$ 988,148	\$ 1,004,518	\$ 910,671
Sheriff	\$ 9,576,875	\$ 9,943,897	\$ 10,160,631	\$ 10,156,224	\$ 11,224,313	\$ 11,000,461
Solid Waste Department	\$ 8,400,793	\$ 10,319,235	\$ 9,116,097	\$ 8,783,495	\$ 10,928,970	\$ 10,018,373
Solid Waste - Sanitation	\$ 782,169	\$ 2,412,286	\$ 2,090,867	\$ 1,971,879	\$ 0	\$ 0
Tax Administration	\$ 2,312,486	\$ 2,292,001	\$ 2,436,947	\$ 2,354,073	\$ 2,525,550	\$ 2,322,732
Visitors Bureau Fund	\$ 926,561	\$ 1,114,354	\$ 941,691	\$ 908,509	\$ 995,050	\$ 975,555
<b>Total Expenditures</b>	<b><u>87,221,549</u></b>	<b><u>94,217,495</u></b>	<b><u>92,356,326</u></b>	<b><u>94,083,360</u></b>	<b><u>95,983,360</u></b>	<b><u>89,003,258</u></b>

# Department on Aging

Phone Number: (919) 245-2000

Website: <http://www.co.orange.nc.us/aging/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved	Account: 4300
<b>By Category (General Fund)</b>							
Personnel Services	\$ 1,025,997	\$ 1,083,927	\$ 1,081,383	\$ 1,097,043	1,141,443	1,052,364	
Operations	\$ 397,693	\$ 384,467	\$ 440,217	\$ 538,966	407,397	346,247	
Capital Outlay	\$ 12,607	\$ 0	\$ 0	\$ 8,584	0	0	
<b>Total Expenditures</b>	<b>\$ 1,436,297</b>	<b>\$ 1,468,394</b>	<b>\$ 1,521,600</b>	<b>\$ 1,644,593</b>	<b>\$ 1,548,840</b>	<b>\$ 1,398,611</b>	
Offsetting Revenues	\$ (487,843)	\$ (518,080)	\$ (599,104)	\$ (725,194)	(574,104)	(574,104)	
<b>County Costs (net)</b>	<b>\$ 948,454</b>	<b>\$ 950,315</b>	<b>\$ 922,496</b>	<b>\$ 919,399</b>	<b>\$ 974,736</b>	<b>\$ 824,507</b>	
<b>Other Related Programs (Grant Fund)</b>							Account: 4303
Personnel Services	\$ 64,648	\$ 65,524	\$ 61,153	\$ 61,155	64,300	64,300	
Operations	\$ 63,360	\$ 82,242	\$ 32,779	\$ 78,901	32,779	32,779	
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0	0	0	
<b>Total Expenditures</b>	<b>\$ 128,007</b>	<b>\$ 147,765</b>	<b>\$ 93,932</b>	<b>\$ 140,056</b>	<b>\$ 97,079</b>	<b>\$ 97,079</b>	
Offsetting Revenues	\$ (122,575)	\$ (104,220)	\$ (57,000)	\$ (107,000)	(57,000)	(57,000)	
<b>County Costs (net)</b>	<b>\$ 5,432</b>	<b>\$ 43,546</b>	<b>\$ 36,932</b>	<b>\$ 33,056</b>	<b>\$ 40,079</b>	<b>\$ 40,079</b>	
<b>Total Department on Aging and Related Expenditures</b>	<b>\$ 1,564,304</b>	<b>\$ 1,616,160</b>	<b>\$ 1,615,532</b>	<b>\$ 1,784,649</b>	<b>\$ 1,645,919</b>	<b>\$ 1,495,690</b>	

## Division Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Program (General Fund)</b>						
Administration	\$ 208,702	\$ 238,222	\$ 232,441	\$ 233,441	\$ 244,058	\$ 189,463
Community-Based Services	\$ 571,702	\$ 565,041	\$ 671,130	\$ 707,315	\$ 691,205	\$ 651,546
Elder Care Program	\$ 503,897	\$ 492,347	\$ 438,091	\$ 510,768	\$ 433,172	\$ 386,847
RSVP Program	\$ 151,997	\$ 172,784	\$ 179,938	\$ 193,069	\$ 180,405	\$ 170,755
<b>Total Expenditures</b>	<b>\$ 1,436,297</b>	<b>\$ 1,468,394</b>	<b>\$ 1,521,600</b>	<b>\$ 1,644,593</b>	<b>\$ 1,548,840</b>	<b>\$ 1,398,611</b>
Offsetting Revenue	\$ (487,843)	\$ (518,080)	\$ (599,104)	\$ (725,194)	(574,104)	(574,104)
<b>County Costs (net)</b>	<b>\$ 948,454</b>	<b>\$ 950,315</b>	<b>\$ 922,496</b>	<b>\$ 919,399</b>	<b>\$ 974,736</b>	<b>\$ 824,507</b>
<b>Other Related Programs (Grant Fund)</b>						
Senior Health Coordination	\$ 128,007	\$ 147,765	\$ 93,932	\$ 140,056	\$ 97,079	\$ 97,079
<b>Total Expenditures</b>	<b>\$ 128,007</b>	<b>\$ 147,765</b>	<b>\$ 93,932</b>	<b>\$ 140,056</b>	<b>\$ 97,079</b>	<b>\$ 97,079</b>
Offsetting Revenue	\$ (122,575)	\$ (104,220)	\$ (57,000)	\$ (107,000)	(57,000)	(57,000)
<b>County Costs (net)</b>	<b>\$ 5,432</b>	<b>\$ 43,546</b>	<b>\$ 36,932</b>	<b>\$ 33,056</b>	<b>\$ 40,079</b>	<b>\$ 40,079</b>
<b>Total Expenditures</b>	<b>\$ 1,564,304</b>	<b>\$ 1,616,160</b>	<b>\$ 1,615,532</b>	<b>\$ 1,784,649</b>	<b>\$ 1,645,919</b>	<b>\$ 1,495,690</b>

*Department on Aging – continued*

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**Mission Statement**

To provide leadership in planning and operating a system of integrated aging services through state of the art senior centers, serving as focal points for coordinated community and individualized programs designed to educate seniors and their families and maximize the health, well-being, community engagement, and independence of older adults at all functional levels.

**Administration Division**

**Major Services**

- Supervise and coordinate professional program division staff and provide clerical support, financial/ program accounting and shared resources for the various program divisions
- Provide administrative support to the Orange County Advisory Board on Aging, Transportation Services Advisory Board and five, special focus advocacy boards or appointed committees.
- Research, plan, develop and implement new programs and services to meet the changing or emerging needs of older adults as adopted in the Master Aging Plan.
- Advocate and inform the public and private community groups about the concerns and interests of older adults in concert with the County Aging Advisory Board.
- Prepare grant applications, proposals and reports for the funding and administration of the Department.
- Coordinate departmental resources with other County departments and private agencies.

**FY 2009-10 Outcomes**

- Implemented new Senior Lunch Program initiative, improving the quality and presentation of the food by going green, buying local, and employing local.
- Generated 50% of Department's operational costs from non-County sources, equaling \$1,423,135 in outside revenues
- Awarded and administered thirteen (13) federal, state and municipal grants, up by 44%.
- Prepared and submitted the Master Aging Plan Report for 2009 to the Board of County Commissioners
- Produced and aired a weekly public access television program on senior issues - "In Praise of Age"
- Received from the N.C. Division of Aging and Adult Service the 2009 North Carolina Ernest Messer Award for delivery of outstanding county services.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Total non-county program funds generated (includes Aging and OPT)	\$1,273,353	\$1,295,678	\$1,134,811	\$1,423,135	\$1,121,961
Total # of federal, state, and local grants administered and compliance	9	9	13	13	12

## Department on Aging – continued

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### **FY 2010-11 Fiscal Year Objectives**

- Offset 45% of Department's operational expenses with non-county resources.
- Implement 2010 MAP priorities including Aging-Friendly Community Assessment tool and the Seymour Center Wellness space expansion.
- Continue the planning for the National ADRC (Aging and Disabilities Resource Centers) initiative through the state funded Chatham-Orange Community Resource Connections-"No Wrong Door" model.
- Monitor outside agencies who receive county funding for aging services.

### **Community-Based Center Services Division**

#### **Major Services - Senior Center Operations**

- Operate two senior centers to provide older adults with opportunities for enrichment, community involvement, socialization and public service.
- Provide a multitude of services designed to meet the varied needs of the older adult population and promote health and wellness by encouraging self-determination, stimulation and continued activity.
- Coordinate volunteer staff to assist in the operation of the Centers and the work done by the Friends of the Seymour Center and the Friends of the Central Orange Senior Center.
- Serve lunch daily at each Center.
- Operate Fitness Studio during Seymour Center business hours
- Operate a Senior Net Learning Center established in conjunction with IBM and Bell South.

#### **FY 2009-10 Outcomes**

- Assumed management of the senior lunch program, including "going green."
- Volunteer service to the centers increased to more than 9500 hours with a value of \$178,315 at the rate of \$18.77 per hour (as set by the National Service Corp - RSVP).
- Continued contract with the Town of Chapel Hill for senior programming.
- Served an average of 154 meals per day at the Senior Centers.
- Developed a bi-monthly listserv mailing that currently has 1,000 subscribers and Senior Times distribution to 20,000+ persons. The Senior Times is also available on-line via the county website.
- Friends' organization volunteers contributed 2411 hours at a value of \$45,254 and provided funding for staff for 2 nights per week at the Seymour Center.

*Department on Aging – continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Total # of Senior Center contacts	134,042	159,990	120,000	165,000	170,000
Total % of change from previous year	+47%	+19%		+3%	+3%
# Of lunches served			33,725	38,525	33,725
# Of unduplicated people served	2,600	2,800	3,000	3,000	3,000
# Of Senior Net volunteers	25	28	25	25	25
# Of volunteer hours	5,000	9,500	5,000	9,500	9,500

**FY 2010-11 Fiscal Year Objectives**

- Maintain daytime hours of operation at the Seymour and Central Orange Senior Centers while pursuing options for funding of evening hours,
- Continue to increase Senior Center participation thru high quality programming.
- Provide a high quality daily lunch experience by using a local caterer and non-disposable dishes.
- Computerize front desk operations and registration process.

**Highlights**

- Continue to recruit volunteers to assist with Senior Center operations and programming.

**Major Services - Senior Lunch and Nutrition Program**

- Operate the senior lunch program at two Senior Centers.
- Maintain and expand the local Farmers' Market outreach program at the Senior Centers to better serve older adults with fresh produce.
- Participate in the Senior Farmers' Market Nutrition Program sponsored by NC Division of Aging and Adult Services and the NC Department of Agriculture, which provided \$24 of Farmers' Market coupons to low-income seniors, age 60+ enrolled in the Senior Centers' lunch program.

**FY 2009-10 Outcomes**

- Assumed management of the daily lunch service at the two Senior Centers.
- Organized a Food Innovations committee that met for several months to help with the transition.
- Improved meal quality by successfully negotiating a food contract with a local vendor, Nantucket
- Went "green" by replacing disposable items with dinnerware purchased by the Friends of the Center organizations.

*Department on Aging – continued*

- Established a monthly Farmers' Market at each Senior Center that provided direct access for the low-income seniors to use their Farmers' Market coupons.
- Received \$18,000 ARRA funds, which allowed us to serve an additional 4,800 meals.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
# Of meals served	NA	NA	33,725	38,525	37,725
# Of unduplicated participants	NA	NA	300	750	800
% of change from previous year				150%	7%
# Of unduplicated persons served by the Senior Farmers' Market Nutrition Program	None	None	100	100	100
# Of Farmers' Market Outreach Center Visits	None	None	20	20	28

**FY 2010-11 Fiscal Year Objectives**

- Continue to serve a diverse population for lunch at the Senior Centers, noting that there was a 150% growth in registered participants.
- Further, our "going green" initiative by exploring the opportunity of composting our food scraps.
- Expand the Farmers' Market Outreach Program to the Senior Centers from 4 months to 7 months annually.
- Continue with quarterly participant evaluations to insure that we are delivering a quality service.
- Continue the monitoring of food quality with participant satisfaction surveys.

**Highlights**

- The number of unduplicated participants served has increased 150% since July 1, 2009 with the transition to Dept. on Aging. Promote participant contributions to cover minimal growth in the upcoming year based on limited federal/state funding.
- Continue the monitoring of food quality with participant satisfaction surveys.

**Major Services - Seymour Center Fitness Studio**

- Provide physical function assessments for base-line measurement of a person's flexibility, balance, agility, strength and endurance.
- Provide orientation and continued monitoring of participants for safe use of the equipment.
- Provide personal training services for those joining the fitness studio.
- Provide quarterly maintenance on the 14 machines in the studio.

*Department on Aging – continued*

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**FY 2009-10 Outcomes**

- Provided 120 physical function screens prior to membership to insure that participants can safely use the equipment.
- Served 183 individuals through fitness studio memberships.
- Counseled all 183 fitness studio participants on safe equipment use

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
# Physical function screens	350	120	168	156	160
# Fitness studio memberships		183	170	170	200
# Attendees per year (duplicated)		5,919	5,950	5,950	6,000
# Personal Training Hours		948	948	886	886

**FY 2010-11 Fiscal Year Objectives**

- Provide 120 physical function screens
- Continue to maintain 170 fitness studio memberships
- Screen new clients monthly who are interested in membership to the Fitness Studio
- Generate adequate membership fees in order for this program to be self-supporting.

**Highlights**

- Screen new clients monthly who are interested in membership to the Fitness Studio
  - Generate adequate membership fees in order for this program to be self-supporting.
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**Major Services - Senior Health Coordination/Wellness Program (Grant-Funded Program)**

- Provide access to senior health services, such as fit feet clinics, flu shots, diabetes, and kidney and cholesterol screenings through community partnerships.
- Provide Health Education Seminars that promote healthy living and lifelong activity.
- Provide movement/fitness classes at various functional levels serving participants from age 55 - 105 with most of those having at least one chronic condition.
- Provide evidenced based programming through coordination with existing Federal and State Programs.

## Department on Aging – continued

### FY 2009-10 Outcomes

- Continued agreements with UNC Healthcare & Triangle United Way for funding of Wellness program (i.e. monthly Mall Walk program provided in collaboration with UNC Healthcare; Maintain Fit Feet, a registered nurse provided foot health care program that receives its support from non-county funding sources- United Way and client fees).
- Experienced major growth of reduced fee senior memberships with the Sportplex (293 individuals joined in 2009).
- Provided evidenced-based program opportunities, i.e. Chronic Disease Self-Management, Diabetes Self-Management, Matter of Balance, Arthritis Foundation Exercise Programs.
- Collaborated with the OC Health Department for services: cholesterol and diabetes screening, Diabetes Self-Management courses; flu shots; health education.
- Utilized qualified volunteers (533 hours provided in FY 08/09).

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
# Of participations in Wellness	18,000	35,639	20,000	35,000	35,000
# Of SportsPlex Memberships	0	293	160	160	180
# of Mall Walkers	35	45	50	50	55
# Of Fit Feet Clients	547	547	600	600	700
# Of movement/exercise sessions		1,958	1,970	1,970	2,000
# Of participants enrolled in Telehealth began 3/10	N/A	N/A	0	10	20

### FY 2010-11 Fiscal Year Objectives

- Maintain all program offerings at current level.
- Promote and evaluate the new Telehealth self-monitoring health care system funded by the Duke Endowment Fund, Carol Woods and Piedmont Health Services that began in March 2010.
- Offer programs and services that promote healthy living and lifelong fitness.

### Highlights

- Continue collaborations with UNC-CH Medical School Faculty and Healthcare system.
- Continue utilization of volunteers as much as possible for Wellness Program.

**Aging Transitions/Eldercare Division**

**Major Services**

- Provide information and assistance on all age-related issues through the telephone help-line, office consultations, Senior Health Insurance and Information (SHIIP) classes and individual sessions, printed resource materials, and educational presentations community.
- Provide in-home assessments of needs and strengths, care planning recommendations, care coordination, and counseling to promote safety and well-being while delaying institutionalization.
- Provide professional services to family caregivers, including information, consultations, education, individual counseling, skill-building support groups, and respite options with a special emphasis on dementia care.
- Provide short-term counseling and behavioral interventions to prolong independence in spite of age-related issues, such as, chronic illness, mood disorders, cognitive impairment, and other predictors of functional decline.
- Provide a range of aging in place services, including preventive home evaluations by an occupational therapist, family training, equipment loans, accessibility and safety recommendations to reduce functional decline and maximize self-reliance and informal support systems.
- Design, recommend, fund, and monitor cost effective aging-in-place alternatives to expensive in-home aide service

**FY 2009-10 Outcomes**

- 4,934 individuals received information about aging issues and resources through telephone calls, office consultations, Senior Health Insurance and Information counseling and/or educational presentations in the community.
- 515 individuals received professional transitions services, including in-home assessments; care coordination; caregiver counseling; caregiver support groups; preventive home visits from an occupational therapist; group respite; early dementia support group; multi-disciplinary geriatric assessments of mood, memory, and mobility; short-term behavioral counseling; daily telephone safety checks; and funding for in-home aid, or adult day care.
- 160 caregivers received clinical counseling and/or support group interventions to learn skills in managing dementia behaviors and the stressors of family caregiving.
- 425 home visits were made for assessments and care coordination
- 38 individuals received funding for contracted services, including adult day care and in-home aide services.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
# Individuals reached through telephone/ walk-in consultations and educational presentations (5.5 FTE)	4,930	4,958	4,000	4,958	5,300
Percent of change from previous year		+1%		0%	+6%

Department on Aging – continued

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
# Unduplicated clients receiving professional services, including: in-home assessments; care coordination; caregiver counseling; caregiver support groups; preventive home visits; group respite; early dementia support group; multi-disciplinary assessment clinic; short-term behavioral counseling; daily telephone safety checks; and funding for in-home aid or adult day care (5.8 FTE) Percent of change from previous year	350	410 +17%	400	515 +26%	515 0%
# Unduplicated caregivers participating in individual counseling and/or support group sessions (1.5 FTE) Percent of change from previous year	85	106 +25%	100	160 +51%	160 0%
# In-home visits for assessments and care planning( 3 FTE) Percent of change from previous year	920	442 -51%	400	425 -3%	425 0%
# Clients receiving funding for contract services -- adult day care or in-home aide service (1 FTE) Annual cost per person ranges from \$1,000 to 6,696	60	38	40	38	0
# Clients receiving Aging -in- Place Service Options (3.5 FTE)					70

**FY 2010-11 Fiscal Year Objectives**

- To develop leadership in Community Resource Connections, CRC, (federal grant) and focus services on information, education, consultations, current care planning, long- term care planning, options counseling, and Senior Health Insurance and Information Program (SHIIP).
- To decrease reliance on HCCBG funding for traditional in-home aide services that can be limited and one-dimensional and to focus on information, case assistance, and professional services, thereby avoiding duplication of services within county departments
- To expand Aging in Place service options, including occupational therapist services for home safety assessments, family education/training, use of equipment and technology, al a carte in-home services, adult day care, respite, and the use of creative group interventions to serve county residents more effectively and efficiently.
- To provide clinical counseling services and skill-building support groups for caregivers and seniors to reduce stressors and prevent the need for in-home aides and institutionalization.

## Department on Aging – continued

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### **Highlights**

- Continue the implementation and promotion of the Chatham-Orange Community Resource Connections (CRC) “No wrong door” access to services.
- Group respite program at the Seymour Center serves 10 individuals with dementia for five hours each week. The unit cost per hour of this respite program per person is \$3.90 -- significantly lower than the \$14.40 contracted county hourly rate for an in-home aide. The plan is to replicate this model in a church in central or northern Orange County using faith community volunteers.
- The FY 10-11 plan for Aging Transitions Services is to work with individuals and families to intervene with education, prevention, and resources as early as possible and then to introduce private and public services as part of a multi-component, person-centered plan with an emphasis on low-cost, highly therapeutic Aging-In-Place Service Options.

### **Retired and Senior Volunteer Program (RSVP) Division**

#### **Major Services**

- Volunteer Recruitment and Referral: Recruit senior volunteers (55 years+) and match them based on their interests, skills, expertise and knowledge to assignments provided by volunteer work sites (local nonprofits, public education and government entities). Provide a Benefits Package: Enable volunteers to make their desired community contributions by providing a benefits package including supplemental insurance coverage, mileage/meal reimbursement, several annual recognition events for volunteers and work site volunteer supervisors and birthday cards.
- Volunteer Work Site Development: Establish partnerships with non-profit and government agencies with volunteer needs. Recruit, train and consult with volunteer work sites in developing or improving their volunteer management systems and identifying meaningful and rewarding volunteer assignments for senior volunteers.
- Address Unmet Community Needs: Identify unmet community needs that can be met through volunteer service, such as the RSVP Senior Education Corps, RSVP English as a Second Language and the RSVP Volunteer Income Tax Assistance (VITA) programs. RSVP has applied for and received additional outside funding to develop and administer new programs to address unmet community needs in these areas.
- Provide RSVP VITA (Volunteer Income Tax Assistance) - Direct Service Program (Unmet Community Need): Coordinate the Orange County RSVP-VITA program to provide free tax preparation services (6 days/week) for those with low-to-moderate-incomes, targeting individuals who might qualify for Earned Income Credit. Offer VITA to local sponsors (towns & county government employees) as a benefit. RSVP has received grant funds (IRS and Triangle United Way) for FY09-10 to supplement reduced Orange County funding.
- Provide Education Programs: RSVP Senior Education Corps in two school systems-Volunteers serve in the educational arena specifically with literacy needs. Reading & Math Literacy Program: Maintain & continue development of the Senior Education Corps to increase reading and math literacy skills of teacher-identified schoolchildren, including non-English speakers (Federal PNS Grant awarded annually for this program - \$10,778). Require background checks on volunteers working one-on-one with children.

*Department on Aging – continued*

**FY 2009-10 Outcomes**

- Recruited 100 new volunteers to compensate for attrition of volunteers in the targeted age group of 55+)
- Measured the following programs for Community Impact: Adult and Child Literacy-The Literacy Council; School Reading Partners-2 school systems; computer literacy-seniors teaching seniors-SeniorNet; crisis intervention-Ronald McDonald House, VITA free tax service and Senior Center Programs
- Consolidated the number of worksites that resulted in more efficient management and development of additional, more rewarding volunteer opportunities. The federal sponsor has also recommended termination of agencies not in compliance with all project management requirements necessary to accomplish the purposes of the RSVP program.
- Collaborated with the Women's Center and EITC Carolina on two successful funding applications to extend VITA services to new client groups (developmental disabled and non-English speakers). The additional funding has enabled RSVP to increase the hours of the seasonal temporary employee that assists in coordinating the VITA program (the position was created and funded by Orange County in FY08-09 and budget cuts reduced funding by two thirds for FY09-10).
- Developed and implemented a telephone interview system to ensure clients are better prepared for their tax appointments.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
# New Volunteers	92	97	100	100	100
# Of RSVP volunteers	570	558	560	560	560
# Of volunteer service hours	64,500	65,895	65,000	65,000	65,000
OC cost per volunteer hour				\$1.65	\$1.65
Total cost per volunteer hour				\$2.97	\$2.76
# Of RSVP Volunteer Work Stations (non-profit agencies) served	110	98	110	90	90
# Of Volunteer Income Tax Assistance (VITA) tax volunteers: Computer trained preparers, administrative, support site coordinators & appointment recp	103	104	102	100	100
# Of persons helped by VITA (0708) higher due to Economic Stimulus Package & 0809 high due to Economic Recovery Payment)	2537	2341	2050	2050	2050
Value of volunteer hours donated to county agencies (calculation based on \$18.77/hour 2006 Economic Report to the President)	\$1,236,286	\$1,236,849	\$1,043,250	\$1,043,250	1043250

## *Department on Aging – continued*

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### **FY 2010-11 Fiscal Year Objectives**

- Recruit and place new volunteers to maintain and exceed a core of approximately 560 volunteers by using Volunteer Match.com and offering a broad range of placement opportunities that appeal
- Design an electronic calendar for appointments and a system that allows two volunteers to take VITA appointments simultaneously.
- Collaborate with non-profit agencies to provide ongoing support as a community resource and to incorporate a volunteer management system that helps the agency provide much needed community services.
- Convert the VITA program from pc based software to on-line tax preparation in order to save hours of staff and volunteer time spent downloading and updating software on 36 computers.

### **Budget Highlights**

- Group respite program at the Seymour Center serves 10 individuals with dementia for five hours each week. The unit cost per hour of this respite program per person is \$3.90 -- significantly lower than the \$14.40 contracted county hourly rate for an in-home aide. The plan is to replicate this model in a church in central or northern Orange County using faith community volunteers.
- Expand the use of Senior Centers, as space allows to governmental and community groups, with the implementation of a Facility Use Policy with the intent of generating revenue.
- Continue the utilization of the Seymour Center Friends organization to provide funding for staff for 2 nights per week and both of the Friends organizations funding other programmatic items.

### ***Changes in Service Delivery and Operations – Administration: (\$7,750 Reduction)***

- Reduce general operating expenses (e.g. travel, program event materials, printing).

### ***Changes in Service Delivery and Operations – Community-Based Services: (\$37,159 Reduction)***

- Elimination of evening/weekend senior centers hours.
- Reduce postage costs for the Senior Times.

### ***Changes in Service Delivery and Operations – Eldercare: (\$46,325 Reduction)***

- Reduce funding for Aging-In-Place Service Options.
- Discontinue Telephone Reassurance Program.

### ***Changes in Service Delivery and Operations – RSVP: (\$9,650 Reduction)***

- Reduce support for volunteer recognition program.

*Department on Aging – continued*

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**Approved Fee Changes (Effective July 1, 2010):**

- Senior Center Classes: increase recovery cost from 10% to 25%.
- Senior Games: increase participant charge from \$6 to \$15.
- Other Programs: eliminate 5% recovery rate charge.
- Senior Center Rentals: collaborating with Asset Management and Purchasing Services on room rental rates for public use.

# Animal Services

Phone Number: (919) 942-7387

Website: <http://www.co.orange.nc.us/animalservices/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						Account: 2150
Personnel Services	\$ 1,254,589	\$ 1,294,648	\$ 1,354,931	\$ 1,391,204	1,344,028	1,309,244
Operations	\$ 358,294	\$ 336,326	\$ 340,206	\$ 329,775	327,083	272,990
Capital Outlay	\$ 1,768	\$ 23,254	\$ 0	\$ 25,163	0	0
<b>Total Expenditures</b>	<b>\$ 1,614,651</b>	<b>\$ 1,654,229</b>	<b>\$ 1,695,137</b>	<b>\$ 1,746,142</b>	<b>\$ 1,671,111</b>	<b>\$ 1,582,234</b>
Offsetting Revenues	\$ (405,622)	\$ (393,055)	\$ (397,421)	\$ (399,246)	(519,950)	(519,950)
County Costs (net)	\$ 1,209,029	\$ 1,261,174	\$ 1,297,716	\$ 1,346,896	\$ 1,151,161	\$ 1,062,284
<b>Total Animal Services Expenditures</b>	<b>\$ 1,614,651</b>	<b>\$ 1,654,229</b>	<b>\$ 1,695,137</b>	<b>\$ 1,746,142</b>	<b>\$ 1,671,111</b>	<b>\$ 1,582,234</b>

## *Division Summary*

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Program (General Fund)</b>						
Administration	\$ 208,147	\$ 219,096	\$ 341,289	\$ 353,882	\$ 342,460	\$ 336,460
Animal Control	\$ 579,048	\$ 606,532	\$ 498,540	\$ 541,554	\$ 429,827	\$ 429,827
Animal Shelter	\$ 827,456	\$ 828,601	\$ 855,308	\$ 850,706	\$ 898,824	\$ 815,947
<b>Total Expenditures</b>	<b>\$ 1,614,651</b>	<b>\$ 1,654,229</b>	<b>\$ 1,695,137</b>	<b>\$ 1,746,142</b>	<b>\$ 1,671,111</b>	<b>\$ 1,582,234</b>
Offsetting Revenue	\$ (405,622)	\$ (393,055)	\$ (397,421)	\$ (399,246)	(519,950)	(519,950)
County Costs (net)	\$ 1,209,029	\$ 1,261,174	\$ 1,297,716	\$ 1,346,896	\$ 1,151,161	\$ 1,062,284

## MISSION STATEMENT

The Animal Services Department strives to meet the needs of residents by working with volunteers and other partners to deliver cost-effective and integrated sheltering and animal control services that ensure the health, safety and well being of humans, pets, and the community as a whole.

## Animal Services – Administration and Programs

### Major Services

- Organizational direction and oversight; coordination with the County Attorney and support departments to ensure effective operations; and support for and coordination with the Animal Services Advisory Board.
- Leadership and effective performance management on the basis of regular and ongoing departmental communication, performance management, etc.
- Budgetary planning and oversight, contract management, and managing accounts and revenue streams.

## ***Animal Services - continued***

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- Oversight and coordination of program planning, management and evaluation in all service areas.
- Oversight of facility management and maintenance for the Animal Services Center.
- Policy and operations review and analysis, as well as the development and implementation of standard operating guidelines required by regulatory changes, changes in best practices or other changes.

### **FY 2009-10 Outcomes**

- Effectively managed the department's reduced operating budget in the context of the County's new Animal Services Center; managed various contracts with a total value of approximately \$200,000; managed the Community Spay/Neuter Fund; coordinated and oversaw the transition to in-house sterilization; and oversaw the collection of approximately \$400,000 in revenues..
- Merged and integrated sheltering, animal control and administrative sections in the context of the County's new Animal Services Center; communicated regularly with staff via departmental meetings and ensured timely and effective performance management; developed strong ongoing relations with the staff attorney; and continued close coordination with the Office of the County Manager in relation to the affairs of the Board of County Commissioners and other matters.
- Initiated and coordinated departmental reorganization of Office Assistants so that they became cross-trained and reported to a single supervisor; further reorganized their duties in an effective manner as a result of the vacancy and freezing of an Administrative Assistant I position; and oversaw the transition to more cost-effective in-house sterilization of adoptable animals as projected in the department's FY0910 budget.
- Facility management including numerous punch list items; continuing work on missing program elements e.g., wayfaring and monument signage; working with other County staff to establish a preventative maintenance program and schedule; and identifying a staff person with responsibility for managing the facility..
- Program management including continuing management of pet registration and adoptions; significant growth in the volunteer program; public outreach and building relationships with media outlets; finalizing a Placement Partner Agreement and Guidelines to govern the transfer of pets to rescue organizations for their re-homing; managing the Community Spay/Neuter Fund, and working closely with the Animal Services Advisory Board to develop ***Managing Pet Overpopulation: A Strategic Plan for Orange County, North Carolina***; and working closely with Emergency Services and others to obtain a Companion Animal Mobile Equipment Trailer and initiate pet co-location at mass shelters in the context of an area disaster.
- Developed and implemented standard operating guidelines related to changes in North Carolina's General Statutes; developed standard operating guidelines for implementation and enforcement of the County's tethering ordinance (as well as preparing periodic reports to the BOCC on the process of implementation and enforcement); and developed myriad standard guidelines governing various operations in the context of the new Animal Services Center.

### **Outcome Measures**

***Presented in the following sections on the department's Animal Sheltering and Animal Control Divisions.***

## ***Animal Services - continued***

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### ***FY 2010-11 Objectives***

- Provide strong leadership and oversight with respect to budgetary changes and related changes in work processes and organization as the County and Animal Services undergo a significant process of reorganization.
- Complete programming elements for the new Animal Services Center (insofar as funds are available), and in coordination with Asset Management and Purchasing Services, ensure timely and effective preventative and corrective facility maintenance.
- Complete standard operating guidelines appropriate to new Animal Services Center, and establish and initiate a schedule of their regular review and revision
- Review and improve the County's pet registration program; ensure an effective transition to pet co-location at mass shelters; and effectively implement the department's five-year plan for addressing the problem of pet overpopulation.
- Continued outreach efforts to effectively manage public awareness and coordinate with stakeholders and citizens including the use of social marketing to reach the public and increase awareness of County Animal Services.

### ***FY 2010-11 Highlights***

- Restriction of medical care and possibly limitation of in-house sterilization in the context of sheltering operations; and elimination of established cat trapping program.
- Consideration of further changes to operating hours of the Animal Services Center as a result of service changes and resource reductions.
- An increase of \$8,000 in the amount of the agreement with the Town of Chapel Hill, and of \$5,739 in the amount of the agreement with the Town of Hillsborough, based on a review done by Animal Services and Financial Services Staff.
- An increase of \$75,000 in pet registration revenue as a result of a fee increase for sterilized animals (from \$5 to \$10), and a fee increases of \$14,000 for rabies vaccinations (from \$5 to \$10 for clinics and adoptions)
- New and adjusted fees for various sheltering and field services (identified below).

## **Animal Shelter**

### ***Major Services***

- Effectively shelter, care for and as needed euthanize stray, relinquished, quarantined and confiscated animals for the county pursuant to the requirements of the North Carolina Animal Welfare Act and the County's Animal Ordinance. Serve as an open-admission sheltering facility and facilitate owner recovery and surrender of animals for County residents.
- Actively work to return potentially lost pets to owners or custodians. This includes microchip scanning of incoming animals, rabies tag searches, checking lost and found reports, maintaining a website so owners may search for lost pets on-line, and facilitating searches by members of the public.
- Place animals into permanent homes via direct adoption or transfer to placement partner organizations for final placement, and maintain a robust placement program.
- Address pet overpopulation by ensuring that dogs and cats are sterilized prior to their adoption in a cost effective manner.
- Effectively coordinate with community stakeholders, other agencies and others to fulfill sheltering responsibilities in a professional manner.

## ***Animal Services - continued***

- Manage a disease control program, based on the design and capabilities of the new Animal Services Center, to ensure the health of sheltered, reclaimed and adoptable animals.

### **FY 2009-10 Outcomes**

- Achieved an overall placement rate of fifty-three (53) percent and a "live release rate" of sixty (60) percent in a challenging economic environment.
- Implemented a more cost effective in-house sterilization program for adoption and transfer program animals beginning January 2010.
- Offered an increased number of low-cost rabies vaccination clinics utilizing staff members that are Certified Rabies Vaccinators..
- Finished the Placement Partner Agreement and Guidelines, which establish a legal basis and procedural framework for ongoing animal transfers to rescue groups for final placement.
- Certified Euthanasia Technicians provided animal euthanasia by injection; maintained federal and state registration for needed controlled substances; and obtained an animal shelter licensed from the North Carolina Department of Agriculture & Consumer Services.
- Controlled disease through prophylactic care based on the examination and vaccination of animals as well as stringent health and disinfection protocols developed in the form of standard operating guidelines for the new facility.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Domestic Animals Admitted	3,957	4,491	4,650	4,100	4,100
Placement Rate of All Animals	56%	51%	53%	53%	53%
Stray Animal Recovery Rate	18%	17%	18%	17%	17%
Animals Adopted by the Public	1,453	1,395	1,450	1,400	1,400
Animal Sterilizations	1,580 est.	1,368	1,500	1,500	1,500
Rabies Clinics/ Clinic Vaccinations*	21 / 1,219	13 / 1,038	10 / 750	10 / 750	10 / 750

\* Prior to January 2010, 3-year vaccination clinics were done by veterinarians

### **FY 2010-11 Fiscal Year Objectives**

- Implement the Placement Partner Agreement and Guidelines, strengthen rescue relations and increase the number of animals transferred and decrease the number of days these animals need to be sheltered.
- Shelter animals according to the requirements of the North Carolina Animal Welfare Act; renew shelter license from the North Carolina Department of Agriculture & Consumer Services; and renew needed federal and state drug licenses..
- Sustain programs for owner recovery and the placement of animals into permanent homes via outreach and volunteer activities and efforts.

## ***Animal Services - continued***

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- Manage in-house sterilization services for adoption and transfer program animals in a cost effective manner that optimizes hourly productivity in accordance with available funding.
- Continued effective disease control within the context of the new facility based on the basis of revised protocols and procedures for animal health in accordance with available funding.

### **Division Highlights**

- Much more selective care of ill and injured animals and more restrictive management of hold times for non-adoptable animals given reductions in sheltering resources such as veterinary hours and medical supplies.
- Less flexible and stable in-house sterilization of adoptable animals as a result of reductions in veterinary hours and needed supplies.
- Expenditure line item reductions for animal supplies (\$2,350), consulting veterinarians (\$4000), health care supplies (\$15,000) and in-house sterilization (\$21,743).
- New service fees for animals surrendered for euthanasia (\$50), and the spaying and neutering of animals transferred to rescue groups (\$60 and \$30, respectively).
- A fee increase for rabies vaccination (\$10); and overall revenue enhancement through elective micro-chipping.

## **Animal Control**

### ***Major Services***

- Respond to varied service requests and resolve by education, advisement or enforcement, and when necessary, animal impoundment or confiscation. Enforce local and state laws as they apply to the care and control of animals and owner/custodian responsibilities
- Impound stray animals and owner surrenders, quarantine biting animals and rabies suspects, and confiscate other animals in accordance with North Carolina General Statutes (NCGS) and Orange Counties Animal Ordinance.
- Protect citizens and their companion animals from potentially rabid and aggressive animals by responding immediately to all related reports and taking appropriate actions as required by NCGS and Orange County's Animal Ordinance.
- Protect animals from cruelty, abuse and neglect by investigating complaints and taking appropriate action including enforcing defined violations under NCGS and/or Orange Counties Animal Ordinance.
- Register dogs and cats belonging to county residents according to their location and sterilization status.
- Contractually provided animal control services to the Towns of Chapel Hill, Hillsborough, Carrboro, and the City of Durham (for the portion within Orange County).
- Perform kennel and pet shop inspections and permit as required by Orange County Ordinance, ensuring compliance with these requirements and issuing annual permits.

## ***Animal Services - continued***

### **FY 2009-10 Outcomes**

- Responded to every call for service daily and after hours according to a priority schedule while acting as a resource for the community regarding animal issues outside our scope of service (e.g. nuisance wildlife) in unincorporated Orange County.
- Investigated every reported case of contact between human or pet and rabies suspects and animal bites and promptly tested or quarantined per NCGS when there may have been an exposure. In addition, deemed dogs dangerous or potentially dangerous as appropriate under NCGS (and participated in appeals processes).
- Implemented the County's new tethering ordinance according to standard operating guidelines that address education and enforcement in different stages of the implementation process..
- Processed pet registrations and rabies vaccination certificates. Also, managed and generated reports to issue renewal notices to dog and cat owners.
- Responded to all reports of animal abuse and/or neglect the same day they were received, and when education of an owner or custodian was not an option, took action as appropriate under NCGS and/or Orange County Ordinance.
- Inspected all kennels and pet shops and renewed or issued an annual permit. Educated other residents about the permit requirement and what it entails.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Service Responses (Regular hours/ After Hours)	6,102 (5258/844)	6,247 (5717/530)	7,100 (6250/850)	6,500 (5800/700)	6,291 (5600/600)
Rabies Investigations (Confirmed Positive Rabies Cases)	186 (17)	145 (20)	150 (22)	160 (18)	163 (18)
Animal Bite Investigations	194	184	189	185	187
Total Pet Registrations	21,748	21,182	22,000	22,000	24,000
Animal Cruelty Complaints	400	388	400	400	400
Animal Impoundments	2,042	1,994	2,017	1,925	1,500

### **FY 2010-11 Fiscal Year Objectives**

- Participate in a review of Orange County's pet registration process, oriented toward reworking the program along several critical dimensions.
- Implement a lending program for the trapping of cats and manage an effective transition to resident cat trapping and impoundment.
- Full utilization of departmental software (Chameleon) to increase dispatch efficiency and design specific reports for animal control service statistics and response outcomes.
- Revise and formalize established protocols for wildlife and injured deer responses.

## ***Animal Services - continued***

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- Prepare standard operating guidelines for Animal Control Officers to use in their outreach and referral that fit into the department's strategic plan for addressing the problem of pet overpopulation.

### **Division Highlights**

- Reduced flexibility in covering business hours and continued reduction and redefinition of clerical and administrative duties as a result of the elimination of an Administrative Assistant I position
- Elimination of established cat trapping program and creation of a lease program for resident trapping of unwanted cats according to program guidelines.
- Motor Pool cost reduction of \$10,646 as a result of the department's integration in the new Animal Services Center and changes in cat trapping procedures.
- Revenue increases of nearly \$13,739 to cover the costs of services provided to the Towns of Chapel Hill and Hillsborough; and of \$75,000 from adjusting the fee for sterilized cats and dogs from \$5 to \$10.
- New service fees for picking up owner surrendered animals (\$15), and the deployment of the livestock trailer for the impoundment of large animals (\$35).

### ***Changes in Service Delivery and Operations:***

- Decreases (-\$146,219):
  - Includes the elimination of an Administrative Assistant I position
  - Decreases in several operational accounts (Medical Supplies, Travel, Motor Pool, Advertising, Department Supplies, Credit Card Charges)
  - Additional reductions in non-permanent and seasonal staffing, vet services and health care supplies, animal supplies, and volunteer program supplies, and in-house sterilization services and supplies
- Increases (\$6,500):
  - Microchip – revenues and expenses have exceeded current year budgeted expectations; offset by additional revenues projected in FY 2010-11.
  - Rabies Vaccinations – based on increased number of one year rabies clinics offered by Certified Rabies Vaccinator staff.

### ***Fee Changes:***

- **Approved New Fees** (increase of \$11,890)
  - Placement Partner Sterilization (+\$7,500) – recover costs of supplies and direct labor time for the spay and neuter of dogs and cats, and other select small animals, that are transferred from Animal Services to an approved rescue organization for final placement.
  - Owner surrender for Euthanasia (+\$2,000) - \$50 fee to recover costs of euthanizing ill and infirm animals at the request of their owners
  - Large Animal Trailer Transport (+\$140) - \$35 fee to recover the additional costs of using a trailer for transporting livestock, horses, and other large animals.
  - Field Surrenders (+2,250) - \$15 fee to recover costs of an ACO receiving a surrendered animal and transporting it to the Animal Services Center.

## ***Animal Services - continued***

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- **Contractual Services** (increase of \$13,739)
  - Town of Chapel Hill Agreement (\$8,000) –increasing from \$75,000 to \$83,000 based on cost determination done by Animal Services and Financial Services staff.
  - Town of Hillsborough Agreement (\$5,739)—increasing from \$19,421 to \$25,160 as part of a multi-year phase-in of cost recovery.
  
- **Changes to Current Fees** (increase of \$89,000)
  - Animal Tax (+\$75,000) – increasing from \$5 to \$10 for pet registration fee for sterilized dogs and cats; to cover costs of collecting and administering the pet registration program fee. (**Note:** this fee of \$5 has not changed since 1988).
  - Rabies Vaccinations (+\$14,000) – based on approved fee increase from \$5 to \$10 for low-cost vaccinations clinics and animal adoptions. This increase will accordingly increase the dog and cat adoption fees since the rabies vaccination is part of the fee for adoptions.

# Asset Management and Purchasing Services

Phone Number: (919) 245-2650

Website: <http://www.co.orange.nc.us/purchasing/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						<b>Account: 2400</b>
Personnel Services	\$ 2,528,675	\$ 2,647,754	\$ 2,731,316	\$ 2,715,427	2,777,954	2,315,227
Operations	\$ 4,106,059	\$ 4,636,185	\$ 5,355,505	\$ 4,630,205	4,663,462	4,181,053
Capital Outlay	\$ 22,000	\$ 59,407	\$ 26,939	\$ 48,621	0	0
<b>Total Expenditures</b>	<b>\$ 6,656,734</b>	<b>\$ 7,343,346</b>	<b>\$ 8,113,760</b>	<b>\$ 7,394,253</b>	<b>\$ 7,441,416</b>	<b>\$ 6,496,280</b>
Offsetting Revenues	\$ (361,486)	\$ (605,284)	\$ (492,152)	\$ (468,153)	(503,767)	(503,767)
<b>County Costs (net)</b>	<b>\$ 6,295,248</b>	<b>\$ 6,738,062</b>	<b>\$ 7,621,608</b>	<b>\$ 6,926,100</b>	<b>\$ 6,937,649</b>	<b>\$ 5,992,513</b>
<b>Total Asset Management and Purchasing Services Expenditures</b>						
	<b>\$ 6,656,734</b>	<b>\$ 7,343,346</b>	<b>\$ 8,113,760</b>	<b>\$ 7,394,253</b>	<b>\$ 7,441,416</b>	<b>\$ 6,496,280</b>

## Mission Statement

To promote the coordinated acquisition, construction and management of the County's physical assets whereby the asset may be most efficiently, economically and sustainably managed throughout its life cycle.

## Major Services

- Issue purchase orders for all goods and services in excess of \$500; and solicit bids and requests for proposals within statutory requirements and other instances when it may be advantageous to the County.
- Administer capital projects as identified in the Capital Investment Plan (CIP).
- Maintain Fixed Asset records and dispose of assets at the end of their useful County life.
- Acquire and manage real estate, including leases, as may be needed for County operations; and coordinate space allocations for County departments.
- Provide interdepartmental services to all County offices.
- Provide risk management services, including support of the department-based Risk Management Team, a safety team tasked with identifying and resolving safety issues associated with County assets; exploring alternatives and acquiring sufficient insurance coverage to address the County's various business exposures; and administering the building access and security systems in County facilities.
- Provide preventative maintenance, corrective and restorative services to 43 County-owned and six leased properties in areas including, but not limited to: electrical, heating, air conditioning and ventilation (HVAC), painting, plumbing and carpentry through a combination of outside contractors and in-house staff.
- Maintain the County's fleet of over 300 vehicles, examples of which include: emergency response vehicles, buses, vans, automobiles; and maintain more than 100 pieces of equipment such as tractors, trailers, mowers, vehicle mounted chair lifts, animal cages and compressors and 14 emergency generators serving County facilities.

## *Asset Management and Purchasing Services – continued*

- Operate and maintain fueling facilities for County vehicles.
- Provide custodial services and supplies for all County buildings and leased properties (except Carr Mill Mall rental space), with County staff only.
- Set up and tear down for all County Commissioner events/meetings, including but not limited to furnishings for the County Commissioners, audio visual and public address equipment, seating for the public.

### **FY 2009-10 Outcomes**

- Justice Facility--Renovation of New Courthouse completed. Staff provided significant direct service hours on the renovation project, thereby minimizing cost overruns on the project.
- Phase I Link Center Renovations were completed; departments currently occupying space. Staff provided significant direct service hours on this project, reducing the overall contract cost for the project.
- West Campus Office Building and Library buildings were completed; departments currently occupying space the additional approximately 71,000 square feet .
- Hillsborough Commons upfit of 56,000 square feet was completed; departments currently occupying space. Staff provided significant direct service hours on this project to help minimize the overall project cost.
- Collaborated with Information Technologies to acquire and implement new Voice-Over-IP telephone system. Implementation 100% complete.
- Completed approximately 6,400 service orders for building maintenance and customer generated requests for service.
- Performed 820 preventative maintenance services, 1,414 corrective maintenance services and over 200 services for auxiliary equipment, including emergency generators at County facilities.
- Implemented team cleaning service for downtown Hillsborough campus buildings, thereby minimizing staffing costs associated with providing custodial services to approximately 137,000 additional square feet brought on line since 2008 on the east and west downtown county campus.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Bids/Requests for Proposal	71	69	68	75	75
Purchase Orders Processed	4,675	4,521	4,500	4,500	3,000
Managed Capital Projects	6	3	7	7	5
Value of Managed Capital Projects	\$53,458,000	\$13,782,000	\$29,840,000	29,840,000	\$7,975,900
County buildings maintained	54	50	49	51	48
Leased Properties Maintained	6	6	3	3	3

## Asset Management and Purchasing Services – continued

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
Total Square Footage under maintenance	505,228	583,784	693,924	701,372	802,345
S.F. Reduction due to divestiture of buildings				2,850	17,500
Total area provided with custodial services	284,286	339,085	393,729	445,060	445,060
Service requests completed: building maintenance and departmental requested	7,403	6,512	6,500	6,475	6,500
Fleet Mileage	3,507,840	3,215,571	3,000,000	3,085,000	3,000,000

### FY 2010-11 Fiscal Year Objectives

- Increase purchase order limits to \$500; implement procurement cards in collaboration with the Financial Services Department to reduce processing and handling time associated with smaller purchases.
- Explore feasibility of self funded worker's compensation coverage for the County workforce.
- Develop and implement an energy management policy and practices for County facilities.
- Appropriately plan and manage capital projects at the Link Government Services Center (Phase II), Jail (begin replacement of plumbing lines and fixtures to reduce ongoing maintenance costs), Piedmont Food and Agriculture Processing Center, Whitted Center (Health Department expanded clinic space), roofing projects at the Government Services Center Annex and District Attorney's building; and continue to monitor and manage Twin Creeks and Fairview Park projects, currently underway.
- Explore and implement alternatives which will improve service and response times to County departments, while reducing costs for fleet maintenance.
- Complete review and modification of departmental policies and procedures--an initiative resulting from reorganization in July 2009.
- Aggressively pursue a comprehensive and consolidated inventory system for facilities care and fleet maintenance inventories.
- Continue to explore and implement service delivery options for custodial services that will balance service expectations and available resources.
- Analyze CNG fueling station for efficiency and long term viability.

### Budget Highlights

- Rental fleet maintained by Motor Pool will be assigned out to departments with high personal vehicle usage.
- The FY 2010-11 budget includes the creation of a separate Custodial division, as well as realignment of numerous operational expenses between divisions as a move to the cost centers budgeting approach.
- The Grounds division, formerly included within this department has been moved to the Department of Environment, Agriculture, and Parks and Recreation for FY 2010-11.

## *Asset Management and Purchasing Services – continued*

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- The increase in projected revenue for FY 2010-11 is from additional gas reimbursements from the Town of Hillsborough due to higher unit cost for fuel purchases.

### **Changes in Service Delivery and Operations:**

- Decreases (-\$1,606,460):
  - The Board of County Commissioners approved the elimination of the following vacant positions in April 2010:
    - Sustainability Coordinator
    - Custodian (2.0 FTE)
    - Office Assistant I (.50 FTE)
    - Public Works Director
    - Senior Building Maintenance Technician
  - Includes the elimination of Office Assistant I and Central Services Clerk I positions. With the elimination of the Central Services Clerk I position, the County will no longer operate a main switchboard. This position will move to a similar skilled position within the County.
  - Includes holding a Custodial position vacant for a six month period until January 1, 2011.
  - Eliminates contracted Custodial Services in County buildings
  - Utility costs reductions due to buildings no longer in use, as well as reductions in the projected costs of current facilities. *The Commissioner Approved budget for FY 2010-11 includes funds of \$30,000 for utility costs related to an increase in library hours at the Main branch and the Cybrary.*
  - Reductions in operational accounts within the Custodial division (Telephone, Contract Services, Uniforms, and Department Supplies)
  - Reductions in overtime and non-permanent personnel, as well as numerous operational accounts (Travel/Training/Certifications & Licenses, Department Supplies, Contract Services, Tires, Uniforms, and Department Supplies).
  - The Grounds division, formerly included within this department has been moved to the Department of Environment, Agriculture, and Parks and Recreation for FY 2010-11.
- Increases (\$122,873):
  - Reserve for Deductible – deductibles on vehicles accidents have increased from \$500 to \$1,000.
  - Gas & Oil, and Diesel – based on higher average unit cost for fuel purchases.
  - Vehicle Maintenance – higher projected costs due to aging County fleet.

# Board of County Commissioners

Phone Number: (919) 245-2130

Website: <http://www.co.orange.nc.us/occlerks/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						Account: 2000
Personnel Services	\$ 376,520	\$ 415,505	\$ 417,062	\$ 423,972	441,876	395,764
Operations	\$ 124,451	\$ 158,272	\$ 156,080	\$ 138,479	152,570	113,464
Capital Outlay	\$ 637	\$ 13,826	\$ 0	\$ 0	0	0
<b>Total Expenditures</b>	<b>\$ 501,608</b>	<b>\$ 587,603</b>	<b>\$ 573,142</b>	<b>\$ 562,451</b>	<b>\$ 594,446</b>	<b>\$ 509,228</b>
<b>County Costs (net)</b>	<b>\$ 501,608</b>	<b>\$ 587,603</b>	<b>\$ 573,142</b>	<b>\$ 562,451</b>	<b>\$ 594,446</b>	<b>\$ 509,228</b>

## Mission Statement

Our office provides direct support for the seven-member Board of Commissioners; provides an official, historical record for present and future generations; provides a central repository of documents approved by the Board; offers opportunities for public participation in county government through boards/commissions; and disseminates public information.

## Major Services (Clerk to the Board)

- Custodian for the County seal and the retention of official records including minutes, ordinance books, records of County-appointed boards and committees, resolutions, contracts, agreements, and leases, etc., in accordance with the North Carolina General Statutes.
- Prepares official copies of documents including ordinances, resolutions and meeting minutes as adopted by the Board; certifies legal documents on behalf of the County.
- Administers appointment process for 70+ volunteer boards and commissions.
- Answers inquiries, providing information based on considerable knowledge of County programs and activities; ensures public access to County records as required by state public records laws and receives and follows up on complaints pertaining to County services.
- Provides primary communications between Orange County Government and the public through local and regional media outlets
- Support for Board of Commissioners, which includes scheduling, and coordination of meetings for Commissioners and other officials as necessary, ensuring availability of rooms, equipment, materials, refreshments, etc., as requested or otherwise deemed necessary. Handles scheduling and travel arrangements including hotel, airline and car rental reservations.

## FY 2009-10 Outcomes

- Webcasting of Board of Commissioner Meetings
- Assisted with the standardization of the website
- Attended 88 of BOCC meetings/work sessions/public hearings/retreats, in 2009
- Legal review of all closed session minutes from 1999-2009

*Board of County Commissioners – continued*

- Indexed minutes up to date (on Intranet and Internet).
- Maintain public records including agenda material, minutes, ordinances, contracts, resolutions.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Meetings	60	74	88	60	60
Indexed Minutes on Internet and Intranet	60 (2007)	74 (2008)	88 (2009)	60 (2010)	60 (2011)
Legal Review and BOCC Closed Session Meetings/Minutes	16 (2007)	9 (2008)	37 (2009)	12	15
Webcasting BOCC Meetings at 2 locations	N/A	N/A	10	11	20
Reduction of boards/commissions (eliminate duplicity, coordination of services)			75	75	Approx. 40
Document Management				128 resolutions; 75 ordinances; over 60 agendas & over 200 contracts	500-1000+ documents

**FY 2010-11 Fiscal Year Objectives**

- Approval/opening of all 1999-2009 closed session minutes and to begin approving closed session minutes on a quarterly basis ( with review assistance from County Attorney/County Manager)
- Document Management - to make headway with our in-house document management process (laserfiche); with limited storage space and scanning in-house has been a challenge but would like to scan as many public records (minutes, contracts, agreements, etc) as possible for easier staff and public access through the internet
- Working with the legal department, for the update/adoption of the Code of Ordinances of Orange County
- Transference of message applications from Clerk's office to the Sheriff's office as a "one-stop shop" for these applications ( since the sheriff's office has to do the background checks anyway)

## *Board of County Commissioners – continued*

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### **Budget Highlights**

- Realized full, fiscal year costs of two additional Orange County Commissioners.

### ***Changes in Service Delivery and Operations: (\$85,217 Reduction)***

- Eliminated vacant Assistant-to-the-Clerk position, in April 2010.
- Reduced travel and training opportunities for staff and the Board of County Commissioner.
- Reduction in general operating expenses (e.g. office supplies, printing, and advertising).
- Fewer organizational memberships.
- Decreased funding for consultants (e.g. retreats) and other contracted services.
- Reduced funds for replacement equipment.

# Board of Elections

Phone Number: (919) 245-2350

Website: <http://www.co.orange.nc.us/elect/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						
Personnel Services	\$ 416,136	\$ 444,116	\$ 456,872	\$ 443,471	361,585	362,196
Operations	\$ 195,672	\$ 121,639	\$ 173,135	\$ 162,509	127,182	99,832
Capital Outlay	\$ 4,204	\$ 36,298	\$ 0	\$ 0	29,094	0
<b>Total Expenditures</b>	<b>\$ 616,013</b>	<b>\$ 602,052</b>	<b>\$ 630,007</b>	<b>\$ 605,980</b>	<b>\$ 517,861</b>	<b>\$ 462,028</b>
Offsetting Revenues	\$ (60,182)	\$ (24,525)	\$ (52,550)	\$ (72,339)	(100)	(100)
County Costs (net)	\$ 555,831	\$ 577,527	\$ 577,457	\$ 533,641	\$ 517,761	\$ 461,928
<b>Total Board of Elections Expenditures</b>	<b>\$ 616,013</b>	<b>\$ 602,052</b>	<b>\$ 630,007</b>	<b>\$ 605,980</b>	<b>\$ 517,861</b>	<b>\$ 462,028</b>

## Mission Statement

The mission of the Orange County Board of Elections is to effectively plan, organize, and conduct all elections held in Orange County. To provide the best possible services and efficient, fair, honest and impartial elections at a minimum cost to the electorate.

## Major Services

- Conduct federal, state, county and municipal elections.
- Serve as the county source for information on election laws, procedures and policies.
- Record and report voter statistics and election results.
- Diligently, accurately, and legally maintain voter registration database.
- Certify election results, receive candidate filings and issue certifications to elected officials.
- Receive, audit, and report campaign finance reports.

## FY 2009-10 Outcomes

- Processed and maintained current voter registration database.
- Effectively and efficiently conducted 2009 Municipal Elections.
- Established additional one-stop early sites for the 2009 Municipal Elections.
- Processed same-day registrations and voters at early voting sites.
- Relocated polling sites to accommodate voters.
- Maintained current website.

*Board of Elections – continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Registered Voters	91197	99456	100,202	100,202	101,000
Total Ballots Cast	60,541	75,194	31,819	31,819	40,000
Early Voting Sites	4	5	2	2	3
Ballots Cast at Early Voting Sites	19,127	51,961	12,344	12,344	10,000
Polling Sites Relocated	0	2	2	2	1

**FY 2010-11 Fiscal Year Objectives**

- Successfully conduct 2010 General Elections
- Maintain up to date geo-coding, so all jurisdictional boundaries are legal, current and accurate.
- Increase voter participation.
- Earn and maintain the public's trust.

**Budget Highlights**

- The decrease in Personnel Services and Operations is due to having one General Election in FY 2010-11.
- The Capital Outlay department requests of \$29,094 to purchase 22 laptops to be used at precincts on Election Day and purchase of furnishings are not part of the Manager's recommended budget for FY 2010-11.
- The State Board of Elections will continue to pay for maintenance of the election equipment (a savings to the County of \$27,350)
- The Manager's Recommended Budget included reducing the number of One-Stop sites from 4 locations to 2 locations in FY 2010-11. (\$17,040 reduction)
- *The Commissioner Approved budget for FY 2010-11 includes funding for One-Stop sites at 4 locations.*

# Child Support Enforcement

Phone Number: (919) 245-2175

Website: <http://www.co.orange.nc.us/cse/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						Account: 4400
Personnel Services	\$ 737,253	\$ 765,657	\$ 739,395	\$ 768,144	779,905	779,905
Operations	\$ 109,989	\$ 130,436	\$ 130,950	\$ 124,655	130,950	128,450
Capital Outlay	\$ 18,339	\$ 4,273	\$ 0	\$ 3,600	0	0
<b>Total Expenditures</b>	<b>\$ 865,581</b>	<b>\$ 900,365</b>	<b>\$ 870,345</b>	<b>\$ 896,399</b>	<b>\$ 910,855</b>	<b>\$ 908,355</b>
Offsetting Revenues	\$ (971,661)	\$ (1,108,819)	\$ (852,800)	\$ (1,282,800)	(1,317,800)	(1,317,800)
County Costs (net)	\$ (106,080)	\$ (208,453)	\$ 17,545	\$ (386,401)	\$ (406,945)	\$ (409,445)
<b>Total Child Support Enforcement Expenditures</b>	<b>\$ 865,581</b>	<b>\$ 900,365</b>	<b>\$ 870,345</b>	<b>\$ 896,399</b>	<b>\$ 910,855</b>	<b>\$ 908,355</b>

## Mission Statement

To obtain child support for Orange County children, thereby strengthening the family's potential for economic independence and self sufficiency and reducing the taxpayers' costs of public assistance.

## Major Services

- Obtain child support for the children of Orange County by:
  - Locating non-custodial parents
  - Establishing paternity for children born outside marriage
  - Establishing child support orders
  - Enforcing child support orders

## FY 2009-10 Outcomes

- Orange County children will receive financial support totaling \$6,000,000.
- New child support orders will be established for 230 families.
- Paternity will be established for 140 children.

## *Child Support Enforcement - continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Collections	\$5,973,739	\$6,086,218	\$6,116,000	\$6,000,000	\$6,000,000
New child support orders	261	227	230	230	230
Paternity established	136	140	140	140	140

### **FY 2010-11 Fiscal Year Objectives**

- Orange County children will receive financial support totalling \$6,000,00 as a result of concentrated enforcement efforts.
- New child support orders will be established for 230 families.
- Paternity will be established for 140 children.

### **Budget Highlights**

- Despite record unemployment, child support collections will not decrease significantly.
- The additional anticipated revenue for FY 2010-11 is due to a revised indirect cost allocation plan, including a roll forward adjustment.

### **Changes in Service Delivery and Operations: (\$3,100 Reduction)**

- Decreases in non-permanent personnel and several operational accounts (Travel/Training/Certifications & Licenses, Personal Mileage, Contract Services, and Court Tests)

# Cooperative Extension

Phone Number: (919) 245-2050

Website: <http://orange.ces.ncsu.edu/>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						Account: 4500
Personnel Services	\$ 433,549	\$ 336,557	\$ 432,035	\$ 423,505	440,969	380,015
Operations	\$ 74,091	\$ 138,884	\$ 44,369	\$ 48,235	45,544	33,521
Capital Outlay	\$ 2,565	\$ 2,618	\$ 0	\$ 0	0	0
<b>Total Expenditures</b>	<b>\$ 510,205</b>	<b>\$ 478,058</b>	<b>\$ 476,404</b>	<b>\$ 471,740</b>	<b>\$ 486,513</b>	<b>\$ 413,536</b>
<i>Offsetting Revenues</i>	\$ (3,440)	\$ (1,315)	\$ 0	\$ (3,133)	0	0
<b>County Costs (net)</b>	<b>\$ 506,765</b>	<b>\$ 476,743</b>	<b>\$ 476,404</b>	<b>\$ 468,607</b>	<b>\$ 486,513</b>	<b>\$ 413,536</b>
<b>Total Cooperative Extension Expenditures</b>	<b>\$ 510,205</b>	<b>\$ 478,058</b>	<b>\$ 476,404</b>	<b>\$ 471,740</b>	<b>\$ 486,513</b>	<b>\$ 413,536</b>

## **Mission Statement**

North Carolina Cooperative Extension is an educational partnership helping people put research-based knowledge to work for economic prosperity, environmental stewardship, and an improved quality of life.

## **Agriculture: Livestock and Crops**

### **Major Services**

- Provide technical assistance to animal, poultry and aquaculture producers and assist in the implementation of practices or enterprises such as crop management strategies, livestock management, alternative marketing and waste management that will achieve individual and family goals related to profitability and quality of life.

### **FY 2009-10 Outcomes**

- Animal, poultry and aquaculture producers will implement best management practices and improved farm financial planning that will enhance profitability.
- Youth involved in animal projects will improve personal development and learn leadership and life skills related to animal husbandry including: record keeping, finances, producing high quality animal products, sportsmanship, and appropriate treatment of animals.
- Field crop growers will implement recommended and potential production practices and systems, investigate innovative agricultural opportunities, develop business and human resource plans, and explore marketing options to ensure continued farm productivity and profits.

*Cooperative Extension – continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Farmer participation in educational programs.	410	445	350	350	350
Farmers diversifying crops	7	6	6	6	6
Farmers increasing knowledge of waste management	74	70	65	70	70
Farmers show increased profits by marketing calves through graded sales	14	18	15	15	15

**FY 2010-11 Fiscal Year Objectives**

- To provide researched based educational programs for crop, livestock and horse producers on subjects such as crop and livestock management, alternative marketing, waste management plans and farm business management.

**Family and Consumer Sciences**

**Major Services**

- Financial Management Education
- Food Preservation, Food Safety, and Nutrition Education
- Residential Energy Education
- Pest Identification and Control
- Estate Planning and Planning for Future Incompetency and Dependency
- Volunteer Leadership Development

**FY 2009-10 Outcomes**

- Educational programs on basic money management, consumer buymanship, and estate planning.
- Food safety programs for restaurant workers.
- Response to food preservation and food safety requests for information.
- Pest control and pest identification information for homeowners.
- Residential energy education and conservation for homeowners.
- Volunteer leadership development skills for Orange County ECA members.

## Cooperative Extension – continued

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
Consumer education efforts	150	93	120	120	125
Estate planning efforts	150	33	35	35	35
Food safety programs	190	132	120	125	125
Pest control and pest identification	65	58	55	55	50
Residential energy conservation	300	129	250	250	200
Volunteer leadership development	150	129	127	127	127

### FY 2010-11 Fiscal Year Objectives

- Provide family finance education to empower individuals to improve consumer buymanship skills.
- Provide energy education programs to assist consumers in reducing energy consumption.
- Provide food preservation and food safety programs to consumers and restaurant workers.
- Provide estate planning education and planning for future dependency and incompetency training.

### Division Highlights

- Dollars saved through use of volunteers and leaders to extend educational efforts.
- Dollars saved through avoidance of foodborne illness as a result of food safety/preservation education.

### Agriculture: Horticulture

#### Major Services

- Provide training for existing farmers and potentially new farmers on fruit and vegetable production, pesticide alternatives and safety.
- Train and assist farm apprentices in the PLANT @ Breeze Farm Program on a day-to-day, on-farm best management practices.
- Train Extension Master Gardener Volunteers to deliver researched based horticultural information to the gardening public.
- Develop leadership skills of Extension Master Gardener Volunteers enabling them to run committee meetings and provide guidance to community gardeners, teachers, community associations and the gardening public visiting the Extension Center and the North Carolina Botanical Garden in Chaple Hill.
- Provide educational seminars and symposia for landscape contractors and landscape maintenance professionals on best management practices in the areas of horticulture and pesticide alternatives and safety.

## *Cooperative Extension – continued*

- Provide educational classes, newsletters, newspaper articles, individual consultations and phone calls for home gardeners to learn proper plant selection and landscape management techniques that minimize water use and chemical inputs.

### **FY 2009-10 Outcomes**

- Increase sales of food locally to more agriculturally aware consumers through market development, producer and consumer education, and new farmer and infrastructure support.
- Farmers will become more profitable and sustainable.
- Farmers and workers will adopt safer food and agricultural production, handling, and distribution practices that increase the quality and safety of food sold at markets.
- Home gardeners will improve horticultural skills related to selection of appropriate plants, reduced use of pesticides and fertilizers.
- Green Industry Professionals will enhance the value of plants and landscapes while conserving valuable natural resources and protecting the environment.
- Licensed pesticide applicators will use personal protective equipment and application methods that reduce contamination to assure water quality.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Number of Master Gardener Volunteer	37	53	60	60	60
Number of informal educational program participants	700	987	1,100	1,100	1,100
Number of publications distributed	1,550	1,644	2,000	2,000	2,000
Contacts by phone, office, email and demonstrations	4,800	5,800	8,000	8,000	8,000
Estimated value of volunteer service provided	\$23,200	\$63,000	\$65,000	\$65,000	\$65,000

### **FY 2010-11 Fiscal Year Objectives**

- Expand training and leadership development of Breeze farm Apprentices.
- Train additional Extension Master Gardener Volunteers.
- Support community gardens throughout the county.
- Train 50 pesticide applicators in safety and alternative products.

## **4-H: Volunteer Development**

### **Major Services**

- Volunteer Development

## Cooperative Extension – continued

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### FY 2009-10 Outcomes

- To have at least 40 additional volunteers who complete training in a fiscal year.
- To have 25% of total volunteers take part in county, district, and state level training opportunities.
- To have 50% of trained volunteers implement subject matter workshops to the Orange County 4-H population.
- To have at least 50% of volunteers participate in recognition during an annual volunteer recognition celebration.

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
Volunteers who complete training in a fiscal year	1,143	1,040	800	700	800
Number of volunteers who take part and/or implement county, district, and state level trainings	500	450	400	500	450
Volunteers that participate in a formal recognition ceremony	150	250	200	300	400

### FY 2010-11 Fiscal Year Objectives

- To recruit, train and utilize volunteers to more effectively and efficiently provide hands-on learning experiences and leadership development activities for youth.

## 4-H: Youth Development

### Major Services

- Youth Development

### FY 2009-10 Outcomes

- At least 40% of the total population of Orange county's youth(5-19)will be maintained and/or enrolled in the community club program and be active participants in club projects and activities.
- At least 20% of the total population of Orange County's youth (5-19) will participate in environmental, science and sustainable 4-H projects/activities.
- At least 25% of the total population of Orange County's youth will be added to the already existing after-school program activities.
- To enroll 20% of Orange County's total youth population, (5-19) in 4-H summer activities.

## Cooperative Extension – continued

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
Number of Youth enrolled in 4-H	28,592	29,217	26,000	25,000	23,000
Number of youth enrolled in environmental education and science programming	9,872	11,336	8,000	7,500	7,000
Number of youth enrolled in 4-H programs as a result of their previous experience with 4-H programs and activities	20,592	17,217	19,000	18,000	18,000

### FY 2010-11 Fiscal Year Objectives

- To provide youth with enriching , hands-on experiences that build their leadership abilities, help them become better citizens and give them opportunities to serve as volunteers in their community and county.
- To teach youth managing and thinking (Head), relating and caring (Heart), giving and working (Hands), and living and being (Health) life skills through various curriculum and activity offerings that identify the 4-H's of the organization's name (Head, Heart, Hands and Health).
- To provide a comprehensive program that focuses on enrichment and hands-on learning experiences for youth, ages 5-18, during summer, after-school care, special interest activities, and through community club activities.

### Budget Highlights

- The FY 2010-11 budget includes budgeting for 6.0 FTE positions as approximately 50% County/50% State in the permanent salaries account from July-December 2010. Effective January 1, 2011, these positions will become State employees and will be budgeted as contracted personnel at the same above stated % rate, as per the Memorandum of Agreement with the State. As of January 1, 2011, all Cooperative Extension staff will be employees of the State and the County will continue to pay its % share as contracted personnel.

### **Changes in Service Delivery and Operations: (\$72,977 Reduction)**

- Includes eliminating the Breastfeeding Program, which includes a Community Health Aide position and associated travel expenses. This position will be moved to a similar skilled position within the County.
- Reductions realized by budgeting the vacant State positions (Cooperative Extension Director, Family and Consumer Sciences Agent, and the Agriculture Extension Agent) at the starting pay grade, as well as sharing the costs of the Family and Consumer Sciences and Agriculture Extension Agents with an adjoining county (25% County share).
- Reductions in several operational accounts (Duplicating, Printing, Department Supplies, Agriculture Summit, and Office Supplies)

# County Attorney's Office

Phone Number: (919) 245-2320

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved	Account: 2050
<b>By Category (General Fund)</b>							
Personnel Services	\$ 0	\$ 41,681	\$ 305,174	\$ 335,867	384,234	399,048	
Operations	\$ 0	\$ 4,296	\$ 29,580	\$ 103,451	55,250	56,050	
Capital Outlay	\$ 0	\$ 2,566	\$ 0	\$ 0	0	0	
<b>Total Expenditures</b>	<b>\$ 0</b>	<b>\$ 48,544</b>	<b>\$ 334,754</b>	<b>\$ 439,318</b>	<b>\$ 439,484</b>	<b>\$ 455,098</b>	
<b>County Costs (net)</b>	<b>\$ 0</b>	<b>\$ 48,544</b>	<b>\$ 334,754</b>	<b>\$ 439,318</b>	<b>\$ 439,484</b>	<b>\$ 455,098</b>	

## Mission Statement

To provide effective and efficient legal services to the Orange County Board of Commissioners and all Departments within Orange County Government.

## Major Services

- Advise the County Commissioners and County Departments on the legal aspects of county operations.
- Advise Commissioners and Manager on the legal authority for county actions.
- Draft and/or Review contracts, documents, agreements, etc., for legal sufficiency.
- Review and interpret federal, state and local laws, rules and regulations.
- Represent Orange County in Litigation.
- Track pending and new legislation impacting Orange County.

## FY 2010-11 Fiscal Year Objectives

- Finalize Orange County Ordinances for County Commissioner Approval
- Initiate a paperless process, for most legal review, with Information Technologies
- Continue providing expedient and accurate legal advice to Commissioners and departments

## Budget Highlights

- Personnel Services and Operations expenses reflects additional funds for a Staff Attorney position and contract services, approved by the Board of County Commissioners in October 2009.
- Personnel Services budget reflects the addition of a reallocated Civil Rights Specialist position, from the County Manager's Office. This employee will provide legal assistance for the County Attorney and eliminate the need to fill the vacant Paralegal position.

## **Changes in Service Delivery and Operations: (\$53,852 Reduction)**

- Includes elimination of a Paralegal position.

# County Manager's Office

Phone Number: (919) 245-2300

Website: <http://www.co.orange.nc.us//manager/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						Account: 2100
Personnel Services	\$ 1,001,500	\$ 1,068,675	\$ 726,058	\$ 773,659	861,181	656,883
Operations	\$ 54,911	\$ 63,260	\$ 43,860	\$ 35,540	43,310	42,510
Capital Outlay	\$ 0	\$ 5,327	\$ 0	\$ 0	0	0
<b>Total Expenditures</b>	<b>\$ 1,056,411</b>	<b>\$ 1,137,262</b>	<b>\$ 769,918</b>	<b>\$ 809,199</b>	<b>\$ 904,491</b>	<b>\$ 699,393</b>
<b>County Costs (net)</b>	<b>\$ 1,056,411</b>	<b>\$ 1,137,262</b>	<b>\$ 769,918</b>	<b>\$ 809,199</b>	<b>\$ 904,491</b>	<b>\$ 699,393</b>

## **Mission Statement**

The Orange County Manager's Office manages all departments of County government to ensure adequate levels of service are provided to residents as efficiently as possible. The Department implements the policies of the Board of County Commissioners and coordinates, monitors, and evaluates all County government activities.

## **Major Services**

- Oversee the development, presentation and administration of the annual operating budget and capital investment plan
- Monitor and evaluate County operations and coordinate the implementation of Board initiatives and policies
- Coordinate the County legislative process through agenda preparation and presentation, with follow-up to document, assign responsibility, and coordinate response to items identified at Commissioner meetings that need follow up action; Assist the Board of Commissioners in identifying, developing, monitoring, and advocating for proposed legislation for the BOCC's legislative agenda submitted annually to the North Carolina General Assembly
- Establish budget criteria and performance levels of service for all County departments to assure that services are delivered to citizens with efficiency and effectiveness
- Investigate and develop strategies for improving service delivery, with emphasis on tangible and measurable service outcomes for County residents
- Provide guidance to the County's two school systems on matters related to funding for operations and capital facilities and manage outside agency annual grant application process

## **FY 2009-10 Outcomes**

- Consolidation of the Tax Assessor and Revenue Collections departments into the new Tax Administration department and Incorporation of the Human Rights and Relations functions and staff into the Housing & Community Development department
- Continued to coordinate the County legislative process through agenda preparation and presentation, with follow-up to document, assign responsibility, and coordinate response to items identified at Commissioner meetings that need follow-up action; Assist the Board of

## *County Manager's Office – continued*

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Commissioners in identifying, developing, monitoring, and advocating for proposed legislation for the BOCC's legislative agenda submitted annually to the North Carolina General Assembly

- Addressed multiple budget and personnel related issues including early retirement incentive programs, selective filling of vacant staff positions to achieve financial savings, and presentation to the Board of Commissioners of the pending financial challenges associated with continuing to provide existing and future services to County residents
- County Facilities Improvements and Departmental Relocations - New Main Library and Office Building (for Planning & Inspections, Information Technologies, Environmental Health, Economic Development, & Asset Management & Purchasing Services); Renovated Link Government Services Center (partially) and Government Services Center Annex (for County Manager's Office, County Attorney's Office, Clerk to the Board of Commissioners' Office, Financial Services, Human Resources, & Board of Elections); New Social Services Center; New Eurosport Soccer Center in Efland; and Re-allocation of Space at Whitted for Housing & Community Development, Health, & Orange County Schools
- Continued to serve as lead in executing technical and analytical tasks associated with Schools Collaboration and special endeavors regarding the school districts.
- Resolution of the proposed solid waste transfer station issue, progress on resolving historical uncertainties related to the Orange-Alamance County line, and continued progress on Piedmont Food & Agricultural Processing Center

### **FY 2010-11 Fiscal Year Objectives**

- Continue review of County departments and operations for efficiency improvements, duplicative activities and possible reorganizations/reassignment of existing staff.
- Move forward with negotiations with Durham on agreement regarding transfer of solid waste.
- Continue progress on the resolving historical uncertainties related to the Orange-Alamance County line.
- Continue work with the Board of Commissioners to address the financial challenges associated with providing services to County residents.

### **Budget Highlights**

- The County Manager's Office budget has reduced substantially from last year with 1) the reassignment of engineering staff to the Planning Department and 2) the reassignment of Human Rights & Relations functions and staff to Housing & Community Development.

### ***Changes in Service Delivery and Operations: (\$135,632 Reduction)***

- Transferred two, Administrative Assistant-to-the-County Manager positions and a Civil Rights Specialist to other departments, which will aid countywide, personnel reallocation efforts.

## Courts

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<i>By Category (General Fund)</i>						Account: 7000
Personnel Services	\$ 9,000	\$ 0	\$ 9,000	\$ 9,000	9,000	9,000
Operations	\$ 154,459	\$ 193,780	\$ 169,700	\$ 145,538	169,700	169,700
Capital Outlay	\$ 2,670	\$ 460	\$ 0	\$ 80	0	0
<b>Total Expenditures</b>	<b>\$ 166,129</b>	<b>\$ 194,240</b>	<b>\$ 178,700</b>	<b>\$ 154,618</b>	<b>\$ 178,700</b>	<b>\$ 178,700</b>
<b>County Costs (net)</b>	<b>\$ 166,129</b>	<b>\$ 194,240</b>	<b>\$ 178,700</b>	<b>\$ 154,618</b>	<b>\$ 178,700</b>	<b>\$ 178,700</b>

### **Major Services**

- The County is required under section 74 of the NC General Statutes to provide space, equipment, and law books for the District Attorney's Office, Superior Court, the Clerk of Court and District Court.

# Department of Environment, Agriculture, Parks and Recreation (DEAPR)

Phone Number: (919) 245-2510

Website: <http://www.orangecountync.gov/deapr/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved	Account: 6100
<b>By Category (General Fund)</b>							
Personnel Services	\$ 1,970,758	\$ 2,206,811	\$ 2,266,388	\$ 2,276,170	2,315,931	2,364,054	
Operations	\$ 466,131	\$ 521,355	\$ 699,246	\$ 584,125	577,708	571,527	
Capital Outlay	\$ 7,810	\$ 16,644	\$ 0	\$ 10,750	50,700	0	
<b>Total Expenditures</b>	<b>\$ 2,444,699</b>	<b>\$ 2,744,809</b>	<b>\$ 2,965,634</b>	<b>\$ 2,871,045</b>	<b>\$ 2,944,339</b>	<b>\$ 2,935,581</b>	
Offsetting Revenues	\$ (292,451)	\$ (298,370)	\$ (356,330)	\$ (335,326)	(397,598)	(399,838)	
County Costs (net)	\$ 2,152,248	\$ 2,446,440	\$ 2,609,304	\$ 2,535,719	\$ 2,546,741	\$ 2,535,743	
<b>Total Department of Environment, Agriculture, Parks and Recreation Expenditures</b>	<b>\$ 2,444,699</b>	<b>\$ 2,744,809</b>	<b>\$ 2,965,634</b>	<b>\$ 2,871,045</b>	<b>\$ 2,944,339</b>	<b>\$ 2,935,581</b>	

## Division Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Program (General Fund)</b>						
Natural & Cultural Resources	\$ 604,922	\$ 687,419	\$ 680,114	\$ 664,312	\$ 696,648	\$ 662,768
Parks and Recreation	\$ 1,543,539	\$ 1,741,267	\$ 1,984,977	\$ 1,893,870	\$ 1,931,358	\$ 1,959,285
Soil & Water Conservation	\$ 296,239	\$ 316,124	\$ 300,543	\$ 312,863	\$ 316,333	\$ 313,528
<b>Total Expenditures</b>	<b>\$ 2,444,699</b>	<b>\$ 2,744,809</b>	<b>\$ 2,965,634</b>	<b>\$ 2,871,045</b>	<b>\$ 2,944,339</b>	<b>\$ 2,935,581</b>
Offsetting Revenue	\$ (292,451)	\$ (298,370)	\$ (356,330)	\$ (335,326)	(397,598)	(399,838)
County Costs (net)	\$ 2,152,248	\$ 2,446,440	\$ 2,609,304	\$ 2,535,719	\$ 2,546,741	\$ 2,535,743
<b>Total Expenditures</b>	<b>\$ 2,444,699</b>	<b>\$ 2,744,809</b>	<b>\$ 2,965,634</b>	<b>\$ 2,871,045</b>	<b>\$ 2,944,339</b>	<b>\$ 2,935,581</b>

Note: Effective April 1, 2010, Environment Resource Conservation, Soil and Water and Parks and Recreation merged to form the Department of Environment, Agriculture, Parks and Recreation.

## Mission Statement

Protect and conserve the County's environment, including conservation of its natural resources (land, water, air/energy), cultural resources (including historic sites and parks) and open space. Implement programs, plans and initiatives to this end, and develop reports on emerging issues and trends related to the environment.

*Department of Environment, Agriculture, Parks and Recreation – continued*

**Natural and Cultural Resources Division (formerly ERCD)**

**Major Services**

- Coordinate County efforts in environmental protection, resource conservation and preservation, including water resources, air quality and energy/climate change, and biological resource lands.
- Oversee and implement the award-winning Lands Legacy Program to protect, manage and provide stewardship of prioritized natural and cultural resource lands, farmland or future parks and open space.
- Coordinate and implement the Environmental Responsibility in County Government Goal.
- Identify, acquire, plan and design future parks and open spaces.
- Implement the objectives within the Natural and Cultural Systems Element of the Comprehensive Plan.
- Provide staff support to advisory boards on resource conservation, agriculture and parks.

**FY 2009-10 Outcomes**

- Evaluate, acquire and conduct stewardship on lands identified as high priority resource lands through the Lands Legacy Program.
- Implement the Water Resources Initiative to monitor and protect ground and surface water resources, including the Observation Well Network and the H2Orange internal Committee.
- Address air quality, greenhouse gas emissions and climate change through the Environmental Responsibility Goal and new federal opportunities (stimulus).
- Provide staff support to board and commissions working on environmental, agricultural and parks and open space issues, producing reports, data and studies as needed.
- Develop strategy to accomplish BOCC adopted priorities (P-1, P-12 and P-14), and promote expansion of the Voluntary Agricultural Districts program
- Investigate new and emerging issues in environmental protection, conduct special projects and research as directed.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Lands Legacy lands and easements - acres under stewardship/mgmt	2,019	2,276	2,438	2,316	2,448
Watershed planning initiatives (nutrient rules, partnerships, regional plans)	2	3	4	5	5
Objectives of the Environmental Responsibility Goal addressed (10 total)	2	3	5	5	7

*Department of Environment, Agriculture, Parks and Recreation – continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Advisory Board meetings (Commission for Environment, Agricultural Preservation Board, Historic Preservation Commission, IP Work Group, Soil and Water Board)	61	59	56	60	72
Acres of land enrolled in the Voluntary Agricultural Districts Program	2,268	2,735	NA	2,900	3,050
Reports, reseach and special environmental, ag and parks/open space projects	3	4	3	5	5

**FY 2010-11 Fiscal Year Objectives**

- Complete easement donation and Breeze farm conservation easement (USDA and NCDA grant-funded), other opportunities and funds permit and as directed.
- Develop comprehensive stewardship plans and monitoring protocol for new department, and begin new Parks and Open Space Plan.
- Identify preferred GHG reduction measures and identify GHG emissions reduction target (working with Towns)
- Implement Year One activities of the Countywide Farmland Protection Plan and the Comprehensive Plan 2030 (Natural and Cultural Systems Element)

**Soil and Water Division**

**Major Services**

- Improve water quality in Orange County utilizing the NC Agricultural Cost Share Program, the NC Community Conservation Assistance program, and the USDA Farm Bill-Environmental Quality Incentives program; all are technical and financial incentive programs for land users.
- Provide agricultural land use recommendations, conservation planning, nutrient management planning, and technical assistance to landowners, homeowners, schools, municipalities, and other public and private groups.
- Inform citizens of county, state and federal regulatory and incentive programs related to agricultural and other natural resources issues.
- Provide technical assistance to landowners and other agencies (ERCD) to promote the USDA-Farm and Ranchland Protection program, the NC Agriculture Development and Farmland Preservation Trust Fund program, the Orange County Voluntary Agriculture District program, and other programs that promote preservation of farmland.
- Enhance citizen awareness of Natural Resource Conservation through educational and information programs.
- Assist agricultural landowners in meeting the required nutrient reductions in the Neuse River Basin, and future reductions in the Jordan Lake and Falls Lake watersheds.

*Department of Environment, Agriculture, Parks and Recreation – continued*

**FY 2009-10 Outcomes**

- Assess treatment needs for animal operations and cropland relative to water quality and soil erosion issues; installation of best management practices (BMP's) treating agricultural sediment and nutrient runoff problems.
- Provide technical and financial assistance to landowners; planning and designing BMP's to treat water quality problems; provide most current information on water quality regulations, and determine most suitable state and federal financial incentive programs that meets landowner needs.
- Promote total resource management systems, and conservation planning that includes not only erosion reduction on farmland, but wildlife enhancement, water quality improvement and reforestation through available cost share programs.
- Provide technical assistance to urban landowners; assessment, planning and designing BMP's to treat water quality concerns with sediment and storm water runoff problems; abandoned well closures working directly with and using guidelines from the Orange Co. Environmental Health Dept. and the NC Division of Water Quality.
- Assist schools/teachers/home-schoolers with developing outdoor classrooms, farm trips, mini-grants program, teachers' workshops, environmental field days, local, state and national Envirothon contest, and free resource materials. Promote natural resources through sales and distribution of tree seedlings, and wildlife nesting boxes.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Allocate funds encumbered to NCACSP contracts with agricultural land users	\$106,782	161,091	51,000	69,000	60,000
Allocate funds encumbered to CCAP contracts with urban land users	42,0000	15,000	8,300	8,300	10,000
Allocate EQIP funding for installation of conservation practices	130,000	160,000	100,000	150,000	120,000
Apply for Federal Farmland Protection Program funding for easements	0	100,000	100,000	150,000	100,000
Promote natural resources and assist citizens with information and educational opportunities, (no. of contacts)	2,300	2,200	2,400	2,350	2,300

**FY 2010-11 Fiscal Year Objectives**

- Maintain a high level of customer service through agriculture planning, designing, implementation, construction, and review of best management practices (BMP) that will improve soil and water quality in Orange Co. watersheds; utilization of local, state, and federal financial incentive programs.
- Increase awareness to citizens about the importance of conservation and preservation of natural resources through educational programs and workshops for students and adults.

## Department of Environment, Agriculture, Parks and Recreation – continued

Continue to inform landowners of voluntary agriculture and non-agricultural programs that are available to citizens of Orange Co.

- Continue to assist the ERCD office with review of conservation plans and securing federal funding for the Orange county Farm Preservation/Purchasing development rights on agricultural lands, and assist with yearly status reviews of easements.
- Increase awareness of new programs, NC Community Conservation Assistance Program, USDA Farm Bill incentive programs, that provides education, technical and financial assistance to non-agricultural landowners, public and private, to protect natural resources.
- Assist agricultural landowners in meeting the required nutrient reductions goals in the Neuse River Basin, the Jordan Lake and Falls Lake Watersheds.

### **Highlights**

- Provided technical assistance in planning and implementation of BMP for protection of natural resources and water quality issues; encumbered 100% of state and federal allocated funds to landowners.
- Worked with CW Stanford Middle school to develop outdoor classroom area, and applied for grant funds to capture and reuse stormwater from parking lots and buildings; protect water quality and provide a learning environment for the students.

### **Parks and Recreation Division**

#### **Major Services - Administration**

- Coordinate and administer the construction and development of parks and facilities
- Assist ERCD with planning parkland purchases and the Master Planning activity for parks and preserves.
- Provide staff support for the Recreation and Parks Advisory Council and assist with the Intergovernmental Parks Work Group
- Assist and support the needs of a staff of 20 (fy09-10). Provide needed timekeeping, accounting and procurement support.
- Greet the public and facilitate program registrations and facility reservations
- Publish and coordinate the distribution of three issues of the Program Guide annually

#### **FY 2009-10 Outcomes**

- Supported the first year of operation of the Cedar Grove Park
- Completed construction and opened the Eurosport Soccer Center
- Marketed the soccer center for sponsorships and tournament applications. Contracted with two sponsors for \$42,000 annually. Hosted four tournaments in the current fiscal year.
- All operations came in at or below budgeted expenditure amounts. Projected revenues are close to budget amount.

*Department of Environment, Agriculture, Parks and Recreation – continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Develop and open new parks as scheduled and per approved master plans, stay within capital budget parameters		1 new Within approved budget	2 new Within approved budget	2 new Within approved budget	2 new
Provide staff support and reporting for two advisory groups and numerous park planning groups and BOCC	50 meetings	40 meetings	35	35	35

**FY 2010-11 Fiscal Year Objectives**

- Increase park acreage, facilities and responsibilities without increasing funding request. Fairview Park and the Twin Creeks (Moniese Nomp) greenway are expected to open in the summer of 2010
- Work to facilitate the merging of Parks and Recreation with the Environment and Resource Conservation Department.
- Work to develop opportunities for partnerships in Recreation and Athletics service provision.
- Continue to strategize management of reduction in administrative staffing

**Major Services - Parks**

- Provide clean, safe, well maintained County Parks, (Efland Cheeks, Cedar Grove, Central, Fairview, Eurosport Soccer Center, Southern Human Services Trails and Little River Regional Park) as well as numerous County owned park sites and open spaces
- Prepare athletic fields for permitted and league play as well as for casual use.
- Maintain the natural resources within our parks and preserves, promoting good environmental stewardship, while providing excellent, hiking and biking trails.
- Maintain Park Playgrounds to meet National Playground Safety Institute, the NPRA and ASTM codes and standards
- Plan, research, conduct monthly Safety Program and quarterly Safety Committee meetings for the Department

**FY 2009-10 Outcomes**

- All County Parks were maintained to the highest standard possible, including new parks, such as Cedar Grove, Eurosport Soccer Center and River Park, with no new personnel.
- Athletic fields were ready for all "League" play and permitted play
- Natural areas were inspected at least monthly, maintained and left in a pristine condition
- All Park Playgrounds currently meet or exceed National and NRPA codes and standards
- Maintained over 9 miles of hiking trails and 7 miles of bike trails
- Conducted 12 monthly Safety Meetings and four Quarterly Safety Committee meetings

*Department of Environment, Agriculture, Parks and Recreation – continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Provide maintenance to all Parks including new parks	3 shelters, 7 miles of hiking trails, 7 miles of bike trails, 873 acres	8 Shelters, 9 miles of Hiking trails, 7 miles of bike trails, 1258 acres	Added responsibilities for 3 new Parks	Same as FY 2009 -10	Adding in 2 new areas, Fairview and Twin Creeks greenway
Maintain and prepare athletic fields & Courts	6 baseball fields/5 soccer fields/1 football field	7 baseball fields/+ - 25 soccer fields/1 football field/1 multi purpose field	Addition of 2 new baseball fields and 2 basketball courts	Same as FY 2009 -10	Addition of 1 ballfield, 2 basketball and 3 tennis courts.
Inspect & maintain Natural Areas	615 acres	756 acres	756 acres	756 acres	791 acres
Ensure playgrounds meet or exceed national safety standards	6	7	7	7	8
Ensure all Hiking & Biking Trails are in excellent condition	7 miles of hiking and 7 miles of biking trails "ADA trail and ¼ mile walking track	7 miles of hiking & 7 miles of Biking trails, ADA trail and ¼ mile walking track	Addition of ¾ miles of hiking trail and ¼ mile walking track	Same	Addition of 1 1/4 miles of hiking trails and ¼ mile walking track

**FY 2010-11 Fiscal Year Objectives**

- Park improvement projects – erosion control, drainage issues, trail improvements and landscape improvements to Efland Cheeks Park and Fairview Park, maintenance shed at Cedar Grove Park.
- Parking lot expansion and landscape improvements to Eurosport Soccer Center
- Trail improvements, erosion control and landscape enhancements to Cedar Grove and Little River Parks
- Normal operations at all parks and preserves with the addition of the new Fairview Park and the new Twin Creeks Greenway.

**Highlights**

- Addition of two new Parks, (Fairview and Twin Creeks Greenway) with no increase in staffing or budget
- Reduction in utility bills thru implementation of "Energy Conservation steps " and more efficient scheduling

Department of Environment, Agriculture, Parks and Recreation – continued

**Major Services - Recreation**

- Provide a wide range of recreational programs for adults and children including dance, exercise, adventure, trips, social interaction, camps as well as programs in environmental stewardship, preservation and nature appreciation for adults and youth.
- Provide Orange County residents with the opportunity to rent meeting room facilities for group functions such as meetings and birthday parties. Programs and rentals are offered at Central Recreation Center, Northern Human Services Center, and Efland-Cheeks Community Center.
- Provide Orange County residents with specialized programming for individuals who have disabilities. Programs include a variety of activities, trips and events and serve kids through adults.

**FY 2009-10 Outcomes**

- Recreation Division has offered 333 programs/events in FY09-10.
- Supervision and scheduling of three rental facilities which include Central Recreation Center, Northern Human Services Center, and Efland-Cheeks Community Center with a total of 873 rental hours (2009) generating \$ 8,091 in revenue and hosting 9,594 renters.
- Recreation Division recorded 1440 total visits in our open gym programs (badminton, walking, adult basketball, youth basketball, parent-child basketball) from July 1 2009 – Jan. 30 2010.

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
Special Population program/event participants	962	1360	755	918	1200
General recreation program participants	911	897	820	1152	2,818
Actual Revenue from programs	\$65,305	\$56,443	\$46,202	\$53,824	\$68,921
Number of community center rentals (CRC, ECCC, NHSCC)	223	191	65	125	131
Rental revenue	\$6,300	\$4,718	\$3,926	\$4,762	\$5,681

**FY 2010-11 Fiscal Year Objectives**

- Implement a JR Counselor program, which is a volunteer program for youth in rising grades of 11<sup>th</sup> – 12<sup>th</sup> grades to assist full-time staff in operations of the summer enrichment camps.
- Achieve an Above Average or Excellent rating on 95% of evaluations for Recreation Division programs
- Secure more sponsorships to offset the expenses in various program/events when the opportunity arises such as Fishing Rodeo and Egg Hunt.
- Work to consolidate and develop Environmental Education programming in conjunction with ERCD, Cooperative Extension and Soil and Water.

## Department of Environment, Agriculture, Parks and Recreation – continued

### Highlights

- Decreased overall expenses for Recreation Division programming budget by 2% from \$69,590 (FY09-10) to \$68,302 (FY10-11) while at the same time increasing the revenue 49% from \$46,202 (FY09-10) to \$68,921 (FY10-11).

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### Major Services - Athletics

- Planning and implementation of 39 youth and adult athletic leagues, camps, instructional programs and special events involving 2,423 Orange County participants and generating \$85,000 in revenue.
- Scheduling, billing and supervision of 535 rental hours (2009) of athletic facility rentals, which include the Central Recreation Center, Cedar Grove Park, Efland Cheeks Community Park and Eurosport Soccer Center, generating \$15,470 in revenue.
- Management and operation (including financial management, inventory control, personnel management, equipment servicing, and food service safety practices) of Eurosport Soccer Center full service concession stand and County owned concession trailer generating \$15,000 in revenue.
- Administration of Parent Training Program conducted 12 times per year encompassing 478 Orange County households, which introduces all youth sport league parents to the mission, philosophy and structure Of Athletic Division youth athletic leagues for the purpose of providing a safe, educational and enjoyable experience for players, parents and volunteer coaches.
- Administration of Volunteer Coaches Training Program conducted 6 times per year encompassing 218 head and assistant coaches. The program provides training in child safety and motor skills development, basic sports knowledge and practices, child psychology, parent and child communication and recreational coaching principles and philosophies. In addition as part of the program all volunteers are criminally screened in nationally and in North Carolina along with a national sexual predator check.

### FY 2009-10 Outcomes

- Processed and completed 100% (85) background checks of volunteer baseball, softball, soccer, football and basketball coaches
- Conducted parent-training sessions with a 77.8% attendance rate for registered youth participant's households.
- Received a 99% satisfaction rate for surveyed participants during the 2009 fall soccer league.
- Procured concession equipment and completed Orange County Health Department new restaurant inspection procedures at the new Eurosport Soccer Center concession stand and County owned concession trailer.
- Operated 37 youth and adult athletic programs recouping 100% of direct operating expenditures.

*Department of Environment, Agriculture, Parks and Recreation – continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
The Athletic Division evaluation of revenue against direct operating expenditures.	(R) 69,452 (E) 91,337	(R) 86,380 (E) 94,993	(R) 133,544 (E) 116,621	(R) 101,500 (E) 104,719	(R) 115,027 (E) 101,858
The enrollment and availability of programs for adults ages 18-55 that will promote physical fitness and healthy lifestyles.	5 programs /125 participants	8 programs /175 participants	22 programs /350 participants	14 programs /250 participants	16 programs /300 participants
Athletic participation scholarship program for under privileged youth to promote physical fitness, social skills, teamwork, discipline and civic responsibility.	0	21 Participants / \$1,037.50	60 participants /\$2,100	42 participants / \$1,843	75 participants / \$2,625

**FY 2010-11 Fiscal Year Objectives**

- To achieve a 95% or better attendance rate at all parent training sessions.
- To restructure the scheduling of the youth basketball league (40 teams with 400 participants) to avoid renting any school or non-school facility, thereby resulting in a cost savings for the County.
- The Development of an Athletic Division seasonal staff handbook for Athletic Assistants, Facility Assistant and Concession workers. This will streamline our operation in the delivery of services to the public.
- Develop a youth athletic league sponsorship package that will be directed at businesses that employ current and future Athletic Division participants to offset the overall cost of youth athletic leagues that account for 67% of our expenditures and 59% of our revenues.

**Highlights**

- To decrease the Athletic Division overall budget by 12.6% (FY2009-10 = \$116,621 to FY2010-11 = \$101,858.00)
- To increase athletic program revenue 12.8% from FY2009-10 through fee adjustments and by accepting increased enrollment for existing programs with no increase to expenditures.

**Budget Highlights**

- Environment Resource and Conservation, which includes Soil and Water, merged with the Parks and Recreation Department and the Grounds operations, in Asset Management and Purchasing Services, on April 1, 2010. This budget reflects the merged department and division operations.
- The Capital Outlay department requests of \$50,700 to purchase a park vehicles/equipment, a GIS plotter and Auto CAD license are not part of the budget for FY 2010-11.
- For FY 2010-11, the Parks and Recreation division anticipates additional revenue (\$5,000) from Eurosport Soccer Center Rentals, based on current use. In addition, the division will

## Department of Environment, Agriculture, Parks and Recreation – continued

experience a reduction of \$2,760 from Durham County's partnership with Little River Park. Orange County expenditure reductions will reduce the reimbursement amount due from Durham County.

### **Changes in Service Delivery and Operations – Environment Resource and Conservation: (\$41,464)**

- Eliminated funding for Triangle Land Conservatory.
- Reduce personnel costs (e.g. overtime, temporary personnel, board remuneration).
- Reduce travel, training and certification opportunities.
- Reduce hard copies of mailings, brochures and signs.
- Reduce staff use of vehicles.
- Reduce operational expenses (e.g. subscriptions, computing needs and department supplies).
- Reduce contracted services (e.g. surveys).

### **Changes in Service Delivery and Operations – Soil and Water: (\$2,805)**

- Reduce travel to conferences and training and certification opportunities.
- Reduce operational expenses (e.g. dues, educational supplies).
- Reduce access to requested and educational materials.

### **Changes in Service Delivery and Operations – Parks and Recreation: (\$92,240)**

- Eliminated a Parks Conservation Technician I and Administrative Assistant III position, in April 2010.
- Reduce seasonal staff, which will decrease the level of Park Maintenance.
- Reduce travel to conferences and training and certification opportunities
- Reduce operational expenses (e.g. dues, department supplies, educational supplies)
- Reduce funds for park maintenance, rentals and operations (e.g. playground equipment upfit, equipment and utility repairs,)
- Reduce program guide advertising

### **Approved Fee Changes:**

- Local Landmarks Program: new fee to cover Local Landmarks sign costs (\$300 per sign).
- Field Rental: reduce the current rate of \$45/hour to \$35/hour to make the rental rate more competitive and less prohibitive to groups.
- Field Lighting: increase the current rate of \$20/hour to \$25/hour to cover actual cost of operations.
- Tennis/Basketball Court Rental: new fee to cover maintenance expenses. Groups requiring lights will be charged \$10/hour; without lights, \$5/hour.

# Department of Social Services

Phone Number: (919) 245-2800

Website: <http://www.co.orange.nc.us/socsvcs/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved	Account: 4001
<b>By Category (General Fund)</b>							
Personnel Services	\$ 8,555,946	\$ 9,125,999	\$ 9,172,501	\$ 8,887,909	9,365,955	9,095,339	
Operations	\$ 12,040,046	\$ 12,126,786	\$ 10,059,173	\$ 10,842,990	9,646,683	9,444,696	
Capital Outlay	\$ 44,497	\$ 95,689	\$ 0	\$ 204,779	0	0	
<b>Total Expenditures</b>	<b>\$ 20,640,488</b>	<b>\$ 21,348,473</b>	<b>\$ 19,231,674</b>	<b>\$ 19,935,678</b>	<b>\$ 19,012,638</b>	<b>\$ 18,540,035</b>	
Offsetting Revenues	\$ (12,011,200)	\$ (12,622,463)	\$ (13,209,698)	\$ (12,388,696)	(12,255,681)	(12,237,466)	
<b>County Costs (net)</b>	<b>\$ 8,629,289</b>	<b>\$ 8,726,011</b>	<b>\$ 6,021,976</b>	<b>\$ 7,546,981</b>	<b>\$ 6,756,957</b>	<b>\$ 6,302,569</b>	
<b>Other Related Programs (Grant Fund)</b>							
Personnel Services	\$ 23,217	\$ 51,471	\$ 49,223	\$ 50,223	51,824	51,824	
Operations	\$ 198,722	\$ 188,780	\$ 176,973	\$ 169,816	176,973	170,623	
Capital Outlay	\$ 3,911	\$ 2,909	\$ 0	\$ 0	0	0	
<b>Total Expenditures</b>	<b>\$ 225,849</b>	<b>\$ 243,160</b>	<b>\$ 226,196</b>	<b>\$ 220,039</b>	<b>\$ 228,797</b>	<b>\$ 222,447</b>	
Offsetting Revenues	\$ (236,540)	\$ (227,537)	\$ (189,343)	\$ (210,893)	(192,837)	(192,837)	
<b>County Costs (net)</b>	<b>\$ (10,691)</b>	<b>\$ 15,622</b>	<b>\$ 36,853</b>	<b>\$ 9,146</b>	<b>\$ 35,960</b>	<b>\$ 29,610</b>	
<b>Total Department of Social Services and Related Expenditures</b>	<b>\$ 20,866,338</b>	<b>\$ 21,591,633</b>	<b>\$ 19,457,870</b>	<b>\$ 20,155,717</b>	<b>\$ 19,241,435</b>	<b>\$ 18,762,482</b>	

## Division Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved	
<b>By Program (General Fund)</b>							
Administration	\$ 1,720,551	\$ 2,783,938	\$ 2,766,281	\$ 2,880,903	\$ 2,775,826	\$ 2,596,057	
Children/Family Services	\$ 4,558,852	\$ 4,623,176	\$ 4,721,621	\$ 4,717,827	\$ 4,793,783	\$ 4,581,612	
Economic Services	\$ 3,779,315	\$ 4,107,411	\$ 4,195,526	\$ 4,006,226	\$ 4,039,502	\$ 4,126,395	
Public Assistance	\$ 4,815,986	\$ 3,441,353	\$ 1,235,029	\$ 1,444,787	\$ 1,239,898	\$ 1,239,898	
Skills Development Center	\$ 61,122	\$ 63,296	\$ 57,825	\$ 40,138	\$ 53,191	\$ 33,635	
Subsidy	\$ 5,640,181	\$ 6,262,694	\$ 6,191,887	\$ 6,781,779	\$ 6,043,580	\$ 5,895,580	
Veterans' Services	\$ 64,480	\$ 66,606	\$ 63,505	\$ 64,018	\$ 66,858	\$ 66,858	
<b>Total Expenditures</b>	<b>\$ 20,640,488</b>	<b>\$ 21,348,473</b>	<b>\$ 19,231,674</b>	<b>\$ 19,935,678</b>	<b>\$ 19,012,638</b>	<b>\$ 18,540,035</b>	
Offsetting Revenue	\$ (12,011,200)	\$ (12,622,463)	\$ (13,209,698)	\$ (12,388,696)	(12,255,681)	(12,237,466)	
<b>County Costs (net)</b>	<b>\$ 8,629,289</b>	<b>\$ 8,726,011</b>	<b>\$ 6,021,976</b>	<b>\$ 7,546,981</b>	<b>\$ 6,756,957</b>	<b>\$ 6,302,569</b>	
<b>Other Related Programs (Grant Fund)</b>							
O-C Justice Partnership	\$ 225,849	\$ 243,160	\$ 226,196	\$ 220,039	\$ 228,797	\$ 222,447	
<b>Total Expenditures</b>	<b>\$ 225,849</b>	<b>\$ 243,160</b>	<b>\$ 226,196</b>	<b>\$ 220,039</b>	<b>\$ 228,797</b>	<b>\$ 222,447</b>	
Offsetting Revenue	\$ (236,540)	\$ (227,537)	\$ (189,343)	\$ (210,893)	(192,837)	(192,837)	
<b>County Costs (net)</b>	<b>\$ (10,691)</b>	<b>\$ 15,622</b>	<b>\$ 36,853</b>	<b>\$ 9,146</b>	<b>\$ 35,960</b>	<b>\$ 29,610</b>	
<b>Total Expenditures</b>	<b>\$ 20,866,338</b>	<b>\$ 21,591,633</b>	<b>\$ 19,457,870</b>	<b>\$ 20,155,717</b>	<b>\$ 19,241,435</b>	<b>\$ 18,762,482</b>	

## Department of Social Services - continued

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### **Mission Statement**

The Orange County Department of Social Services shall meet with clients at their point of need to provide preventive, supportive, and restorative services delivered with competence and compassion while striving to protect vulnerable children, the at-risk elderly, persons with disabilities and the economically disadvantaged in our community.

### **Administration Division**

#### **Major Services**

- Administration and Fiscal Support for Department Divisions and the Social Services Board
- Multi-site Reception/Switchboard services for information, referral and agency access
- Management of accounts payable and receivable

#### **FY 2009-10 Outcomes**

- Bilingual receptionists were available at each site to assist public with language barriers
- Maintained contracts with qualified interpreters
- Maintained expenditures within approved county budget

#### **FY 2010-11 Fiscal Year Objectives**

- Ensure compliance with fiscal and program audit requirements
- Provide prompt and friendly services to the public
- Ensure access for persons with Limited English Proficiency
- Maximize state and federal funds available to Orange County for Social Services

#### **Highlights**

- Overtime for all Social Services staff have been reduced, consolidated and budgeted to Administration.
- The North Carolina Association of County Directors of Social Services have increased dues based on county size and this increase is offset by a reduction in the line item for subscriptions.
- Increase in client demand has led to an increase in verification fees.

### **Child/Family Services Division**

#### **Major Services**

- Conduct Child Protective Services (CPS)/Adult Protective Services (APS) intake and investigations
- Provide protective services treatment and substitute care for children
- Provide adoption services

*Department of Social Services - continued*

- Provide supportive services to adults in their homes
- Coordinate adult out-of-home placement
- Act as guardian and protective payee for incompetent or disabled adults

**FY 2009-10 Outcomes**

- Provided CPS/APS coverage 24 hours per day year round
- Completed CPS/APS screenings and conducted investigations/assessments where appropriate
- Achieved permanence for children in DSS custody
- Assured availability of appropriate, prepared foster and adoptive families for children in DSS custody
- Assured elderly and disabled adults were able to remain safely in their own homes whenever possible
- Provided guardianship services and acted as protective payee for individuals when no other resource could be identified in the community

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Children in households reported for suspected child abuse/neglect	1,153	933	1,050	950	1,000
# children in DSS legal custody	211	196	206	195	205
# children who achieved permanence	56	85	60	73	75
APS investigations	48	44	64	64	70
CAP/In Home Services	111	129	126	103	103
Guardianship cases	17	18	30	20	20

**FY 2010-11 Fiscal Year Objectives**

- Protect children by responding to referrals made alleging abuse, neglect, and/or dependency, providing services, preventing unnecessary removal, and achieving permanence expeditiously
- Protect elderly and disabled adults by responding to referrals alleging abuse, neglect, and/or exploitation
- Help maintain elderly and disabled adults in their own homes when possible
- Assist elderly and disabled adults by facilitating appropriate placements and/or providing payee or guardianship services as appropriate

*Department of Social Services - continued*

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**Highlights**

- Eliminated contract with Orange-Person-Chatham Mental Health Center.
- Overtime for Social Workers limited and consolidated in Administration.
- Eliminated all temporary staff.

**Economic Services Division**

**Major Services**

- Provide funding for staff administering various Public Assistance programs, the Work First and Adolescent Parenting programs (Actual costs for Public Assistance programs are found in the Public Assistance division)
- Provide case management services to adolescent parents to delay future pregnancies and Work First families to obtain employment
- Assess Work First families' and teen parents' needs, strengths, and barriers to employment and continuance of education and completion of high school
- Provide training and supportive services (such as child care and transportation)
- Provide counseling and referral services

**FY 2009-10 Outcomes**

- Enabled 130 recipients to obtain employment
- 61% of Work First families participated in an employment services work activity
- Assisted 10 medically exempt Work First families in improving self-sufficiency by obtaining SSI Disability
- 85% percent of teen mothers active in the Adolescent Parenting Program avoided a second pregnancy
- Ensured that 85% of adolescent parents continue their education, and strengthened the involvement and participation of fathers. Fathers are encouraged to become involved with the program as a participant and/or attend monthly peer group meetings with topics ranging from budgeting/finance to dental care for themselves and their children
- Implemented pay-after-performance for all Work First cash recipients

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Employed Families (unduplicated)	155	140	150	130	130
County Participation Rate	61%	55%	65%	61%	65%
SSI Disability Claims	2	11	10	10	10
Adolescent Parents	38	36	35	40	35
2 <sup>nd</sup> Pregnancy Avoidance	100%	100%	85%	85%	100%

*Department of Social Services - continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Education Continuance	89%	97%	85%	85%	100%

**FY 2010-11 Fiscal Year Objectives**

- Move public assistance families into employment and toward self-sufficiency and personal responsibility
- Delay second pregnancies for adolescent parents and support continued school attendance
- Implement newly funded subsidized employment program to assist Orange County families to obtain employment (Funds are provided by TANF ARRA)

**Highlights**

- Contracts including Harvey Reid, Orange Enterprises, and Center for Employment Training were reduced or eliminated for FY 2010-11. .
- Funds for staff who are handling all increases in public assistance are included in this department. Although the Board of County Commissioners approved two time-limited positions to assist with Food and Nutrition Services using ARRA funds, the agency used the ARRA money to make up for the cut in State Aid to Counties, and did not fill the positions.

**Public Assistance Division**

**Major Services**

- Work First Cash Assistance
- Food Stamps
- Medical Assistance
- Special Assistance for Domiciliary Patients
- Emergency Assistance

**FY 2009-10 Outcomes**

- Managed Medicaid caseload that has increased more than 8% over the last year
- Managed Food and Nutrition Services caseload that has increased more than 21% over the last year
- The agency is on pace to serve at least 300 more people in the emergency assistance program this year than last, and anticipates making more than 4,400 total payments for clients in crisis
- Managed all increases in public assistance without hiring additional staff

*Department of Social Services - continued*

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<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Work First Cases	251	253	350	275	300
Food and Nutrition Services Households	3,057	3,475	3,807	4,397	4,812
Medicaid Cases	6,338	6,830	7,502	7,537	8,029
Special Assistance Recipients	270	280	300	285	300
Health Choice Recipients	596	646	700	715	772

**FY 2010-11 Fiscal Year Objectives**

- Assist low-income families and individuals with meeting nutritional, medical, and other basic needs
- Continue to manage high demand while providing good customer services without any additional resources
- Develop mechanisms to manage the increased demand for Emergency Assistance

**Highlights**

- Expenses related to indigent ambulance care are increasing.
- Additional federal funds for the Crisis Intervention Program, which provides energy assistance, are anticipated.
- Due to unusually high unemployment rates, the state has suspended the Food and Nutrition Services Employment Training Program.

**Skills Development Center**

**Major Services**

- Provide educational, vocational, and human resources development training
- Provide citizens the opportunity to interview with employers on-site
- Provide assessment and case management assistance to Orange County citizens
- Provide job listings and job placement
- Provide labor market and career information to job seekers and employers

**FY 2009-10 Outcomes**

- Enabled 450 citizens to obtain employment or increase income
- Made job search easier through the availability of computers and access to the World Wide Web
- Assisted 5,601 citizens with job search

*Department of Social Services - continued*

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- Provided educational and vocational training for 2,900 citizens
- Monitored 100% of customer satisfaction surveys for continuous improvement

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Customer Satisfaction Survey	100%	99%	100%	100%	100%
Human Resources Development	236	310	300	400	450
Basic Skills Training (ABE, ESL, GED)	483	442	550	600	650
Educational and Vocational Training	2,783	2,851	2,850	2,900	3,000
Obtained Employment or Increased Income	515	440	450	450	500
Facility Usage (monthly)	3,300	3,441	4,000	4,000	4,500

**FY 2010-11 Fiscal Year Objectives**

- Offer businesses the opportunity to recruit qualified workers at one location
- Integrate skill development and employment resources for improved service delivery
- Offer a comprehensive range of services that will enable citizens to improve their skills and employment outlook

**Highlights**

- Administrative Assistant II has been temporarily reassigned to manage the three-year Homelessness Prevention Grant.

**Veterans' Services Division**

**Major Services**

- Assist Veterans in accessing compensation, pension, and other benefits
- Provide education and publicity for veterans and the public
- Provide advocacy and information/referral for Orange County veterans

**FY 2009-10 Outcomes**

- Ensured current and accurate information on veterans' benefits is available throughout the county
- Assisted Orange County veterans to access or continue to receive local, state, and federal benefits as appropriate

*Department of Social Services - continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Compensation Applications	163	179	190	195	240
Education Applications	10	12	25	20	25
Burial Applications	22	13	25	25	25
Food & Nutrition Applications and Reviews			110	10	110

**FY 2010-11 Fiscal Year Objectives**

- Ensure that veterans, their families, and the community know about the benefits/services available and assist them in accessing those services
- Assist veterans in receiving Food and Nutrition Services benefits

**Highlights**

- Veteran's Officer will become more involved with the Food and Nutrition Services Program.

**Criminal Justice Partnership Program (CJPP) and Juvenile Crime Prevention Council (JCPC)**

**Major Services**

- Provide a continuum of care, through a Resource Center, for eligible I-sanctioned offenders including Intensive Outpatient Services, Detoxification, Residential Placement, and CBI Services (CJPP)
- Provide additional services including: Assessment; Support Services; Aftercare Services; Drug Screening; Educational Services; Job Development, Housing and Life Skills Services; and Domestic Violence Support and Counseling (CJPP)
- Provide local programs targeting juvenile offenders including: Victim/Offender Mediation; Alternative-to-Suspension Program; Emergency Youth Shelter; Parent/Family Counseling; Clinical Case Management; Psychological/Intensive Services; Community Service & Restitution; and Teen Court (JCPC)

**FY 2009-10 Outcomes**

- The program served approximately 119 clients/offenders (CJPP)
- While in the program, 55% of clients/offenders were able to obtain or maintain employment (CJPP)
- The successful completion rate for the program is 14% higher than the state average (CJPP)
- 874 youth received JCPC services (JCPC)
- 84% of youth completed community service and restitution (JCPC)

## Department of Social Services - continued

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### **FY 2010-11 Fiscal Year Objectives**

- Reduce recidivism and the number of probation revocations (CJPP)
- Reduce alcoholism and other drug dependencies among offenders (CJPP)
- Reduce the cost to the State and the counties of incarceration (CJPP)
- Develop community-based alternatives to youth detention centers (JCPC)
- Provide community-based delinquency and substance abuse prevention strategies and programs (JCPC)
- Provide non-institutional dispositional alternatives that will protect the community and the juveniles (JCPC)

### **Budget Highlights**

- Programs supported by state grant and county match.
- Social Services Board is reviewing outside agency applications related to Criminal Justice grant funding.

### **Subsidy Division**

#### **Major Services**

- Child day care subsidy and social casework services for families, including information and referral services to help parents determine appropriate child care placements
- Provide payments for foster and adoptive placements
- County-funded emergency assistance to provide eligible families with utility, housing, food, and medication assistance

#### **FY 2009-10 Outcomes**

- Provided child care subsidy for 1,160 children of working families
- Provided a safe, stimulating, learning environment for 40 children and respite for parents as part of the protection plan when children have been neglected or abused, and assured that 35 foster children received child care services to supplement foster care services when the foster parent(s) work outside the home
- Provided payments to approximately 85 foster parents each month for care provided to children in agency custody and approximately 170 payments each month for adoptive parents in cases where children have special needs
- Provided child care information and referral services to parents on availability, quality and subsidy for child care, and provided supportive casework services to 575 families (1,275 information and referral contacts on child care issues were made)
- Provided county funds for public assistance emergencies on behalf of families not eligible for federal Crisis Intervention Program and Work First emergency assistance funds.

*Department of Social Services - continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Average # of children served per month in child care subsidy program	738	775	725	790	790
# of information and referral contacts for child care placements	1280	1204	1300	1275	1275
Total # of children served during the year for child care subsidy	1302	1135	1100	1160	1160
# of children adopted	11	25	18	27	25

**FY 2010-11 Fiscal Year Objectives**

- Improve family functioning by providing child care subsidy and casework support services
- Provide foster and adoptive payments to Orange County families enabling them to care for children currently or formerly in the custody of Social Services
- Develop processes to manage the ongoing need for emergency services

**Highlights**

- The state estimate for Child Care Subsidy has been reduced by \$352,697 in FY 2010-11. County funds totaling \$50,000, for child care subsidy, were not put back in to the Manager's Recommended budget for FY 2010-11, after being cut in FY 2008-09. County funds totaling \$25,000 have been included in the budget request to pay back subsidy dollars used by county employees. *The Commissioner Approved budget includes funds of \$50,000 for child care subsidy, as well as \$32,194 in transitional funding related to Adolescents in Need.*
- Increases in the number of foster children who have been adopted has led to increases in payments for adoptive placements

**Budget Highlights**

- The department experienced losses totaling \$1,024,391 from State reductions and one-time, reimbursement funds from Hillsborough Commons purchases, not directly related to the capital project (e.g. some furnishing, children's equipment).
- The Board of County Commissioners approved a \$145,000 carryforward, from the Critical Needs Reserve, for emergency assistance in FY 2009-10. Those funds were not budgeted in FY 2010-11, because it lacked a revenue source.
- Budgeting the department's salaries and benefits at 100% resulted in a \$320,751 increase in Personnel Services.
- Some of the Changes in Service Delivery and Operations will have revenue impacts in various divisions. The net loss of these changes is \$18,215. These changes include:
  - Reduce revenue from eliminated office assistant and social worker positions. (-\$120,812.)
  - Reduced revenue from utility reimbursements. (-\$25,840)
  - Increased stimulus funds from Income Maintenance Worker I positions. (+\$93,573)

## *Department of Social Services - continued*

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- Projected loss of State Day Care administration and Adult Home Specialist funds (-\$52,647).
- Transfer Homelessness Grant funds to support work being performed by General Fund positions (+\$50,000)

### ***Changes in Personnel at Social Services (\$175,679 Reduction)***

- Eight positions throughout the agency will be eliminated due to retirements, promotions or reassignments of existing staff.
- Some of these positions were in administration and their duties will be incorporated into other jobs. Two new income maintenance positions are being created using stimulus funds to handle the large increase in Food and Nutrition cases. Three of the eliminated positions are in child welfare and will result in the elimination of clinical services and parent training for families in child welfare cases. The social workers in these positions have been offered other jobs in child welfare.

### ***Changes in Service Delivery and Operations - Administration: (\$51,681 Reduction)***

- Reduce utility expenses for electricity, telephone and natural gas at Hillsborough Commons.

### ***Changes in Service Delivery and Operations – Criminal Justice Partnership, Grant Project: (\$6,350 Reduction)***

- Reduce Criminal Justice Partnership operating expenses, which will reduce the General Fund transfer to the grant project.

### ***Changes in Service Delivery and Operations – Economic Services: (\$35,000 Reduction)***

- Reduce transportation assistance for Work First clients.
- Eliminate supportive services for Work first clients seeking employment, including some contracts for job training.

### ***Changes in Service Delivery and Operations – Subsidy: (\$198,000 Reduction)***

- The Manager's Recommended budget included a reduction in emergency assistance funds for residents. (FY 2009-10 funds were provided through a carryforward of the FY 2008-09 Critical Needs Reserve). *The Commissioner Approved budget increased funding by \$50,000 for emergency assistance.*
- Reduce Foster Care Board Payments, based on revised estimates.
- Reduce Adoption Assistance Payments, based on revised estimates.
- Provide fewer psychological services to children and parents involved with child protective services.

# Economic Development

Phone Number: (919) 919-245-2325

Website: <http://www.co.orange.nc.us/ecodev/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						Account: 6000
Personnel Services	\$ 202,210	\$ 297,721	\$ 326,709	\$ 332,418	343,712	286,890
Operations	\$ 157,480	\$ 119,634	\$ 141,612	\$ 133,812	141,361	69,461
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0	0	0
<b>Total Expenditures</b>	<b>\$ 359,690</b>	<b>\$ 417,355</b>	<b>\$ 468,321</b>	<b>\$ 466,230</b>	<b>\$ 485,073</b>	<b>\$ 356,351</b>
Offsetting Revenues	\$ (92,248)	\$ (57,492)	\$ (53,559)	\$ (51,781)	(53,308)	(18,000)
<b>County Costs (net)</b>	<b>\$ 267,441</b>	<b>\$ 359,863</b>	<b>\$ 414,762</b>	<b>\$ 414,449</b>	<b>\$ 431,765</b>	<b>\$ 338,351</b>

## Mission Statement

Our purpose is to make Orange County a smart, innovative place to live & work. We encourage public-private investments to provide jobs for county residents & to increase the non-residential tax base. Through these investments and department's involvement, we will enhance the financial well-being and quality of life of county residents.

## Major Services

- Consistent with the economic development strategic plan, develop and operate targeted programs to strengthen and market the local economy.
- Provide assistance to new, expanding, and relocating businesses (all facets of commerce including entrepreneurship, agriculture, arts and tourism).
- Research and disseminate business, economic, and demographic data to citizens, businesses, non-profits, and elected officials through the web and printed materials.
- Encourage, assist, coordinate with, and fund small business service providers; examples include the Small Business & Technology Development Center (SBTDC), the Small Business Center at Durham Technical Community College, and Good Work. Support for the Small Business and Technology Development Center regional office is included in this budget. The SBTDC provides business plan, marketing, capital, procurement and other assistance to local businesses at no charge.
- Assist with and oversee activities of the Chapel Hill/Orange County Visitors Bureau and the Orange County Arts Commission.
- Provide financing for small businesses and local entrepreneurs.

## FY 2009-10 Outcomes

- Research, develop, and prepare publications available free to anyone seeking information on small businesses and the local economy. Develop, publicize and update a webpage containing the most requested information.

## *Economic Development – continued*

- Encourage the use of all existing buildings by maintaining a comprehensive database of all commercial property (buildings and land) and by providing that information to firms looking to start, expand or relocate a business.
- Operate "Buy Local" campaign to inform citizens and governments of the value of shopping locally.
- Increase workforce participation of Orange County citizens by coordinating and linking the business community; various employment and training providers (such as Durham Technical Community College, Workforce Development Board, the Chambers public education support efforts and Work first programs).
- Encourage development of additional markets for local farm goods through an interactive web site ([www.orangecountyfarms.org](http://www.orangecountyfarms.org)) and by convincing local food service operations to purchase local farm products. Activities include the regional value-added agricultural processing center.
- Provide ombudsman services to any entrepreneur or business owner as needed, including participating in predevelopment conferences and planning for central permitting. Continue work to ensure that zoning permits adequate commercial activity in all parts of the county and that infrastructure is available to the Economic Development Districts. Development and secure support for a list of desirable businesses for the Economic Development Districts.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Web Contacts – Home Page Visits	150,000	175,000	177,000	175,000	170,000
Small Business Application/Approved	0/0	6/1	5/1	5/1	5/1
SBTDC Local Clients	225	201	240	225	240
Orange County Employment	67,246	64,114	63,000	63,976	64,000
Number of Businesses	3,658	3,617	3,734	3,734	3,800
Request for information/referrals	1,000	1,200	1,000	1,000	2,000

### **FY 2010-11 Fiscal Year Objectives**

- Provide citizens and businesses with information they seek in a timely and efficient manner.
- To have a full range of services available to small businesses to encourage their start-up, expansion and retention.
- Continue work to ensure that infrastructure is available to all Economic Development Districts.
- Increase collaboration with economic development purveyors (RTRP, Chapel Hill, Carrboro, Chamber's, UNC, NC State).

## *Economic Development – continued*

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### **Budget Highlights**

- Effective July 1, 2010, the Arts Commission will relocate to the Visitors Bureau Fund. All operating expenses will be paid with revenue generated by the Visitors Bureau.
- The Manager's Recommended budget for FY 2010-11 included reductions of approximately \$38,000 in operational expenses for Economic Development. *The Commissioner Approved budget for FY 2010-11 includes restoring these funds of \$38,000.*

### ***Changes in Service Delivery and Operations: (\$93,414 Reduction)***

- Transfer Arts Commission operations to the Visitors Bureau Fund.

# Emergency Services Department

Phone Number: (919) 245-6100

Website: <http://www.co.orange.nc.us/emergency/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						
Personnel Services	\$ 5,395,768	\$ 5,440,620	\$ 5,473,355	\$ 5,197,461	7,489,843	5,747,890
Operations	\$ 798,697	\$ 858,237	\$ 763,135	\$ 871,675	1,023,370	890,405
Capital Outlay	\$ 1,500	\$ 43,158	\$ 0	\$ 807,783	479,100	0
<b>Total Expenditures</b>	<b>\$ 6,195,965</b>	<b>\$ 6,342,015</b>	<b>\$ 6,236,490</b>	<b>\$ 6,876,919</b>	<b>\$ 8,992,313</b>	<b>\$ 6,638,295</b>
Offsetting Revenues	\$ (1,816,532)	\$ (2,036,190)	\$ (1,853,000)	\$ (1,996,355)	(1,913,000)	(1,913,000)
<b>County Costs (net)</b>	<b>\$ 4,379,433</b>	<b>\$ 4,305,825</b>	<b>\$ 4,383,490</b>	<b>\$ 4,880,564</b>	<b>\$ 7,079,313</b>	<b>\$ 4,725,295</b>
<b>Emergency Telephone Fund</b>						
Overhead	\$ 53,559	\$ 19,556	\$ 19,556	\$ 19,556	19,556	19,556
Personnel Services	\$ 120,582	\$ 182,234	\$ 189,671	\$ 186,221	180,405	134,120
Operations	\$ 297,682	\$ 457,466	\$ 292,000	\$ 1,545,720	264,600	264,600
Capital Outlay	\$ 113,077	\$ 91,418	\$ 0	\$ 0	6,000	6,000
<b>Total Expenditures</b>	<b>\$ 584,899</b>	<b>\$ 750,675</b>	<b>\$ 501,227</b>	<b>\$ 1,751,497</b>	<b>\$ 470,561</b>	<b>\$ 424,276</b>
Offsetting Revenues	\$ (770,995)	\$ (659,799)	\$ (501,227)	\$ (1,858,150)	(470,561)	(424,276)
<b>County Costs (net)</b>	<b>\$ (186,096)</b>	<b>\$ 90,876</b>	<b>\$ 0</b>	<b>\$ (106,653)</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total Emergency Services and Related Expenditures</b>	<b>\$ 6,780,864</b>	<b>\$ 7,092,690</b>	<b>\$ 6,737,717</b>	<b>\$ 8,628,416</b>	<b>\$ 9,462,874</b>	<b>\$ 7,062,571</b>

## Division Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Program (General Fund)</b>						
Administration	\$ 243,032	\$ 350,665	\$ 335,054	\$ 1,192,720	\$ 909,690	\$ 774,767
Emergency Medical Services	\$ 3,881,552	\$ 3,852,426	\$ 3,634,872	\$ 3,549,225	\$ 5,252,127	\$ 3,832,201
Life Safety Management	\$ 264,341	\$ 209,633	\$ 299,320	\$ 251,883	\$ 309,317	\$ 156,561
Telecommunications	\$ 1,807,039	\$ 1,929,292	\$ 1,967,244	\$ 1,883,091	\$ 2,521,179	\$ 1,874,766
<b>Total Expenditures</b>	<b>\$ 6,195,965</b>	<b>\$ 6,342,015</b>	<b>\$ 6,236,490</b>	<b>\$ 6,876,919</b>	<b>\$ 8,992,313</b>	<b>\$ 6,638,295</b>
Offsetting Revenue	\$ (1,816,532)	\$ (2,036,190)	\$ (1,853,000)	\$ (1,996,355)	(1,913,000)	(1,913,000)
<b>County Costs (net)</b>	<b>\$ 4,379,433</b>	<b>\$ 4,305,825</b>	<b>\$ 4,383,490</b>	<b>\$ 4,880,564</b>	<b>\$ 7,079,313</b>	<b>\$ 4,725,295</b>
<b>Emergency Telephone Fund</b>						
Emergency Telephone System	\$ 584,899	\$ 750,675	\$ 501,227	\$ 1,751,497	\$ 470,561	\$ 424,276
<b>Total Expenditures</b>	<b>\$ 584,899</b>	<b>\$ 750,675</b>	<b>\$ 501,227</b>	<b>\$ 1,751,497</b>	<b>\$ 470,561</b>	<b>\$ 424,276</b>
Offsetting Revenue	\$ (770,995)	\$ (659,799)	\$ (501,227)	\$ (1,858,150)	(470,561)	(424,276)
<b>County Costs (net)</b>	<b>\$ (186,096)</b>	<b>\$ 90,876</b>	<b>\$ 0</b>	<b>\$ (106,653)</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total Expenditures</b>	<b>\$ 6,780,864</b>	<b>\$ 7,092,690</b>	<b>\$ 6,737,717</b>	<b>\$ 8,628,416</b>	<b>\$ 9,462,874</b>	<b>\$ 7,062,571</b>

## Emergency Services – continued

### **Mission Statement**

The Planning and Logistics Branch is focused on providing materials support and management to the EMS and Communications Operations Branch as well as the management of capital projects in the department. Planning responsibilities center around the Emergency Management Program as well as time-limited departmental initiatives as they occur.

### **Planning and Logistics Division**

#### **Major Services**

- Emergency Management Program
- Management of the ES Fleet, including Ambulances
- Warehouse Management
- Facilities support and maintenance
- Departmental Issued Attire & Personal Protective Equipment
- Capital Projects

#### **FY 2009-10 Outcomes**

- 3 activations of the Emergency Operations Center
- Development of Emergency Operations Center Manual
- Purchase of 3 new ambulances
- Renovation of 1 EMS station
- Implemented a new uniform ordering system for ES Staff

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Emergency Plans Updated	10	10	12	12	3 - Very large plans
EOC Activation	3	2	4	4	4
Disaster Training	*N/A	*N/A	*N/A	3	5
CERT Trainings	2	4	4	4	4
Disaster Recovery Operations	0	0	1	1	1
Warehousing Support Events	*N/A	*N/A	*N/A	15	25

**\*Outcome Measures Revised-no data available for these measures**

## Emergency Services – continued

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### **FY 2010-11 Fiscal Year Objectives**

- Complete updates to the following plans: Emergency Operations Framework; Debris Management Plan; Special Needs Registry/Aging Registry; OCHD Emergency Management Plan.
- Provide a refresher training (4 offerings) to each Department Head and all other critical staff within each department to assure ongoing preparedness.
- Develop a Continuity of Operations plan for Orange County Government on a 2 year - phased approach. Year one (2010/11) is to develop the framework and obtain Executive approval. Year two (2011/12) will feature implementation and training.
- Support the integration of Automated Vehicle Location and mobile data from Communications and emergency response units.

### **Division Highlights**

- Addition of \$20,000 to "Contract Services" to fund CodeRED alert notification system (moved from IT to ES).

### **Life Safety Management Division**

#### **Mission Statement**

The Emergency Services Life Safety Management Office is responsible for enforcing the North Carolina Fire Prevention Code, conducting fire inspections, reviewing plans for new building construction, fire/arson investigations, county fire department coordination, hazardous materials response, and SARA Title III reporting in the unincorporated areas.

#### **Major Services**

- Administer the provision of the North Carolina Prevention Code.
- Review all building and subdivision plans submitted to the County Planning Department for fire code/life safety compliance and disaster planning.
- Provide fire education, life safety/disaster preparedness programs to all schools, all County employees, day care providers, healthcare providers, civic organizations and public events for community outreach, upon request.
- Investigate fires to determine cause and origin of suspicious or undetermined fires.
- Investigate complaints of illegal open burning and other activities that could impact residents and the environment.
- Administer the SARA Title III Regulations, which includes the collection of data about chemical hazard in fixed storage facilities as well as existing plans and capabilities for emergency response.

#### **FY 2009-10 Outcomes**

- Improve life safety and reduce fire damage in public buildings by conducting fire inspections in facilities as mandated by the North Carolina Fire Prevention Code.

## *Emergency Services – continued*

- Review new commercial construction and major renovation plans to existing buildings to ensure fire code and life safety code compliance when facilities become operational, thus enhancing life safety and reducing the dangers of fire and property loss.
- Deliver fire prevention programs, life safety programs, and disaster preparedness programs to citizens, school students, health care providers, day care providers and county employees to heighten fire prevention awareness, identify fire hazards, injury prevention and disaster planning.
- Assist fire departments with firefighter certification, OSHA training to enhance fire suppression and first responder activities in the rural fire departments.
- Assist departments at emergency scenes that may impact emergency services, residents or the environment.
- Monitor fire extinguisher training, haz mat awareness, blood borne pathogens and terrorism training to county employees for quality assurance and fulfill OSHA requirements.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Fire Inspections	227	132	240	230	260
Fire Re-inspections	41	45	30	75	85
Investigations	161	207	120	200	220
Structure Fires	167	182	300	330	350
Code Enforcement	65	60	85	80	85
Fire Education, OSHA Programs, Fire Training Programs	6	6	35	20	40

### **FY 2010-11 Fiscal Year Objectives**

- Provide fire inspections as mandated in the inspection schedule of the North Carolina Fire Prevention Code.
- Conduct plans reviews as mandated for new construction or major renovations of facilities open to public for fire code compliance.
- Reduce the numbers of fires caused by carelessness or deliberately set fires through increasing public education and community outreach programs.
- Provide coordination of public safety resources during times of emergencies as well as public events and give support to agencies as needed to mitigate incidents.

## Emergency Services – continued

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### **Communications Division**

#### **Mission Statement**

To ensure that assistance requested by the citizen and agencies served is delivered promptly and professionally by answering the 9-1-1 calls within the first three rings and dispatching the appropriate response agencies within three minutes of receiving the call in the communications center.

#### **Major Services**

- Serve as the primary access point for citizens requesting emergency and non-emergency assistance.
- Dispatch law enforcement, EMS and fire resources to respond to the needs of the community. Monitor and respond to all public safety agency's requests through various mediums of communication to provide information and oversee safety of the unit.
- Serve as primary access point for Orange County law enforcement requests, as well as any other authorized agency, related to criminal justice with regard to stolen items, wanted/missing persons, criminal histories, and secure criminal justice messaging.
- Provide Emergency Medical Dispatch by prioritizing emergency medical calls for appropriate dispatch and providing pre-arrival instructions for the community until medically trained personnel can arrive. A new initiative will be to interface call information directly to the responding units through advanced mobile technology.
- Coordinate with vendors, local agencies, Wireless and Wireline carriers and various County Departments to maintain the Geographic Information System to assign addresses and maintain cell towers to provide dependable location information. Recently implemented new 800 MHz Radio system for interoperability allowing agencies to talk with each other. The second component will be to address the upcoming mandatory changes required for the current conventional radio system to continue to operate.
- Maintain all 9-1-1 Records as outlined by NC General Statue 132-1.4 and GS 132-1.5.

#### **FY 2009-10 Outcomes**

- 94.33% of all 9-1-1 calls were answered within 10 seconds meaning less than the 3 rings required. 5.2% of all 9-1-1 calls were answered within 11 - 20 seconds.
- We have completed all emergency/non-emergency dispatches on an average of 2 minutes 26 seconds from receipt of the call to notification of the response agency (includes an average of law enforcement, fire/rescue and medical calls).
- Emergency Medical Dispatch criteria has not been reviewed for quality assurance on a regular basis due to time and other duty restraints with limited personnel and resources to do so. Calls reviewed have generally been due to field or in-house request; however, on these reviews, the chief complaint and proper protocol has been 98% correct. The concerns are due to the amount of time being spent on the protocol as a result of limited staffing handling multiple tasks - answering radio while with the caller, utilizing the terminal justice network messaging system and trying to quickly move towards answering the next call without compromising the caller and response agency's safety.

## Emergency Services – continued

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
Calls for Service Reports Only	185,585	186,402	186,225	185,522	189,553
Calls Received and Processed	*N/A	*N/A	*N/A	427,755	436,310
Radio Transmissions Law Enforcement	*N/A	*N/A	*N/A	2,253,900	2,366,595
Radio Transmissions Fire/EMS	*N/A	*N/A	*N/A	1,317,744	1,383,631

\*No data available due to new tracking method and revised outcome measures.

### FY 2010-11 Fiscal Year Objectives

- Answer all 9-1-1 lines within 3 rings and/or less than 15 seconds.
- Dispatch the appropriate resource to emergency calls within 30 seconds to 45 seconds from call receive to dispatch time; dispatch appropriate resources to less emergent calls within 45 seconds to 90 seconds from call receive to dispatch time.
- Process all emergency medical calls within not greater than 90 seconds from call received time to dispatch time.
- Process all fire calls within not greater than 45 seconds from call received time to dispatch time by implementing the emergency fire dispatch protocol.
- Implement the CAD interface with mobile data terminals in ambulances to reduce telecommunicator CAD workload and to document actual enroute, onscene and clear times of units. In addition, plans are to implement two full 9-1-1 workstations (CAD, Phone, Radio).
- Prepare for the upcoming FCC regulations in regards to the conventional paging and radio system.

### Division Highlights

- Implement the CAD interface with mobile data terminals in ambulances to reduce telecommunicator CAD workload and to document actual en-route, on-scene and clear times of units.

## Emergency Medical Services Division

### Mission Statement

The Emergency Medical Services branch of Emergency Services is committed to providing prompt and appropriate response to medical and traumatic emergencies around the clock with adequately trained, experienced technicians. EMS will provide excellent patient care as well as safe and timely transport to the hospital.

### Major Services

- Provide thorough paramedic assessment and complaint appropriate treatment for persons with medical or traumatic emergencies.

## Emergency Services – continued

- Coordinate transportation resources to provide appropriate transportation of patients, including ambulance, taxi, public transport, or private vehicles.
- Coordinate emergency medical services and public safety preparedness efforts for special events such as sporting events, festivals, and mass entertainment.
- Provide state mandated continuing medical education for EMS staff, including volunteers.

### FY 2009-10 Outcomes

- EMS responded to more than 11,500 requests for service and makes patient contact with more than 11,000 patients and provided transports for over 7,000 people.
- Response times will held steady or diminished from 17 minutes 90% of the time
- EMTs and Paramedics were provided enough continuing medical education hours to allow for recertification of expiring credentials
- EMS had enough staffing and equipment to provide adequate coverage for special events
- EMS relied on mutual aid resources fewer times and there were fewer number of times where ambulances were not available to respond to calls.

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
EMS Response Time	*N/A	*N/A	17:00	16:49	14:00
Requests for EMS Service	10,539	10,945	11,500	11,392	11,995
Number of times where no ambulances were available to answer 911 calls.	N/A	235	235	*220	300
Number of EMS Calls with Response time > 15 min	794	1,315	1,384	1,170	1,232
Number of Emergency EMS Calls with response time >30 minutes	69	112	117	124	131

\*No numbers due to new tracking method

### FY 2010-11 Fiscal Year Objectives

- Paramedic assessment and treatment will be available to persons with immediately life threatening situations within 12 minutes of a request 90 percent of the time by the end of FY 2010-11.
- Transportation will be arranged or provided for any person who requests EMS service, needs to be transported, and cannot safely be transported by any other means.
- Public safety preparedness and potential medical needs will dictate the type and amount of service provided at special events. Emergency Services will coordinate special event service.
- Adequate outcome based continuing medical education will be available to all EMS staff.

## Emergency Services – continued

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- Emergency Services will be able to provide all mandated services for compliance with Federal, State, and local laws.
- Emergency Services has enough fleet units and personnel to provide adequate EMS coverage for the 400 square miles of the County and has reduced its reliance on mutual aid resources.

### **Budget Highlights**

- The increase in Personnel services for FY 2010-11 includes budgeting for four new Paramedic (4.0 FTE) positions starting January 1, 2011.
- The capital outlay requests of \$479,100 for FY 2010-11 included the replacement of two ambulances, replacement of a forklift for warehouse operations, and two new CAD workstations. These are not included in the approved budget. One (1) ambulance will be purchased from available funds in the Emergency Services Reserve Capital Project in order to put an additional staffed unit in service.
- A ten percent increase has been added to EMS Medical Supplies to account for increased call volume, increased number of patients being transported, the addition of new equipment and supplies that allow EMS to provide service at the accepted standard of care.

### **Changes in Service Delivery and Operations:**

- In an effort to place an additional ambulance in service, the department has reclassified vacant Deputy EMS Director positions and Staff Officer positions to 6.0 FTE Paramedic positions, and will hire 4 additional Paramedics positions starting January 1, 2011.
- One ambulance will be purchased from available funds in the Emergency Services Reserve Capital Project to put an additional unit in service.
- *Decreases (-\$35,400)*
  - Decreases in Temporary Personnel, Training, and Telephone
- *Increases (\$137,470):*
  - Overtime – for Emergency Operations Center activations (support for entire department and after hours warehouse management)
  - Contract Services – for CodeRED Alert Notification (this was budgeted in Information Technologies Department in FY 2009-10, but has been moved to ES for FY 2010-11)
  - Uniforms – associated with new EMS positions and reclassified Paramedic staff
  - Computer Supplies – for Mobile Data Terminal software, Critical Pre-employment Testing Software, and to cover software support of paging and faxing from the CAD system that has been moved from Emergency Telephone System Fund
  - Motor Pool – increase of to reflect accurate chargebacks from Motor Pool.
  - Medical Supplies – due to increased call volume and transports and increased standard of care mandated by the State.

# Financial Services

Phone Number: (919) 245-2151

Website: <http://www.co.orange.nc.us/finance/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved	Account: 2300
<b>By Category (General Fund)</b>							
Personnel Services	\$ 703,962	\$ 750,017	\$ 707,964	\$ 810,221	773,385	703,367	
Operations	\$ 43,893	\$ 176,999	\$ 162,275	\$ 168,473	163,675	163,675	
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0	0	0	
<b>Total Expenditures</b>	<b>\$ 747,855</b>	<b>\$ 927,016</b>	<b>\$ 870,239</b>	<b>\$ 978,694</b>	<b>\$ 937,060</b>	<b>\$ 867,042</b>	
<b>County Costs (net)</b>	<b>\$ 747,855</b>	<b>\$ 927,016</b>	<b>\$ 870,239</b>	<b>\$ 978,694</b>	<b>\$ 937,060</b>	<b>\$ 867,042</b>	

## *Division Summary*

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Program (General Fund)</b>						
Budget Office	\$ 292,489	\$ 308,669	\$ 276,153	\$ 273,889	\$ 327,275	\$ 298,448
Finance Office	\$ 455,366	\$ 618,348	\$ 594,086	\$ 704,805	\$ 609,785	\$ 568,594
<b>Total Expenditures</b>	<b>\$ 747,855</b>	<b>\$ 927,016</b>	<b>\$ 870,239</b>	<b>\$ 978,694</b>	<b>\$ 937,060</b>	<b>\$ 867,042</b>
<b>County Costs (net)</b>	<b>\$ 747,855</b>	<b>\$ 927,016</b>	<b>\$ 870,239</b>	<b>\$ 978,694</b>	<b>\$ 937,060</b>	<b>\$ 867,042</b>
<b>Total Expenditures</b>	<b>\$ 747,855</b>	<b>\$ 927,016</b>	<b>\$ 870,239</b>	<b>\$ 978,694</b>	<b>\$ 937,060</b>	<b>\$ 867,042</b>

## **Mission Statement**

The Financial Services Department mission is to provide budgetary, fiscal and internal business policy guidance, financial accountability, stability, and integrity of the County's resources through fiscal and operational practices and procedures to achieve and fund the goals and priorities of the County and its citizens.

## **Finance Office**

### **Major Services**

- Accounting and fiscal control in accordance with Generally Accepted Accounting Principles(GAAP) and North Carolina General Statutes to ensure sound financial condition is maintained.
- Revenues properly deposited and reported, sufficient cash on hand and prompt and efficient payment of all County obligations.
- Prompt and efficient payment of all County Obligations.
- Accurate and timely payroll processing for all County employees.
- Internal controls in place to safeguard the County's assets.
- Debt management to include prompt payment of debt service; plan, execute, oversee debt issuance and monitor debt parameters for compliance with policy.

## *Financial Services – continued*

### **FY 2009-10 Outcomes**

- Debt service on bonds and installment purchases is met with 100 percent accuracy. No penalties for late payment.
- Maintain excellent credit rating through sound financial policies and practices and strong financial condition.
- Monitor debt to ensure compliance with debt management policy.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Fund Balance % of General Fund Expenditures	13.9%	12%	10%	11.7%	12.0%
CAFR Issued by October 31	No	Yes	Yes	Yes	Yes
Retention of GFOA Certificate	Yes	Yes	Yes	Yes	Yes
Percent of time debt service paid when due and penalties avoided	100%	100%	100%	100%	100%
Debt Service as a % of general fund expenditures	15%	14.9	15%	16.33%	15.16%
% Of Time Payroll Completed two days prior to payday	100%	100%	100%	100%	100%

### **FY 2010-11 Fiscal Year Objectives**

- Complete the County's Comprehensive Annual Financial Report by October 31, 2010.
- Fund balance meets budgeted goals of 10 percent or greater.
- Monitor financial transactions to insure compliance with Fiscal Control Act, taking Corrective action when necessary resulting in no more than two finance related management points, and retain the GFOA Certificate of Achievement for Excellence to Financial Reporting.
- Ensure timely payment of debt service. Plan, execute and oversee debt issuance to comply with the Fiscal Control Act and insure fund availability for designated capital projects.

### **Budget Office**

#### **Major Services**

- Formulate and administer the County's annual operating budget.
- Develop the ten-year Capital Investment Plan for the County and both School Systems.
- Evaluate internal County policies and procedures.
- Provide analytical support for special projects, such as, service delivery models and cost analysis, outcome and service performance measurement.
- Offer staff support for various Commissioner appointed work groups including School Collaboration and Fair Funding. In addition, provide staff support to various citizen and internal committees.

## *Financial Services – continued*

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- Provide information to help Orange County citizens understand the County budget, including County funding sources and tax dollar spending.

### **FY 2010-11 Fiscal Year Objectives**

- Develop five-year financial forecast that projects future revenue growth and anticipates expenditure needs based on current information.
- Examine opportunities to reallocate/realign/restructure current resources while still being responsible to citizenry needs.

### ***Changes in Service Delivery and Operations - Finance: (\$41,191)***

- Six-month, hiring delay of Financial Services Coordinator position.

### ***Changes in Service Delivery and Operations - Budget: (\$28,826)***

- Six-month, hiring delay of Budget and Management Analyst position.

# Health Department

Phone Number: (919) 245-2400

Website: <http://www.co.orange.nc.us/health/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						
Personnel Services	\$ 5,495,740	\$ 5,815,653	\$ 5,726,576	\$ 5,602,785	5,894,054	5,886,335
Operations	\$ 1,170,207	\$ 1,058,319	\$ 1,186,876	\$ 1,153,608	1,170,731	1,175,463
Capital Outlay	\$ 94,156	\$ 49,208	\$ 0	\$ 115,591	295,557	0
<b>Total Expenditures</b>	<b>\$ 6,760,103</b>	<b>\$ 6,923,180</b>	<b>\$ 6,913,452</b>	<b>\$ 6,871,984</b>	<b>\$ 7,360,342</b>	<b>\$ 7,061,798</b>
Offsetting Revenues	\$ (2,202,621)	\$ (2,151,878)	\$ (2,188,766)	\$ (2,319,808)	(2,090,159)	(2,044,159)
<b>County Costs (net)</b>	<b>\$ 4,557,482</b>	<b>\$ 4,771,302</b>	<b>\$ 4,724,686</b>	<b>\$ 4,552,176</b>	<b>\$ 5,270,183</b>	<b>\$ 5,017,639</b>
<b>Other Related Programs (Grant Fund)</b>						
Personnel Services	\$ 246,835	\$ 166,892	\$ 178,930	\$ 173,115	178,464	178,464
Operations	\$ 70,682	\$ 32,407	\$ 49,968	\$ 54,229	49,527	49,527
Capital Outlay	\$ 8,316	\$ 0	\$ 1,500	\$ 0	0	0
Others	\$ 0	\$ 0	\$ 0	\$ 0	0	0
<b>Total Expenditures</b>	<b>\$ 325,833</b>	<b>\$ 199,299</b>	<b>\$ 230,398</b>	<b>\$ 227,344</b>	<b>\$ 227,991</b>	<b>\$ 227,991</b>
Offsetting Revenues	\$ (310,890)	\$ (196,040)	\$ (230,398)	\$ (231,562)	(227,991)	(227,991)
<b>County Costs (net)</b>	<b>\$ 14,943</b>	<b>\$ 3,259</b>	<b>\$ 0</b>	<b>\$ (4,218)</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total Health Department and Related Expenditures</b>	<b>\$ 7,085,936</b>	<b>\$ 7,122,479</b>	<b>\$ 7,143,850</b>	<b>\$ 7,099,328</b>	<b>\$ 7,588,333</b>	<b>\$ 7,289,789</b>

## Division Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Program (General Fund)</b>						
Central Administrative Services	\$ 891,718	\$ 887,453	\$ 869,358	\$ 564,375	\$ 506,686	\$ 506,169
Dental	\$ 739,016	\$ 936,990	\$ 924,622	\$ 959,438	\$ 1,037,555	\$ 944,398
Environmental Health	\$ 1,181,066	\$ 1,271,394	\$ 1,170,951	\$ 1,171,052	\$ 1,397,591	\$ 1,243,574
Personal Health	\$ 3,372,607	\$ 3,271,072	\$ 3,252,172	\$ 3,284,447	\$ 3,702,426	\$ 3,651,573
Promotion and Education	\$ 409,880	\$ 384,044	\$ 506,858	\$ 428,224	\$ 525,529	\$ 525,529
Risk Management	\$ 165,816	\$ 172,228	\$ 189,491	\$ 464,448	\$ 190,555	\$ 190,555
<b>Total Expenditures</b>	<b>\$ 6,760,103</b>	<b>\$ 6,923,180</b>	<b>\$ 6,913,452</b>	<b>\$ 6,871,984</b>	<b>\$ 7,360,342</b>	<b>\$ 7,061,798</b>
Offsetting Revenue	\$ (2,202,621)	\$ (2,151,878)	\$ (2,188,766)	\$ (2,319,808)	\$ (2,090,159)	\$ (2,044,159)
<b>County Costs (net)</b>	<b>\$ 4,557,482</b>	<b>\$ 4,771,302</b>	<b>\$ 4,724,686</b>	<b>\$ 4,552,176</b>	<b>\$ 5,270,183</b>	<b>\$ 5,017,639</b>
<b>Other Related Programs (Grant Fund)</b>						
Dental	\$ 34,976	\$ 191	\$ 0	\$ 0	\$ 0	\$ 0
Personal Health	\$ 215,640	\$ 121,512	\$ 139,188	\$ 139,356	\$ 136,291	\$ 136,291
Promotion and Education	\$ 75,216	\$ 77,596	\$ 91,210	\$ 87,988	\$ 91,700	\$ 91,700
<b>Total Expenditures</b>	<b>\$ 325,833</b>	<b>\$ 199,299</b>	<b>\$ 230,398</b>	<b>\$ 227,344</b>	<b>\$ 227,991</b>	<b>\$ 227,991</b>
Offsetting Revenue	\$ (310,890)	\$ (196,040)	\$ (230,398)	\$ (231,562)	\$ (227,991)	\$ (227,991)
<b>County Costs (net)</b>	<b>\$ 14,943</b>	<b>\$ 3,259</b>	<b>\$ 0</b>	<b>\$ (4,218)</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total Expenditures</b>	<b>\$ 7,085,936</b>	<b>\$ 7,122,479</b>	<b>\$ 7,143,850</b>	<b>\$ 7,099,328</b>	<b>\$ 7,588,333</b>	<b>\$ 7,289,789</b>

## Health Department – continued

### Mission Statement

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

### Central Administrative Service Division

#### Major Services

- Provide administrative and financial support services to the Orange County Health Department and the Health Director.
- Process all birth and death certificates, burial transit permits and other vital records in compliance with state general statutes.
- Provide fiscal and audit compliance for a \$7 million budget, and 7 grants totaling over \$300,000 per year.

#### FY 2009-10 Outcomes

- Correctly process birth certificates coming into our department by required time frames.
- Correctly process death certificates coming into our department by required time frames.
- Increase the number of vital records that were processed by required time frames for particular type of certificate.
- Prepare and submit over 10 different financial reports by deadlines.
- With assistance from division directors, increase the amount of available state, federal and grant funds received as revenue by department. Ensuring correct reporting by program requirements.

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
Birth Certificates processed	3,385	3,325	3,600	3,475	3,600
Death Certificates processed	1,562	1,650	1,500	1,500	1,650
% of certificates processed within required timeframe	*	*	*new measure	70%	75%
% of financial reports prepared by deadlines	*	*	*new measure	99%	87%
% of state, federal & grant funds appropriately received as revenue	*	*	*new measure	90%	92%

#### FY 2010-11 Fiscal Year Objectives

- Provide accurate processing of all vital records by required time frames, which differ for each type of record.
- Provide accuracy and timeliness in financial reporting, with audit compliance target at 87%.

## Health Department – continued

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- Increase draw down of state, federal and grant funds by working with Health Director, division directors and other staff to determine all expenditures involved. Increase awareness of time frames for spending and reporting – notify all staff & supervisors involved.
- Improve communication between Central Administrative Staff and other departments, including Financial Services and HR, which we work with on a daily basis to meet all deadlines and achieve a superior rating by peers.

### **FY 2009-10 Division Highlights**

- Two long-time staff retired, one at end of September 2009 and one at the end of December 2009.
- Two staff from Personal Health filled vacant positions and have been in training.
- Internal reorganization of supervision of medical records and front desk staff have allowed Central Administrative staff to concentrate more on financial reporting, audits and vital records compliance.

### **Dental Health Service Division**

#### **Major Services**

- Provide routine dental treatment including fillings, extractions and cleanings to residents of Orange County primarily to patients who are Medicaid eligible and to those who meet the Federal Poverty Guidelines.
- Provide emergency dental treatment within 24 hours to patients who experience pain/infection and swelling.
- Provide dental screenings and education to Orange County residents, emphasizing childcare facilities, schools, and senior centers.
- Provide the application of dental sealants to dental patients in the OCHD Dental Program with the emphasis on Medicaid eligible children.

#### **FY 2009-10 Outcomes**

- Increase the percentage of kindergarten children with a DMFT (decayed, missing or filled teeth) equal to 0/0 (no decay/no fillings) to meet the NC 2010 target of 90%.
- Increase the percentage of 5<sup>th</sup> graders with a DMFT (decayed, missing or filled permanent teeth) equal to 0/0 (no decay/no fillings) to meet the NC 2010 target of 87%.
- Increase the proportion of school age children with dental sealants in 17 elementary schools in Orange County that have not reached the 50% target.
- Reduce the incidence of dental disease by providing 2000 instructions on dental care, sealants, nutrition and fluoride in a community or school setting to parents, educators, healthcare professionals and children.
- Reduce tooth decay in preschool and kindergarten children to meet the NC 2010 target of 1.30 average of decayed, missing and filled primary teeth with a 10% improvement. The state average is at 1.50.

*Health Department – continued*

- Maintain the number of dental patient visits in the OCHD Dental Program at or around 4200 visits per year.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
% Kindergarten children caries free	73%	74%	75%	75%	76%
% 5 <sup>th</sup> grade children caries free	82%	83%	84%	84%	85%
# schools that meet the 50% target	2	4	6	6	8
# Preschool, school age and adults educated	5,092	2,847	4,000	3,000	3,000
Average of decayed, missing, filled teeth in kindergarten children	1.01	.92	N/A	.90	.90
# Dental Patient visits	3,642	4,165	4,200	4,200	4,200

**FY 2010-11 Fiscal Year Objectives**

- Provide dental screenings, education and follow-up to children age 0-5 in childcare facilities, providers and parents through our Smart Start Dental Program to decrease the number of kindergarten children with dental disease.
- Provide dental sealants to school age children targeting schools that do not meet the 50% target rate through the Seal Orange County Kids project and to patients in the OCHD Dental Program.
- Increase knowledge regarding good oral health and stimulate an interest in attaining excellence in oral hygiene through educational presentations for schools and community organizations.
- Improve the oral health of economically disadvantaged children and adults by providing quality dental care for Orange County residents eligible for Medicaid, Health Choice or sliding fee program.

**Division Highlights**

- The NC Dental Medicaid reimbursement rate was reduced by 4.50% effective October 2009, therefore the projected Medicaid revenue for fiscal year 2009-10 has been reduced by 4.50%.
- In 2010-11, the OCHD dental clinic may see an increase in Medicaid visits due to the economic conditions and the reduction in NC Medicaid Dental rates as local dentists may choose not to participate the in the program.

*Health Department – continued*

**Health Promotion and Education Services Division**

**Major Services**

- Community assessment and coalition building
- Policy development and technical assistance for community health priorities
- Public information, media relations and educational resource development
- Medical nutrition therapy
- Outreach education and training, especially for vulnerable populations
- Language coordination

**FY 2009-10 Outcomes**

- Build community capacity to improve health status through submission of the state mandated health assessment, and in alternate years, the State of the County's Health (SOTCH) report.
- Actively participate and serve as a technical resource for at least 6 health-related coalition/task forces assisting with policy development, program development, grant writing and advocacy.
- Collaborate with departmental divisions to produce a minimum of 4 educational/awareness campaigns promoting healthy behaviors.
- Provide Medical Nutrition Therapy (MNT) and targeted community health education interventions, increasing the availability of such services for high-risk populations, within the department's clinic and community.
- Provide interactive educational exhibits or health education interventions for at least 6 agencies or traditionally well-attended community events facilitating health education outreach to diverse community audiences.
- Maintain compliance with Title VI through a cadre of at least 5 qualified contract foreign language interpreters and/or translators.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
CHA submitted every 4 yrs. SOTCH in alternate years	2007 CHA	2008 SOTCH	2009 SOTCH	2009 SOTCH	2010 SOTCH
# of health-related coalition/task forces receiving technical resource services	10	10	6	6	6
# of educational/awareness campaigns	N/A	NEW	4	4	4
MNT Encounters /Units Billed	393/991	453/1272	400/1,000	370/1,000	425/1,250
# of community outreach events or health education interventions	16	12	10	10	8
# of qualified contract and staff contract interpreters and/or translators	NEW	10	10	10	10

## *Health Department – continued*

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### **FY 2010-11 Fiscal Year Objectives**

- By June 30, 2011, complete data collection and begin analysis for the 2011 Community Health Assessment.
- By June 30, 2011, develop a strategic communications plan, a minimum of 2 campaigns, and 2 consistent messages to increase the public's use of health department services.
- By June 30, 2011, increase medical nutrition therapy services to high-risk populations in the community (encounters and units billed) by Registered Dietitians becoming providers with multiple third party reimbursement insurers.
- By June 30, 2011, support and maintain a qualified cadre of 10 interpreters and/or translators to serve patient and client needs for language interpretation and departmental translation needs.
- By June 30, 2011 provide interactive educational exhibits or health education interventions for at least 6 agencies or traditionally well attended community events facilitating health education outreach to diverse community audiences.

### **FY 2009-10 Division Highlights**

- Kate B. Reynolds Charitable Trust was a major source of grant awards: \$10,000 for Healthy Carolinians' initiatives and \$202,000 over two years for start up of a Diabetes Self Management Education Program.
- An increase in Latina prenatal clients and the arrival of more Burmese and Karen refugees is impacting ongoing language services costs for medical, dental, home visiting and medical nutrition therapy services.

## **Environmental Health**

### **Major Services**

- Permitting, evaluation, and inspection of on-site wastewater systems
- Permitting, evaluation, and inspection of private well water supplies
- Water sampling and testing services for private water supply wells
- Permitting, evaluation, and inspection of facilities that prepare and serve food and inspection of childcare centers, rest homes, and schools
- Environmental investigation and abatement of lead hazards to children under 6
- Inspection and permitting of public swimming pools

### **FY 2009-10 Outcomes**

- Achieve 100% of the required inspection of septic systems enrolled in the wastewater treatment management program (WTMP).
- All septic systems installed in Orange County will comply with the rules governing septic systems adopted by the Orange County Board of Health.
- All wells constructed in Orange County meet the requirements established in the well rules adopted by the Orange County Board of Health.

## Health Department – continued

- Provide water sampling and testing as required for all newly constructed wells within 30 days of completion. Positive fecal coliform sample results not to exceed 5% of samples.
- Achieve a minimum of 75% of the required inspections for facilities in the county.
- All public swimming pools in the county will meet the NC rules as well as the requirements of the Virginia Graeme Baker act and will receive at least two inspections as required by NCDENR.

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
Percentage of completed WTMP inspections	100% (511)	100% (575)	100% (650)	100% (650)	75% (725)
Number of septic systems properly installed and approved for use	221	147	150	160	135
Number of new wells properly constructed and approved for use	356	149	225	153	225
Percentage of bacteria samples with fecal coliform (Number of total samples)	5.3% (414)	15% (228)	(300)	3% (150)	5% (200)
Percentage of required facility inspections	71%	53.18%	75%	35%	90%
Number of pools permitted (Percentage of pool inspections at a frequency of twice per year).	123 (N/A)	123 (N/A)	130	125 (25%)	135 (100%)

### FY 2010-11 Fiscal Year Objectives

- To continue at the 100% level of inspecting systems in the WTMP program and record the failure rate of systems which should remain below 7%.
- Water samples for new wells will be collected within 30 days of completion of the well and results reported to the owners within 60 days of the well completion.
- With the hiring of the two vacant positions (environmental health specialist and program specialist) staff will be able to achieve nearly 100% of the required facility inspections for the first time in five years.
- All public pools will comply fully with the Virginia Graeme Baker act and will receive two visits during the operating season.

### Division Highlights

- Revenues in the on-site wastewater program and well program continue to be flat this past year, however this low revenue does not reveal the amount of activity in these program areas. Services that are not related to subdivision activity and new building construction such as existing system inspections, Wastewater Treatment Management Program (WTMP) inspections, water samples, geothermal well permits, mobile home park inspections still place a high demand for services.

*Health Department – continued*

- Because of frozen position vacancies due to staff retirements in 2008 and 2009, inspection mandates in the food and lodging program have gone unmet and percentages have fallen to an all-time low of 35%. Increasing demands from the swimming pool program inspections and enforcement activities and complaint response related to the new smoke-free restaurant and bar law have further taxed staff resources. Cross training and shifting of staff from the on-site and well program to the food and lodging program has helped, but responses to applications for plan review for new and renovated facilities have been delayed with the vacancy of the Program Specialist position. Additional training and authorization will take place for support in the swimming pool program and achieve the required two inspections per year supported by an increase in fees in that program. This coming year, with the filling of the program specialist and environmental health specialist, staffing resources should be at a level to adequately address the inspection demand in this program and allow for appropriate response to foodborne outbreak investigations.

**Personal Health**

**Major Services**

- Investigation and control of reportable communicable diseases to protect the health of the community
- Communicable disease screening of newly arriving refugees
- Preventive clinical services including family planning, prenatal, and well child/adolescent care
- Primary care (diagnosis and treatment of acute and chronic health conditions) for patients enrolled in preventive services
- Diagnosis/treatment services for sexually transmitted diseases and tuberculosis
- Post-partum/newborn home visiting; case management services for pregnant women and families with children with developmental delays

**FY 2009-10 Outcomes**

- 100% of reportable communicable diseases will be investigated and appropriate measures taken to prevent spread of disease.
- 90% of refugees will receive a communicable disease screening within 30 days of arrival in Orange County.
- The number of prenatal patients and visits will increase by 5%.
- The number of primary care patients and visits will increase by 6%.
- 100% of active tuberculosis (TB) cases in 2009 will be placed on Directly Observed Therapy (DOT) in accordance with NC TB policy.
- 80% of newborn/postpartum home visits to Medicaid eligible OCHD prenatal patients will be completed by a public health nurse within two weeks of delivery.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
% reportable communicable disease cases/suspects/contacts investigated and managed	100% (365/365)	100% (607/607)	100%	100% (830)	100%
% of refugees receiving CD screening within 30 days of arrival	47% (116/249)	61% (109/179)	90%	75%	90%
# of Prenatal patients/encounters served	203 / 1,306	212 / 1,422	223 / 1,493	250 / 1,550	250 / 1,550
# of Primary Care patients served/clinic encounters provided	398 / 730	425 / 756	450 / 800	450 / 800	450 / 800

*Health Department – continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
% of active TB cases placed on DOT therapy (Calendar Year)	CY 07 100%	CY 08 100%	CY 09 100%	CY 09 100%	CY 10 100%
% of NB/PP home visits to OCHD Medicaid-eligible prenatals completed within 2 weeks of delivery	78% (within 4 weeks)	95% (within 4 weeks)	80% (within 2 weeks)	75%	80%

**FY 2010-11 Fiscal Year Objectives**

- To increase the number of recommended vaccines provided to prevent the spread of communicable diseases.
- To provide a family-centered medical home for clinical patients. Expand and renovate Hillsborough clinical space to accommodate an increased demand for clinical services.
- To promote positive pregnancy outcomes and prevent/reduce infant deaths and low birth weight infants.
- Transition to new Health Information System implemented by the NC Division of Public Health to collect confidential health information for service delivery, continuity of care, billing, and auditing.

**Division Highlights**

- Family Home Visiting Realignment Plan implemented due to reduced Medicaid reimbursement for traditional case management services. Staff reassigned to other duties and services.
- Increased number of sliding scale pay patients served in clinical programs due to the depressed economy, unemployment, and loss of insurance.

**Health - Quality Assurance / Risk Management Unit**

**Major Services**

- Assist Health Department Divisions with development, implementation, and maintenance of program audits and continuous quality improvement processes and plans.
- Develop and maintain department-wide safety and risk management programs and plans.
- Provide consultation to and training for Health Department Divisions on HIPAA privacy and security policies, training requirements, and OSHA and accreditation standards.
- Develop and maintain public health emergency preparedness and response plans, adverse weather plans, and emergency shelter staffing plans and rosters.
- Conduct required public health emergency response drills and exercises.
- Maintain and coordinate Orange County volunteer Public Health Reserve Corps and Community Emergency Response Team programs.

## Health Department – continued

### FY 2009-10 Outcomes

- Recruit and train at least 50 new Public Health Reserve Corps (PHRC) and 75 new Community Emergency Response Team (CERT) volunteers.
- Recruit at least 75 Orange County PHRC and CERT volunteers to participate in new and/or ongoing core public health programs or activities.
- Finalize current revisions to Core Public Health Emergency Operations Plan (PHEOP) and Annexes.
- Plan and participate in at least two (2) exercises that evaluate the PHEOP and/or Annexes.
- Consult with Health Department Divisions regarding policies and procedures, safety plans, and risk management issues and provide required training.
- Establish a department-wide audit program and continuous quality improvement process and conduct at least 10 program audits.

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
Number of volunteers recruited and trained for PHRC and CERT programs	83	214	100	125	100
Number of PHRC and CERT volunteers that participated in new or ongoing programs or activities	92	204	75	200	75
Components of Public Health Emergency Plan finalized or revised	4	4	4	4	4
Exercises conducted/participated in that test emergency response plans	3	2	2	3	2
Divisional consultations performed regarding policies/procedures, safety plans, and risk management issues	6	38	5	8	5
Programs audited for Continuous Quality Improvement Program	N/A	12	6	15	10

### FY 2010-11 Fiscal Year Objectives

- Recruit and train at least 50 new PHRC and 50 new CERT program volunteers by June 30, 2011.
- Recruit at least 75 PHRC and CERT volunteers for new and ongoing public health activities and community outreach opportunities by June 30, 2011.
- Complete Health Department Continuity of Operations Plan and revised Pandemic Influenza Plan by June 30, 2011.
- Conduct at least 10 Health Department program audits, including 2 new programs by June 30, 2011.

## *Health Department – continued*

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### **Division Highlights**

- Successfully pass NC / CDC Strategic National Stockpile site visit and plan review by July 1, 2010.
- Facilitate Environmental Health Services successful participation Quality Improvement Project for Waste Treatment Management Program (WTMP) in fall of 2010.

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### **Budget Highlights:**

- The department reassigned 8.0 FTE medical records and front desk staff positions and associated operational expenses from Central Administration to Personal Health during FY 2009-10 due to supervisory responsibility transfer.
- Eliminated two non-mandated Community Social Services Technician positions in FY 2009-10 and reassigned personnel internally to cover mandated functions; consequences were the elimination of the Health Check outreach program and reductions in services to pregnant women and children at-risk for developmental delays.
- Shifted an Environmental Health Specialist position in FY 2009-10 from on-site waste program to food and lodging 80% time to assist in mandatory inspections.
- Reduced front desk services to Environmental Health clients with freeze of Office Assistant Position.
- Discontinued services to men in primary care due to staffing loads, and discontinued traditional seasonal on-site flu shots at businesses and other community gatherings in FY 2009-10.
- FY 2010-11 Capital Outlay request of \$295,557 for replacement of aging dental equipment, a new filing system for non-computerized permit records, replacement vehicles, and IT equipment are not included in the Manager's recommended budget.
- Decreases in revenues for FY 2010-11 represents a 4.5% cut in dental reimbursement rates, a loss of portion of Smart Start Dental Screening funds, Healthy Carolinians funds, and loss of revenue associated with eliminated revenue earning positions.
- *The Commissioner Approved budget for FY 2010-11 includes funds totaling \$45,000 to move the Breastfeeding Program Staff position and associated operations from Cooperative Extension to the Health Department effective July 1, 2010.*

### **Changes in Service Delivery and Operations: (\$108,644 Reduction)**

- The Board of County Commissioners approved the elimination of a Social Worker II position in April 2010 – reduces services to pregnant women and children at-risk for developmental delays and reduces therapeutic counseling services to adolescents.
- Eliminated Community Social Services Technician position in June 2010 –eliminates maternal outreach program and reduces services to low income pregnant women.
- The Manager's Recommended budget included holding vacant for six months (July-December 2010) Environmental Health Program Specialist, and Administrative Assistant II positions. *The Commissioner Approved budget includes restoring full year funding (\$65,000) for these two positions.*
- Decreases in several operational accounts (Department Supplies, Community Project Support, Contract Services)

### **Fee Changes:**

- *Approved New Fees:*
  - Fifteen (15) new fees in Personal Health
  - Water samples for Iron (\$25) and Radon Air (\$20)

## *Health Department – continued*

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- *Approved Changes to Existing Fees: (Increase of \$16,825)*
  - Septic Tank Manufacturer Yard Inspection – from \$100 to \$250
  - Plan review and Permit fee (temporary food establishment) – from \$50 to \$75
  - Plan review (permanent food establishment) – from \$75-\$200 to \$250
  - Tattoo Artist Annual Permit fee – from \$165 to \$250
  - Swimming Pool Inspections – from \$125 to \$250
  - Plan review (swimming pool) – fro \$200 to \$250
- *Approved elimination of Existing Fee:*
  - Tattoo Operator Permit Inspection – there is no longer a permit issued to an establishment, only to artists.

# Housing and Community Development

Phone Number: (919) 245-2490

Website: <http://www.co.orange.nc.us/housing/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (Human Rights Division - General Fund)</b>						Account: 4600
Personnel Services	\$ 322,451	\$ 328,012	\$ 319,242	\$ 291,154	263,604	263,604
Operations	\$ 108,300	\$ 18,308	\$ 31,600	\$ 16,343	20,800	20,800
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0	0	0
<b>Total Expenditures</b>	<b>\$ 430,751</b>	<b>\$ 346,320</b>	<b>\$ 350,842</b>	<b>\$ 307,497</b>	<b>\$ 284,404</b>	<b>\$ 284,404</b>
Offsetting Revenues	\$ (66,730)	\$ 0	\$ 0	\$ 0	0	0
<b>County Costs (net)</b>	<b>\$ 364,021</b>	<b>\$ 346,320</b>	<b>\$ 350,842</b>	<b>\$ 307,497</b>	<b>\$ 284,404</b>	<b>\$ 284,404</b>
<b>(Section 8 - Housing Fund)</b>						Account: 4800
Personnel Services	\$ 376,971	\$ 448,705	\$ 431,136	\$ 473,060	479,885	479,885
Operations	\$ 16,703	\$ 24,057	\$ 40,000	\$ 36,548	44,389	44,389
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0	0	0
Rental Assistance	\$ 3,817,384	\$ 3,803,354	\$ 3,883,884	\$ 4,126,545	4,159,175	4,159,175
<b>Total Expenditures</b>	<b>\$ 4,211,058</b>	<b>\$ 4,276,116</b>	<b>\$ 4,355,020</b>	<b>\$ 4,636,153</b>	<b>\$ 4,683,449</b>	<b>\$ 4,683,449</b>
Offsetting Revenues	\$ (4,577,221)	\$ (4,106,369)	\$ (4,355,020)	\$ (4,607,041)	(4,683,449)	(4,683,449)
<b>County Costs (net)</b>	<b>\$ (366,163)</b>	<b>\$ 169,748</b>	<b>\$ 0</b>	<b>\$ 29,112</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total Housing and Community Development and Related Expenditures</b>	<b>\$ 4,641,809</b>	<b>\$ 4,622,436</b>	<b>\$ 4,705,862</b>	<b>\$ 4,943,650</b>	<b>\$ 4,967,853</b>	<b>\$ 4,967,853</b>

## **Mission Statement**

The primary mission of the Orange County Housing and Community Development Department is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination. Additionally, the Department is committed to improving access

## **Section 8 Housing Choice Voucher Program Division**

### **Major Services**

- Assist low/moderate income families and individuals in obtaining safe, decent, and sanitary housing at reasonable rates.
- Provide rent subsidies to low-income families and individuals leasing standard housing in the County.

### **FY 2009-10 Outcomes**

- Provided rent subsidies to an average of 620 low-income families to enable them to obtain standard, affordable rental housing in the County.

## *Housing and Community Development – continued*

- Processed all applications for rental assistance received during the fiscal year as well as applications on the established waiting list.
- Provide complete program information to interested landlords and clients, thereby, increasing the number of units available for rent by program participants.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Number of applications processed	650	760	377	711	75
Number of families receiving rent subsidies	615	615	623	620	620

### **FY 2010-11 Fiscal Year Objectives**

- Provide rent subsidies to an average of 620 low-income families to enable them to obtain standard, affordable rental housing in the County.
- Processed all application updates for rental assistance received during the fiscal year. The current waiting list is closed to new applicants due to high volume of applicants already placed on the list.
- Provide complete program information to interested landlords and clients, thereby, increasing the number of units available for rent by program participants.
- Develop a Section 8 Homeownership Program for low-income program voucher holders.

### **Community Development Division**

#### **HOME Investment Partnership Program**

##### **Major Services**

- Housing Rehabilitation Program
- New Construction Partnerships
- First-time Homebuyer Programs
- Property Acquisition

##### **FY 2009-10 Outcomes**

- Reduced the number of substandard housing units occupied by low and moderate income families with housing code violations.
- Facilitated the creation of first-time homebuyer families who are below 80 percent of area median income.

## *Housing and Community Development – continued*

- Facilitated the provision of affordable rental housing for families at or below 50 percent of the area median income.
- Assisted in the provision of infrastructure for a planned Habitat for Humanity subdivision.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Repair existing substandard housing units	2	10	12	2	12
Provide new single-family housing units for first-time homebuyers with incomes at or below 80% of the area median income.	20	30	10	6	10
Facilitate the provision of affordable rental housing for families at or below 50 percent of the area median income.	0	20	20	30	30
Provide second mortgage assistance to first-time homebuyers at 50% of the area median income.	10	12	15	10	15

### **FY 2010-11 Fiscal Year Objectives**

- Repair twelve substandard housing units for lease to low income families; Repair two substandard housing units occupied by low-income families.
- Provide first-time homebuyer opportunities for 10 low and moderate income families.
- Provide rental subsidy for up to 30 low-income families that were homeless at the time of initial assistance.

### **Urgent Repair Program**

#### **Major Services**

Small Housing Rehabilitation Services to address the repair needs that pose a threat to the life, safety, and/or health of low-income occupants, or that address accessibility modifications for a disabled occupant.

#### **FY 2009-10 Outcomes**

- Reduce the total number of substandard dwellings in the County.
- Address immediate health and safety repair needs for low-income families in the County particularly those that are elderly and/or disabled.

*Housing and Community Development – continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Number of dwelling units with immediate health and/or safety hazards repaired to alleviate the problem.	20	29	25	18	15

**FY 2010-11 Fiscal Year Objectives**

- Repair ten dwelling units occupied by disabled and/or elderly residents that contain health, safety, or accessibility issues.

**Partnership to End Homelessness Division**

**Major Services**

- Work with identified partners to build capacity and a process to provide housing first units to chronically homeless individuals up to at least a total of 40 units.
- Strengthen partnerships with local service providers to the homeless.
- Establish work groups dedicated to the five goals of the County's 10 Year Plan to End Homelessness.
- Develop tools and processes for evaluating the impact of the Orange County Ten Year Plan to End Homelessness in the community.

**FY 2009-10 Outcomes**

- Facilitated increased access to services for homeless individuals and families. Reduce the number of homeless individuals and families in Orange County.
- Worked with housing development partners to provide two (2) permanent supportive housing beds for chronically homeless individuals.
- Hosted two SSI/SSDI Outreach, Access, and Recovery (SOAR) trainings by the NC Coalition to End Homelessness for a total of 33 case workers training the last three years. SOAR is a highly effective method of applying for disability benefits for homeless individuals.
- Hosted the third Project Homeless Connect in Chapel Hill in October 8, 2009 – a one-day event that provides a wide range of services to homeless persons or persons at risk of homelessness. Approximately 235 individuals were served on that day.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Number of permanent supportive housing beds provided to the chronically homeless	7	3	2	2	5
Number of individuals served by Project Homeless Connect		200	235	235	250

## *Housing and Community Development – continued*

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### **FY 2010-11 Fiscal Year Objectives**

- Work with identified partners to build capacity and a process to provide housing first units to chronically homeless individuals up to at least a total of 40 units at the end of 10 years with 10 units provided during this fiscal year.
- Strengthen partnerships with local service providers to the homeless.
- Establish work groups dedicated to the five goals of the County's 10 Year Plan to End Homelessness and provide staff support during their deliberations.
- Develop tools and processes for evaluating the impact of the Orange County Ten Year Plan to End Homelessness in the community.

### **Human Rights Division**

#### **Major Services**

- Prevent discriminatory practices in Housing and Public Accommodations through education and outreach on civil rights laws, the Orange County Civil Rights Ordinance and Title VII of the Civil Rights Act of 1964.
- Provide technical assistance and training to the business community, community based organizations, and individuals regarding equal opportunity, fair housing, equal access and civil rights in addition to social justice issues such as gender equality and immigrant rights.
- Research, advocate and make recommendations for policies, programs and/or funding that will improve social justice for the Orange County community.
- Provide staff support to the Orange County Human Relations Commission.
- Identify Limited English Proficient (LEP) communities in Orange County; assess their needs, and conduct outreach to those communities to enable improved access to county government services.

### **FY 2009-10 Outcomes**

- Receive housing and public accommodation discrimination complaints and resolve 75% within the 100 day standard.
- Conduct four (4) fair housing workshops or presentations to non-profit community based organizations in the County.
- Assist the Human Relations Commission with 1) Planning Human Relations Month activities including the Pauli Murray Awards Program; and 2) Monitoring human rights and relations issues and advising the Board of County Commissioners as necessary.
- Plan and implement a community-wide activity in acknowledgement of April as Fair Housing Month.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Number of Complaints Received	23	36	40	10	20
Number of Cases Initiated	8	14	15	6	15

*Housing and Community Development – continued*

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
Number of Cases Closed	9	9	15	5	12
Number of Workshops and Presentations	86	98	125	30	50
Organizations and Agencies receiving technical assistance	5	10	10	12	12
Number of LEP Outreach Activities	10	10	12	12	12

**FY 2010-11 Fiscal Year Objectives**

- Develop and implement a Fair Housing Action Plan with monthly milestones that considers the findings of the Analysis of Impediments.
- Receive housing and public accommodation discrimination complaints and resolve 75% within the 100 day standard.
- Provide technical assistance and training to the business community, community based organizations, and individuals regarding equal opportunity, fair housing, equal access and civil rights in addition to social justice issues such as gender equality and immigrant rights.
- Assist the Human Relations Commission with 1) Planning Human Relations Month activities including the Pauli Murray Awards Program; and 2) Monitoring human rights and relations issues and advising the Board of County Commissioners as necessary.
- Implement Limited English Proficient (LEP) survey of county departments and develop a Comprehensive Orange County LEP Policy.

**Budget Highlights**

- This department administers the Section 8 Housing Choice Voucher Program, the HOME Investment Partnership Program, the Urgent Repair Program, and the Homelessness Partnership Program.
- The General Fund contributes \$85,266 in the Section 8 Voucher Program, which reflects 70% of the Director's salary and benefits. This is based on the time allocation of the Director's role in non-Section 8 housing activities, such as the County's involvement in affordable housing programs.
- The General Fund's total contribution to Affordable Housing Programs for FY 2010-11 is \$276,277, which includes the following programs and amounts: Section 8 Voucher Program (\$85,266), Urgent Repair Program (\$125,013), and the HOME Program (\$65,998)
- Total Community Development Program Budgets for FY 2010-11:

**Urgent Repair Program - \$125,013**

Urgent Repairs	\$ 65,000
Program Administration	\$ 60,013
<b>Total</b>	<b>\$125,013</b>

*Housing and Community Development – continued*

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**HOME Program - \$898,306**

**Expenditures**

New Construction – ARC	\$150,000
New Construction – Inter-Faith	\$115,000
Housing Rehabilitation – Chrysalis	\$100,000
Housing Rehabilitation	\$129,975
Acquisition – Empowerment	\$ 75,000
Homeownership Assistance – CLT	\$ 75,000
Homeownership Assistance - Habitat	\$150,000
Operational Support – OCHLT	\$ 30,000
Program Administration	\$ 73,331
<b>Total</b>	<b>\$898,306</b>

**Revenues**

Town of Chapel Hill – 2010	\$ 67,648
Town of Carrboro – 2010	\$ 23,099
Town of Hillsborough – 2010	\$ 8,250
Orange County Match – 2010	\$ 65,998
HUD Grant – 2010	\$733,311
<b>Total</b>	<b>\$898,306</b>

**Changes in Service Delivery and Operations: (\$27,247 Increase)**

- Increase the amount for repairs in the Urgent Repair Program (results in approximately 4 additional homes receiving urgent repairs in FY 2010-11).
- Due to a surplus from prior years' funding from the County and the Towns of Chapel Hill, Carrboro, and Hillsborough for the Homelessness Partnership Program, sufficient funds are currently available for this program, so no additional funds will be needed in FY 2010-11.

# Human Resources Department

Phone Number: (919) 245-2550

Website: <http://www.co.orange.nc.us/prsnl/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						<b>Account: 2500</b>
Personnel Services	\$ 617,335	\$ 577,684	\$ 705,022	\$ 655,351	668,329	612,954
Operations	\$ 127,682	\$ 66,698	\$ 96,484	\$ 85,064	85,450	70,450
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0	0	0
<b>Total Expenditures</b>	<b>\$ 745,017</b>	<b>\$ 644,381</b>	<b>\$ 801,506</b>	<b>\$ 740,415</b>	<b>\$ 753,779</b>	<b>\$ 683,404</b>
<b>County Costs (net)</b>	<b>\$ 745,017</b>	<b>\$ 644,381</b>	<b>\$ 801,506</b>	<b>\$ 740,415</b>	<b>\$ 753,779</b>	<b>\$ 683,404</b>

## **Mission Statement**

We serve as a responsive strategic partner committed to developing and maximizing the County's human resources by fostering excellence throughout the organization.

## **Major Services**

- Develop and manage position classification and pay programs for County employees.
- Support County departments in recruitment, selection and retention of well-qualified employees and administer the County's equal employment opportunity program.
- Develop and implement human resources policies, maintain personnel records and process personnel actions.
- Develop, propose, communicate and administer employee benefit programs and activities that assist in recruiting and retaining qualified employees while using County resources effectively.
- Develop and administer a wide range of organizational development programs to support effective employee relations, performance management and training.

## **FY 2009-10 Outcomes**

- Develop and implement a tool to review one-third of County positions on an annual basis.
- Retain and successfully integrate employees into the County organization in the first year of employment.
- Ensure a productive workplace for County employees through employee training, partnerships with internal and external sources, and consistent program management and policy application.
- Ensure benefits-related programs and activities directly contribute to improving resources – human and financial.
- Fully integrate HR functions to meet County goals and objectives.
- Recommend and implement programs to reduce the cost of personnel services to the organization.

*Human Resources Department – continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Department Directors report positive results from the utilization of the reorganization tool and HR support.	N/A	N/A	N/A	95%	98%
Employees successfully complete their first year of employment.	N/A	82.5%	N/A	90%	95%
Employees complete mandatory training within first six months of employment.	N/A	N/A	N/A	30%	60%
Employees and covered dependents using preventative health care benefits.	N/A	N/A	N/A	2500	2875
Human Resources staff time dedicated to working within other departments.	N/A	N/A	N/A	5%	10%
Personnel cost reductions achieved through programs such as hiring freezes, retirement incentives and voluntary furloughs.	N/A	N/A	N/A	\$2.75 million	\$1.75 million

**FY 2010-11 Fiscal Year Objectives**

- Implement a strategic classification and pay approach that will assist the County's efforts to attract and retain qualified employees.
- Integrate Munis Employee Self-Service into employees' daily routines to accurately and efficiently record time worked, track leave requests, process payroll and communicate valuable information.
- Develop, propose and implement a variety of policies and programs to enhance the outcomes identified above, including personnel ordinance revisions, a training-program strategic plan, and enhanced wellness activities.

***Changes in Service Delivery and Operations: (\$167,630)***

- Eliminated a vacant Policy and Compliance Officer position, in April 2010.
- Reduced countywide operations and temporary employment funding.
- Reduced advertising costs.

# Information Technologies

Phone Number: (919) 245-2280

Website: <http://www.co.orange.nc.us/it/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						Account: 3150
Personnel Services	\$ 813,491	\$ 988,658	\$ 983,635	\$ 1,019,314	1,037,795	989,106
Operations	\$ 632,704	\$ 651,439	\$ 799,900	\$ 717,723	981,050	967,775
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0	0	0
<b>Total Expenditures</b>	<b>\$ 1,446,195</b>	<b>\$ 1,640,098</b>	<b>\$ 1,783,535</b>	<b>\$ 1,737,037</b>	<b>\$ 2,018,845</b>	<b>\$ 1,956,881</b>
Offsetting Revenues	\$ 0	\$ 0	\$ 0	\$ 0	(19,683)	(19,683)
<b>County Costs (net)</b>	<b>\$ 1,446,195</b>	<b>\$ 1,640,098</b>	<b>\$ 1,783,535</b>	<b>\$ 1,737,037</b>	<b>\$ 1,999,162</b>	<b>\$ 1,937,198</b>
<b>Total Information Technologies Expenditures</b>	<b>\$ 1,446,195</b>	<b>\$ 1,640,098</b>	<b>\$ 1,783,535</b>	<b>\$ 1,737,037</b>	<b>\$ 2,018,845</b>	<b>\$ 1,956,881</b>

## Mission Statement

To Serve Orange County citizens by creating, configuring and maintaining reliable and cost-effective technical solutions for the provision of public services and the protection of County information assets.

## Major Services

- Provide technological leadership for implementation of Information Technology (IT) Plan initiatives.
- Provide consultation with departments concerning future information technology directions and selection of hardware and software consistent with County information technology standards.
- Support County departments by administering local and wide area networks, providing system backup and protecting systems security, developing and implementing new software, and maintaining existing application software.
- Support users of approximately 850 networked PCs, 170 mainframe connections and 300 printers by providing technical services for troubleshooting, resolving hardware and software problems and responding to IT work orders.
- Pursue eGovernment initiatives in coordination with all departments to enhance the use of the Internet for better citizen service.
- Support users and departments in deploying systems to replace legacy systems currently in operation on the County mainframe.
- Maintain County's enterprise GIS system, with base layer support, website enhancements and consulting services as needed.

*Information Technologies – continued*

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**FY 2009-10 Outcomes**

- Moved technology and associated infrastructure for 500+ employees moving to new facilities
- Implemented a Voice Over IP telephone systems with 600 lines
- Fielded over 4,000 service calls July to January
- Rolled out new website to widespread positive feedback
- Implemented Granicus solution for video streaming BOCC meetings

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Network Uptime	99.60	99.69	99.8	99.96	99.9
Incoming Tickets	3,202	4,447	5,000	7,189	8,000
Service Call Resolution Within Targets	73%	80	80	80	70
Data Backup Success Rate	93.5%	98.5%	NA	98%	98%

**FY 2010-11 Fiscal Year Objectives**

- Implement new Land Management and Taxation system
- Maintain infrastructure
- Increase Interactive Services on Website
- Implement Virtual Technologies

**Budget Highlights**

- Major increase in software support caused by taxation software charges
- Some decreases in telephone charges driven by newly negotiated enterprise contract with fiber leasing provider. - enough savings to accommodate new facilities and still reduce overall networking costs.
- The department requested use of student interns (\$25,000) to address Web consistency, standards, and accuracy, as well as greater interactivity in the GIS website, but is not included in the Manager's recommended budget.
- The County is receiving \$19,683 from the Towns of Chapel Hill, Carrboro, and Hillsborough for their share of annual maintenance costs related to the billing and collections component of the PIMS system, as well as \$50,653 for the towns' share of the debt service costs.

**Changes in Service Delivery and Operations:**

- Includes holding vacant for six months a Systems Analyst (.60 FTE) position, reducing the organization's service levels for service call resolution times and network uptimes during the period from July-December 2010.

## *Information Technologies – continued*

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- *Decreases (-\$38,275)*
  - Overtime of \$2,875 due to a reduction in move related activities in County facilities in FY 2010-11.
  - Telephone costs due to negotiating an enterprise contract with Time Warner Cable for fiber services.
  - Reductions in several operational accounts (Travel/Training/Certification & Licenses, Department Supplies, and Computer Supplies)
- *Increases (\$181,150)*
  - Annual maintenance and software support of existing systems, as well as annual maintenance costs for the PIMS system.
  - Consulting services related to the Voice-Over-IP phone system.

# Library Services

Phone Number: (919) 245-2525

Website: <http://www.co.orange.nc.us/library/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						
Personnel Services	\$ 849,034	\$ 865,566	\$ 1,194,904	\$ 1,171,148	1,222,504	1,168,621
Operations	\$ 238,505	\$ 226,276	\$ 372,638	\$ 345,509	321,787	246,081
Capital Outlay	\$ 1,779	\$ 11,699	\$ 0	\$ 45,657	0	0
<b>Total Expenditures</b>	<b>\$ 1,089,318</b>	<b>\$ 1,103,541</b>	<b>\$ 1,567,542</b>	<b>\$ 1,562,314</b>	<b>\$ 1,544,291</b>	<b>\$ 1,414,702</b>
Offsetting Revenues	\$ (174,188)	\$ (168,415)	\$ (144,590)	\$ (181,231)	(162,540)	(162,540)
<b>County Costs (net)</b>	<b>\$ 915,130</b>	<b>\$ 935,126</b>	<b>\$ 1,422,952</b>	<b>\$ 1,381,083</b>	<b>\$ 1,381,751</b>	<b>\$ 1,252,162</b>
<b>Total Library Services Expenditures</b>	<b>\$ 1,089,318</b>	<b>\$ 1,103,541</b>	<b>\$ 1,567,542</b>	<b>\$ 1,562,314</b>	<b>\$ 1,544,291</b>	<b>\$ 1,414,702</b>

## *Division Summary*

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Program (General Fund)</b>						
Main Library	\$ 770,189	\$ 790,327	\$ 1,246,962	\$ 1,236,517	\$ 1,332,979	\$ 1,260,820
Carrboro-McDougle Library	\$ 138,872	\$ 130,841	\$ 130,477	\$ 128,278	\$ 116,023	\$ 101,264
Cedar Grove Library	\$ 96,616	\$ 98,895	\$ 105,656	\$ 102,086	\$ 6,400	\$ 6,400
Carrboro Cybrary	\$ 83,641	\$ 83,477	\$ 84,447	\$ 95,433	\$ 88,889	\$ 46,218
<b>Total Expenditures</b>	<b>\$ 1,089,318</b>	<b>\$ 1,103,541</b>	<b>\$ 1,567,542</b>	<b>\$ 1,562,314</b>	<b>\$ 1,544,291</b>	<b>\$ 1,414,702</b>
Offsetting Revenue	\$ (174,188)	\$ (168,415)	\$ (144,590)	\$ (181,231)	\$ (162,540)	\$ (162,540)
<b>County Costs (net)</b>	<b>\$ 915,130</b>	<b>\$ 935,126</b>	<b>\$ 1,422,952</b>	<b>\$ 1,381,083</b>	<b>\$ 1,381,751</b>	<b>\$ 1,252,162</b>
<b>Total Expenditures</b>	<b>\$ 1,089,318</b>	<b>\$ 1,103,541</b>	<b>\$ 1,567,542</b>	<b>\$ 1,562,314</b>	<b>\$ 1,544,291</b>	<b>\$ 1,414,702</b>

## **Mission Statement**

The Orange County Public Library exists to meet the recreational, educational, and information reading needs of our diverse community by facilitating literacy, lifelong learning, cultural enrichment, information equity and civic involvement in a welcoming, customer-focused environment.

## **Main Library**

### **Major Services**

- The Library provides sustainable and relevant resources that are designed to meet the needs of a growing and diverse community.
- The Library connects to the community through youth and family oriented events, resources and services.
- The Library offers consistent quality service through a motivated and skilled customer oriented staff.

## Library Services – continued

- The Library is available to the public 24 hours a day through online databases, resources and information.
- The Library actively seeks and maintains relationships with agencies, organizations, and institutions that will enhance or supplement service to its customers.
- The Library encourages community involvement through volunteerism and financial support.
- The Library strives to offer accessible facilities that provide customers and staff with a comfortable, inviting and safe atmosphere.

### **FY 2009-10 Outcomes**

- Implemented and completed reorganization of Main Library staff into appropriate service functions. This also included writing new position descriptions, hiring of BOCC approved 6.5 new staff members and completed training schedule in preparation for move to new facility.
- Re-evaluated and eliminated Outreach Van Services. Re-purposed and streamlined outreach materials and service objectives based on current staffing levels and community need.
- Prepared collection for move into new facility, including completion of extensive weeding of outdated / worn materials and replacing items based on statistical analysis, community needs and requests.
- Successful completion of move into new facility of over 80,000 items, plus staff and furnishings in preparation for January 2010 opening. Also resulted in BOCC approved reduction of 10 operating hours, 64 to 54.
- Replaced regional server for POLARIS October 2009.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Circulation of materials at Main	185,141	209,023	205,000	205,000	204,000
Programming attendance for Adults, Children and Young Adult (teen)	7,500	8,900	8,500	8,500	8,000
Hours per week of operation at Main Library	64	64	54	54	54
Public Internet access by patrons	25,443	29,271	25,000	25,500	26,000
Patrons - Active and registered *inactive patron accounts purged after 2 years, in September 2009.	28,300	26,470	20,000*	20,000	22,000

### **FY 2010-11 Fiscal Year Objectives**

- Improve material selection based on annual collection analyses to determine circulation and /or use of its various collections.
- Support the reading curriculum goals of Orange County K-12 schools by providing supplementary materials for students and parents, including course-based reading lists and foreign language materials for secondary levels.

## Library Services – continued

- Develop programs and resources that promote early literacy for pre-school children and assist teens in developing skills for educational success.
- Implement Technology Plan Goals focusing on staff training to improve competencies in cataloguing, circulation, and reference service through expanded use of library automation system, POLARIS.
- Increase the number of online services delivered through library's website and online catalog. Explore use of e-commerce to improve customer service.

### **Carrboro Branch Library – McDougle Middle School**

#### **Major Services**

- Select and provide access to a broad selection of high-interest print and non-print materials for popular reading and basic informational purposes.
- Provide access to up-to-date computers with basic software internet access, and printing capabilities.
- Provide patron assistance in accessing and utilizing materials and technology
- Provide basic pre-school programming to highlight collection, instill reading skills in children and attract new patrons to the library.

#### **FY 2009-10 Outcomes**

- Received Gates Grant public internet equipment, including computers, furnishings and printers.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Circulation of materials at CBL	56,439	52,271	50,300	50,500	49,000
Programming attendance for Children's	2,370	1,590	1,200	1,500	1,200
Public Internet access by patrons	4,464	3,167	2,800	2,850	3,000
Patrons – active and register	8,306	7,412	4,800*	4,800	4,900
*inactive patron accounts purged after 2 years on September 2009					

#### **FY 2010-11 Fiscal Year Objectives**

- Improve customer service initiatives by focusing on materials circulated and public internet access.
- Provide an updated collection through an increase in the rotating rental agreement for popular and best sellers, to reduce the number of books purchased with a limited shelf life.

## Library Services – continued

### Highlights

- Reduction in non-permanent personnel based on re-alignment of permanent staff.

### Cybrary Branch Library

#### Major Services

- Select and provide access to a small collection of high-interest print and non-print materials for popular reading and basic informational purposes.
- Provide access to up-to-date computers with basic software internet access, and printing capabilities.
- Provide patron assistance in accessing and utilizing materials and technology
- Provide basic programs that support the educational and recreational needs of Orange County residents.

#### FY 2009-10 Outcomes

- Received Gates Grant public internet equipment, including computers, printers, and peripheral hardware.

Outcome Measures	2007-08 Actual	2008-09 Actual	2009-10 Budget	2009-10 Estimate	2010-11 Projected
Public Internet access by patrons	13,306	16,315	14,500	14,900	10,000
Patrons – active and registered *inactive patron accounts purged after 2 years on September 2009.	2,594	2,594	2,800*	2,900	3,000
Circulation of materials at Cybrary	3,515	4,521	4,600	4,600	4,300

#### FY 2010-11 Fiscal Year Objectives

- Provide computer and internet access to population.
- Provide collection through a rotating rental agreement for popular and best sellers books as well as books on CD, to reduce the number of materials purchased with a limited shelf life.
- Host basic targeted programs that support educational and recreational needs.

#### Budget Highlights

- Reflects the closing of the Cedar Grove library effective August 1, 2010. The reallocation of staff, materials and furnishings to main and branches based on branch analysis of statistics, in particular patron use.

## Library Services – continued

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### **Changes in Service Delivery and Operations - Main: (\$154,439 Reduction)**

- Reductions in nonpermanent personnel, which will result in shelving delays of materials as well as delays in checking items in and out. *The Commissioner Approved budget for FY 2010-11 includes an additional \$12,000 in non-permanent funding for Sunday afternoon hours from September-May at the Main Library.*
- Reduction in library materials purchased, which will limit choices of materials available and increase wait times for books, movies, etc.
- Reduced administrative support for staff in travel, training, printing, mileage, motor pool, advertisement, etc. These reductions will affect wait time for materials through courier route and daily operations of main branch.
- Reduced equipment repairs / maintenance.
- Reduce opportunities for children, teens and adults to participate in weekly and monthly programs.

### **Changes in Service Delivery and Operations - Carrboro: (\$17,873 Reduction)**

- Reductions in nonpermanent personnel, which will result in shelving delays of materials as well as delays in checking items in and out.
- Reduction in library materials purchased, which will limit choices of materials available and increase wait times for books, movies, etc..
- Reduced administrative support for staff in travel, training, printing, mileage, motor pool, advertisement, etc. These reductions will affect wait time for materials through courier route and daily operations of Carrboro Branch
- Reduced equipment repairs / maintenance.
- Reduced opportunities for children, teens and adults to participate in weekly and monthly programs.

### **Changes in Service Delivery and Operations – Cedar Grove: (\$31,871 Reduction)**

- Close library and transfer selected materials, computers and staff to Main branch. (August 1, 2010)
- Eliminate branch funding, except \$6,400 for costs of conducting summer programs and relocating materials to other branch locations.

### **Changes in Service Delivery and Operations – Cybrary: (\$42,771 Reduction)**

- Eliminated a 30 hour Librarian position.
- Reduced hours of operations from 44 to 20. Operating hours to complement Carrboro McDougale hours day vs. evening. (Monday – Friday 10 -2). *The Commissioners Approved budget includes an additional \$8,000 in non-permanent funding to restore hours at the Cybrary to 30 hours per week.*
- Reduction in general operations, which will affect daily business and processing of materials.
- Reduced after-hours programs for book clubs and forum.

## *Library Services – continued*

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### **Approved Fee Changes:**

- Children and Adult Print Material Fines: For late return of printed adult or children's materials to any library. Effective September 1, 2010, children's fees would increase from \$0.05 to \$0.10 and adults will increase from \$0.10 to \$0.20 per day.
- Copies: Increase from \$0.10 to \$0.15 to cover actual costs, effective August 1, 2010.
- Processing Fee: Increase from \$2.00 to \$5.00 for lost books, effective August 1, 2010. This fee is in addition to the actual replacement cost of the item.

Library Services – continued

**Comparison of measurable statistics**  
*Internet use, Circulation Statistics, and Patron Registration are collected through automation and software systems.*

	Branch Operational Budget	# of Registered patrons as of 4/30/10 (Cards used since 1/1/09)	Cost / Patron
Main	\$907,629	18,237 (7,673)	\$49.77 (\$118.29)
Cedar Grove	\$107,504	502 (216)	\$214.15 (\$497.70)
Carrboro McDougale	\$130,621	4,870 (2,113)	\$26.82 (\$61.82)
Cybrary	\$82,931	2,910 (1,164)	\$28.50 (\$71.25)

	Hours of Operation per Branch	Circulation 09-10 YTD	Items circulated / hour
Main	64 per week prior to move 54 (1/8/10) = 2,386 hrs YTD	163,058	68.34 / hour
Cedar Grove	36 hours = 1,552 hrs YTD	9,106	5.87 / hour
Carrboro McDougale	26 hours = 1,122 hrs YTD	42,774	38.12 / hour
Cybrary	44 hours = 1,896 hrs YTD	4,175	2.2 / hour

	Hours of Operation per Branch	Internet Use 09-10 YTD	Patron Internet Use / Hour
Main	64 per week prior to move 54 (1/8/10) = 2,386 hrs YTD	22,379	9.38 / hour
Cedar Grove	36 hours = 1,552 hrs YTD	2,669	1.72 / hour
Carrboro McDougale	26 hours = 1,122 hrs YTD	2,575	2.30 / hour
Cybrary	44 hours = 1,896 hrs YTD	13,968	7.37 / hour

	Branch Operational Budget	Circulation 09-10 YTD	Cost / Item Circulated
Main	\$907,629	163,058	\$5.57 / item circulated
Cedar Grove	\$107,504	9,106	\$11.80 / item circulated
Carrboro McDougale	\$130,621	42,774	\$ 3.05 / item circulated
Cybrary	\$82,931	4,175	\$19.86 / item circulated

# Orange-Person-Chatham Area Program

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved	Account: 4205
<b>By Category (General Fund)</b>							
Personnel Services	\$ 0	\$ 1,365	\$ 0	\$ 0	\$ 0	\$ 0	0
Operations	\$ 1,314,914	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973	1,370,973
<b>Total Expenditures</b>	<b>\$ 1,314,914</b>	<b>\$ 1,372,338</b>	<b>\$ 1,370,973</b>	<b>\$ 1,370,973</b>	<b>\$ 1,370,973</b>	<b>\$ 1,370,973</b>	<b>1,370,973</b>
Offsetting Revenues	\$ (38,164)	\$ (42,299)	\$ (40,000)	\$ (40,000)	\$ (40,000)	\$ (40,000)	(40,000)
County Costs (net)	\$ 1,276,750	\$ 1,330,039	\$ 1,330,973	\$ 1,330,973	\$ 1,330,973	\$ 1,330,973	1,330,973
<b>Total Orange-Person-Chatham Area Program Expenditures</b>	<b>\$ 1,314,914</b>	<b>\$ 1,372,338</b>	<b>\$ 1,370,973</b>	<b>\$ 1,370,973</b>	<b>\$ 1,370,973</b>	<b>\$ 1,370,973</b>	<b>1,370,973</b>

## OPC Area Program Funding for FY 2010-11:

Budget Category	Amount
State Mental Health	\$3,092,868
Federal Mental Health	\$551,069
<b>Total Mental Health Service Funds</b>	<b>\$3,643,937</b>
State Substance Abuse	\$2,064,489
Federal Substance Abuse	\$1,572,949
<b>Total Substance Abuse Service Funds</b>	<b>\$3,637,438</b>
State Developmental Disabilities	\$3,554,410
Federal Developmental Disabilities	\$219,841
<b>Total Developmental Disabilities Service Funds</b>	<b>\$3,774,251</b>
Crisis Service Funds	\$777,052
Local Management Entity Administrative Funding	\$4,403,940
Orange County	\$1,370,973
Chatham County	\$515,408
Person County	\$582,858
<b>Total County Funding</b>	<b>\$2,469,239</b>
<b>TOTAL SFY 2010 Funding</b>	<b>\$18,705,857</b>

# Orange Public Transportation

Phone Number: (919) 245-2008

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

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<i>By Category (General Fund)</i>						Account: 4350
Personnel Services	\$ 837,622	\$ 785,624	\$ 673,572	\$ 716,182	654,206	553,612
Operations	\$ 250,242	\$ 211,788	\$ 187,626	\$ 246,151	187,626	187,626
Capital Outlay	\$ 1,029	\$ 39,832	\$ 0	\$ 0	0	0
<b>Total Expenditures</b>	<b>\$ 1,088,894</b>	<b>\$ 1,037,244</b>	<b>\$ 861,198</b>	<b>\$ 962,333</b>	<b>\$ 841,832</b>	<b>\$ 741,238</b>
Offsetting Revenues	\$ (626,757)	\$ (671,178)	\$ (478,007)	\$ (572,096)	(489,857)	(489,857)
<b>County Costs (net)</b>	<b>\$ 462,137</b>	<b>\$ 366,066</b>	<b>\$ 383,191</b>	<b>\$ 390,237</b>	<b>\$ 351,975</b>	<b>\$ 251,381</b>
<b>Total Orange Public Transportation Expenditures</b>	<b>\$ 1,088,894</b>	<b>\$ 1,037,244</b>	<b>\$ 861,198</b>	<b>\$ 962,333</b>	<b>\$ 841,832</b>	<b>\$ 741,238</b>

## Mission Statement

To improve the mobility of Orange County residents by providing public, human service agency, contractual and coordinated regional transportation.

## Major Services

- Design and operate public bus routes for special populations and general public riders.
- Provide medical demand-response service for Orange County residents outside Chapel Hill Transit service area
- Operate public rural routes such as 420 in conjunction with Chapel Hill Transit on behalf of the Triangle Transit Authority
- Provide emergency bus transportation on behalf of Emergency Management Services (EMS)
- Prepare, update and implement a NCDOT approved Orange County Transportation Plan.
- Apply for transit grants and administer a NCDOT approved Community Transportation Program (CTP) and Rural Operating Assistance Program (ROAP)
- Market all public and para-transit services provided by Orange Public Transportation

## FY 2009-10 Outcomes

- Provided more than 115,000 one-way trips to Orange County residents
- Increased by 2.6% the total rural ridership when included the coordinated Chapel Hill Transit 420 rural route peak hour service.
- Applied for and was awarded a \$447,600 ARRA contract for replacement of five buses with lifts and two additional ARRA bus replacements (value at \$184,800) under lease arrangements with Chapel Hill Transit.
- Received two buses with lifts from the Community Transportation Program grant for FY 2008-09.

*Orange Public Transportation – continued*

- Held three joint public meetings with Chapel Hill Transit, in September 2009, to receive input from older adults and persons with disabilities about improving service and developing a new Chapel Hill-Carrboro grout route to high demand service locations.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Total Passenger Trips (Chapel Hill Transit 420 Rte trips not included)	133,892	115,331	115,331	116,000	123,000
Total Cost per OPT trip	\$8.24	\$8.77	\$8.80	3.80	\$8.95
County Cost per OPT Trip (42%)	\$3.46	\$3.68	\$3.70	\$3.70	\$3.76
Total number of daily public routes	16	18	19	19	20
Total number of medical trips	12,831	10,744	11,000	11,000	11,000

**FY 2010-11 Fiscal Year Objectives**

- Identify and apply for additional transit funds from NCDOT, local businesses, stimulus or municipal funds to improve transit services.
- Maintain the current OPT transit operations serving an estimated 116,000 trips unless an In-town Hillsborough route is added (123,000 trips est.).
- Market the OPT Orange Bus transit service with new brochures, vehicle lettering, uniforms and website link.
- Replace two high mileage buses with CTP grant for FY2010-11.

**Highlights**

- Develop a business transit plan for implementing a Hillsborough In-Town public route with local match provided by the Town of Hillsborough.
- Develop options for relocation of OPT to another service delivery system.

**Changes in Service Delivery and Operations: (\$81,653 Reduction)**

- Eliminated Administrative Assistant II position, in April 2010.
- Eliminates a vacant OPT Driver position.

# Planning and Inspections

Phone Number: (919) 245-2575

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

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						Account: 6200
Personnel Services	\$ 2,422,664	\$ 2,516,826	\$ 2,604,805	\$ 2,642,844	2,456,683	2,258,914
Operations	\$ 182,229	\$ 163,887	\$ 277,860	\$ 207,466	239,710	239,710
Capital Outlay	\$ 0	\$ 972	\$ 5,000	\$ 3,900	0	0
<b>Total Expenditures</b>	<b>\$ 2,604,894</b>	<b>\$ 2,681,684</b>	<b>\$ 2,887,665</b>	<b>\$ 2,854,210</b>	<b>\$ 2,696,393</b>	<b>\$ 2,498,624</b>
Offsetting Revenues	\$ (985,123)	\$ (838,653)	\$ (654,241)	\$ (640,625)	(699,750)	(749,750)
<b>County Costs (net)</b>	<b>\$ 1,619,771</b>	<b>\$ 1,843,031</b>	<b>\$ 2,233,424</b>	<b>\$ 2,213,585</b>	<b>\$ 1,996,643</b>	<b>\$ 1,748,874</b>
<b>Efland Sewer Fund</b>						Account: 3601
Operations	\$ 156,465	\$ 177,126	\$ 212,900	\$ 217,510	214,950	214,950
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0	0	0
<b>Total Expenditures</b>	<b>\$ 156,465</b>	<b>\$ 177,126</b>	<b>\$ 212,900</b>	<b>\$ 217,510</b>	<b>\$ 214,950</b>	<b>\$ 214,950</b>
Offsetting Revenues	\$ (75,426)	\$ (65,977)	\$ (93,000)	\$ (86,583)	(119,000)	(119,000)
<b>County Costs (net)</b>	<b>\$ 81,040</b>	<b>\$ 111,149</b>	<b>\$ 119,900</b>	<b>\$ 130,927</b>	<b>\$ 95,950</b>	<b>\$ 95,950</b>
<b>Total Planning and Inspections and Related Expenditures</b>	<b>\$ 2,761,359</b>	<b>\$ 2,858,811</b>	<b>\$ 3,100,565</b>	<b>\$ 3,071,720</b>	<b>\$ 2,911,343</b>	<b>\$ 2,713,574</b>

## Division Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Program (General Fund)</b>						
County Engineer	\$ 0	\$ 0	\$ 205,453	\$ 124,782	\$ 82,203	\$ 82,203
Planning	\$ 2,604,894	\$ 2,681,684	\$ 2,682,212	\$ 2,729,428	\$ 2,614,190	\$ 2,416,421
<b>Total Expenditures</b>	<b>\$ 2,604,894</b>	<b>\$ 2,681,684</b>	<b>\$ 2,887,665</b>	<b>\$ 2,854,210</b>	<b>\$ 2,696,393</b>	<b>\$ 2,498,624</b>
Building Inspections	\$ (757,848)	\$ (567,387)	\$ (464,241)	\$ (504,245)	\$ (511,250)	\$ (511,250)
Current Planning	\$ (44,548)	\$ (38,696)	\$ (40,000)	\$ (34,380)	\$ (35,500)	\$ (35,500)
Erosion Control	\$ (182,727)	\$ (232,571)	\$ (150,000)	\$ (102,000)	\$ (153,000)	\$ (203,000)
<b>County Costs (net)</b>	<b>\$ 1,619,771</b>	<b>\$ 1,843,031</b>	<b>\$ 2,233,424</b>	<b>\$ 2,213,585</b>	<b>\$ 1,996,643</b>	<b>\$ 1,748,874</b>
<b>Efland Sewer Fund</b>						
Efland Sewer	\$ 156,465	\$ 177,126	\$ 212,900	\$ 217,510	\$ 214,950	\$ 214,950
<b>Total Expenditures</b>	<b>\$ 156,465</b>	<b>\$ 177,126</b>	<b>\$ 212,900</b>	<b>\$ 217,510</b>	<b>\$ 214,950</b>	<b>\$ 214,950</b>
Offsetting Revenue	\$ (75,426)	\$ (65,977)	\$ (93,000)	\$ (86,583)	\$ (119,000)	\$ (119,000)
<b>County Costs (net)</b>	<b>\$ 81,040</b>	<b>\$ 111,149</b>	<b>\$ 119,900</b>	<b>\$ 130,927</b>	<b>\$ 95,950</b>	<b>\$ 95,950</b>
<b>Total Expenditures</b>	<b>\$ 2,761,359</b>	<b>\$ 2,858,811</b>	<b>\$ 3,100,565</b>	<b>\$ 3,071,720</b>	<b>\$ 2,911,343</b>	<b>\$ 2,713,574</b>

## Mission Statement

The Planning and Inspections Department seeks to serve the citizens of Orange County by implementing adopted land use, environmental, and building policies and standards through a system of regulations to promote stable and quality development both residential and economic based while protecting the environment.

*Planning and Inspections – continued*

**Planning Division**

**Major Services - Administration/GIS**

- Develops plans or regulatory measures to implement BOCC Goals.
- Administration of BOCC and Planning Board agendas/meetings and Quarterly Public Hearing agendas.
- Administration of various inter-governmental planning initiatives such as the Joint Planning Agreement with the Towns of Chapel Hill and Carrboro, Cities of Durham and Mebane, and the Schools Adequate Public Facilities Ordinance (SAPFO).
- GIS mapping services and analysis of socio-economic/demographic data for Planning and Inspections, other county departments as requested, and other agencies as requested.
- Manages interdepartmental collaboration and takes lead roles on special planning projects. Assists in other major comprehensive plan implementation and current planning amendments.

**FY 2009-10 Outcomes**

- SAPFO Administration, including authoring annual technical report
- Orange-Alamance County Line Issue – significant support on project and with GIS analysis and mapping work
- Efficient Agenda Preparation and Management for Planning Board and Quarterly Public Hearings including continual maintenance of Departmental webpage.
- Hillsborough-Orange County Strategic Growth Plan Interlocal Agreement adopted.
- JPA Administration – reviews and comments on Land Use Management Ordinance revisions proposed by Towns of Chapel Hill and Carrboro – 10 since July 1, 2009 – and on-going coordination with the Towns on land use issues
- Zoning Ordinance and Map Amendment and Comprehensive Plan Text and Map amendment related to the Upper Eno Watershed Critical Area, including significant mapping efforts. This is an implementation measure of the Efland-Mebane Small Area Plan.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Prepare and distribute agendas: Quarterly Public Hearing	4	4	4	4	4
JPA Public Hearing	2	2	2	2	2
Advisory Boards/Task Forces	37	26	21	21	30
Other Local Government Meetings	18	15	15	15	15
Regional Meetings	10	12	14	15	25

**FY 2010-11 Fiscal Year Objectives**

- Continued administration of JPA, SAPFO, and Planning Board and Quarterly Public Hearing agendas
- Assistance with "Phase II" Unified Development Ordinance amendments as needed (i.e., addition of Agricultural Support Enterprises)

## *Planning and Inspections – continued*

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- Continued implementation of Efland-Mebane and Eno Small Area Plan (i.e., Design Guidelines, Land Use Plan text and map amendments)
- Continued coordination with the Town of Hillsborough to develop and adopt a Joint Land Use Plan, as called for in the intergovernmental agreement that was signed by the two local governments in FY'09-10.
- Adoption of updated Hazard Mitigation Plan (required by FEMA).
- Continue to provide GIS mapping (including thematic maps) and socio-economic data (updated by 2010 Census) to department staff, other county departments, and outside agencies as requested to create a consistent document of county spatial info.

### **Highlights**

- Continued work on BOCC identified 2009 goals/priorities (11 of the top 14 include strong Planning involvement), including further implementation of adopted small area plans, a joint land use plan with the Town of Hillsborough, and work on economic development districts.

### **Major Services - Current Planning**

- Administer, interpret, and enforce the provisions of the County Zoning, Subdivision, and Environmental Impact Ordinance(s). This includes the County Flood Damage Prevention Ordinance incorporated into the Zoning Ordinance in 2009.
- Process, review, present and/or take action on development applications (i.e. zoning compliance permit, subdivision application, Special Use Permits, Planned Developments, Letters of Map amendments, etc.) governing and advisory boards.
- Prepare, process, and present amendments to development regulations to governing and advisory boards as noted in BOCC approval of various workplans.
- Coordinate infrastructure improvements (water/sewer provision, landscaping, proposed street patterns, open space networks, utility provision) during the development process
- Provide zoning code enforcement including coordination with County Attorney.

### **FY 2009-10 Outcomes**

- Unified Development Ordinance (UDO) Phase One - finalize the proposed UDO combining all existing land use regulations into a central document operating under one (1) central set of definitions and administrative criteria which will be the framework to implement various goals and policies of the Comprehensive Plan.
- Watershed Protection - finalize critical watershed boundary areas, impervious surface limits, and density revisions to promote stronger watershed protection within the ENO Critical Watershed.
- Continue to process, review and take action on development applications.
- Continue proactive educational outreach to local citizens to keep them informed of planning related issues.
- Enhance customer service through new personnel training, 'how to' material and new facility.
- Modernize existing file system to streamline data collection process.

*Planning and Inspections – continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Customer Service (walk-in/telephone, e-mail requests, etc)	5,122	4,795	5,000	4,875	5,000
Zoning Compliance Permits - Residential, Non-residential, home occupations, etc.	488	450	455	410	450
Special Use Permits (Class A and B)	4	5	4	3	4
Subdivision Applications (Exempt, Minor, Major)	207	115	162	144	150
Inspections - including zoning compliance, enforcement, flood plain management, etc.	618	533	525	475	500
Processing of ordinance amendments, variance requests, interpretation requests, zoning atlas amendments, letters of flood map amendments, etc.	5	4	20	10	10

**FY 2010-11 Fiscal Year Objectives**

- Begin Phase Two of the UDO development by completing a comprehensive assessment on land uses within the various zoning districts (i.e. What processes for what specific uses and where).
- Ask BOCC to prioritize the drafting of new land use regulations to address specific development issues (i.e. airport, sexually oriented business, transit oriented development, agricultural services, rural economic development, etc.)
- Work on revising existing thresholds within the Ordinance dealing with traffic generation to create a distinction between urban and rural areas
- Continue work on watershed protection by finalizing critical watershed boundary areas, impervious surface limits, and density revisions to promote stronger watershed protection within the UNiversity Lake and Cane Creek Critical Watersheds.

**Major Services - Comprehensive Planning**

- Prepares/updates/implements elements of the Comprehensive Plan noted by the BOCC priorities and provides a 'clearinghouse' for amendments and implementation.
- Prepares/amends/coordinates functional long- and short-range plans and special studies
- Provides technical assistance to governing and advisory boards concerning comprehensive planning issues in Orange County
- Coordinates with other County Departments and Divisions on ordinance and/or policy preparation/amendment required to implement the Comprehensive Plan

**FY 2009-10 Outcomes**

- Coordinate/manage aspects of the Unified Development Ordinance process
- Coordinate the implementation of various Elements of the Comprehensive Plan

## *Planning and Inspections – continued*

- Manage/coordinate Transportation Planning activities and serve as a central point of contact for the Commissioners and advisory boards for related information
- Analyze impacts of growth and development to inform Commissioners and public of its impacts

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Management/Coordination of Comprehensive Plan Update	Underway	Complete			
Coordinate/Manage aspects of Unified Development Ordinance development			Underway	Underway	Complete
Small Area Plan Implementation				Underway	Underway
Coordinate implementation of Comprehensive Plan including all elements					Underway

### **FY 2010-11 Fiscal Year Objectives**

- To prepare, amend, and implement functional long- and short-range plans and special studies as well as provide assistance to governing and advisory boards concerning issues related to long-range planning in Orange County.
- Implement the 11 BOCC identified 2009 goals/priorities of the Comprehensive Plan.
- Develop countywide Comprehensive Plan sustainability measures.

### **Highlights**

- Coordinate/manage aspects of Unified Development Ordinance preparation
- Implementation of Small Area Plans

### **Building Inspections Division**

#### **Major Services**

- Review plans, issue permits, conducts inspections, in the trades of building, mechanical, electrical, and plumbing systems associated with new construction and alterations to existing buildings, to achieve compliance with and enforce the North Carolina State Building Codes.
- Post Occupancy Load in all assemblies in the unincorporated areas of Orange County and the Town of Hillsborough.
- Respond to the public regarding investigation of code violations.
- Conducts safety inspections of schools and child/adult care facilities.
- Maintain advanced customer service initiatives through use of field pen and sketch tablets and code libraries.
- Maintain use of GPS enabled field pen tablets to capture the location of all buildings (commercial and residential) for 911-location information.

## *Planning and Inspections – continued*

### **FY 2009-10 Outcomes**

- Provide plan review of all residential and commercial permit applications, assuring all relevant codes and laws are complied with before approval
- Increased ISO rating from 5 to 3 through experienced and educated plans review and inspections staff.
- Implement education of builders, citizens (owner builders) of International codes (State Building Codes) and promotion of green building standards.
- Reduce paper usage by going paperless in field inspections, through continued use of field grade laptop computers.
- Maintenance of electronic connections to customers alerting them of impending permit expiration, permit approval, permit fees and inspection results.
- Strengthen elements of Central Permitting.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Permits Issued	3,420	3,254	3,450	3,100	3,200
Inspections conducted	16,989	13,545	17,000	12,538	14,900
Number of required Inspections per NEW SF permit	20	20	20	20	20
Complaint/Inquiries	23	39	31	46	40
Commercial plan review	245	232	200	228	243
New single family	266	217	250	180	210

### **FY 2010-11 Fiscal Year Objectives**

- Review approximately 450 residential and commercial plans for code compliance within 2 days / 1 week respectively.
- Issue approximately 3200 permits ranging from heating and air conditioning change outs to 76 dwelling unit apartment buildings.
- Conduct 14,900 inspections in the trades of building, mechanical, electrical, and plumbing systems.
- Increase reporting tools with existing permitting and inspection software.
- Providing credit card availability to permit holders for payment of permit/impact fees and other Planning Department fees.
- Fulfill Continuing Education requirements (33 classes) some conducted by staff saving approximately \$6000 in training and travel costs.

## *Planning and Inspections – continued*

### **Highlights**

- Revenue increase of 9.5% in permitting fees.
- Expanding capacity of division to assist other departments such as conducting fire inspections and HVAC work and assisting in public works projects.
- Code Enforcement Officers will continue code classes in Building, Electrical, Plumbing and Mechanical trades to obtain additional certifications to increase general knowledge of trades.

### **Erosion Control Division**

#### **Major Services**

- Administer the erosion control programs to insure compliance with erosion and sediment control standards countywide (includes Hillsborough, Chapel Hill, Carrboro and a portion of Mebane in Orange County).
- Administer Stormwater ordinance for lands within the Neuse.
- Implement surface water classification/stream identification for zoning/subdivision ordinance requirement.
- Administer Phase II NPDES permit requirements for Town of Hillsborough.

#### **FY 2009-10 Outcomes**

- Reviewed and approved 25 projects - conducted 1000 compliance inspections.
- Conducted multiple buffer impacts investigations and submitted annual report to the State.
- Performed 32 surface water ID requests.
- Successfully completed year 5 implementation and annual report.
- Contracted for water quality testing in the Upper Eno Basin.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Erosion Control plans reviewed	81	52	25	25	40
Rural	33	17	15	15	20
Urban	32	22	6	6	10
Intense Urban	16	13	5	5	10
Grading Permits issued	81	52	25	25	40
Rural	33	17	15	15	20
Urban	32	22	6	6	10
Intense Urban	16	13	5	5	10
Stormwater Management Plans	6	0	5	5	6
Inspections conducted	1500	1524	700	700	1000
Surface Water ID	112	122	32	32	40

*Planning and Inspections – continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Total Project Acres/Disturbed				481/41	550/50

**FY 2010-11 Fiscal Year Objectives**

- Within 30 days of application, issue land-disturbing permits for development activities when erosion control plans comply with standards.
- Inspect all erosion control devices and bioretention BMP's to insure proper installation and function.
- Reduce nitrogen levels by 30% for new development in Neuse River Basin.
- Restore/protect Riparian Buffers in the Upper and Lower Eno, Little River and Flat River Watersheds.

**Highlights**

- Continue to be leader in aspects of new regulations in the Jordan Lake and Falls Lake Initiatives.

**County Engineer's Office Division** (includes Efland Sewer Fund activities)

**Major Services**

- Management and operation of the Efland sewer system
- Management and operation of Lake Orange reservoir
- Provide engineering support and technical analysis as needed for development applications and urban transition area concept engineering design master plan to the various Orange County departments
- Provide engineering perspective on various County advisory boards and work groups including support of infrastructure in economic development districts.

**FY 2009-10 Outcomes**

- Maintain and seek to improve the excellent operational record of the Efland sewer system
- Shepherd the Central Efland/Northern Buckhorn sewer expansion project through the regulatory process to completion of the plan review stage.
- Complete the design on the first of a series of major repairs to the Lake Orange spillway. This is the first such maintenance initiative taken at the Lake in over 40 years of operation.
- Complete the installation of an automated valve, lake level monitor, and water flow monitor at Lake Orange. This will vastly increase the efficiency of Lake operation and will gather vital data for the County. This data will also be used in the State's recently designed model of water flow in the Neuse River Basin.

*Planning and Inspections – continued*

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Efland/Buckhorn sewer expansion	Design	State Review underway	Complete State Review	Complete State Review	Complete Federal review and begin construction
Lake Orange Spillway Repairs	None	Inspected	Design and complete Phase I	Design Phase I	Complete Phase I Design and complete Phase II
Lake Orange valve and controls	None	Cost estimates gathered	Design and complete	Design and complete	Collect data and refine operation
Documented Sanitary Sewer Overflows (SSO)	0	0	0	0	0
Buckhorn-Mebane Utilities					Design

**FY 2010-11 Fiscal Year Objectives**

- Continue to maintain zero sanitary sewer overflows and monitor new rate system in Efland sewer system.
- Secure EPA grants and state revolving loan funds for sewer expansions.
- Transition the Central Efland/Northern Buckhorn project from design phase to construction phase.
- Obtain easements and connection agreements in Central Efland/Northern Buckhorn projects.
- Complete Phase I repairs to the Lake Orange Spillway and design and complete Phase II repairs. Develop an ongoing maintenance and repair plan for the dam and spillway
- Refine the use of monitoring and control equipment at Lake Orange. Investigate broadening the application of the communications software to other areas, such as the Efland Sewer pump stations.
- Secure design services for Buckhorn Mebane utilities Phase II.
- Develop discussions and agreements with OAWS.

**Highlights**

- Secure State revolving funds loans for Central Efland.

**Budget Highlights**

- Reorganization/Reclassifications within department, during FY 2009-10, reflect variances within divisions' personnel services when comparing with FY 2010-11.

**Changes in Service Delivery and Operations: (\$186,750 Reduction)**

- Eliminated vacant Planner II position, April 2010.
- Eliminates a vacant Code Compliance Officer III position.
- Reorganization of address function, which should provide better and more responsive system.

# Register of Deeds

Phone Number: (919) 245-2676

Website: <http://www.co.orange.nc.us/deeds/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						<b>Account: 3250</b>
Personnel Services	\$ 856,017	\$ 869,839	\$ 857,819	\$ 839,030	846,621	754,924
Operations	\$ 118,849	\$ 116,823	\$ 154,438	\$ 146,248	155,747	155,747
Capital Outlay	\$ 2,967	\$ 2,593	\$ 0	\$ 2,870	2,150	0
<b>Total Expenditures</b>	<b>\$ 977,832</b>	<b>\$ 989,255</b>	<b>\$ 1,012,257</b>	<b>\$ 988,148</b>	<b>\$ 1,004,518</b>	<b>\$ 910,671</b>
Offsetting Revenues	\$ (1,653,781)	\$ (1,227,403)	\$ (1,224,885)	\$ (1,341,240)	(1,375,516)	(1,375,516)
County Costs (net)	\$ (675,949)	\$ (238,148)	\$ (212,628)	\$ (353,092)	(370,998)	(464,845)
<b>Total Register of Deeds Expenditures</b>	<b>\$ 977,832</b>	<b>\$ 989,255</b>	<b>\$ 1,012,257</b>	<b>\$ 988,148</b>	<b>\$ 1,004,518</b>	<b>\$ 910,671</b>

## Mission Statement

The purpose of the Register of Deeds Office is to record, maintain and preserve real and personal records and, in compliance with NC General Statutes, provide access to public records and courteous and professional service to citizens.

## Major Services

- File documents presented for registration
- Index and scan all filed documents to create permanent public records
- Create permanent records of births, deaths, marriages and military discharges
- Issue marriage licenses
- Issue certified copies of public permanent records
- Redact personal information from web (upon citizen's request)
- Special Projects
- Customer Service

## FY 2009-10 Outcomes

- Each document was reviewed and certified to proof of acknowledgment of execution and other prerequisites to registration to ensure compliance with NC recording laws; submitted each land-related document to Land Records for PIN (Parcel Identifier Number) assignment within five minutes of presentation approximately 99% of the time.
- Completed the filing process, affixed book and page, time and date, collected/receipted fee within ten minutes, approximately 99% of the time.
- Each document processed by the Quality Control Supervisor within 8 hours of recording 99% of the time.

*Register of Deeds – continued*

- Indexed document within twenty minutes of filing process approximately 99% of the time (this phase gives notice to title searchers that the document is on file).
- Scanned recorded documents within three hours of recording approximately 99% of the time and printed permanent record book copies.
- Returned filed documents to designated party within 2 to 4 days of filing approximately 97% of the time
- Issued marriage license within 20 minutes of application approximately 99% of the time.
- Indexed births, deaths the same day received approximately 99% of the time, marriages indexed within an hour after issuance approximately 98% of the time.
- Responded to citizens' requests courteously and timely.
- Special Projects:
  - Indexed, scanned and labeled "old" birth records
  - Scanned associated images of pre-1993 indexed records
  - Scanned and indexed accounts payable and revenue records
- Customers acknowledged and served as quickly as possible.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Deeds, Deeds of Trust, D/T Cancellations, other documents, UCCs recorded, scanned and indexed	25,864	22,975	23,425	20,064	21,150
Marriage Licenses Issued	810	769	755	672	725
Births Indexed	3,601	4,059	4,099	3,779	3,900
Deaths Indexed	1,494	1,512	1,542	1,427	1,475
Certified Copies of Vital Records Issued	19,240	22,165	18,730	14,736	15,100

**FY 2010-11 Fiscal Year Objectives**

- Real Estate Imaging Project - Scan permanent records beginning with the year 1992 back to 1752. Citizens frequently request that images of records prior to 1992 be available on the internet. For three years, we have made an in-house effort to scan associated images of indexed records prior to 1992. Staff scanned 276 books (approximately 151,800 images) of back files (1995 -1992) in the last three years. This process is very slow. Our goal is to focus on vendor assistance with microfilm conversion. The project will be funded from the Register of Deeds Automation Fund (NCGS 161-11.3) and (possibly) CIP.
- Back file conversion of old birth, death and marriage records as funds are available in the Register of Deeds Automation Fund (NCGS 161-11.3).
- Redaction of personal information on the internet.
- Research and give consideration to implementing e-recording within the next two years.

## *Register of Deeds – continued*

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### ***Budget Highlights:***

- An increase in Register of Deeds fees and Excise Stamps fees is budgeted in FY 2010-11 due to a projected increase in deeds of trust re-financing activity.
- Capital Outlay requests of \$2,150 for fireproof file cabinets for Vital records and plat cabinets are not included in the approved budget.
- The department requested additional non-permanent personnel funds for FY 2010-11 to assist in the County mainframe component of the new PIMS system, but these additional funds of \$6,216 are not included in the approved budget.

### ***Changes in Service Delivery and Operations: (\$91,196 Reduction)***

- The Board of County Commissioners approved the elimination of two (2) vacant Deputy Register of Deeds Leadworker positions in April 2010.
- Generate budget savings by reclassifying a Deputy Register of Deeds Leadworker to a Deputy Register of Deeds II.

# Sheriff

Phone Number: (919) 644-3050

Website: <http://www.co.orange.nc.us/sheriff/index.htm>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						
Personnel Services	\$ 8,132,006	\$ 8,502,490	\$ 8,399,858	\$ 8,625,612	8,698,451	8,642,599
Operations	\$ 1,414,927	\$ 1,433,792	\$ 1,760,773	\$ 1,481,067	2,105,862	2,105,862
Capital Outlay	\$ 29,942	\$ 7,615	\$ 0	\$ 49,545	420,000	252,000
<b>Total Expenditures</b>	<b>\$ 9,576,875</b>	<b>\$ 9,943,897</b>	<b>\$ 10,160,631</b>	<b>\$ 10,156,224</b>	<b>\$ 11,224,313</b>	<b>\$ 11,000,461</b>
Offsetting Revenues	\$ (2,942,905)	\$ (2,916,254)	\$ (2,957,200)	\$ (2,618,335)	(2,757,700)	(2,757,700)
County Costs (net)	\$ 6,633,970	\$ 7,027,643	\$ 7,203,431	\$ 7,537,889	\$ 8,466,613	\$ 8,242,761
<b>Total Sheriff Expenditures</b>	<b>\$ 9,576,875</b>	<b>\$ 9,943,897</b>	<b>\$ 10,160,631</b>	<b>\$ 10,156,224</b>	<b>\$ 11,224,313</b>	<b>\$ 11,000,461</b>

## Mission Statement

To protect the rights of all persons to be free from crime and to live in peace. Every person regardless of his or her respective background is guaranteed certain rights and privileges that this department is bound to protect.

## Major Services

- Provide continuous 24-hour routine patrol services to the entire county.
- Respond to crimes in progress, citizen complaints and incident investigations.
- Seek out wanted persons and serve criminal process. Serve civil process as mandated by the court.
- Provide school/community resource deputies for Orange County's high and middle schools, to prevent violence and work with at risk students in the community.
- Operate the County Jail Facility. Transport inmates to court and maintain custody of same during court trials, transport inmates to and from other jail facilities and state prisons. Provide courtroom security for courts and courthouse property.
- Continue Community watch and crime stoppers programs conduct the D.A.R.E./GREAT programs in the county schools. Provide assistance to domestic violence victims, child abuse, elderly and handicapped and aid crisis victims.

## FY 2009-10 Outcomes

- Reduce the number of property and larcenies crimes.
- To continue our school resource deputy program to reduce crime and incidents of violence in our schools,
- Provide safe housing and security for housed state and federal inmates.
- Staff will continue screening all reports from the OCSO and initiate contact with victims of domestic violence.

*Sheriff – continued*

- Respond to 100% of citizens concerns regarding neighborhood drug and crime problems.
- Involve more citizens in our efforts to reduce and prevent crime. Continue high visibility and aggressive patrol coverage through out the county to deter and prevent crime.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Number of OCSO Break-ins	427	458	367	375	383
Number of OCSO Larcenies	345	439	236	276	282
Number reported domestic violence incidents	2,211	2,500	2,125	2,167	2,175
Number of juvenile contacts by deputies (state law requires juvenile contacts be reported)	25,030	22,800	25,030	25,530	26,000
Number of child abuse cases	293	468	125	130	150
Average number of inmates per month	177	170	160	163	160

**FY 2010-11 Fiscal Year Objectives**

- Involving more citizens in our efforts to reduce and prevent crime. Continue high visibility and aggressive patrol coverage through out the county to deter and prevent crime. Increase daily e-mail to Community Watch Groups for crime in their community.
- Work in cooperation with other community agencies to empower victims of domestic violence and provide them with the resources available to prevent and remove themselves from domestic violence.
- Continue to involve citizens, especially parents of school age children in our drug awareness prevention programs. Encourage citizen participation in solving community problems and decrease overall incidents of crime.
- Meet federal and state jail standards as mandates.

**Budget Highlights**

- Increases in Operations for FY 2010-11 are due to increased costs in providing for the needs of inmates.
- Grant funding was obtained for 50 in-car cameras and 6 radar units. The department will continue searching for grant funding for technology/equipment.
- On April 6, 2010 the BOCC eliminated two vacant Sheriff Deputy I positions reducing the Personnel Services budget by \$104,538.
- The Sheriff requested 20 new vehicles to replace an aging fleet. No vehicles have been purchased in the last fiscal year. The approved budget provides for the purchase of 12 new vehicles.

***Changes in Service Delivery and Operations:***

- On October 1, 2009 The Sheriff entered into a contract with Southern Health Partners to provide on site medical care for inmates. Prior to this date the Sheriff contracted with Dr. James Strickland and the doctor was no longer interested in providing this service. This change will provide better on site medical care and fewer inmates will have to be transported off site to receive treatment. The contract amount for fiscal 2010-2011 is \$259,838.

# Solid Waste Management

Phone Number: (919) 968-2788

Website: <http://www.co.orange.nc.us/recycling/index.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (Solid Waste Fund)</b>						Account: 3500
Personnel Services	\$ 3,698,420	\$ 2,808,967	\$ 2,695,336	\$ 2,649,928	3,463,872	3,443,485
Operations	\$ 4,627,065	\$ 7,294,804	\$ 5,146,756	\$ 4,829,563	5,829,557	5,638,972
Capital Outlay	\$ 75,307	\$ 215,464	\$ 0	\$ 29,999	699,625	0
Others	\$ 0	\$ 0	\$ 0	\$ 0	0	0
<b>Total Expenditures</b>	<b>\$ 8,400,793</b>	<b>\$ 10,319,235</b>	<b>\$ 7,842,092</b>	<b>\$ 7,509,490</b>	<b>\$ 9,993,054</b>	<b>\$ 9,082,457</b>
Equipment Reserve Allocation*	\$ 0	\$ 0	\$ 1,274,005	\$ 1,274,005	\$ 935,916	\$ 935,916
<b>Total Expend. &amp; Allocations</b>	<b>\$ 8,400,793</b>	<b>\$ 10,319,235</b>	<b>\$ 9,116,097</b>	<b>\$ 8,783,495</b>	<b>\$ 10,928,970</b>	<b>\$ 10,018,373</b>
Offsetting Revenues	\$ (10,117,069)	\$ (8,603,303)	\$ (9,116,097)	\$ (8,783,495)	(10,928,970)	(10,018,373)
<b>County Costs (net)</b>	<b>\$ (1,716,276)</b>	<b>\$ 1,715,932</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						Account: 3410
Personnel Services	\$ 0	\$ 841,324	\$ 815,502	\$ 800,495	0	0
Operations	\$ 782,169	\$ 1,131,144	\$ 1,334,748	\$ 1,171,384	0	0
Capital Outlay	\$ 0	\$ 439,818	\$ 0	\$ 0	0	0
Others	\$ 0	\$ 0	\$ 0	\$ 0	0	1,403,060
<b>Total Expenditures</b>	<b>\$ 782,169</b>	<b>\$ 2,412,286</b>	<b>\$ 2,150,250</b>	<b>\$ 1,971,879</b>	<b>\$ 0</b>	<b>\$ 1,403,060</b>
Offsetting Revenues	\$ 0	\$ (60,404)	\$ (53,056)	\$ (71,110)	0	0
<b>County Costs (net)</b>	<b>\$ 782,169</b>	<b>\$ 2,351,882</b>	<b>\$ 2,097,194</b>	<b>\$ 1,900,769</b>	<b>\$ 0</b>	<b>\$ 1,403,060</b>

<b>Total Solid Waste Department and Related Expenditures</b>	<b>\$ 9,182,962</b>	<b>\$ 12,731,521</b>	<b>\$ 11,266,347</b>	<b>\$ 10,755,374</b>	<b>\$ 10,928,970</b>	<b>\$ 11,421,433</b>
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## Division Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Program (Enterprise Fund)</b>						
Environmental Support	\$ 1,514,544	\$ 1,758,478	\$ 1,394,051	\$ 1,353,074	\$ 1,545,282	\$ 1,543,683
Landfill Operations	\$ 2,463,278	\$ 3,230,616	\$ 3,493,917	\$ 3,382,141	\$ 3,070,084	\$ 2,864,401
Recycling Operations	\$ 3,266,072	\$ 5,329,318	\$ 2,954,124	\$ 2,774,275	\$ 3,052,431	\$ 2,880,764
Sanitation Operations	\$ 1,156,898	\$ 823	\$ 0	\$ 0	\$ 2,325,257	\$ 1,793,609
<b>Total Expenditures</b>	<b>\$ 8,400,793</b>	<b>\$ 10,319,235</b>	<b>\$ 7,842,092</b>	<b>\$ 7,509,490</b>	<b>\$ 9,993,054</b>	<b>\$ 9,082,457</b>
Equipment Reserve Allocation*	\$ 0	\$ 0	\$ 1,274,005	\$ 1,274,005	\$ 935,916	\$ 935,916
<b>Total Expenditures and Allocations</b>	<b>\$ 8,400,793</b>	<b>\$ 10,319,235</b>	<b>\$ 9,116,097</b>	<b>\$ 8,783,495</b>	<b>\$ 10,928,970</b>	<b>\$ 10,018,373</b>
Offsetting Revenue	\$ (10,117,069)	\$ (8,603,303)	\$ (9,116,097)	\$ (8,783,495)	(10,928,970)	(10,018,373)
<b>County Costs (net)</b>	<b>\$ (1,716,276)</b>	<b>\$ 1,715,932</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

<b>By Program (General Fund)</b>						
Sanitation Operations	\$ 782,169	\$ 2,412,286	\$ 2,150,250	\$ 1,971,879	\$ 0	\$ 0
Contrib. For Sanitation Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,403,060
<b>Total Expenditures</b>	<b>\$ 782,169</b>	<b>\$ 2,412,286</b>	<b>\$ 2,150,250</b>	<b>\$ 1,971,879</b>	<b>\$ 0</b>	<b>\$ 1,403,060</b>
Offsetting Revenue	\$ 0	\$ (60,404)	\$ (53,056)	\$ (71,110)	\$ 0	\$ 0
<b>County Costs (net)</b>	<b>\$ 782,169</b>	<b>\$ 2,351,882</b>	<b>\$ 2,097,194</b>	<b>\$ 1,900,769</b>	<b>\$ 0</b>	<b>\$ 1,403,060</b>

<b>Total Solid Waste Department Expenditures</b>	<b>\$ 9,182,962</b>	<b>\$ 12,731,521</b>	<b>\$ 11,266,347</b>	<b>\$ 10,755,374</b>	<b>\$ 10,928,970</b>	<b>\$ 11,421,433</b>
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Note: Effective July 1, 2010, the Sanitation Division will be transferred from the General Fund to the Solid Waste Fund. The General Fund will make an annual contribution to the Solid Waste Fund for expenditures.

\*These funds are earmarked for specific equipment and vehicle purchases, as well as construction project costs for future years, to continue necessary Solid Waste, Recycling and reduction programs.

## Solid Waste Management – continued

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### **Mission Statement**

To provide integrated support services for the Solid Waste Management Department.

### **Environmental Support Division (Formerly Administration)**

#### **Major Services**

- To provide integrated departmental support services including utilities, safety, enforcement, communications, safety, training, janitorial, education/outreach, etc.
- Provides for clerical, administrative and managerial support for the department including reception, financial, accounting, recordkeeping, payroll, planning, etc.
- Solid Waste Planning development of financial analysis, ordinances and policies to improve and sustain solid waste management and further reduce the waste destined for landfilling. Staff Solid Waste Advisory Board and Solid Waste Plan Work Group to facilitate comprehensive solid waste planning effort.
- Review project applications and plans for all new land development applications including subdivisions and site plans in Orange County, including the Towns, with respect to minimizing construction during construction and effectively accommodating waste and recyclable collections once the development is completed. Advise architects, developers and contractors with regard to waste reduction, deconstruction, collection vehicle access, type and quantity of receptacles, etc.
- Enforcement of all Orange County Solid Waste ordinances, including Regulated Recyclable Materials Ordinance, littering and illegal waste disposal. Issuance of related permits, licenses and citations. Assistance in development of regional C&D recycling infrastructure for banned materials. Education of contractors and builders about ordinances and C&D recycling, waste reduction and deconstruction.
- Conduct public outreach and education for landfill, recycling, waste reduction and other solid waste services. Provide general publicity and education regarding the programs and services for public, business, media, builders and contractors, government entities, educators and at special events. Conduct waste audits for government, businesses & other non-residential entities. Apply for all relevant state, Federal or private grants on solid waste management

#### **FY 2009-10 Outcomes**

- Conduct 150 solid waste plan reviews, 120 pre construction meetings, issue 200 waste hauling licenses, review & issue 1,850 solid waste permits, issue 60 citations for illegal waste disposal and place 550 verification tags for recycling compliance.
- Provide annual newsletter and other publications for solid waste education. Targeted postcard mailings for specific recycling routes affected by holidays or schedules changes. Conduct ongoing advertising, program promotion, landfill tours and presentations. Maintain website. Improve internal county and town recycling programs. Assist in developing school recycling programs to complement County takeover of collections. Provide technical assistance to non-residential entities to improve their recycling. Troubleshoot poorly performing business or apartment sites. Staff major local festivals and other events with recycling services and consultation on waste reduction.
- Sell 550 compost bins on an ongoing basis from the Solid Waste Administrative office
- Place 635 print advertisements and provide 28 correlated on-line advertisements in appropriate local media. Publish 34 newspaper articles and broadcast 14 radio programs
- Conduct solid waste reduction plan reviews for construction and demolition. Continued review of plan submittals for new development for Town of Chapel Hill, Carrboro, and the County and

*Solid Waste Management – continued*

others by request. Encourage all County entities to provide space for recycling in new development or renovations. Continued outreach and education to builders through seminars and individual discussions.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Solid Waste Mgt Plan/Development Reviews & Pre-construction meetings	225 60	210 175	175 150	150 120	175 175
Verification Tags and Solid Waste permits issued	721 1,500	650 1,600	650 1,750	550 1,850	750 2,000
Number of print & radio ads/ # of months on-line ads run. Total in all papers/ # of on-line impressions (aka: 'page views')	628 0 0	635 0 0	700 0 0	560 (began on-line ads/ 28 338,500	636 print ads 26 285,900
Number of news articles and radio broadcasts	45	48	50	48	48
Number of compost bins sold	450	1,050	400	400	500
Number of presentations, special events and (landfill/recycling) tours	114	109	100	115	110

**FY 2010-11 Fiscal Year Objectives**

- Provide effective and appropriate Countywide support of all solid waste management programs and services through advertising, public education, outreach and ongoing communications.
- Enforce County's regulated recyclable materials ordinance, ensure licensing and permitting of solid waste haulers throughout all jurisdictions in cooperation with municipal and county staff in Sanitation Services, Inspections, Planning, Zoning and other relevant departments
- Complete three year planning update and finalize ten year comprehensive, integrated solid waste plan

**Highlights**

- Integrate enforcement and safety functions into Environmental Support division.
- Initiate on-line advertising of Departmental services and programs.

## Solid Waste Management – continued

### **Landfill Division**

#### **Major Services**

- Maintain and operate Orange County Landfill, consisting of an active lined Mixed Solid Waste (MSW) landfill, active Construction & Demolition (C&D) landfill as well as monitoring of two closed landfills and various ancillary facilities.
- Operate within the State and County regulations with regard to banned materials in the current landfill by providing close oversight and enforcement resulting in maximization of waste reduction.
- Provide all environmental monitoring and compliance activities as required by the State including gas and water well testing.
- Maintain emergency storm debris response capabilities.
- Manage White Goods, scrap metal, scrap tires, organics processing and other associated operations in compliance with all regulations and according to industry best management practices.
- Maintain high level of customer service for all landfill customers.

#### **FY 2009-10 Outcomes**

- Continued to enforce the County ordinance and State rules pertaining to Landfill bans in support of County recycling objectives.
- Limit through waste reduction and recycling, the amount of construction and demolition waste entering the landfill.
- Conducted quarterly sampling of landfill gas wells to comply with State Regulations.
- Conducted semi-annual sampling from landfill water wells, testing and analysis to comply with State Regulations.
- Supported waste transfer station siting process
- Expanded landfill air space utilization to side slope rebuilding pursuant to annual survey

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
MSW	55422	50760	53575	50000	48500
C&D	16295	10483	11500	8100	7750
Yard Waste	7324	8379	8200	7750	6900
White Goods	800	1939	800	775	750
Tires	1100	1100	1100	1100	1100

#### **FY 2010-11 Fiscal Year Objectives**

- Maintain environmental compliance as required by operating permit
- Provide a high quality of customer service operation

## *Solid Waste Management – continued*

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- Maintain landfill operations consistent with industry best management practices and with emphasis on maximizing the life of the municipal waste landfill
- Develop landfill closure plan and economic analysis of enterprise fund impacts

### **Highlights**

- Implemented the reorganization of the Landfill Division by the transfer of two Landfill Enforcement employees to Environmental Support and one Landfill employee to the Recycling Division.
- Professional Service Contract service line item reduced due to termination of county Waste Transfer Station site search process.

### **Recycling Division**

#### **Major Services**

- Urban Curbside Recycling - Provide weekly contracted curbside recycling collection to all eligible households and businesses in the municipalities of Carrboro, Chapel Hill, and Hillsborough.
- Rural Curbside Recycling - provide biweekly collection of curbside recycling to all eligible households and businesses in select areas of unincorporated Orange County.
- Multifamily Recycling - provide weekly recycling collection service to all eligible multifamily properties throughout Orange County.
- Commercial and Organics Recycling Programs - operate County-provided collection of recyclables from bars, restaurants, and other eligible businesses throughout Orange County. Operate and oversee contractor-provided collection and composting of pre and post consumer organic materials including food waste from eligible food-service establishments and grocery stores and laboratory animal bedding from UNC facilities.
- Toxicity Reduction Programs - operate programs intended to reclaim useful resources and keep hazardous materials out of the environment while minimizing the toxicity of the municipal solid waste stream. Toxicity Reduction programs include Oil, Oil Filter, and Antifreeze recycling programs, Dry Cell battery recycling program, Lead Acid Battery recycling program, Household Hazardous Waste program, Conditionally Exempt Commercial Hazardous Waste program, and Electronics recycling program.
- Drop-off Recycling Program and other programs - operate and collect recyclable materials from five staffed solid waste convenience centers and five unstaffed 24-hour drop-off recycling sites. Operate other collection programs including programs to collect recyclables from all local government buildings and facilities throughout Orange County and collection of recyclables from the Orange County school system facilities.

#### **FY 2009-10 Outcomes**

- Curbside Recycling – provide recycling service to all eligible new homes. Work to increase rural curbside recycling participation. Provide service to all new in-fill households constructed during the year.
- Multifamily Recycling – Continue provision of service to all eligible units and expand service to unserved units as resources allow.

## *Solid Waste Management – continued*

- Commercial Recycling – continue service to all presently served units. Add collection of paper at all interested participants. Seek opportunities to expand commercial service to businesses besides bars and restaurants. Work to keep quality of accepted material high.
- Drop-off recycling – maintain high level of service at all drop-off sites, maximizing collection efficiency and preventing overflow. Strive to keep sites clean and reduce materials contamination and materials theft. Work to minimize illegal dumping at unstaffed recycling sites. Implement collection of source-separated rigid plastics.
- Toxicity Reduction Programs – continue all currently provided services with emphasis on increasing collection of targeted materials such as electronics and eligible commercial hazardous wastes. Work with local governments to encourage use of electronics recycling services.
- Other – add Government Buildings recycling collection to all new government facilities and continue high level of service at existing facilities. Implement collection of recycling for Orange County school system. Maintain current collection of organics from existing sites and seek to expand service to large generators as possible and as funds allow.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Curbside Recycling (Tons collected)	6,581	6,301	6,490	6,103	6,240
Multifamily Recycling (Tons collected)	1,241	1,294	1,333	1,270	1,308
Commercial Recycling (Tons collected)	768	925	1,020	902	947
Drop-off Recycling (Tons collected)	5,120	4,891	5,245	4,965	5,300
Organics Recycling (Tons collected)	2,245	2,255	2,300	2,326	2,400
Toxicity Programs (Tons collected)	707	733	764	801	850

### **FY 2010-11 Fiscal Year Objectives**

- Maintain current service levels and improve program efficiency where possible. Capitalize on efficiency increases to expand services whenever possible.
- Expand rural curbside recycling service to approximately 1,000 additional households without increased operating costs besides fuel.
- Continue County management of Urban Curbside recyclables in anticipation of bid for single stream processing and conversion to single stream collection during FY 11-12.

### **Highlights**

- Increased personnel costs and vehicle maintenance costs associated with transfer of staff and equipment from Landfill Division.
- Increased program revenue associated with management of Urban Curbside program materials and with improved commodity values.

## *Solid Waste Management – continued*

### **Sanitation Division**

#### **Major Services**

- Operate and maintain five staffed solid waste convenience centers to serve Orange County residents.
- Provide collection services for solid waste convenience centers with front-end loader and hook lift collection vehicles
- Provide collection services for Orange County government buildings and Orange County schools with front-end loader collection vehicles.
- Administer Sanitation Division, including collection operations and scheduling, data collection and analysis, employee supervision and coordinating of vehicle and facility maintenance.
- Maintain high level of customer service and safety at solid waste convenience centers.

#### **FY 2009-10 Outcomes**

- Reduced hours of operations at all five Centers effective October 1, 2009 from 6 six days to 4 days a week.
- Further reduced hours of operations at the Bradshaw Quarry Center from 4 days a week to 2 days a week on February 1, 2010.
- The landfill permit program was discontinued effective July 27, 2009.
- Mattresses/box springs are no longer accepted at Centers effective July 27, 2009.
- One full time Center Operator position, which originally eliminated as of October 1, 2009, was converted to a half-time position as of February 1, 2010 as a result of the Bradshaw Quarry Center remaining opening.
- Widened the entrance/exit at the Ferguson Road Center.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Municipal Solid Waste (MSW) collected from convenience centers, Orange County schools and Orange County government buildings	10,663	9,537	9,700	9,313	9498
Construction & Demolition, Miscellaneous bulky waste (furniture), Vegetative Waste and Clean Wood	4,651	4,572	4,919	4,657	4,908
Tons: Residential Landfill Permits (discontinued 08-01-2009)	1,862	1,219	1,300	58	0
<b>Total Tons</b>	<b>17,176</b>	<b>15,328</b>	<b>15,919</b>	<b>14,028</b>	<b>14,406</b>

## *Solid Waste Management – continued*

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### **FY 2010-11 Fiscal Year Objectives**

- Maintain County government building and County school collection services and schedules.
- Maintain existing convenience center services and schedules.
- Maintain cost effective and efficient operations at the convenience centers.
- Continuation of long term planning for solid waste convenience center facilities and services.

### **Highlights**

- Elimination of one Solid Waste Collector position and a six-month hiring delay of a second collector position.
- Expand services to new County facilities.

### **Budget Highlights**

- The Capital Outlay department requests of \$345,676, in the General Fund, and \$353,949, in the Solid Waste fund to purchase new vehicles, GIS equipment and land improvements are not part of the approved budget for FY 2010-11.
- The departmental eliminated Charges by the Enterprise Fund totaling \$165,585. These were charges to the General Fund for Sanitation administration, budgeted in the Landfill division.
- The County will dedicate a portion of 3R Fee revenue Sanitation services. This revenue will subsidize recyclable, materials collection and disposal services at the Solid Waste Convenience Centers. The amount will vary each year; in FY 2010-11, the revenue will total \$324,893.
- The net cost of the division totals \$1,403,060, which will be transferred to the Enterprise Fund from the General Fund, in monthly installments.

### ***Changes in Service Delivery and Operations – Landfill:***

- Decreases (\$456,453)
  - Elimination of design, bid and permitting costs for a new transfer station.
  - Decreased debt financing payments.
- Increases (\$61,264)
  - Rebuilding of dozer undercarriage and transmission due to past capital freeze.

### ***Changes in Service Delivery and Operations – Recycling:***

- Decreases (\$166,487)
  - Decreased debt-financing payments.
  - Reduced processing fees.
  - Fewer vehicle supplies purchased.
- Increases (\$46,027)

## *Solid Waste Management – continued*

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- Increased cost of Urban Curbside Recycling and implementation of Catalog Choice mail preference service.
- Increased vehicle repair costs for vehicles that will not be replaced, in FY 2009-10.
- Purchase replacement recycling bins.

### **Changes in Service Delivery and Operations – Sanitation: (\$278,894)**

- Eliminate charges by Enterprise Fund to the General Fund.
- Eliminated Solid Waste Collector position and reclassified Convenience Center Operator from full-to-part-time, in April 2010. Six-month hiring delay of a second Solid Waste Collector position.
- Reduced contracted services.

### **Approved Fee Changes (effective July 1, 2010):**

- Sanitation: increase will subsidize six (\$26 to \$31) and eight (\$28 to \$33) yard container collections and non-schedule/special collection requests.
- Sanitation: increase from \$35 to \$40 will support non-scheduled or special collections requests.
- Landfill: increased fee for Disposal of Municipal Solid Waste (MSW) by cars from \$5 per until to \$10. The price, for this class, has not been adjusted for over 10 years.
- Landfill: increase for the disposal of mobile homes from \$150 per unit to \$200. The fee currently does not include the State Disposal Fee, enacted in 2008, nor properly subsidize the cost of modern, mobile home disposal.
- Landfill: increase in the MSW fee to maintain current income level. Decrease tonnages, in recent years, have reduced revenue and the increase will generate proceeds for landfill closure and post-closure costs.

# Tax Administration

Phone Number: (919) 245-2727

Website: <http://www.co.orange.nc.us/revenue/taxadministrationindex.asp>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Category (General Fund)</b>						Account: 3300
Personnel Services	\$ 1,908,666	\$ 1,844,915	\$ 1,953,383	\$ 1,826,985	1,878,898	1,692,368
Operations	\$ 327,604	\$ 286,997	\$ 317,275	\$ 381,168	499,015	499,015
Capital Outlay	\$ 1,904	\$ 300	\$ 0	\$ 5,054	0	0
<b>Total Expenditures</b>	<b>\$ 2,238,173</b>	<b>\$ 2,132,212</b>	<b>\$ 2,270,658</b>	<b>\$ 2,213,207</b>	<b>\$ 2,377,913</b>	<b>\$ 2,191,383</b>
Offsetting Revenues	\$ (190,166)	\$ (184,100)	\$ (217,990)	\$ (216,910)	(213,708)	(213,708)
<b>County Costs (net)</b>	<b>\$ 2,048,007</b>	<b>\$ 1,948,112</b>	<b>\$ 2,052,668</b>	<b>\$ 1,996,297</b>	<b>\$ 2,164,205</b>	<b>\$ 1,977,675</b>
<b>Other Related Programs (Revaluation Fund)</b>						Account: 3301
Personnel Services	\$ 59,427	\$ 91,103	\$ 78,600	\$ 80,902	90,537	74,249
Operations	\$ 14,885	\$ 68,686	\$ 87,689	\$ 59,964	57,100	57,100
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0	0	0
<b>Total Expenditures</b>	<b>\$ 74,313</b>	<b>\$ 159,789</b>	<b>\$ 166,289</b>	<b>\$ 140,866</b>	<b>\$ 147,637</b>	<b>\$ 131,349</b>
Offsetting Revenues	\$ (1,097)	\$ (597)	\$ (65,289)	\$ (74,167)	(46,637)	(46,349)
<b>County Costs (net)</b>	<b>\$ 73,216</b>	<b>\$ 159,192</b>	<b>\$ 101,000</b>	<b>\$ 66,699</b>	<b>\$ 101,000</b>	<b>\$ 85,000</b>
<b>Total Tax Administration and Related Expenditures</b>	<b>\$ 2,312,486</b>	<b>\$ 2,292,001</b>	<b>\$ 2,436,947</b>	<b>\$ 2,354,073</b>	<b>\$ 2,525,550</b>	<b>\$ 2,322,732</b>

## Division Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>By Program (General Fund)</b>						
Land Records	\$ 481,842	\$ 314,891	\$ 342,252	\$ 312,250	\$ 342,529	\$ 308,555
Revenue	\$ 866,280	\$ 865,409	\$ 915,394	\$ 1,002,842	\$ 1,079,849	\$ 1,014,826
Tax Assessor	\$ 890,051	\$ 951,911	\$ 1,013,012	\$ 898,115	\$ 955,535	\$ 868,002
<b>Total Expenditures</b>	<b>\$ 2,238,173</b>	<b>\$ 2,132,212</b>	<b>\$ 2,270,658</b>	<b>\$ 2,213,207</b>	<b>\$ 2,377,913</b>	<b>\$ 2,191,383</b>
Offsetting Revenue	\$ (190,166)	\$ (184,100)	\$ (217,990)	\$ (216,910)	(213,708)	(213,708)
<b>County Costs (net)</b>	<b>\$ 2,048,007</b>	<b>\$ 1,948,112</b>	<b>\$ 2,052,668</b>	<b>\$ 1,996,297</b>	<b>\$ 2,164,205</b>	<b>\$ 1,977,675</b>
<b>Other Related Programs (Revaluation Fund)</b>						
Tax Assessor	\$ 74,313	\$ 159,789	\$ 166,289	\$ 140,866	\$ 147,637	\$ 131,349
<b>Total Expenditures</b>	<b>\$ 74,313</b>	<b>\$ 159,789</b>	<b>\$ 166,289</b>	<b>\$ 140,866</b>	<b>\$ 147,637</b>	<b>\$ 131,349</b>
Offsetting Revenue	\$ (1,097)	\$ (597)	\$ (65,289)	\$ (74,167)	(46,637)	(46,349)
<b>County Costs (net)</b>	<b>\$ 73,216</b>	<b>\$ 159,192</b>	<b>\$ 101,000</b>	<b>\$ 66,699</b>	<b>\$ 101,000</b>	<b>\$ 85,000</b>
<b>Total Expenditures</b>	<b>\$ 2,312,486</b>	<b>\$ 2,292,001</b>	<b>\$ 2,436,947</b>	<b>\$ 2,354,073</b>	<b>\$ 2,525,550</b>	<b>\$ 2,322,732</b>

## *Tax Administration – continued*

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### **Mission Statement**

To ensure all residents are provided a fair and equitable ad valorem taxation process.

### **Major Services**

- Process documents recorded in the Register of Deeds by assignment of parcel identifiers. This process is the primary key for real property title records.
- Create ownership records of new properties. Create, correct and maintain existing property ownership records for the purpose of taxation. This requires utilization of Register of Deeds records, court records, estate record.
- List, assess, bill and collect all taxable property in the County as statutorily directed. Bill and collect all other fees and charges assigned.
- Administer all tax exemption programs including but not limited to tax programs for eligible senior and disabled residents. Administer the Land Use Programs.
- Conduct and support the County's in-house revaluation of all real property within its jurisdiction currently on a every four year cycle. Support all functions surrounding a revaluation such as the Board of Equalization and Review that meets annually to hear formal appeals and to defend all appeals taken to the State Property Tax Commission.
- Collect and account for all current and delinquent taxes for the County, 14 Special Districts, and the municipalities of Carrboro, Chapel Hill and Hillsborough. Additionally to administer the billing and collection of multiple fees assessed by both the County and the Town of Chapel Hill.
- Collect and account for all other types of revenues such as Emergency Management billing, licenses, gross receipt vehicle rental tax, hotel/motel room occupancy tax.
- Administer two assistance programs. The EMS ambulance assistance program and the 3R assistance program.
- Ensure that records are current and available to all residents and the general public while meeting all requirements of Federal and State Privacy Acts.

### **FY 2009-10 Outcomes**

- To ensure all residents and general public receive timely and accurate information and service from all areas of Tax Administration.
- To ensure all documents are properly recorded within the records and all receivables are processed timely.
- Print and mail all billings with accuracy in mailing information to ensure timely receipt. This in turn will be reflected in enhanced collection rates.
- Receive and process of all listing information, informal and formal appeal data in a timely manner. This will allow for timely billing and responsive decisions from the staff and Board of E & R for our residents.
- Promote all forms of exemption and deferrment programs available to our residents and eligible non-profit organizations. Additionally promote the Land Use Programs available to our residents. This will allow opportunities for savings available.

## *Tax Administration – continued*

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- Complete review of all properties required currently exempt from ad valorem taxation to determine continued qualification for exempt status as set out by law. This ensures fair and equitable taxation for all.
- Work with audit programs both internal and external to ensure all entities required to list and pay property tax are in compliance. Again, to ensure fair and equitable taxation.

### **FY 2010-11 Fiscal Year Objectives**

- Continue all existing services and programs currently administered by Tax Administration while maintaining a high level of efficient and customer service.
- Complete the Property Information Management System conversion and installation successfully while maintaining all other required job responsibilities.
- Work with the North Carolina Department of Revenue/Property Tax Commission staff in the resolution of appeals currently pending with the State as a result of the 2009 revaluation.
- Continue the monitoring of outsourced EMS Ambulance Billing to ensure continued strong revenues and continued strong customer service.
- Establish Hotel/Motel Room Occupancy collections within the Tax Administration Department and ensure a consistent and verified revenue stream.
- Begin preparation for the anticipated change in how registered motor vehicle billing will be approached. Beginning in July 2011, our office will continue to value and determine rate code status but will be required to handle such through a computer program administered by the State of North Carolina. This will require re-education of staff in process and procedure using this new method. Prior to this change we will need to educate our residents on the new process of payment at time of license purchase.

### ***Budget Highlights***

- In the process of completing the Property Information Management System installation, we have to date been successful in using less than anticipated in our budget line items for non-permanent personnel and overtime. It is anticipated that over the two fiscal years we will not use all that had originally been budgeted for just fiscal 2009-10.
- By entering into the Tax Management Associates contract for business listing services we anticipate an overall savings in our personnel line item of more than \$20,000.
- Reduction in the revaluation budget has been possible due to this being a non-revaluation year. Additionally personnel cost have been realigned due to the recent combination of the Tax Assessor Department and the Revenue Collections Department into that of the current Tax Administration office.
- Reorganization/Reclassifications within the Tax Assessor department and Collector/Revenue department into one department (Tax Administration) during FY 2009-10 reflect variances within divisions' personnel services when comparing with FY 2010-11.

### ***Changes in Service Delivery and Operations:***

- *Decreases: (-\$312,353 in General Fund and -\$46,878 in Revaluation Fund)*
  - The Board of County Commissioners approved the elimination of vacant Business Personal Property Appraiser and Revenue Technician II positions in April 2010.

## *Tax Administration – continued*

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- Includes holding vacant Appraisal II and Revaluation Manager positions for a period of six months, July-December 2010.
- The approved budget does not include budgeting for a GIS Mapper I new staff position requested by the department to begin January 1, 2011.
- Reduce non-permanent personnel related to the PIMS project.
- Postage costs - reduce the amount of real property abstracts mailed in January.
- Several reductions in Operations within the Revaluation Fund due to FY 2010-11 not being a revaluation year.
- *Increases: (\$188,450)*
  - Contract Services to outsource the Business Personal Property List Process and outsourcing EMS billing and collections services.
  - Travel, Training, and Certifications and Licenses
  - Tax Audits

# Visitors Bureau Fund (Economic Development)

Visitors Bureau: Phone Number: (919) 968-2060  
 Arts Commission: Phone Number: (919) 245-2335

Website: <http://www.visitchapelhill.org>  
<http://artsorange.org>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Visitors Bureau Fund</b>						<b>Account: 6005</b>
Overhead	\$ 42,430	\$ 47,055	\$ 47,055	\$ 47,055	51,611	51,611
Personnel Services	\$ 336,860	\$ 363,808	\$ 348,033	\$ 317,578	359,745	370,281
Operations	\$ 537,826	\$ 700,939	\$ 546,603	\$ 543,874	577,427	547,396
Capital Outlay	\$ 9,445	\$ 2,552	\$ 0	\$ 1	6,267	6,267
<b>Total Expenditures</b>	<b>\$ 926,561</b>	<b>\$ 1,114,354</b>	<b>\$ 941,691</b>	<b>\$ 908,509</b>	<b>\$ 995,050</b>	<b>\$ 975,555</b>
Offsetting Revenues	\$ (839,514)	\$ (1,071,082)	\$ (941,691)	\$ (934,550)	(995,050)	(975,555)
<b>County Costs (net)</b>	<b>\$ 87,047</b>	<b>\$ 43,272</b>	<b>\$ 0</b>	<b>\$ (26,041)</b>	<b>\$ 0</b>	<b>\$ 0</b>

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Arts Commission (General Fund)</b>						<b>Account: 6010</b>
Personnel Services	\$ 54,002	\$ 55,901	\$ 54,001	\$ 54,196	56,822	0
Operations	\$ 112,542	\$ 74,364	\$ 73,191	\$ 68,705	72,940	0
Capital Outlay	\$ 0	\$ 0	\$ 0	\$ 0	0	0
<b>Total Expenditures</b>	<b>\$ 166,544</b>	<b>\$ 130,265</b>	<b>\$ 127,192</b>	<b>\$ 122,901</b>	<b>\$ 129,762</b>	<b>\$ 0</b>
Offsetting Revenues	\$ (74,248)	\$ (39,492)	\$ (35,559)	\$ (33,781)	(35,308)	0
<b>County Costs (net)</b>	<b>\$ 92,296</b>	<b>\$ 90,772</b>	<b>\$ 91,633</b>	<b>\$ 89,120</b>	<b>\$ 94,454</b>	<b>\$ 0</b>

<b>Total Visitors Bureau and Related Expenditures</b>	<b>\$ 1,093,105</b>	<b>\$ 1,244,619</b>	<b>\$ 1,068,883</b>	<b>\$ 1,031,410</b>	<b>\$ 1,124,812</b>	<b>\$ 975,555</b>
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## Division Summary

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Visitors Bureau Fund</b>						
Visitors Bureau	\$ 926,561	\$ 1,114,354	\$ 941,691	\$ 908,509	\$ 995,050	\$ 845,793
Arts Commission	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 129,762
<b>Total Expenditures</b>	<b>\$ 926,561</b>	<b>\$ 1,114,354</b>	<b>\$ 941,691</b>	<b>\$ 908,509</b>	<b>\$ 995,050</b>	<b>\$ 975,555</b>
Offsetting Revenue	\$ (839,514)	\$ (1,071,082)	\$ (941,691)	\$ (934,550)	(995,050)	(975,555)
<b>County Costs (net)</b>	<b>\$ 87,047</b>	<b>\$ 43,272</b>	<b>\$ 0</b>	<b>\$ (26,041)</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>By Program (General Fund)</b>						
Arts Commission	\$ 166,544	\$ 130,265	\$ 127,192	\$ 122,901	\$ 129,762	\$ 0
<b>Total Expenditures</b>	<b>\$ 166,544</b>	<b>\$ 130,265</b>	<b>\$ 127,192</b>	<b>\$ 122,901</b>	<b>\$ 129,762</b>	<b>\$ 0</b>
Offsetting Revenue	\$ (74,248)	\$ (39,492)	\$ (35,559)	\$ (33,781)	(35,308)	0
<b>County Costs (net)</b>	<b>\$ 92,296</b>	<b>\$ 90,772</b>	<b>\$ 91,633</b>	<b>\$ 89,120</b>	<b>\$ 94,454</b>	<b>\$ 0</b>
<b>Total Expenditures</b>	<b>\$ 1,093,105</b>	<b>\$ 1,244,619</b>	<b>\$ 1,068,883</b>	<b>\$ 1,031,410</b>	<b>\$ 1,124,812</b>	<b>\$ 975,555</b>

Note: The Arts Commission will be transferred from the General Fund to the Visitors Bureau Fund, effective July 1, 2010. Net County Costs will be fully subsidized by the Visitors Bureau Fund. In FY 2010-11, this totals \$80,286.

## Mission Statement

Position Orange County as a desirable meeting and vacation destination, with careful consideration to the needs and assets of the Orange County communities. Serve as a countywide leader in developing strategies to bring visitors to Orange County while contributing to the economic development and quality of life that comprise Orange County.

*Visitors Bureau Fund (Economic Development) – continued*

**Visitors Bureau**

**Major Services**

- Generate leads to hotels for group meetings, conferences and events by selling the assets of Orange County to meeting and event planners.
- Develop strategic relationships with UNC leaders who make decisions about meetings and athletics events that bring visitors to the county.
- Operate a Walk-In Visitors Center on Franklin Street, in close proximity to hotels.
- Build cultural programming by collaborating with arts, historical, educational agencies.
- Generate travel stories on Orange County by involvement with Travel Writer Association and hosting international travel and lifestyle media.
- Provide an on-line travel site that offers hotel booking abilities and 24/7 information on Orange County.

**FY 2009-10 Outcomes**

- Generate 20% more leads to area hotels and meeting facilities.
- Add new markets to sales prospects including Religious Conference Management Association.
- Increase level of publicity generated on three Orange County towns in travel publications.
- Elevate the level of visitor services by providing information, parking and referrals to visitors.
- Enhance on-line presence of Orange County as a travel destination through social marketing programs.
- Build relationships with like-minded agencies such as Alliance for Historic Hillsborough; Town of Chapel Hill; Tar Heel Athletics; Hillsborough Chamber of Commerce and High School Athletics Association.

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Conference/meeting bookings	58	43	60	60	60
Sales Leads	70	52	75	75	90
Attraction Visitations	1,828,452	1,763,213	2.0 mil.	2.0 mil.	2.0 mil.
Visitor Spending	140 million	150 million	150 mil.	150 mil.	152 mil.
Media Stories	220	204	240	240	240
Room Nights	2,730	2,903	2,950	2,950	2,950

**FY 2010-11 Fiscal Year Objectives**

- Expand sales department and increase leads 20%.
- Position Orange County's historical, arts and cultural offerings to travelers
- Convert UNC athletic travelers to Orange County hotel guests.
- Increase programming directed at non-revenue sports visitors.

*Visitors Bureau Fund (Economic Development) – continued*

**Arts Commission**

**Major Services**

- Distribute arts grants to non-profits, schools & individual artists via 2 grant cycles/year
- Provide information to the public on local arts resources via website, personal contacts, workshops
- Manage comprehensive database of Orange County artists & organizations
- Develop forums on professional/skills development for artists & arts administrators (Artists' Salons, etc.)
- Organize arts programs locally (Cong. High School Arts Comp., Emerging Artists, Piedmont Laureate, etc.)
- With Advisory Board, facilitate planning of arts programming in Orange County with BOCC guidance

**FY 2009-10 Outcomes**

- Increase public awareness of local arts events, programs & individual artists' work
- Increase volunteer involvement in OCAC activities
- Increase number & diversity of arts grant applicants
- Increase audience through collaborations with arts, cultural & community groups
- Expand reach of services to encourage involvement of under-served populations
- Offer workshops for artists & arts administrators

<b>Outcome Measures</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Budget</b>	<b>2009-10 Estimate</b>	<b>2010-11 Projected</b>
Newsletter Distributed (2 times/year)	52,000	Online	Online	Online	Online
Artists' Salon Postcards (4 times/year)	8,000	8,000	8,000 (in-house)	8,000 (in-house)	8,000 (in-house)
Press Releases/PSA's Distributed	600	600	600	600	600
Requests for Information & Referrals	900	1000	1000	1000	1000
Collaborative Projects & Workshops	10	10	10	10	10
Hits on OCAC Website	1,156,544	1,575,828	3,500,000	927,645 (as of 3/4/10)	2,000,000

## Visitors Bureau Fund (Economic Development) – continued

### **FY 2010-11 Fiscal Year Objectives**

- Strengthen the OCAC's role as an information source for the arts
- Expand opportunities for participation in & support of the arts
- Increase collaboration with arts agencies in surrounding counties (Triangle area)
- Increase collaboration with arts agencies in state, region & nation (PA360-Asheville, AFTA, etc.)

### **Budget Highlights**

- FY 2010-2011 funding for the Visitors Bureau includes \$840,000 in Occupancy Tax proceeds, \$150,000 contribution from Town of Chapel Hill.
- Occupancy rates are slightly down, 15%, due to external marketing conditions.
- Visitors Bureau Capital Outlay requests of \$6,267, to replace a printer and purchase graphics design software, are not part of the budget for FY 2010-11.

### **Changes in Service Delivery and Operations – Visitors Bureau:**

- Decreases: (\$149,257)
  - Eliminated Sales Coordinator position, in April 2010.
  - Reduce mailed responses for public inquiries.
  - Reduce advertising efforts.
  - Reduce promotions of special events.
  - Reduce convention sales trade show attendance.
  - Eliminate funds for marketing research for tourism.
  - Reduce County publications (e.g. new agriculture publication).
- Increases: (\$80,286)
  - Absorbed Arts Commission operating expenses. The increase reflects the Arts Commission's requested budget.

### **Changes in Service Delivery and Operations – Arts Commission: (\$80,286 Reduction)**

- Eliminated Sales Coordinator position, in April 2010.
- Reduce mailings and increase use of electronic communication.
- General operating reductions (e.g. mileage reimbursement, subscriptions).
- Reduce local arts grant contribution.

## Debt Service

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Debt Service (General Fund)</b>						
Principal - Schools General Obligation Bonds	\$ 12,145,808	\$ 11,674,112	\$ 18,616,833	\$ 7,289,886	\$ 11,157,348	\$ 11,157,348
Principal - Non-General Obligation Debt - Schools	\$ 4,543,434	\$ 5,918,339	\$ 0	\$ 7,200,474	\$ 5,523,872	\$ 5,274,477
Interest - Non-General Obligation Debt - Schools	\$ 1,984,807	\$ 2,075,669	\$ 0	\$ 4,116,484	\$ 1,804,258	\$ 1,750,857
Others	\$ 77,572	\$ 0	\$ 0	\$ 249,960	\$ 0	\$ 0
<b>Total School Debt Service</b>	<b>\$ 18,751,621</b>	<b>\$ 19,668,121</b>	<b>\$ 18,616,833</b>	<b>\$ 18,856,804</b>	<b>\$ 18,485,478</b>	<b>\$ 18,182,682</b>
Principal - County General Obligation Bonds	\$ 1,541,907	\$ 2,009,871	\$ 4,254,379	\$ 1,643,763	\$ 1,404,415	\$ 1,404,415
Interest - County General Obligation Bonds	\$ 1,325,956	\$ 892,739	\$ 2,859,006	\$ 1,197,797	\$ 1,122,551	\$ 1,122,551
Principal - Non-General Obligation Debt - County	\$ 1,750,449	\$ 2,244,839	\$ 0	\$ 2,541,282	\$ 4,623,911	\$ 4,623,911
Interest - Non-General Obligation Debt - County	\$ 866,744	\$ 1,393,094	\$ 0	\$ 1,643,760	\$ 3,298,886	\$ 3,298,886
<b>Total County Debt Service</b>	<b>\$ 5,485,056</b>	<b>\$ 6,540,543</b>	<b>\$ 7,113,385</b>	<b>\$ 7,026,602</b>	<b>\$ 10,449,763</b>	<b>\$ 10,449,763</b>
<b>Total Debt Service Expenditures</b>	<b>\$ 24,236,678</b>	<b>\$ 26,208,664</b>	<b>\$ 25,730,218</b>	<b>\$ 25,883,406</b>	<b>\$ 28,935,241</b>	<b>\$ 28,632,445</b>

These funds repay principal and interest due on non-enterprise fund debt. This includes outstanding voter approved general obligation bonds and other alternative financing issuances related to School and County capital projects.

### Debt Management

Orange County's primary objective in managing the amount of debt issued to meet long-term capital needs is to keep the level of indebtedness within available resources. The Board has a longstanding Debt Management Policy that establishes parameters, procedures and other objectives related to debt issuance. A major benchmark included in the Policy provides for the County's annual non-enterprise fund debt service payments to be no more than 15 percent of the County's total General Fund budget. Fifteen percent of the fiscal year 2010-11 approved General Fund Budget equals \$26,297,088 compared to our anticipated debt service payments of \$28,632,445. The table below compares the County's current level of debt with the levels outlined in the Debt Management Policy.

## Debt Service – continued

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County's Debt Level for Fiscal Year 2010-11			
	Per County's Adopted Debt Management Policy	Legal Debt Limit per NC General Statute	As Included in FY 2010-11 Approved Budget
Annual Debt Service Payments as a Percentage of General Fund Expenditures	No greater than 15%	N/A	16.4%
Total Outstanding Debt as a Percentage of Total Assessed Valuation	No greater than 3%	No greater than 8%	1.47%

### Bond Ratings

The County has excellent bond ratings:

- Fitch IBCA- AAA
- Standards and Poors – AA+
- Moody's – Aa2
- North Carolina Municipal Council - 88

Projected Annual General Fund Bond Principal and Interest Requirements - FY 2010-11

Date of Issue	Description	Original Issue Amount	Schools				County				Total	
			% of Original Issue For School Projects	Principal	Interest	Total	% of Original Issue For County Projects	Principal	Interest	Total	Principal	Interest

1. General Obligation Bonds

August-01	1992 School Bonds (Refunding Series)	20,595,000	100.0%	2,980,000	527,200	3,507,200	0.0%	0	0	0	2,980,000	527,200	3,507,200
April-01	1997 Bonds (Installment #2)	17,470,000	71.6%	658,271	29,394	687,665	28.4%	261,729	12,006	273,735	920,000	41,400	961,400
April-03	2001 Bond Issue (Installment #1)	19,175,000	71.7%	466,102	55,381	521,483	28.3%	183,898	22,621	206,519	650,000	78,002	728,002
April-03	1988 & 1992 Bonds (Refunding Series)	22,815,000	66.8%	850,572	83,729	934,301	13.2%	129,428	12,741	142,169	980,000	96,470	1,076,470
August-04	2001 Bonds (Installment #2 - \$17.94 Million Series B)	17,984,000	51.9%	389,506	388,104	777,610	48.1%	360,494	359,196	719,690	750,000	747,300	1,497,300
August-04	1997 Bonds (Installment #3 - \$3.6 Million Series A)	3,600,000	0.0%	0	0	0	100.0%	150,000	147,750	297,750	150,000	147,750	297,750
September-05	1997 Bonds (Installment #1) and 2000 Two-Thirds Bonds	29,365,000	86.3%	880,075	954,667	1,834,742	13.7%	119,925	130,089	250,014	1,000,000	1,084,756	2,084,756
September-05	2001 Bond Issue (Installment #3)	29,185,000	86.3%	1,251,059	1,053,499	2,304,558	13.7%	198,941	167,526	366,467	1,450,000	1,221,025	2,671,025
March-10	2010 Bond Issue (Refunding Series 2010)	22,455,000	71.0%	106,500	504,393	610,893	29.0%	43,500	206,020	249,520	150,000	710,413	860,413
	<b>Total General Obligation Bonds</b>	<b>182,644,000</b>		<b>7,582,085</b>	<b>3,596,367</b>	<b>11,178,452</b>		<b>1,447,915</b>	<b>1,057,949</b>	<b>2,505,864</b>	<b>9,030,000</b>	<b>4,654,316</b>	<b>13,684,316</b>

2. Non-General Obligation Debt Service

December-00	Orange County Schools share of Cedar Ridge High School	13,665,000	100.0%	1,365,000	32,078	1,397,078	100.0%	0	0	0	1,365,000	32,078	1,397,078
December-02	2001 Alternative Financing Package #1	3,475,000	27.3%	65,517	19,699	85,216	72.7%	174,138	52,359	226,497	239,655	72,058	311,713
October-02	112/118 Churton Street Property (Clerk of Courts)	485,000	0.0%	0	0	0	100.0%	48,500	4,298	52,798	48,500	4,298	52,798
February-05	School (Scroggs [Southern Village] construction private placement loan)	2,921,776	100.0%	450,125	22,107	472,232	0.0%	0	0	0	450,125	22,107	472,232
February-05	School (Scroggs [Southern Village] construction private placement loan)	5,258,223	100.0%	806,007	53,224	859,231	0.0%	0	0	0	806,007	53,224	859,231

Projected Annual General Fund Bond Principal and Interest Requirements - FY 2010-11

Date of Issue	Description	Original Issue Amount	Schools				County				Total					
			% of Original Issue For School Projects	Principal	Interest	Total	% of Original Issue For County Projects	Principal	Interest	Total	Principal	Interest	Total			
Spring 2006	County Facility @ Meadowlands	1,685,000	0.0%	0	0	0	0	0	0	100.0%	168,500	47,391	215,891	168,500	47,391	215,891
Spring 2006	2007 Alternative Financing Package #2	22,000,000	39.3%	434,466	314,624	749,090	33.4%	369,170	267,340	636,510	803,636	581,964	1,385,600	803,636	581,964	1,385,600
Spring 2006	Lease/Purchase of Equipment & Vehicles	1,200,000	0.0%	0	0	0	100.0%	56,025	1,042	57,067	56,025	1,042	57,067	56,025	1,042	57,067
Fall 2006	Fall 2006 Alternative Financing Package	9,000,000	100.0%	600,000	316,080	916,080	0.0%	0	0	0	600,000	316,080	916,080	600,000	316,080	916,080
Spring 2007	Spring 2006 Alternative Financing Package	50,057,000	51.0%	1,277,600	925,621	2,203,221	41.6%	1,040,250	753,661	1,793,911	2,317,850	1,679,282	3,997,132	2,317,850	1,679,282	3,997,132
4-4 Fall 2008	Fall 2008 Alternative Financing Package (Animal Services Facility)	8,000,000	0.0%	0	0	0	100.0%	551,724	269,021	820,745	551,724	269,021	820,745	551,724	269,021	820,745
Fall 2008	Fall 2008 Alternative Financing Package Lease/Purchase of Equipment & Vehicles	846,063	0.0%	0	0	0	100.0%	169,204	22,132	191,336	169,204	22,132	191,336	169,204	22,132	191,336
Spring 2009	Spring 2009 Alternative Financing Package (County Campus, Parks and Open Space)	28,200,000	0.0%	0	0	0	100.0%	1,283,000	1,753,506	3,036,506	1,283,000	1,753,506	3,036,506	1,283,000	1,753,506	3,036,506
Spring 2009	Spring 2009 Alternative Financing Package (Affordable Housing)	1,000,000	0.0%	0	0	0	100.0%	420,000	81,004	501,004	420,000	81,004	501,004	420,000	81,004	501,004
Spring 2009	Spring 2009 Alternative Financing Package ( PIMS & Sanitation Equipment)	1,717,000	0.0%	0	0	0	100.0%	343,400	47,132	390,532	343,400	47,132	390,532	343,400	47,132	390,532
Spring 2010	Spring 2010 Alternative Financing Package ( Qualified School Construction Bonds)	4,136,434	100.0%	275,762	67,424	343,186	100.0%	0	0	0	275,762	67,424	343,186	275,762	67,424	343,186
Total Non-General Obligation Debt Service		153,646,496		5,274,477	1,750,857	7,025,334		4,623,911	3,298,886	7,922,797	9,898,389	5,049,743	14,948,132	9,898,389	5,049,743	14,948,132
Total General Fund Debt Service Obligations		336,290,496		12,856,562	5,347,224	18,203,786		6,071,827	4,366,835	10,428,662	18,928,389	9,704,059	28,632,448	18,928,389	9,704,059	28,632,448

# Education

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Local School Systems</b>						
<b>Current Expenses (General Fund)</b>						
Orange County Schools	\$ 21,939,739	\$ 23,126,430	\$ 22,204,512	\$ 22,204,512	\$ 22,795,848	\$ 22,777,272
Chapel Hill/Carrboro City Schools	\$ 34,935,383	\$ 37,456,049	\$ 36,303,696	\$ 36,303,696	\$ 37,327,560	\$ 36,594,720
<b>Total Current Expenses (General Fund) Expenses</b>	<b>\$ 56,875,122</b>	<b>\$ 60,582,479</b>	<b>\$ 58,508,208</b>	<b>\$ 58,508,208</b>	<b>\$ 60,123,408</b>	<b>\$ 59,371,992</b>
<b>Recurring Capital</b>						
Orange County Schools	\$ 941,520	\$ 991,630	\$ 1,138,533	\$ 1,138,533	\$ 1,088,193	\$ 1,150,800
Chapel Hill/Carrboro City Schools	\$ 1,458,480	\$ 1,579,005	\$ 1,861,467	\$ 1,861,467	\$ 1,861,467	\$ 1,849,200
<b>Total Recurring Capital Expenses</b>	<b>\$ 2,400,000</b>	<b>\$ 2,570,635</b>	<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ 2,949,660</b>	<b>\$ 3,000,000</b>
<b>Long Range Capital</b>						
School Capital	\$ 4,073,827	\$ 7,818,826	\$ 4,311,827	\$ 4,311,827	\$ 4,311,827	\$ 2,590,117
<b>Total Long Range Capital Expenses</b>	<b>\$ 4,073,827</b>	<b>\$ 7,818,826</b>	<b>\$ 4,311,827</b>	<b>\$ 4,311,827</b>	<b>\$ 4,311,827</b>	<b>\$ 2,590,117</b>
<b>Debt Service</b>						
Principal & Interest Schools G. O. Bc	\$ 12,145,808	\$ 11,674,112	\$ 18,616,833	\$ 7,289,886	\$ 11,157,348	\$ 11,157,348
Principal Non-G. O. Bonds Schools	\$ 4,543,434	\$ 5,918,339	\$ 0	\$ 7,200,474	\$ 5,523,872	\$ 5,274,477
Interest Non-G. O. Bonds Schools	\$ 1,984,807	\$ 2,075,669	\$ 0	\$ 4,116,484	\$ 1,804,258	\$ 1,750,857
<b>Total Debt Service Expenses</b>	<b>\$ 18,674,049</b>	<b>\$ 19,668,121</b>	<b>\$ 18,616,833</b>	<b>\$ 18,606,844</b>	<b>\$ 18,485,478</b>	<b>\$ 18,182,682</b>
<b>Other School-Related Programs</b>						
School Health Nursing Initiative	\$ 549,107	\$ 551,016	\$ 617,732	\$ 610,000	\$ 610,729	\$ 610,729
School Resource Officers	\$ 500,000	\$ 500,000	\$ 500,000	\$ 520,000	\$ 531,255	\$ 531,255
School Social Workers	\$ 479,256	\$ 564,087	\$ 572,000	\$ 550,000	\$ 642,374	\$ 642,374
Reserve for Fair Funding	\$ 988,000	\$ 988,000	\$ 988,000	\$ 988,000	\$ 988,000	\$ 988,000
<b>Total Other School-Related Programs Expenses</b>	<b>\$ 2,516,363</b>	<b>\$ 2,603,103</b>	<b>\$ 2,677,732</b>	<b>\$ 2,668,000</b>	<b>\$ 2,772,358</b>	<b>\$ 2,772,358</b>
<b>Total Local School Systems Expenses</b>	<b>84,539,362</b>	<b>93,243,163</b>	<b>87,114,600</b>	<b>87,094,879</b>	<b>88,642,731</b>	<b>85,917,149</b>
<b>Durham Technical Community College (DTCC)</b>						
<b>Current Expenses (General Fund)</b>						
DTCC	\$ 122,338	\$ 545,151	\$ 537,521	\$ 537,521	\$ 537,521	\$ 537,521
<b>Total Current Expenses (General Fund) Expenses</b>	<b>\$ 122,338</b>	<b>\$ 545,151</b>	<b>\$ 537,521</b>	<b>\$ 537,521</b>	<b>\$ 537,521</b>	<b>\$ 537,521</b>
<b>Recurring Capital</b>						
DTCC	\$ 0	\$ 36,450	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
<b>Total Recurring Capital Expenses</b>	<b>\$ 0</b>	<b>\$ 36,450</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>
<b>Debt Service</b>						
Principal & Interest Non-G.O.-DTCC	\$ 77,572	\$ 190,046	\$ 190,046	\$ 249,960	\$ 400,536	\$ 400,536
<b>Total Debt Service Expenses</b>	<b>\$ 77,572</b>	<b>\$ 190,046</b>	<b>\$ 190,046</b>	<b>\$ 249,960</b>	<b>\$ 400,536</b>	<b>\$ 400,536</b>
<b>Total DTCC Expenses</b>	<b>199,911</b>	<b>771,647</b>	<b>742,567</b>	<b>802,481</b>	<b>953,057</b>	<b>953,057</b>
<b>Total Education Expenditures</b>	<b>84,739,272</b>	<b>94,014,811</b>	<b>87,857,167</b>	<b>87,897,360</b>	<b>89,595,788</b>	<b>\$ 86,870,206</b>

**Note:** In addition to the funding outlined here, in fiscal year 2010-11 Chapel Hill Carrboro City Schools anticipate receiving approximately \$18.6 million from its special district tax proceeds.

## Local School Systems

In North Carolina, each county is responsible for supplementing state and federal appropriations to public education. Local current expense appropriations are allocated to each school system based on an equal amount per pupil. In addition, counties provide funds to each system for recurring and long-range capital projects. School systems in North Carolina do not have separate taxing authority and are not allowed to issue debt for school construction and renovation projects. Therefore, issuance and repayment of long-term debt, such as general obligation bonds and private placement loans, are the responsibility of county government. Many school units in the state also have special district taxes. These voter-approved taxes, levied within the unit's boundaries, further supplement county funding.

## Student Enrollment Projections

In accordance with North Carolina General Statutes, the State Department of Public Instruction (DPI) certifies the estimated number of students who will attend public school in each district during the next academic year. These numbers are available to the Boards of Education and Board of County Commissioners in March of each year and are often referred to as the March ADM (Average Daily Membership) numbers. DPI allows counties to modify these totals to incorporate the number of students residing in each district who are expected to attend charter schools the following academic year. The resulting total projected student populations for each system are multiplied by the per pupil appropriation approved by the Board of County Commissioners to determine the total current expense appropriation for each district.

- **Student Enrollment Projections for the Orange County Schools**

Based on DPI projections, the Orange County School district enrollment for fiscal year 2010-11 totals 7,192, an increase of 185 students from the March 2009 projections. Budgeted charter school students total 254 less the out of district students of 89, brings the total district enrollment to 7,357. The number of charter students and out of district students are the same numbers as used in fiscal year 2009-10.

- **Student Enrollment Projections for the Chapel Hill-Carrboro City Schools**

The Chapel Hill-Carrboro City School District DPI projections total 11,834, reflecting an increase of 94 when compared to the March 2009 projections. Budgeted charter school students total 117 less the out of district students of 131, brings the total district enrollment to 11,820. The number of charter students and out of district students are the same as used in fiscal year 2009-10.

## 2010-11 Enrollment Projections

	CHCCS	OCS	Total
March 2010 Department of Public Instruction ADM Planning #s	11,834	7,192	19,026
Less: Out of District	<u>131</u>	<u>89</u>	<u>220</u>
	11,703	7,103	18,806
Plus: Budgeted Charter Students	<u>117</u>	<u>254</u>	<u>371</u>
<b>Total Budgeted Students</b>	<b>11,820</b>	<b>7,357</b>	<b>19,177</b>
	61.64%	38.36%	

## **Current Expense**

As stated earlier, local current expense funding supplements State and Federal funds received by each district for the operation of the schools. North Carolina law requires boards of county commissioners to provide equal per pupil appropriations to each system in counties that have more than one school administrative unit, as is the case in Orange County.

It is important to note that the Chapel Hill-Carrboro City School system also receives proceeds from a special district tax approved many years ago by the voters of that district. At this time, the Orange County School system does not have a similar taxing authority.

The approved fiscal year 2010-11 budget provides \$3,096 per student for each of the 19,177 students in the two school systems. This represents the same per student amount as approved in fiscal year 2009-10.

- **Current Expense Funding for the Orange County Schools**

The approved budget increases the current year funding level by \$572,760 and brings the total appropriation in current expense funding to \$22,777,272.

- **Current Expense Funding for the Chapel Hill/Carrboro City Schools**

For the Chapel Hill-Carrboro City Schools, the approved budget increases the current year funding level by \$291,024 and brings the total current expense funding for the District to \$36,594,720.

- **District Tax – Chapel Hill-Carrboro City Schools**

The special district tax rate for the Chapel Hill Carrboro City Schools is approved to remain at 18.84 cents per \$100 assessed value for FY 2010-11. Each penny on the Chapel Hill-Carrboro district tax rate for fiscal year 2010-11 is expected to produce \$987,247. Anticipated revenue from this special tax is estimated to generate \$1,574 per student for the district. Projected revenue from district tax proceeds for fiscal year 2010-11 totals \$18,599,595.

## **Recurring Capital**

Recurring capital outlay funding supports Category I (facility improvements), Category II (equipment and furnishings), and Category III (vehicles and bus purchases) expenditures. The equal per pupil allocations required by law for current expense appropriations are not applicable to this category of local school funding.

Schools receive the equivalent of 2 cents on the tax rate for recurring capital. This amount is distributed to each district based on its share of the total number of students. For fiscal year 2010-11, the approved budget provides total funding for recurring capital at \$3 million. Of the total, recurring capital for the Chapel Hill-Carrboro City Schools equals \$1,849,200, and Orange County Schools' allocation is \$1,150,800.

## **Long-Range Capital and School Capital Projects**

The County plans and programs long-range school capital funding through the County's Capital Investment Plan (CIP). Projects are funded by a combination of State and local bonds, non-bond financing and pay-as-you-go funding sources. The latter include dedicated half-cent sales tax revenues and property tax earmarked under the Board's Capital Funding Policy.

**Debt Service**

These funds repay principal and interest due on School related debt including general obligation bonds and private placement loans.

**Durham Technical Community College (DTCC)**

The Orange County Satellite Campus of Durham Technical Community College, located at the Waterstone Development located just south of Hillsborough off Highway 86, opened in May 2008.

As with local school districts, counties in North Carolina are responsible for supplementing state and federal appropriations to community colleges. For the most part, counties are responsible for day-to-day operating costs such as utilities, security and custodians. Counties are not responsible for teaching staff.

The approved budget provides a total of \$953,057 to DTCC for fiscal year 2010-11. This includes current expense funding of \$537,521, recurring capital of \$15,000 and debt service allocations of \$400,536.

## Fire Districts

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Fire Districts (Fire District Fund)</b>						
Cedar Grove	\$ 164,414	\$ 171,189	\$ 171,674	\$ 171,674	\$ 203,904	\$ 203,904
Chapel Hill	\$ 444	\$ 996	\$ 894	\$ 894	\$ 1,739	\$ 1,739
Damascus	\$ 35,870	\$ 45,976	\$ 45,564	\$ 45,564	\$ 45,314	\$ 45,314
Efland	\$ 237,855	\$ 295,496	\$ 303,230	\$ 323,563	\$ 308,246	\$ 308,246
Eno	\$ 339,818	\$ 339,941	\$ 410,740	\$ 410,740	\$ 412,474	\$ 412,474
Little River	\$ 163,677	\$ 186,035	\$ 166,939	\$ 166,939	\$ 168,093	\$ 168,093
New Hope	\$ 321,103	\$ 354,783	\$ 320,467	\$ 320,467	\$ 386,643	\$ 386,643
Orange Grove	\$ 236,315	\$ 279,666	\$ 271,845	\$ 271,845	\$ 269,989	\$ 269,989
Orange Rural	\$ 604,353	\$ 641,640	\$ 637,888	\$ 637,888	\$ 772,777	\$ 772,777
South Orange	\$ 442,900	\$ 429,969	\$ 427,517	\$ 427,517	\$ 426,143	\$ 426,143
Southern Triangle	\$ 146,530	\$ 167,726	\$ 166,109	\$ 166,109	\$ 166,729	\$ 166,729
White Cross	\$ 173,293	\$ 184,770	\$ 222,381	\$ 222,381	\$ 220,303	\$ 220,303
<b>Total Fire District Expenditures</b>	<b>\$ 2,866,572</b>	<b>\$ 3,098,187</b>	<b>\$ 3,145,248</b>	<b>\$ 3,165,581</b>	<b>\$ 3,382,354</b>	<b>\$ 3,382,354</b>
<i>Offsetting Revenue</i>	<i>\$ (2,797,402)</i>	<i>\$ (3,053,760)</i>	<i>\$ (3,145,248)</i>	<i>\$ (3,265,737)</i>	<i>\$ (3,382,354)</i>	<i>\$ (3,382,354)</i>
<b>Net County Cost</b>	<b>\$ 69,169</b>	<b>\$ 44,428</b>	<b>\$ 0</b>	<b>\$ (100,156)</b>	<b>\$ 0</b>	<b>\$ 0</b>

Fire protection in the unincorporated areas of Orange County is provided in twelve tax supported fire districts. In most districts, fire services are provided under contract with various incorporated volunteer fire departments. In two cases, service is provided to district residents under agreements with municipal fire departments. In addition to fire protection, many of these departments provide first responder and early defibrillation services to medical emergencies within their district. Coordination of these services is provided by Orange County Emergency Services.

It is estimated that there are at least 350 firefighters and first responders contributing more than 40,000 training and service hours in Orange County.

### Cedar Grove Fire District

**\$203,904**

- The tax rate for this district is approved to increase by 1.00 cent, from a current rate of 6.36 to 7.36 cents for FY 2010-11. This tax increase will provide the district with an additional \$27,152 in revenue to install additional dry hydrants, along with access roads to gain access to the hydrants and all weather access roads to water points so they can be certified. This will allow the district to lower their ISO rating.
- In FY 2009-10, the department replaced a 30 year old tanker, replaced six sets of turnout gear, replaced the heating system in station #2, held level 1 and 2 certification classes for firefighters, and had six members obtain their EMT level certification.
- In FT 2010-11, the department will continue to train firefighters at the level 1 and 2 certifications, continue to recruit new members, continue to add additional water points, and plan to add another bay to station #1, which will provide improved space to hold classroom training.

## ***Fire Districts - continued***

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### **Chapel Hill Fire District**

**\$1,739**

- Protection for the six homes located in this district is provided by the Town of Chapel Hill Fire Department.
- The tax rate for this district is approved to increase by 5.34 cents, from a current rate of 2.16 to 7.50 cents for FY 2010-11. This tax increase will provide the district with an additional \$845 in revenue. The district currently has the lowest rate of all twelve fire districts in Orange County. This approved rate provides a rate similar to the South Orange fire district, which is also served by a municipal (Carrboro) fire department.

### **Damascus Fire District**

**\$45,314**

### **Southern Triangle Fire District**

**\$166,729**

- North Chatham Volunteer Fire Department contracts with Orange County to provide services to the citizens in the Damascus and Southern Triangle districts of Orange County.
- The tax rate for these two districts is approved to remain at 5.00 cents for FY 2010-11.
- In FY 2009-10, the department completed re-inspection process with no deficiencies, ordered two new custom engines to replace aging apparatus, completed EMT bridge class to being paid staff to EMT level, upgraded vehicle extrication equipment to handle new high strength metals in autos, and completed address verification project for Orange County.
- In FY 2010-11, the department plans to continue offering fire prevention programs in the community, train additional rescue technicians, divers, and swiftwater rescue technicians, continue pre-fire survey program, and become a permanent child safety seat checking station.

### **Efland Fire District**

**\$308,246**

- The tax rate for this district is approved to remain at 4.66 cents for FY 2010-11.
- In FY 2009-10, the department increased the number of firefighters that are certified rescue technicians and increased the number of firefighters that can run medical calls. This focus on medical and rescue accreditation ensures a high and consistent level of response from firefighters when assisting the public. The contract with Mebane has been re-negotiated, and Mebane continues to annex businesses or new development in the East Alamance district. Efland receives tax money from that district (excluding annexed properties) and then pays Mebane to cover single unit non-mutual aid response in that district.
- In FY 2010-11, the department will be preparing for an ISO insurance examination, will continue to maintain and upgrade their stations, continue CPR, Blood borne Pathogens, Hazardous Materials, Hydrant inspections, Pumper, SCBA, and ladder testing, and continue fire prevention, firefighter assistance, medical, and level 1 and 2 training.

### **Eno Fire District**

**\$412,474**

- The tax rate for this district is approved to remain at 5.99 cents for FY 2010-11.
- In FY 2009-10, the department promoted a daytime Captain, repaved the driveway at station #1, purchased turn-out gear, and began a smoke detector program in the community. Seven firefighters completed their EMT certification, and four firefighters completed the NC Fire Fighter level 2 certification.
- In FY 2010-11, the department plans to purchase a brush truck, complete their dry-hydrant program in preparation for ISO inspection, have a mutual aid agreement with the City of Durham, and ensure all manufactured homes in their district have a working smoke detector.

## ***Fire Districts - continued***

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### **Little River Fire District**

**\$168,093**

- The tax rate for this district is approved to remain at 4.06 cents for FY 2010-11.
- In FY 2009-10, the department purchased a new 2000 gallon tanker, purchased six pagers, renovated fire training tower, added storage in the bay area, purchased equipment for the new tanker, purchased an additional suction unit for truck for First Responder calls, and purchased two additional mobile 800 Mhz radios.
- In FY 2010-11, the department plans to replace aged self contained breathing apparatus and turnout gear, repair the building's roof, and purchase a hose testing machine for yearly hose testing procedures.

### **New Hope Fire District**

**\$386,643**

- The tax rate for this district is approved to increase by 1.25 cents, from a current rate of 5.70 to 6.95 cents for FY 2010-11. This tax increase will provide the district with an additional \$66,176 in revenue. This additional revenue will allow the district to achieve the following initiatives: To cover salary and benefit increases for its three full-time firefighters, and increase hourly pay for its part-time paid firefighters in order to offer pay that is comparable to other departments in the County; purchase four additional 800 Mhz radios to convert to the County's new 800 Mhz system; replace hoses, appliances, tools, and other fire suppression equipment; and provide necessary repairs and improvements to station #2.
- In FY 2009-10, the department purchased an elliptical tanker to enhance water supply at structure fires, continued recruitment and retention program for quality assurance, continued to train firefighters to meet level 1 and 2 standards, trained seven firefighters to State medical responder level, trained three firefighters to EMT level, implemented a volunteer duty hour schedule for volunteers, and hosted a County firefighter rookie school to meet NFPA 1403 standards.
- In FY 2010-11, the department plans to continue to identify and procure permissions for static water points for water supplies, identified equipment, water points and training needs to improve the NC Response Rating survey in the district, continue firefighter certification and medical response programs, purchase four 800 Mhz compliant portable radios to enhance radio communications, and continue recruitment and retention program to enhance volunteer staffing.

### **Orange Grove Fire District**

**\$269,989**

- The tax rate for this district is approved to remain at 3.58 cents for FY 2010-11.
- In FY 2009-10, the department recruited five members, replaced a 20 year old tanker, continued efforts to develop water points within the district to lower their ISO rating, and replaced four sets of turnout gear.
- In FY 2010-11, the department plans to continue to recruit members, continue on-going efforts to develop new water points, replace protective clothing outfits to the meet NFPA standards, and replace four additional sets of turnout gear.

### **Orange Rural Fire District**

**\$772,777**

- The tax rate for this district is approved to increase by 1.00 cent, from a current rate of 5.36 to 6.36 cents for FY 2010-11. This tax increase will provide the district with an additional \$120,395 for FY 2010-11. This tax rate increase is approved for FY 2010-11 only and will revert to its current rate of 5.36 in FY 2011-12. The department plans to use the additional funds to construct a new fire station. The need for this station has become more apparent as insurance companies have started to question homeowners regarding the distance to the nearest fire station. When homes are further than six miles from the nearest station,

## ***Fire Districts - continued***

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insurance companies consider these as unprotected property and either choose not to insure them or charge them exceptionally high rates. The department has purchased the land through savings as not to further burden the taxpayers, and the new station will be located in an area that will help to better serve the Central Orange fire district.

- In FY 2009-10, the department switched from first responder to EMT certification, applied for FEMA grants for the replacement of a Aerial truck and for increasing staffing levels, applied for a Fire Safety House for fire prevention, purchased a trailer, purchased a skid unit (through donations), purchased land for a third station, certified three additional staff for child passenger safety seat technician, placed a new tanker in service, replaced the pump in the ladder truck, developed a fire prevention program, and continued to send personnel to be trained in Advance Firefighter Safety and Survival.
- In FY 2010-11, the department plans to construct a third station in rural area to improve services to property owners in the district, qualify personnel to Rope Rescue Specialty, certify remaining officers to NFPA Fire Officer I and NFPA Fire Officer II levels, complete risk management plans for the Town of Hillsborough and the Central Orange district, begin the process to become an accredited fire department, seek grant funding for rescue equipment to handle responses to structural collapse, and increase the department's ability to handle haz-mat spills.

### **South Orange Fire District**

**\$426,143**

- Fire protection for residents in this district is provided under contract between the County and the Town of Carrboro Fire Department. Based on relative shares of service calls and tax base, district residents pay less than one fifth of the Carrboro Fire Department's costs.
- A Fire District Commission appointed by the Orange County Board of Commissioners represents citizens of this district. This Commission meets annually with the Carrboro Town Manager, Fire Chief, and County staff to review current service delivery, future plans for the Carrboro Fire Department, and the appropriate share of the department's costs that should be borne by district taxpayers in accordance with the existing contract.
- The tax rate for this district is approved to remain at 7.85 cents for FY 2010-11.

### **Southern Triangle Fire District (See Damascus Fire District)**

- Refer to the section regarding Damascus Fire District for this department's achievements.
- North Chatham Volunteer Fire Department serves people in this district as well as those in the Damascus area.

### **White Cross Fire District**

**\$220,303**

- The tax rate for this district is approved to remain at 6.00 cents for FY 2010-11.
- In FY 2009-10, the department contracted with Agri-Waste Technology, Inc. to design and oversee repairs to their current waste water system; this will allow them to negotiate with the North Carolina Department of Environment and Natural Resources (NCDENR) on future inspection fees, continued educating and training members to stay current with ISO requirements, applied for Federal stimulus funds to be used for station renovations and additions, received grant funds for a thermal imager and two defibrillators, five volunteers successfully completed rookie school, and began a new recruitment program to attempt to acquire more volunteers members.
- In FY 2010-11, the department plans to complete the repairs to their current waste water system, negotiate a new inspection schedule and fees with NCDENR, seek a grant to replace a 23 year old tanker with a large gallon capacity truck needed for a lower ISO rating, continue

***Fire Districts - continued***

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educating and training members to stay current with ISO requirements, and insulate and heat existing two-bay truck building.

## Transfers to Other Funds

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Transfers to Other Funds (General Fund)</b>						
Trans to Com. Development	\$ 24,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Transfer to Affordable Housing	\$ 274,453	\$ 374,924	\$ 279,156	\$ 279,156	\$ 313,431	\$ 276,277
Transfer to County Capital	\$ 2,715,885	\$ 2,387,500	\$ 2,635,130	\$ 3,666,330	\$ 2,635,130	\$ 300,000
Transfer to Efland Sewer	\$ 122,250	\$ 106,750	\$ 119,900	\$ 119,900	\$ 95,950	\$ 95,950
Transfer to Grant Projects	\$ 50,788	\$ 308,506	\$ 36,932	\$ 36,932	\$ 40,079	\$ 40,079
Transfer to O-C Justice Prtnrship	\$ 24,534	\$ 55,534	\$ 36,853	\$ 36,853	\$ 35,960	\$ 29,610
Transfer to Revaluation Fund	\$ 124,000	\$ 140,050	\$ 101,000	\$ 101,000	\$ 101,000	\$ 85,000
Transfer to School Capital	\$ 4,073,827	\$ 7,818,826	\$ 4,311,827	\$ 4,311,827	\$ 4,311,827	\$ 2,590,117
Transfer to Solid Waste Fund	\$ 1,243,775	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Transfer to Spay/Neuter Fund	\$ 0	\$ 0	\$ 0	\$ 48,798	\$ 0	\$ 0
Transfer to SportsPlex Fund	\$ 700,000	\$ 747,000	\$ 775,000	\$ 775,000	\$ 775,000	\$ 725,000
<b>Total Transfer to Other Funds</b>	<b>\$ 9,353,512</b>	<b>\$ 11,939,090</b>	<b>\$ 8,295,798</b>	<b>\$ 9,375,796</b>	<b>\$ 8,308,377</b>	<b>\$ 4,142,033</b>

\*These transfers represent contributions from the General Fund to Other Funds.

### Transfer to Affordable Housing Reserve

**\$276,277**

This transfer reserves funds to address long-term housing needs for decent and affordable housing in Orange County, provides funds for the Urgent Repair Program, the County match to the HOME Program, and provides General Fund support of 70% of the Housing and Community Director's salary and benefits due to increased non-Section 8 housing duties related to the County's involvement in affordable housing programs. (See the *Housing and Community Development Fund budget section of this document for more information*).

### Transfer to School Capital Transfer to County Capital

**\$2,590,117**

**\$300,000**

These transfers provide pay-as-you-go funds for School and County capital projects identified in the Capital Investment Plan (CIP).

### Transfer to Efland Sewer Enterprise Fund

**\$95,950**

This transfer provides funds to supplement money received from sewer charges. (See the *Efland Sewer Fund budget in the Planning and Inspections section of this document for more information*).

### Transfer to Grant Projects

**\$40,079**

This transfer allocates general fund dollars to the Senior Health Coordination-Wellness grant project.

### Transfer to Revaluation

**\$85,000**

This transfer allocates funds to the Revaluation fund to pay for the revaluation of real property in the County. State Statutes require a revaluation of real property to be completed at least every eight years. Orange County has adopted a quadrennial revaluation cycle, with the most recent revaluation having taken effect on January 1, 2009.

## ***Transfers to Other Funds - continued***

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### **Transfer to Sportsplex**

**\$725,000**

In December 2005, the County purchased the Sportsplex located in Hillsborough. Under a current contractual arrangement, a third party, Recreation Factory Partners, manages and operates the facility for a fee. This transfer provides sufficient funds to pay the annual debt service (principal and interest) associated with the purchase (\$648,938) with the remainder for operations and capital equipment items.

### **Transfer to Orange-Chatham Justice Program**

**\$29,610**

*Criminal Justice Partnership Program* – These funds provide the County match for the Criminal Justice Partnership Program. This match, along with grant funding from the Criminal Justice Partnership Program and the State Office of Juvenile Justice finance the County's Criminal Justice Program Coordinator position.

# Non-Departmental Summary

## Governing and Management

Listed below are appropriations for Non-departmental Governing and Management related funds and entities.

	2007-08	2008-09	2009-10	2009-10	2010-11	2010-11
	Actual	Actual	Original	12-Month	Department	Commissioner
	Expenditures	Expenditures	Budget	Estimate	Requested	Approved
<b>Governing and Management</b>						
3R Fee for County Property	\$ 2,790	\$ 2,864	\$ 3,000	\$ 2,950	\$ 3,300	\$ 3,300
3R Fee Payments in Lieu	\$ 26,098	\$ 31,084	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
ASCAP	\$ 948	\$ 982	\$ 1,000	\$ 976	\$ 1,000	\$ 1,000
Cable Casting	\$ 36,298	\$ 38,169	\$ 80,000	\$ 55,000	\$ 40,000	\$ 40,000
Classification & Pay Study	\$ 28,308	\$ 56,617	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000
Construction Management	\$ 267,338	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
BOCC Contingency	\$ 0	\$ 0	\$ 10,000	\$ 0	\$ 10,000	\$ 37,000
County Benchmarking Project	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,000	\$ 1,000
County Government Week	\$ 382	\$ 225	\$ 0	\$ 0	\$ 0	\$ 0
Drug Testing	\$ 7,945	\$ 6,736	\$ 8,600	\$ 8,600	\$ 8,600	\$ 8,600
Employee Development	\$ 53,635	\$ 29,668	\$ 63,000	\$ 23,230	\$ 41,500	\$ 41,500
Health Insurance Increase	\$ 2,462	\$ 0	\$ 0	\$ 0	\$ 210,553	\$ 210,553
Meeting Support Supplies	\$ 7,316	\$ 6,201	\$ 6,000	\$ 3,000	\$ 4,125	\$ 4,125
Manager's Miscellaneous	\$ 8,310	\$ 7,878	\$ 5,000	\$ 0	\$ 20,000	\$ 20,000
Podcasting	\$ 0	\$ 0	\$ 0	\$ 0	\$ 15,592	\$ 15,592
Recruitment/Selection	\$ 31,635	\$ 22,567	\$ 25,000	\$ 34,121	\$ 0	\$ 0
Relocation Expenses	\$ 0	\$ 7,244	\$ 10,000	\$ 0	\$ 0	\$ 0
Reserve/Dwntwn Camp Parking	\$ 1,817	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Retiree Health Insurance	\$ 846,176	\$ 1,005,019	\$ 1,100,981	\$ 1,100,981	\$ 1,352,193	\$ 1,352,193
School Collaboration Consultant	\$ 975	\$ 488	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
Special Referenda	\$ 106,455	\$ 5	\$ 0	\$ 0	\$ 0	\$ 0
SportsPlex Mbrshp-County Share	\$ 38,382	\$ 40,571	\$ 35,000	\$ 41,000	\$ 41,000	\$ 41,000
Tax Bill Inserts	\$ 3,421	\$ 3,791	\$ 3,800	\$ 3,262	\$ 3,800	\$ 0
TJCOG Water Quality	\$ 11,964	\$ 11,964	\$ 11,964	\$ 11,964	\$ 11,964	\$ 11,964
Triangle J Dues	\$ 23,217	\$ 23,015	\$ 23,015	\$ 23,029	\$ 19,434	\$ 19,434
Tuition Refunds	\$ 9,174	\$ 5,588	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
Workforce Adjustments	\$ 0	\$ 0	\$ (900,000)	\$ 0	\$ 0	\$ 0
Youth Voices	\$ 536	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Energy Conservation Team	\$ 30	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Governing and Management</b>	<b>\$ 1,515,610</b>	<b>\$ 1,300,675</b>	<b>\$ 593,860</b>	<b>\$ 1,415,613</b>	<b>\$ 1,891,561</b>	<b>\$ 1,914,761</b>

# **Governing and Management Non-Departmentals**

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**3R Fee for County Property** **\$3,300**

These funds cover the Waste Reduction, Reuse, and Recycling (WRRR) fees assessed to Counties properties.

**3R Payment-in-Lieu** **\$35,000**

These funds cover the Waste Reduction, Reuse, and Recycling (WRRR) fees assessed to property owners in Orange County, who have been granted a waiver by the County due to their financial inability to pay.

**American Society of Composers, Authors, and Publishers (ASCAP)** **\$1,000**

Annual dues paid to ASCAP, a not-for-profit performing rights organization that protects its members' musical copyrights by monitoring public performances of their music, whether via a broadcast or live performance, and compensating them accordingly.

**Cable Casting Board of Commissioner Meetings** **\$40,000**

Funds provide for cable casting Board of County Commissioners meetings and for video streaming.

**Classification and Pay Study** **\$60,000**

General Fund cost to implement the second phase of the Archer Study for employees' salaries most out-of-line with the market.

**Commissioners' Contingency** **\$37,000**

The Board of Commissioners appropriates these funds at various times during the year for unanticipated items that arise throughout the fiscal year. By formal action, the Board of County Commissioners approves all expenditures paid from these funds, and authorizes the fund transfer from this reserve into spending accounts. There are no expenditures directly from this account.

**County Benchmarking Project** **\$1,000**

Funds provide for participation in the development phase of a possible County Benchmarking Project through the UNC School of Government.

**Drug Testing** **\$8,600**

These funds provide for the actual costs of drug and alcohol tests as well as for the administration of the random testing program and Federal reporting. The increase reflects the growth in the number of covered employees.

**Employee Development/Computer Training** **\$41,500**

Funds in this line item are for in-house employee training. This includes funds for initiatives in computer training, cultural diversity and cultural awareness training, Spanish language training, supervisory training (including sexual harassment, ADA, performance management) and customer service.

## **Governing and Management Non-Departmentals - continued**

<b>Health Insurance Increase</b>	<b>\$210,553</b>
Funds to cover health insurance increases anticipated during fiscal year 2008-09. Recommended funding for FY 2009-10 will allow for a 7% increase in health insurance premiums, effective January 1, 2010. The actual amount of the County's health insurance increase will be determined in the fall, through the annual renewal process.	
<b>Meeting Support Supplies</b>	<b>\$4,125</b>
Supplies and meal costs for Board of Commissioners related meetings.	
<b>Manager's Miscellaneous</b>	<b>\$20,000</b>
This account provides funds for miscellaneous, non-budgeted expenditures that often arise during the fiscal year. It provides the Manager with the flexibility to handle small non-budgeted items as they occur immediately. This account prevents requesting small expenditures from the Board of Commissioners' contingency account.	
<b>Podcasting Board of Commissioner Meetings</b>	<b>\$15,592</b>
Funds provide for video streaming/podcasting Board of County Commissioners meetings. In FY 2009-10, the County budgeted podcasting, start-up costs in the Cable Casting line item.	
<b>Retiree Health Insurance</b>	<b>\$1,352,193</b>
These funds provide for health insurance for County retirees who are eligible under Orange County's Personnel Ordinance. The increase results from rising health insurance costs and the increasing number of eligible retirees.	
<b>School Collaboration Consultant</b>	<b>\$1,500</b>
To cover mediation costs associated with school districts collaboration meetings.	
<b>Sportsplex Membership – County Share</b>	<b>\$41,000</b>
Funding to offer discounted Sportsplex memberships to permanent County employees.	
<b>Triangle J Council of Government (TJCOG) - Water Supply Monitoring Project</b>	<b>\$11,964</b>
These funds pay for the County's participation in the Triangle Area Water Supply Monitoring Project. This account also pays a portion of the County's cost to maintain the Eno River gauging station as outlined in the Eno River Capacity Use Agreement. Orange County's primary role in this agreement is to preserve the Eno River habitat while monitoring water capacity fluctuations and their impact on the surrounding habitat of Lake Orange.	
<b>Triangle J Council of Government (TJCOG) – Dues</b>	<b>\$19,434</b>
Funds are budgeted to pay COG dues for regional Emergency Medical Services, Aging, and Ombudsman support.	
<b>Tuition Refunds</b>	<b>\$11,000</b>
These funds are used to reimburse County employees up to \$600 each fiscal year for tuition, fees and books for job related courses. The increase results from increased employee use of the program.	

# Non-Departmental Summary

## General Services

Listed below are appropriations for Non-departmental General Services related funds and entities.

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>General Services</b>						
Contrib. for Sanitation Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,403,060
Greene Tract	\$ 0	\$ 90,549	\$ 90,549	\$ 90,549	\$ 90,549	\$ 90,549
Stormwater Fees - County Prop	\$ 9,945	\$ 6,552	\$ 10,000	\$ 12,000	\$ 12,000	\$ 12,000
<b>General Services Total</b>	<b>\$ 9,945</b>	<b>\$ 97,101</b>	<b>\$ 100,549</b>	<b>\$ 102,549</b>	<b>\$ 102,549</b>	<b>\$ 1,505,609</b>

## **General Services Non-Departmentals**

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**Contribution for Sanitation Services**

**\$1,403,060**

Effective July 1, 2010, the Sanitation Division will be transferred from the General Fund to the Solid Waste Fund. The General Fund will make an annual contribution to the Solid Waste Fund for expenditures.

**Greene Tract**

**\$90,549**

This represents the County's share to the Solid Waste Enterprise Fund for the Greene Tract.

**Stormwater Fees for County Property**

**\$12,000**

These funds provide for payment to the Town of Chapel Hill for stormwater utility fees assessed to County properties.

## Non-Departmental Summary

### *Community and Environment*

Listed below are appropriations for Non-departmental Community and Environment related funds and entities.

	2007-08	2008-09	2009-10	2009-10	2010-11	2010-11
	Actual	Actual	Original	12-Month	Department	Commissioner
	Expenditures	Expenditures	Budget	Estimate	Requested	Approved
<b>Community and Environment</b>						
Blackwood and Cate Operations	\$ 2,717	\$ 8,221	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Cape Fear River Assembly	\$ 3,916	\$ 3,916	\$ 0	\$ 0	\$ 0	\$ 0
Greenhouse Gas Emissions	\$ 8,000	\$ 639	\$ 0	\$ 0	\$ 0	\$ 0
Hills/Orange Strategic Plan	\$ 1,190	\$ 7,060	\$ 10,000	\$ 0	\$ 10,000	\$ 10,000
Jordan Lake Partnership Dues	\$ 0	\$ 0	\$ 10,500	\$ 10,800	\$ 12,300	\$ 12,300
Jordan Lake Water Storage Dues	\$ 2,262	\$ 2,369	\$ 0	\$ 0	\$ 0	\$ 0
Lake Orange	\$ 0	\$ 900	\$ 1,500	\$ 1,500	\$ 2,000	\$ 2,000
OAWS Infrastructure Consultant	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 25,000
Prtnshp Dvpmnt & Infrastructure	\$ 0	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
Regional Processing Ctr Study	\$ 15,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Reserve for Planning Initiatives	\$ 116,264	\$ 30,743	\$ 0	\$ 71,818	\$ 0	\$ 0
RT Regional Partnership	\$ 10,000	\$ 0	\$ 18,564	\$ 18,564	\$ 19,395	\$ 19,395
Rural Planning Organization	\$ 7,500	\$ 7,500	\$ 7,700	\$ 7,700	\$ 7,500	\$ 7,700
Upper Neuse River Basin Dues	\$ 14,776	\$ 13,018	\$ 13,018	\$ 13,018	\$ 13,018	\$ 13,018
<b>Community &amp; Environment Total</b>	<b>\$ 181,624</b>	<b>\$ 76,866</b>	<b>\$ 73,782</b>	<b>\$ 135,900</b>	<b>\$ 76,713</b>	<b>\$ 101,913</b>

# Community and Environment Non-Departmentals

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**Blackwood, Twin Creeks (Cate) and Millhouse Operations** **\$10,000**

These funds provide the necessary operating costs associated with utility service costs and security system service at the farmhouses located at three future park sites. Building stabilization and repair is funded from another source.

**Town of Hillsborough/Orange County Strategic Growth Plan Phase II** **\$10,000**

In FY 2005-06, the BOCC and Town of Hillsborough collaborated on the Town of Hillsborough/Orange County Strategic Growth Plan Phase I, which was adopted by both entities. Phase I set the growth management framework through a resolution to prompt work to be done in Phase II. Coordinated Planning Zones, annexation boundaries, land use patterns and intensities and complementary resource and infrastructure plans and outreach are all part of Phase II.

**Jordan Lake Related Dues** **\$12,300**

**Jordan Lake Partnership Dues** **\$2,500**

Orange County joined an 11-local government coalition with a goal of "collaboratively defining Jordan Lake's role in a long term sustainable and secure regional water supply for the Research Triangle Region." Partnership members pay annual dues toward the partnership efforts and administration.

**Jordan Lake Regional Water Supply Plan and Coordinated Allocation** **\$5,500**

As the initial task of the Jordan Lake partnership, the County is participating in developing a regional water supply plan for Jordan Lake, and for data collection and documentation toward future allocation requests.

**Jordan Lake Water Storage Allocation** **\$2,800**

Represents Orange County's annual payment to the State of North Carolina for the current 1 million gallons per day (mgd) Level II allocation the County holds. To retain the allocation, the County pays one percent of the operations, maintenance and rehabilitation program costs. The State of North Carolina has the responsibility to allocate and manage water supply storage in Jordan Lake, and the Division of Water Resources is the lead agency for carrying out this charge.

**Cape Fear River Basin Hydrologic Model Update** **\$1,500**

N.C. Division of Water Resources has informed Jordan Lake Partners that before additional allocations can be made from Jordan Lake, model must be updated. This amount is County share of the Partnership costs to fund the model update. Grant sources will be solicited to try and lower the cost.

## ***Community and Environment Non-Departmentals - continued***

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### **Lake Orange**

**\$2,000**

These funds provide for maintenance, grass cutting and other grounds keeping at Lake Orange and upstream sediment structures. Lake Orange maintenance funds serve to protect the County's interests in the infrastructure of Lake Orange, as a drinking water source and natural habitat in the Eno River channel. Reservoirs require protection from the growth of trees on dams, the activities of beavers clogging overflow structures raising water levels to unsafe levels, and from the loss of storage volume due to collected sediment.

### **OAWS Water Infrastructure Consultant**

**\$25,000**

The Efland-Mebane Small Area Plan Task Force has identified infrastructure expansion as one of the key elements needed to support future residential and economic development opportunities in the Efland area. The Orange-Alamance Water System (OAWS) is an existing utility that extends through much of the study area. While it covers a sizable area, the system is constrained in its ability to provide fire suppression and/or support expanded service. A study that analyzes the current system and identifies options for the future is needed to determine a course of action for water service in the Efland area. County officials intend to work with OAWS officials to share in the cost of the needed study.

### **Partnerships for Development and Infrastructure**

**\$2,500**

The mission of the Partnership is to bring together community and regional partners to work on long-term, regional strategies for the development and conservation of land, infrastructure to support development and improved mobility.

### **Research Triangle Regional Partnership**

**\$19,395**

The Research Triangle Regional Partnership is a partnership organization consisting of seven counties in the Triangle Region. The organization's mission is to market the region for the economic benefit of its communities. The Partnership concentrates its marketing on the following industries: information technology, biotechnology/pharmaceuticals, warehousing/distribution, automotive manufacturing, and plastics.

### **Rural Planning Organization (RPO)**

**\$7,700**

The State of North Carolina created the Rural Planning Organization (RPO) in order to review, analyze and recommend planning and improvements to rural area transportation networks. Triangle J Council of Governments is the lead agency to coordinate a multi-county rural region adjacent to the Durham/Chapel Hill Metropolitan Planning Organization (MPO), which handles more urban issues. Orange County's membership in the RPO requires one commissioner, the county manager (or a designee), and the transportation planner to be participating members.

### **Upper Neuse River Basin Dues**

**\$13,018**

These funds provide for Orange County to remain a member of the Upper Neuse River Basin Association.

# Non-Departmental Summary

## Human Services

Listed below are appropriations for Non-departmental Human Services related funds and entities.

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Human Services</b>						
A Helping Hand	\$ 5,000	\$ 5,000	\$ 4,250	\$ 4,250	\$ 5,000	\$ 4,000
Adolescents in Need	\$ 75,749	\$ 75,749	\$ 64,387	\$ 64,387	\$ 75,749	\$ 32,194
Alliance of AIDs Services	\$ 3,000	\$ 3,000	\$ 2,550	\$ 2,550	\$ 5,000	\$ 2,500
Arc of Orange County	\$ 4,000	\$ 4,000	\$ 3,400	\$ 3,400	\$ 6,000	\$ 3,000
Arts Commission	\$ 72	\$ 13	\$ 0	\$ 0	\$ 0	\$ 0
Autism Society-Parent Advocate	\$ 0	\$ 0	\$ 0	\$ 0	\$ 375	\$ 0
Big Brothers/Big Sisters	\$ 5,000	\$ 5,000	\$ 4,250	\$ 4,250	\$ 10,000	\$ 2,000
Boys & Girls Club	\$ 0	\$ 0	\$ 0	\$ 0	\$ 35,000	\$ 0
Bridge II Sports	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,500	\$ 0
Charles House	\$ 11,000	\$ 11,000	\$ 9,350	\$ 9,350	\$ 12,000	\$ 9,000
CH-Carrboro Meals on Wheels	\$ 0	\$ 0	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
CH-Carrboro YMCA/Boomerang	\$ 0	\$ 0	\$ 0	\$ 0	\$ 5,000	\$ 0
Chrysalis Foundation	\$ 20,000	\$ 20,000	\$ 0	\$ 0	\$ 0	\$ 0
Club Nova	\$ 0	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Community Home Trust	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000	\$ 149,000
Community in Schools	\$ 55,000	\$ 55,000	\$ 46,750	\$ 46,750	\$ 50,000	\$ 45,000
Cornicopia House	\$ 2,000	\$ 2,000	\$ 1,700	\$ 1,700	\$ 0	\$ 0
Child Care Services Association	\$ 43,025	\$ 43,025	\$ 36,571	\$ 36,571	\$ 40,675	\$ 18,285
Disability Awareness Council	\$ 3,500	\$ 3,500	\$ 2,975	\$ 2,975	\$ 7,500	\$ 2,500
Dispute Settlement Center	\$ 34,000	\$ 34,000	\$ 16,660	\$ 16,660	\$ 20,407	\$ 16,000
Duke Community Hospice	\$ 4,000	\$ 4,000	\$ 3,400	\$ 3,400	\$ 4,000	\$ 0
El Centro Hispano	\$ 0	\$ 0	\$ 0	\$ 0	\$ 110,000	\$ 15,000
El Centro Latino	\$ 21,000	\$ 21,000	\$ 17,850	\$ 8,925	\$ 0	\$ 0
El Futuro	\$ 0	\$ 0	\$ 20,000	\$ 20,000	\$ 40,000	\$ 20,000
Empowerment	\$ 13,544	\$ 13,545	\$ 13,545	\$ 13,545	\$ 13,500	\$ 13,000
Family Violence Prevention Center	\$ 19,400	\$ 19,400	\$ 16,490	\$ 16,490	\$ 19,400	\$ 17,000
Family Counseling Services	\$ 1,750	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Food Bank	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	\$ 0	\$ 0
Freedom House	\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	\$ 26,000	\$ 24,000
Habitat for Humanity	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 20,000	\$ 10,000
Housing for New Hope	\$ 0	\$ 0	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000
Human Rights Center	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,000	\$ 0
Human Services Forum	\$ 6,050	\$ 5,755	\$ 0	\$ 0	\$ 0	\$ 0
Interfaith Council	\$ 36,480	\$ 36,480	\$ 36,480	\$ 36,480	\$ 56,480	\$ 36,000
JOCCA	\$ 105,000	\$ 105,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 60,000
Kidscope	\$ 139,000	\$ 89,000	\$ 75,650	\$ 75,650	\$ 89,000	\$ 75,000
Literacy Council	\$ 13,500	\$ 13,500	\$ 11,475	\$ 11,475	\$ 14,000	\$ 11,000
Medical Examiner	\$ 44,400	\$ 34,700	\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000
Mental Health Association	\$ 2,000	\$ 0	\$ 0	\$ 0	\$ 2,000	\$ 0
Middle School Program - CIS	\$ 70,000	\$ 70,000	\$ 59,500	\$ 57,000	\$ 65,500	\$ 57,000
OC Alternative Sentencing	\$ 83,000	\$ 83,000	\$ 70,550	\$ 70,550	\$ 105,000	\$ 70,000
OC American Red Cross	\$ 5,000	\$ 5,000	\$ 4,250	\$ 4,250	\$ 6,000	\$ 2,000
OC Partnrshp for Young Children	\$ 0	\$ 0	\$ 0	\$ 0	\$ 3,000	\$ 0
OPC Mental Health	\$ 75,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Orange Cong in Missions	\$ 30,600	\$ 30,600	\$ 30,600	\$ 30,600	\$ 38,000	\$ 30,000
Orange Enterprises	\$ 73,175	\$ 63,175	\$ 45,199	\$ 45,199	\$ 52,175	\$ 45,100
Orange-Chatham Autism Society	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,850	\$ 0
Partnership to End Homelessness	\$ 5,639	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Piedmont Health Services	\$ 10,750	\$ 10,750	\$ 10,750	\$ 10,750	\$ 10,750	\$ 10,000
Piedmont Wildlife Center	\$ 20,000	\$ 20,000	\$ 17,000	\$ 17,000	\$ 10,000	\$ 0
Planned Parenthood	\$ 21,940	\$ 21,940	\$ 18,649	\$ 18,649	\$ 20,000	\$ 10,000
Project Safe Orange	\$ 0	\$ 0	\$ 0	\$ 0	\$ 5,000	\$ 0
Project Turn Around	\$ 64,424	\$ 64,424	\$ 54,760	\$ 54,760	\$ 54,760	\$ 35,000
Rape Crisis Center	\$ 28,000	\$ 28,000	\$ 23,800	\$ 23,800	\$ 30,000	\$ 25,000
Roger Eubanks Rd Association	\$ 0	\$ 0	\$ 0	\$ 0	\$ 4,694	\$ 0

## Non-Departmental Summary

### *Human Services*

Listed below are appropriations for non-departmental Human Services related funds and entities.

	2007-08	2008-09	2009-10	2009-10	2010-11	2010-11
	Actual	Actual	Original	12-Month	Department	Commissioner
	Expenditures	Expenditures	Budget	Estimate	Requested	Approved
School Health Nurse Contracts	\$ 549,107	\$ 551,016	\$ 617,732	\$ 610,000	\$ 610,729	\$ 610,729
Senior Care of Orange County	\$ 50,000	\$ 50,000	\$ 42,500	\$ 42,500	\$ 42,500	\$ 42,000
The Women's Center	\$ 16,400	\$ 16,400	\$ 13,940	\$ 13,940	\$ 15,000	\$ 38,000
Triangle Radio Reading Service	\$ 1,800	\$ 1,800	\$ 1,530	\$ 1,530	\$ 2,000	\$ 1,000
TROSA	\$ 0	\$ 0	\$ 3,000	\$ 3,000	\$ 6,000	\$ 2,500
Volunteers for Youth	\$ 25,000	\$ 25,000	\$ 0	\$ 0	\$ 10,000	\$ 0
WC Breeze Family Farm	\$ 5,750	\$ 9,762	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
XDS, Inc.	\$ 0	\$ 0	\$ 0	\$ 0	\$ 7,500	\$ 0
Youth Services	\$ 9,500	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Human Services Total</b>	<b>\$ 2,005,057</b>	<b>\$ 1,922,034</b>	<b>\$ 1,817,993</b>	<b>\$ 1,798,836</b>	<b>\$ 2,145,044</b>	<b>\$ 1,686,808</b>

## Human Services Non-Departmentals

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**A Helping Hand** **\$4,000**

This agency enables senior citizens to live independently, maintain high levels of wellness and avoid institutionalized care. Services provided by A Helping Hand include transportation to the doctor, assistance with shopping for nutritious food and preparing healthy meals, assistance with business correspondence, and light housekeeping for a clean and safe home environment.

**Adolescents in Need** **\$32,194**

This agency serves Orange County School District teens (grades 6 through 12 and those not in school). The focus is primarily on those youths that are considered at-risk of early sexual involvement, substance abuse, defiant behavior and physical or sexual abuse due to home, family or other social surroundings.

**Alliance of Aids Services** **\$2,500**

This agency operates two family care homes for low-income people living with HIV/AIDS, six of whom currently live at the Orange Community Residence ("Orange House") in Carrboro. This grant will assist the Alliance in providing the proper nutrition and medication needed for the six residents in the Orange House.

**Arc of Orange County** **\$3,000**

The Arc of Orange County works with and for people who either have or are at risk for developmental disabilities to promote full participation in all areas of life in our community.

**Big Brothers Big Sisters of the Triangle** **\$2,000**

Big Brothers Big Sisters (BBBS) of the Triangle offers two services, community-based and school-based mentoring. Community-based mentoring provides mentors for children from single parent homes or other children in need of adult mentors. These "Big Brothers and Big Sisters" play an integral role in the lives of their "Littles" by being good listeners and guiding these children in the right direction.

**Charles House** **\$9,000**

Charles House is an adult day care facility located in Carrboro whose goals are to prolong the independence of older adults with disabilities and to provide respite for their caregivers. The facility has a capacity for 19 older adults and has had a waiting list since June of 2000.

**Chapel Hill-Carrboro Meals on Wheels** **\$1,000**

The Chapel Hill-Carrboro Meals on Wheels program uses volunteers to deliver nutritious noonday meals with cheerful personal visits five days a week to those who are homebound or recovering from surgery. In addition to delivering meals, volunteers bake homemade desserts and help in the office, which is located in Binkley Baptist Church.

## ***Human Services - continued***

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**Club Nova** **\$75,000**

The mission of Club Nova is to serve adults in Orange County living with severe and persistent mental illness and provide them with structured daily activities, as well as social, vocational and residential opportunities that they would not otherwise have.

**Orange Community Housing and Land Trust** **\$149,000**

Orange Community Housing and Land Trust (OCHLT) focuses on providing affordable housing, that remains affordable forever, for families earning less than 80 percent of the area median income.

**Communities in Schools of Orange County** **\$45,000**

Communities in Schools of Orange County (CISOC) is a "stay-in-school" program that coordinates human services delivery to middle school and high school youth and their families. The goal of the agency is to offer students successful learning environments and encourage them to stay in school and prepare for life.

**Child Care Services Association** **\$18,285**

The Child Care Services Association seeks to ensure that affordable (no more than 10% of a family's gross earning are used to purchase childcare for one child), accessible, high quality childcare is available for all young children and their families.

**Disability Awareness Council** **\$2,500**

The Orange County Disability Awareness Council offers educational and advocacy projects to promote opportunities for persons with disabilities to work and live in an environment free of architectural, attitudinal, economic, structural, and societal barriers.

**Dispute Settlement Center** **\$16,000**

This agency promotes and brings about peaceful settlement of disputes and prevents the escalation of conflict through mediation, facilitation, conciliation, and training. This agency receives a county match through the Juvenile Crime Prevention Council (JCPC) program.

**El Centro Hispano** **\$15,000**

El Centro Hispano is a grassroots community-based organization dedicated to strengthening the Latino community and improving the quality of life of Latino residents in Durham, North Carolina, and the surrounding area. With the opening of the Carrboro office of El Centro Hispano, this mission will be able to include Orange County, Chapel Hill, and Carrboro.

**El Futuro** **\$20,000**

El Futuro addresses the behavioral health needs of North Carolina's Latino community by promoting behavioral health awareness, enhancing existing services, and developing a model clinic.

**EmPOWERment, Inc.** **\$13,000**

The mission of EmPOWERment, Inc. is to emPOWER people and communities to control their own destinies through affordable housing, advocacy, community organizing and grassroots economic development

## ***Human Services - continued***

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**Family Violence Prevention Center** **\$17,000**

The Family Violence Prevention Center seeks to prevent and end family violence through community education and provision of direct services including emergency assistance, case management and court advocacy.

**Freedom House Recovery Center** **\$24,000**

This agency provides extended care and transitional living in order to promote recovery from the disease of addiction. The goal of the Freedom House is to help alcoholics and drug addicts by providing the tools necessary to lead a life of recovery and to become productive members of society.

**Habitat for Humanity of Orange County** **\$10,000**

Habitat for Humanity of Orange County (HHOC) provides decent affordable housing for families earning less than half of the area median income and who live in substandard housing. HHOC constructs simple, well-built homes that are then sold to qualifying families at affordable prices.

**Housing for New Hope** **\$20,000**

The organization's mission is to encourage and assist homeless people and other persons in crisis to move toward lives marked by increased levels of stability, dignity, hope, and independence.

**Inter-Faith Council for Social Service (IFC)** **\$36,000**

The IFC meets basic needs and helps individuals and families achieve their goals. They provide shelter, food, direct services, advocacy and information to people in need. The IFC accomplishes this through strong partnerships with volunteers, staff and those we serve. They rely on the active involvement of caring individuals, congregations and other community organizations.

**Joint Orange-Chatham Community Action (JOCCA)** **\$60,000**

JOCCA provides services to very low-income families and individuals with the goal of improving their quality of every day life. JOCCA offers the following services (1) nutrition and aging; (2) self-sufficiency services; (3) job training and employment; (4) community based assistance and teen court for youth offenders; and (5) energy conservation/weatherization and heating assistance.

**KidSCOpe** **\$75,000**

KidSCOpe is an early intervention program that offers services to young children who are experiencing social, emotional, and/or behavioral difficulties. Main service components include individual play therapy with children, customized counseling and education for families, technical assistance and training for childcare providers, service coordination and a therapeutic preschool program.

## ***Human Services - continued***

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**Literacy Council** **\$11,000**

The Orange County Literacy Council provides tuition-free instruction to adults who want to improve their skills in reading, writing, basic math and/or computer-based literacy. Trained volunteers provide individual tutoring and lead small group classes in a variety of public settings.

**Medical Examiner** **\$38,000**

Funds are budgeted to perform autopsies and medical examinations as required at the University Medical Center.

**Middle School After School Program-Communities in Schools** **\$57,000**

The Middle School After School Program (MSAS) provides educational, social and recreational activities for middle school students during the after school hours. This program is offered at all middle schools in the Orange County and Chapel Hill-Carrboro City School Districts.

**Orange-Chatham Alternative Sentencing** **\$70,000**

Orange-Chatham Alternative Sentencing (OCAS) provides critical information to the judiciary and probations officers, magistrates, jailers, and other judicial officials so that they may make more informed decisions regarding the rehabilitation or release of Pretrial inmates in the 15-B County Jails.

**Orange County American Red Cross** **\$2,000**

The American Red Cross, Orange County Chapter provides Disaster Services, Health and Safety Services and Blood Services to the citizens of Orange County. Each year, the Orange County Chapter responds immediately to over 75 local emergencies, including house or apartment fires. Disaster relief focuses on meeting people's immediate emergency disaster-caused needs. Each year, the Orange County Chapter trains 5,000 people in lifesaving skills – programs that are designed to give individuals the confidence to respond in an emergency with skills that can save a life. The Chapter also provides nearly one-third of UNC Hospital's blood supply from volunteer donors in Orange County.

**Orange Congregations in Mission (OCIM)** **\$30,000**

This agency provides services to economically challenged and homebound northern Orange County residents through volunteer efforts of diverse congregations and individuals.

**Orange Enterprises** **\$45,100**

Orange Enterprises provides vocational training and sheltered employment programs for Orange County citizens who have employment barriers.

**Piedmont Health Services** **\$10,000**

Piedmont Health Services has served the health care needs of the citizens of central North Carolina since 1970. They operate six community health centers and provide high quality, comprehensive family health care services to all patients needing access to those services. To meet their mission, they offer payment on a sliding fee scale for those who qualify. The agency also provides bilingual care to a growing Spanish-speaking population.

## ***Human Services - continued***

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**Planned Parenthood of Central North Carolina** **\$10,000**

Planned Parenthood of Orange and Durham Counties provides comprehensive reproductive health care services along with educational programs that enhance understanding of human sexuality.

**Project TurnAround** **\$35,000**

Project TurnAround (PTA) is a court diversionary program for first-time non-violent drug offenders. Program participants receive twelve months intensive supervision, during which time they are required to pay program fees and to be employed or in school, support themselves and any dependents, participate in drug counseling, have no further criminal charges and be drug free. At successful completion of the program, the court charges are dismissed.

**Rape Crisis Center** **\$25,000**

The Orange County Rape Crisis Center works to stop sexual violence and its impact through support, education, and advocacy. It does this through operation of 24-hour services, support groups, and community education throughout the county.

**School Health Nurses** **\$610,729**

In 2001, the Board of County Commissioners approved a School Nurse Funding Plan to promote the optimal health and well being of all students in Orange County schools. The goal of this plan was to provide one nurse to each of the existing schools at that time in both the Chapel Hill Carrboro City and Orange County School systems.

**Senior Care of Orange County** **\$42,000**

Senior Care of Orange County was created to provide a safe and enriching environment while offering social and health services to frail, disabled, and isolated older adults. The program provides respite and education for family members and caregivers with the primary goal of preventing or delaying the institutionalization of participants.

**The Women's Center** **\$38,000**

The Women's Center offers information, education, referral and support services for women. These services include coordinating legal information, referrals to therapists, providing workshops and support groups, hosting the state's largest juried art show for women artists, as well as providing direct supportive services such as information and referral to area resources, consumer credit and basic budget counseling, career counseling, and a pregnancy and violence prevention program for at-risk adolescents and their families.

**Triangle Radio Reading Service** **\$1,000**

This agency broadcasts local and national newspapers and periodicals to elderly, visually and physically impaired, and handicapped residents of Orange County.

**Triangle Residential Options for Substance Abusers (TROSA)** **\$2,500**

TROSA is a comprehensive, long-term, residential substance abuse recovery program located in Durham, North Carolina. Founded in 1994, TROSA is now the largest state licensed residential therapeutic community in North Carolina and is widely respected for its innovative therapeutic and entrepreneurial approach to the pervasive issue of substance abuse.

***Human Services - continued***

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**W.C. Breeze Family Farm**

**\$10,000**

These funds are budgeted for the W.C. Breeze Family Farm Agriculture Extension and Research Facility.

# Non-Departmental Summary

## *Public Safety*

Listed below are appropriations for Non-departmental Public Safety related funds and entities.

	2007-08	2008-09	2009-10	2009-10	2010-11	2010-11
	Actual	Actual	Original	12-Month	Department	Commissioner
	Expenditures	Expenditures	Budget	Estimate	Requested	Approved
<b>Public Safety</b>						
Boomerang	\$ 18,000	\$ 21,810	\$ 17,222	\$ 27,852	\$ 17,222	\$ 17,222
Dispute Settlement Center	\$ 35,000	\$ 49,200	\$ 45,925	\$ 51,159	\$ 45,925	\$ 45,925
Governor's Crime Commission	\$ 11,308	\$ 7,194	\$ 6,207	\$ 6,207	\$ 6,207	\$ 6,207
Hillcrest Youth Shelter	\$ 10,000	\$ 10,000	\$ 9,568	\$ 9,568	\$ 9,568	\$ 9,568
Intensive Services Program	\$ 9,182	\$ 13,638	\$ 11,039	\$ 11,039	\$ 11,039	\$ 11,039
Mental Health Assoc Sfp 10-14	\$ 138,195	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Mental Health Association	\$ 37,000	\$ 37,850	\$ 36,214	\$ 36,214	\$ 36,214	\$ 36,214
OCJCPC Matching Funds	\$ 26,492	\$ 30,212	\$ 87,706	\$ 87,706	\$ 87,704	\$ 87,706
OJJ Administration	\$ 0	\$ 0	\$ 15,500	\$ 16,100	\$ 14,900	\$ 15,500
OPC Clinical Case Manager	\$ 17,411	\$ 15,416	\$ 14,750	\$ 14,750	\$ 14,750	\$ 14,750
Project Turn Around	\$ 27,100	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Unallocated - JCPC	\$ 2,450	\$ 0	\$ 20,465	\$ 8,771	\$ 20,465	\$ 20,465
Vol. for Youth - Teen Court	\$ 32,000	\$ 33,850	\$ 31,573	\$ 32,454	\$ 31,573	\$ 31,573
Vol. for Youth - Work Twd Future	\$ 24,418	\$ 7,160	\$ 0	\$ 1,500	\$ 0	\$ 0
Volunteers for Youth	\$ 77,537	\$ 91,121	\$ 84,485	\$ 86,827	\$ 84,485	\$ 84,485
<b>Public Safety Total</b>	<b>\$ 466,093</b>	<b>\$ 317,451</b>	<b>\$ 380,654</b>	<b>\$ 390,147</b>	<b>\$ 380,052</b>	<b>\$ 380,654</b>

## Public Safety Non-Departmentals

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### **Orange County JCPC Matching Funds**

**\$87,706**

These funds fulfill the Orange-Chatham Justice Partnership requirement for the County to provide a 30% match for all JCPC funded agencies.

### ***Office of Juvenile Justice Pass Through Funds:***

#### **Boomerang**

**\$17,222**

Boomerang is an alternative-to-suspension program serving students from the Chapel Hill-Carrboro City Schools. In lieu of spending their out-of-school suspensions at home, Boomerang provides a safe, structured environment geared towards keeping students on pace with their schoolwork while understanding and identifying any unmet mental health or substance abuse needs.

#### **Dispute Settlement Center: Victim (Resolve/Mediation)**

**\$45,925**

This program provides assistance to the juvenile justice system by helping offenders to understand the impact of their actions thereby reducing recidivism. The program has these three components: intervention, prevention and collaboration. A primary component is to schedule face-to-face meetings between the juvenile offenders and their victims. These meetings are facilitated by trained DSC mediators, and organized by DSC staff. The meetings are designed to build empathy and understanding of the human consequences of the youth's criminal actions. The RESOLVE program will help the juvenile courts and juvenile court counselors to hold offenders accountable for their actions.

#### **Governor's Crime Commission Grant**

**\$6,207**

Recipient - District Court Judges Office, Judicial District 15B - NC Administrative Office of the Courts. This grant funds a position that serves as a coordinator between the courts and the school systems focusing on school suspensions and trancies in hopes of reducing the number of youth suspended from school.

#### **Hillcrest Youth Shelter**

**\$9,568**

Hillcrest is an emergency shelter in Sanford which provides temporary shelter and related services to youth in Orange County who are determined to be in need of out-of-home placement. The program targets youth who are characterized as abused, neglected, dependent, delinquent, runaway, homeless, or at-risk of becoming one of these. Hillcrest residents will participate in a counseling regimen, which includes testing and evaluation and both group and individual sessions with the staff psychologist. While residing at Hillcrest, the youth are required to participate in the Education Program five days a week. The Education Coordinator either obtains assignments from the home school of the youth or creates weekly academic assignments for the residents.

## ***Public Safety Non-Departmentals - continued***

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### **Intensive Services/Psychological Services** **\$11,039**

Through family risk and needs assessments, the 15B Juvenile Justice Office has identified and targeted youth having severe emotional and psychological problems. Through a contract with a licensed Court Psychologist, assessments, evaluations, and counseling will be provided to these identified youth. With this information, the Juvenile Justice Office will be able to develop a more thorough case plan and identify any mental health and other community related issues that create risks for youth.

### **Mental Health Association** **\$36,214**

The Mental Health Association of Orange County provides parent/family counseling to at-risk and adjudicated youth through referrals from Juvenile Services and Orange-Person-Chatham Mental Health case managers. Services provided include child and family team meetings, school conferences and youth planning team meetings.

### **OJJ Administration** **\$15,500**

Administrative funds are used to support the County's Criminal Justice Program Partnership (CJPP) Coordinator position and to provide administrative support to the Orange-Chatham Justice Partnership.

### **OPC Clinical Case Management** **\$14,750**

OPC established a case management program which ensures timely assessment and case management services for juveniles who appear to be significantly impaired and in need of mental health treatment in Orange and Chatham counties. This program enhances the court's ability to make timely, professionally-directed decisions regarding the mental health needs of children and with the identification of appropriate treatment options.

### **JCPC Unallocated Funds** **\$20,465**

In FY 2009-10, the Office of Juvenile Justice suggested local JCPCs withhold 7% of JCPC allocations in the event funds had to be returned to the State. JCPC distributed agency allocations with this in mind, but placed the potentially withheld funds into this account. Should the funding restrictions relax, JCPC would reallocate this amount to local agencies. County match funds are available in JCPC Matching Funds, should this occur again in FY 2010-11.

### **Volunteers for Youth – Teen Court** **\$31,573**

Teen Court is a diversion program for petty juvenile court offenders. Adult volunteers train youth volunteers to act as officials of the court who hear the complaints and determine appropriate sanctions for peers who have admitted to violating the law. By diverting first-time, petty offenders from the juvenile court system, Teen Court reduces the backlog of cases and ultimately allows more time for serious offenses. Offenders are given the opportunity to resolve their charge without obtaining an official court record. The youth volunteers benefit by being given the opportunity to learn about the court system and by exposing themselves to the concept of community service.

### **Volunteers for Youth** **\$84,485**

This agency allows delinquent youths the opportunity to repay society for their destructive behavior. Through community service, young people are taught accountability for their actions and respect for the rights of others. By working one-on-one with the volunteer work-site supervisors, they develop job skills and explore career opportunities, which ultimately helps to build their self-esteem. Community service/restitution programs have proven to be one of the most effective types of programming in preventing court involvement. This program proposes to serve youth with community service placements to fulfill their court requirements.

## Non-Departmental Summary *Culture and Recreation*

Listed below are appropriations for Non-departmental Culture and Recreation related funds and entities.

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Culture and Recreation</b>						
Forest Service Contract	\$ 59,731	\$ 55,087	\$ 65,200	\$ 65,200	\$ 64,640	\$ 64,640
Hillsborough Youth Athletic Assoc.	\$ 23,625	\$ 23,625	\$ 20,081	\$ 20,081	\$ 20,081	\$ 0
Historical Hillsborough Commission	\$ 9,000	\$ 9,000	\$ 7,650	\$ 7,650	\$ 9,000	\$ 7,000
Historical Foundation - Museum	\$ 5,000	\$ 5,500	\$ 4,250	\$ 4,250	\$ 5,500	\$ 4,000
The ArtsCenter	\$ 10,000	\$ 10,000	\$ 8,500	\$ 8,500	\$ 10,000	\$ 3,000
Triangle Wildlife Rehab. Clinic	\$ 0	\$ 0	\$ 0	\$ 0	\$ 10,000	\$ 10,000
<b>Culture and Recreation Total</b>	<b>\$ 107,356</b>	<b>\$ 103,212</b>	<b>\$ 105,681</b>	<b>\$ 105,681</b>	<b>\$ 119,221</b>	<b>\$ 88,640</b>

## Non-Departmental Summary *Other Agencies - Library*

Listed below are appropriations for Non-departmental Other Agencies - Library related funds and entities.

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Other Agencies - Library</b>						
Contrib. to Hyconeechee Library	\$ 0	\$ 0	\$ 0	\$ 0	\$ 18,097	\$ 18,097
Library - Chapel Hill	\$ 249,333	\$ 249,333	\$ 249,333	\$ 249,333	\$ 249,333	\$ 249,333
Library - Mebane	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700	\$ 700
<b>Library Total</b>	<b>\$ 250,033</b>	<b>\$ 250,033</b>	<b>\$ 250,033</b>	<b>\$ 250,033</b>	<b>\$ 268,130</b>	<b>\$ 268,130</b>

## Non-Departmental Summary *Other Agencies - Recreation*

Listed below are appropriations for Non-departmental Other Agencies - Recreation related funds and entities.

	2007-08 Actual Expenditures	2008-09 Actual Expenditures	2009-10 Original Budget	2009-10 12-Month Estimate	2010-11 Department Requested	2010-11 Commissioner Approved
<b>Other Agencies - Recreation</b>						
Recreation - Carrboro	\$ 35,898	\$ 35,898	\$ 35,898	\$ 35,898	\$ 35,898	\$ 35,898
Recreation - Chapel Hill	\$ 83,760	\$ 83,760	\$ 83,760	\$ 83,760	\$ 83,760	\$ 83,760
Recreation - Mebane	\$ 5,450	\$ 5,450	\$ 5,450	\$ 5,450	\$ 5,450	\$ 5,450
<b>Recreation Total</b>	<b>\$ 125,108</b>	<b>\$ 125,108</b>	<b>\$ 125,108</b>	<b>\$ 125,108</b>	<b>\$ 125,108</b>	<b>\$ 125,108</b>

# Culture and Recreation Non-Departmentals

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**Forest Service** **\$64,640**  
These funds provide matching support with State funds to protect forestland in Orange County.

**Historic Hillsborough Commission** **\$7,000**  
The Commission owns and maintains the Burwell School located on Churton Street in Hillsborough, which is on the National Register of Historic Buildings. The two-acre site consists of the main house (ca 1821, 1846), a brick classroom building (ca 1837), a rare brick necessary (ca. 1837), and the Carrie Waitte Spurgeon Garden. The site is open to the public year round and there is no charge for tours of the school.

**Historical Foundation of Hillsborough and Orange County  
(Formerly Historical Museum)** **\$4,000**  
The Orange County Historical Museum, located in Hillsborough, preserves the past and encourages interest in local history through the exhibition of the economic, political, social, and cultural aspects of Orange County's 18<sup>th</sup> and 19<sup>th</sup> century history. The Museum is open to the public, free of charge, 6 days per week.

**The ArtsCenter** **\$3,000**  
The Arts Center links art, artists and audiences in Orange County through programs, events and classes designed in response to community needs and interests. The co-existence of visual, performing and literary arts in one accessible facility encourages multi-disciplinary collaborations and provides wide-ranging experiences for professionals, amateurs and non-artists of all ages to learn about and participate in visual and performing arts.

**Triangle Wildlife Rehabilitation Clinic** **\$10,000**  
The Triangle Wildlife Rehabilitation Clinic is dedicated to providing care for sick, injured, and orphaned native North American wildlife in need of assistance and to promoting the value and importance of preserving native wildlife and its habitat to the public. Triangle Wildlife Rehabilitation Clinic (TWRC) was incorporated July 7, 2009, to provide care for orphaned, injured, and ill area wildlife found by the public.

**Other Agencies – Libraries** **\$268,130**  
General Fund contributions to the Chapel Hill Public Library (\$249,333) and Mebane Public Library (\$700).

The contribution to the Hyconeechee Library (\$18,097) is the Orange County match for the regional library partnership with Person and Caswell counties. Traditionally, the County has paid the match through Library Services, but a separate line item has been created for accounting purposes.

**Other Agencies – Recreation** **\$125,108**  
General Fund contributions to the Towns of Carrboro (\$35,898), Chapel Hill (\$83,760), and Mebane (\$5,450) recreation departments.

# **Capital Investment Plan**

***(The following approved County and Schools Capital Projects are for fiscal year 2010-11 only. The Capital Investment Plan will change to a five-year plan beginning with the 2011-2016 Plan. The Board of County Commissioners will consider approval of the 2011-2016 Capital Investment Plan in spring 2011)***

**Orange County Projects**  
**Capital Investment Plan FY 2010-11**

Project	Approved Funding
Information Technology	\$ 500,000
800 MHZ Radios for Sheriff's Department	\$ 700,000
EDC Loan Pool Reserve	\$ 200,000
Buckhorn-Mebane Phase 2 Utility Design	\$ 200,000
Dental Equipment for both Hillsborough and Carrboro dental clinics	\$ 100,000
<b>Total Projects</b>	<b>\$ 1,700,000</b>

Funding Sources	
Transfer from General Fund	\$ 300,000
Transfer from County Capital Fund Balance	\$ 500,000
Transfer from Visitors Bureau	\$ 200,000
Lease/Purchase Equipment Financing	\$ 700,000
<b>Total Funding Sources</b>	<b>\$ 1,700,000</b>

**Orange County Schools**  
**Capital Investment Plan FY 2010-11**  
**Pay-As-You-Go Funding**

Project	FY 2010-11 PAYG Funding <sup>(1)</sup>
Cameron Park Elementary	
Renovations	\$ 160,000
<b>Cameron Park Elementary Total</b>	<b>\$ 160,000</b>
C.W. Stanford Middle School	
Construction	\$ 165,000
<b>C.W. Stanford Middle School Total</b>	<b>\$ 165,000</b>
District Wide Improvements	
Construction	\$ 100,000
<b>District Wide Improvements Total</b>	<b>\$ 100,000</b>
Efland Cheeks Elementary	
Cooling Tower Replacement	\$ 100,000
<b>Efland Cheeks Elementary Total</b>	<b>\$ 100,000</b>
Technology	
Equipment	\$ 368,569
<b>Hillsborough Elementary Total</b>	<b>\$ 368,569</b>
Orange High School	
Renovations	\$ 100,000
<b>Orange High School Total</b>	<b>\$ 100,000</b>
<b>Grand Total</b>	<b>\$ 993,569</b>

<sup>(1)</sup> PAYG funding consists of the County's share of pay-as-you-go monies allocated in accordance with the County Capital Funding Policy. The project ordinance was not approved by Board until 9/21/10

**Chapel Hill-Carrboro City Schools**  
**Capital Investment Plan FY 2010-11**  
**Pay-As-You-Go Funding**

Project	FY 2010-11 PAYG Funding <sup>(1)</sup>
Mobile Classrooms/Rental Space	\$97,000
<b>Mobile Classrooms/Rental Space</b>	<b>\$97,000</b>
Technology	
Upgrade the district's technology infrastructure and provide students and staff with access to appropriate instructional and administrative technology	\$1,499,548
<b>Technology Total</b>	<b>\$1,499,548</b>
<b>Grand Total</b>	<b>\$1,596,548</b>

<sup>(1)</sup> PAYG funding consists of the County's share of pay-as-you-go monies allocated in accordance with the County Capital Funding Policy. The project ordinance was not approved by the Board until 8/17/10.

# ***Employee Pay and Benefits***

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## **Background**

Over the last 3 budget cycles the pay and benefits recommendations have been heavily influenced by the continuing downturn in the economy and focused on maintaining our permanent workforce without incurring significant tax increases. Each year this has become more difficult.

In the FY 2008-09 Budget, the Board was able to approve the last increase in salaries by accepting the Manager's recommendation of a 2.25 percent cost of living increase and maintaining the 1.0 percent or 2.0 percent in-range salary increase based on performance. The hourly living wage was maintained at \$10.12. The employer contribution to the 401(k) was also maintained at \$27.50 per pay period and funding of up to 15% for the health care increase was approved. A three-month hiring freeze was also implemented on all vacancies.

During the FY 2009-10 Budget process, Human Resources surveyed employees regarding options on reducing personnel services costs. Input was received from the surveys and several meeting with employee groups, such as the Employee Relations Consortium (ERC) and its Pay and Benefits Committee. Based on this feedback several personnel services cost reductions were provided in the FY 2009-10 Budget. These included not funding an employee cost of living increase or in-range salary increase. The employer contribution to the 401(k) for general County employees (non-law enforcement) was also suspended. To reduce personnel services costs the County also implemented two Retirement Incentive plans and implemented a twelve-month hiring freeze. A special voluntary furlough was implemented allowing employees to take time off without pay. During this period vacant positions were also reviewed for elimination. Several departments worked with Human Resources to reorganize their operations to be able to continue meeting service demands with reduced staffing levels.

While these efforts have been successful in preventing the lay off of existing permanent employees, the current financial situation requires the continuation of several personnel services cost reduction options.

The FY 2010-11 Budget will require employees to again forgo any increases in salary or benefits as we work to prevent the loss of permanent employees. The processes of freezing vacancies and eliminating non-critical positions will become increasingly difficult without reducing some service levels. While this budget impacts all employees and puts additional pressures on departments to provide services, our employees remain committed to providing excellent service to County residents.

## **Summary of FY 2009-10 Pay and Benefits Plan**

- No cost of living increase.
- No in-range salary increases.
- Funding to address an employee health insurance increase up to 4.0 percent, effective January 1, 2010.

## ***Employee Pay and Benefits - Continued***

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- Maintaining the Living Wage at \$10.12 an hour, as provided by the Board's living wage policy.
- Implementing specific components of the Classification, Pay and Benefits Study (Archer Study) recommendations.
- Implementing a twelve-month hiring freeze.
- Offering Retirement Incentives to employees eligible to retire according the criteria established by the North Carolina Local Government Employees' Retirement System (NCLGERS).
- Offering the option of voluntary furlough.
- Suspending the County contribution to non-law enforcement employees' 401(k) accounts.

### **Recommended FY 2010-11 Employee Pay and Benefits Plan (detail provided below)**

- No cost of living increase or in-range salary increase.
- Funding to address an employee health insurance increase up to 7.0 percent effective January 1, 2011.
- Maintain the Living Wage at \$10.12 an hour.
- Implement recommendations of the County's FY 2009-10 internal Classification and Pay studies.
- Implement a six-month hiring freeze and elimination of positions.
- Extend the voluntary furlough program.
- Extend the suspension of the County contribution to non-law enforcement employees' 401(k) accounts.

#### **1. Cost of Living Increase and In-range Salary Increases**

The Manager does not recommend a cost of living increase or an in-range salary increase for FY 2010-11. This recommendation is based on the County's current financial condition as well as employment market factors.

- The U.S. Bureau of Labor Statistics reports in the Consumer Price Index (CPI) that consumer prices increased 0.1 percent for 2008 and 2.7 percent for 2009.
- A current survey of the employment market indicates most local government employers are not proposing salary increases.
- Personnel services comprise the largest percentage (nearly 60 percent) of the County's operational expenditures, and the County revenues cannot support an increase in these expenditures next year.

#### **2. Employee Health Insurance**

The County has been informed by the North Carolina Association of County Commissioners of a potential 10.0 percent premium increase (trend), effective

## ***Employee Pay and Benefits - Continued***

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January 1, 2011. The Manager's Recommended Budget includes funds to address up to a 7.0 percent increase. This may require changes in the plan design (copay, deductible, or co-insurance) or increasing the premium cost for employees. The actual cost of the County's health insurance will be determined in September 2010 through the annual renewal process. (Additional information is provided on page 5.)

### **3. Orange County Living Wage**

Based on the Manager's recommendation that salaries for permanent employees remain the same in FY 2010-11, the Manager recommends the Living Wage remain at \$10.12 an hour. (Additional information is provided on page 7.)

### **4. Annual Classification and Pay Study**

The Manager recommends funding of \$60,000 for position reclassifications studied through the County's FY 2009-10 internal Classification and Pay studies. During the classification study conducted in April 2010, positions were identified as working outside their present classification and to maintain our current internal equity, it is necessary to approve the new classifications and provide a monetary adjustment to the employees affected by these changes. The recommendation includes approving the updated Orange County Classification List. An essential part of maintaining the County classification and pay system will be to provide regular annual study of a certain portion of the overall position classifications. (Additional information is provided on page 9.)

### **5. Hiring Freeze and Elimination of Vacant Positions**

As a cost savings measure, staff has examined the potential cost savings, operational process and impact of implementing a six-month hiring freeze and the elimination of vacant positions in FY 2010-11. The total savings for the elimination of vacant positions and not funding additional vacancies is projected to be \$1,425,787. (Additional information is provided on page 26.)

### **6. Voluntary Furlough**

Staff anticipates that cost savings attributed to extending the option to take a voluntary furlough by reducing their workweek throughout all or a portion of the fiscal year or taking a voluntary unpaid leave of absence will yield approximately \$50,000 in FY 2010-11. Requests for a voluntary furlough will be pre-approved by an employee's Department Director. (Additional information is provided on page 30.)

### **7. Extend Suspension of the County Contribution to Non-LEO 401(k) Accounts**

Staff anticipates that cost savings attributed to extending the suspension of County deposits into non-law enforcement employee 401(k) accounts in FY 2010-11 will yield approximately \$500,000. Non-law enforcement employees previously received a County contribution of \$27.50 per pay period (\$715 per year) to their 401(k) accounts. Sworn Law Enforcement Officers will continue to receive the State-mandated County contribution of 5.0 percent of their annual salary to their 401(k) accounts. (Additional information is provided on page 32.)

## ***Employee Pay and Benefits - Continued***

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### ***Board of County Commissioners' Action as to the Pay and Benefits Elements of the Manager's Recommended Budget***

*With Budget Adoption for FY 2010-11, the Board approved:*

- 1. No funding for cost of living increase or in-range salary increases for FY 2010-11.*
- 2. Funding for a health insurance increase up to 7.0 percent for the plan year beginning January 1, 2011.*
- 3. Maintaining the Living Wage at \$10.12 an hour.*
- 4. Funding of \$60,000 for position reclassifications studied through the County's FY 2009-10 internal Classification and Pay studies.*
- 5. Eliminating 18 vacant positions and implementing a 6-month hiring freeze for permanent positions that are vacant or become vacant as of July 1, 2010.*
- 6. Extending the Voluntary Furlough program through June 30, 2011.*
- 7. Extending suspension of the County contribution of \$27.50 per pay period (\$715 per year) to non-sworn employees. The State mandated 5% County contributions to sworn officers will not change.*

# Employee Health Care

## Background

Permanent employees are eligible for health insurance through the NC Association of County Commissioners (NCACC). The County Health Plan is administered by CIGNA. Two plans are available, a Health Maintenance Organization (HMO) and a Preferred Provider Organization (PPO) with employee coverage paid entirely by the County. The two plans are essentially the same, only differing in cost per employee, employee co-insurance and employee out-of-pocket costs. The PPO, unlike the HMO, offers out-of-network providers.

Health Plan	County Cost per Employee	Employee Co-Insurance	Employee Out-of-Pocket Costs
HMO	\$499.00/month	0%	\$250/year
PPO	\$477.96/month	10%	\$1,250/year

With only three months of claims data, the NCACC cannot realistically project an amount of increase in the County's health insurance cost, effective January 1, 2011. Based on last year's increase of 2.5 percent and the statewide trend of 10 percent, we are estimating a 7.0 percent increase. This is equivalent to approximately \$277,000 for six months of FY 2010-11. The actual amount of the County's health insurance will be determined in September 2010 through the annual renewal process. Staff has identified a number of options for reducing the projected increase in the County's health insurance cost in the 2011 calendar year.

## Health Care Recommendation

The Manager's Recommended Budget includes funds for up to a 7.0 percent increase (\$277,000) in the County's health insurance cost. Staff has identified the following options for addressing the projected increase. Additional information will be presented to the Board in the fall, at the time of the annual renewal process.

Options for achieving a 7.0 percent increase in County Costs for Employee Health Care in FY 2010-11 include:

- Creating a Basic Plan and a Buy-Up Plan – The Basic Plan would provide a lower level of benefits at no cost to employees. Employees who prefer a higher level of benefits would be required to pay a higher premium for a Buy-Up Plan. The cost to the County would remain the same because employees who choose the Buy-Up Plan will assume the additional costs for this higher level of coverage.
- Creating a Single Plan with reduced benefits compared to the County's existing health plans. The cost to the County and to the employee would remain neutral but employees would have more limited coverage compared to the current health plans and could not choose between a PPO and an HMO plan. The Single Plan could be either an HMO or PPO plan.

## ***Employee Health Care - Continued***

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- Increasing premiums for employees but keeping the high level of coverage the current plans offer. Employees would be required to assume the cost of any increase in premiums. At an 7.0 overall percent increase in premiums, this would be close to \$35 per month for employee only coverage and more for employees with dependent coverage (up to a \$66 per month increase for employees with family coverage).
- Develop a high deductible plan, utilizing a Health Savings Account to handle employee out of pocket costs, as an option. This option has shown to reduce costs in other counties, but this type of plan is different from the traditional plans and would require extensive employee education.

### **Board of Commissioners' Action as to the Employee Health Insurance**

*The Board approved the budget for employee health insurance increase by 7.0 percent (\$277,000) in FY 2010-11, effective with the January 1, 2011 renewal.*

## **Living Wage**

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### **Background**

The Board of County Commissioners has established a living wage for County employees. When the Board established the Living Wage in 1998, it set the amount of that wage at \$8.00 per hour. Since that date the Living Wage has been updated as follows:

Date	Living Wage
July 1998	\$8.00 an hour
November 1999	\$8.20 an hour
July 2000	\$8.45 an hour
July 2001	\$9.11 an hour
July 2005	\$9.34 an hour
July 2007	\$10.12 an hour

The Board considers Living Wage updates annually in the budget process.

### **Method for Establishing the Living Wage**

The Board has based its determination of the Living Wage on the Federal poverty level for a family of four as adjusted for the Raleigh-Durham Region based on the American Chamber of Commerce Research Association's (ACCRA) cost of living index.

For information, Chart 1 below shows the unadjusted Federal poverty guidelines. These establish the annual earnings needed for a family of a specific size to meet the threshold, assuming a single wage earner and 2,080 working hours (40 hour work schedule) annually.

**Chart 1 - Health and Human Services Poverty Guidelines Minimum Hourly Wage**

Number in Family	2006	2007	2008	2009	2010
1	\$4.69	\$4.91	\$5.00	\$5.21	\$5.21
2	\$6.29	\$6.58	\$6.73	\$7.00	\$7.00
3	\$7.89	\$8.25	\$8.46	\$8.80	\$8.80
4	\$9.49	\$9.93	\$10.19	\$10.60	\$10.60
5	\$11.08	\$11.60	\$11.92	\$12.40	\$12.40

Chart 2 below shows the Raleigh-Durham region cost of living. For 2010, data was obtained from the cost of living indexes for each city: Chapel Hill (109.0), Durham (96.1) and Raleigh (98.4). The indexes shown below are the average of the three cities.

## ***Living Wage - Continued***

<b>Calendar Year</b>	<b>RDU Cost of Living</b>
2006	101.9%
2007	101.9%
2008	99.1%
2009	101.2%*
2010 (Jan-Mar)	101.2%*

\*The index for Chapel Hill is based on 2009 3<sup>rd</sup> Quarter data only, which is the most recent data reported to ACCRA.

Chart 3 below shows the Federal poverty levels, adjusted for the Raleigh-Durham Region cost of living for 2006 through 2010.

### **Chart 3 - Health and Human Services Poverty Guidelines Adjusted for Raleigh-Durham Region Cost of Living (Wage per Hour)**

<b>Number in Family</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>	<b>2010</b>
1	\$4.78	\$5.00	\$4.96	\$5.27	\$5.27
2	\$6.41	\$6.70	\$6.67	\$7.08	\$7.08
3	\$8.04	\$8.41	\$8.39	\$8.91	\$8.91
4	\$9.67	\$10.12	\$10.10	\$10.73	\$10.73
5	\$11.29	\$11.92	\$11.82	\$12.55	\$12.55

### **Living Wage Update Recommendation**

As noted above, the Board has based the living wage on the Federal poverty level for a family of four as adjusted for the Raleigh-Durham Region based on the American Chamber of Commerce Research Association's cost of living index. Based on that formula, updated to 2010, the Living Wage would increase from \$10.12 an hour to \$10.73 an hour.

The increase in the Living Wage to \$10.73 an hour would affect approximately 107 temporary employees who work in nine departments. The estimated annual cost is about \$50,000 to \$55,000. The change would not impact Permanent employees since the lowest hourly rate for a permanent employee currently is \$12.51 an hour.

Based on the Manager's recommendation that salaries for permanent employees remain the same in FY 2010-11, the Manager recommends the Living Wage remain at \$10.12 an hour.

### **Board of Commissioners' Action as to the Living Wage**

*The Board approved maintaining the Living Wage at \$10.12 an hour in FY 2010-11.*

# ***Annual Classification and Pay Study***

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## **Background**

After completing a countywide study that began in December 2007 and was presented to the Board of County Commissioners in May 2009, the Human Resources Department recommended reviewing one third of the County's classifications annually. This annual review will allow the County to ensure its classifications accurately reflect the work being performed by employees. Additional benefits the County realizes from an annual classification study include: increased employee morale because employees know there is a process in place to review their job on a regular basis; decreased cost since the County will minimize the need to contract outside services to conduct countywide studies; and being presented with an extensive plan to bring classifications in line both internally and externally. A cyclical review will reduce the number of needed changes for any given year; and provide an attainable process to ensure all classifications are up to date.

The County will review one third of its classifications by using the occupational groupings shown below. All classifications are sorted into groups based on positions responsibilities and field of work. These occupational groups typically include career ladder series employees may choose to follow.

<p>Group One</p> <p>Scheduled to be studied FY 09-10</p>	<ul style="list-style-type: none"> <li>- Clerical, Administrative, and Related</li> <li>- Labor, Trades, Labor Supervision and Related</li> <li>- Parks, Recreation, Leisure Services, Library and Related</li> </ul>
<p>Group Two</p> <p>Scheduled to be studied FY 10-11</p>	<ul style="list-style-type: none"> <li>- Finance, Data Processing, Tax and Related</li> <li>- Planning, Inspections, Economic Development and Related</li> <li>- Public Safety and Related</li> </ul>
<p>Group Three</p> <p>Scheduled to be studied FY 11-12</p>	<ul style="list-style-type: none"> <li>- Social Services, Aging, Child Support and Related</li> <li>- Public Health and Related</li> </ul>

## FY 2009-10 Study

### Process for Reviewing Internal Data

In FY 2009-10 the Human Resources reviewed Group One. This grouping consists of 96 classifications: 54 classifications with one incumbent, 32 classifications with multiple incumbents, and 10 classifications with no incumbents. Two hundred and thirty-six (236) employees, 28% of the County's permanent workforce, were reviewed. Below are the number of positions by department included in this review:

## ***Annual Classification and Pay Study - continued***

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Department	Number of Positions
Department on Aging	5
Animal Services	7
Asset Management and Purchasing	41
Board of Elections	4
Child Support	2
County Attorney's Office	3
County Commissioners	4
County Manager's Office	8
Economic Development including Visitor's Bureau	3
Emergency Services	3
Department of Environment Agriculture, Parks and Recreation	18
Financial Services	1
Health	6
Housing and Community Development	2
Human Resources	8
Library Services	25
Planning and Inspections	2
Register of Deeds	13
Sheriff	9
Social Services	15
Solid Waste Management	55
Tax Administration	2

Information regarding the annual review's purpose and process was sent to all employees via email and through department directors in February 2010. Emails were also sent to the identified 236 employees and the corresponding department directors. Human Resources developed a new position description questionnaire form in response to concerns expressed by employees about the complexity of earlier questionnaires. These classification questionnaires were sent to employees and returned to Human Resources in March 2010. Seventy percent of the position description questionnaire forms were returned.

### Process for Reviewing External Salary Data

The Human Resources Department solicited information from 18 municipalities:

#### Thirteen Counties

Alamance	Catawba
Chatham	Durham
Forsyth	Guilford
Iredell	Johnston
Person	Randolph
Rowan	Union
Wake	

## **Annual Classification and Pay Study - continued**

### Five Towns and Cities

Carrboro	Cary
Chapel Hill	Hillsborough
Raleigh	

These municipalities were chosen based on location of the municipality and/or characteristics similar to Orange County such as budget size or population. Each was provided a list of the classification titles, summary of duties, and exemption status for each of the 96 classifications in this review. The municipalities were asked to provide their comparable classification title, number of positions in the classification, salary range (minimum, midpoint, maximum), average employee salary, and exemption status.

Of the 18 municipalities solicited, 15 returned the survey. City of Raleigh, Guilford County, and Person County did not respond.

### Comparison

The survey data was compiled to determine the average salary paid to employees and the average salary range (minimum, midpoint, maximum) for each classification. The averaged data was then used to compare against Orange County's average salaries paid to employees and salary ranges provided for each classification. The information was then reviewed in terms of classifications by grade, number of incumbents, and by occupational grouping.

### Average Salaries

The average salary represents what is actually being paid to employees in particular classifications. If a classification has ten incumbents, each salary is added together and then divided by ten. If a classification has one incumbent, the average salary is the salary being paid to the one incumbent.

What the average salary information does not provide is descriptive factors of the incumbents: length of service with the jurisdiction, length of time in the classification, level of education and experience, performance evaluation. The missing descriptive information of the incumbents is important because this information may explain why an incumbent's average salary is above or below the market. For example, if an incumbent has been recently hired into a position and meets only the minimum requirements for the position, the incumbent may be appropriately paid below market. On the other hand, if an incumbent has a considerable amount of education and experience the incumbent may have a salary higher than the market.

The average salary information is beneficial to Orange County in understanding how competitively Orange County employees are paid compared to what others are paying employees in the same classification.

# ***Annual Classification and Pay Study - continued***

## Average Salary Ranges

The average salary range represents the potential earning capability of employees in particular classifications. The average salary range represents the minimum amount an employee will be paid to the maximum amount an employee can earn in a particular classification. The salary range is typically used to assist recruiting new employees into the organization.

This information is beneficial to Orange County in understanding how competitive our salary ranges are compared to other jurisdictions advertising for the same classification. The salary range offered for a classification is a factor in the quality of applicants Orange County will attract during the recruitment period.

## Findings

The County's average salary paid to employees was compared to the average salary paid by the survey market to determine how competitive the County is actually paying employees, and how other incumbents are being paid for comparable work. The chart below summarizes the information for the 86 classifications with incumbents:

<b>Orange County Classification Average Salary Compared to the Survey Market</b>	
<b>Number of OC Classifications w/ Average Salary Below Survey Market</b>	<b>Number of OC Classifications w/ Average Salary at or Above Survey Market</b>
30	56

Of the 30 classifications with average salaries lower than the survey market average salaries, classifications with a single incumbent fall the most below the survey market average.

<b>Classifications</b>	<b>Orange County Classification Average Salary Compared to the Survey Market</b>	
	<b>Number of OC Classifications w. Average Salary Below Survey Market</b>	<b>Number of OC Classifications w. Average Salary at or Above Survey Market</b>
<b>Single Incumbents</b>	21	31
<b>Multiple Incumbents</b>	9	23
<b>Total</b>	<b>30</b>	<b>56</b>

## ***Annual Classification and Pay Study - continued***

Of the 96 classifications reviewed, 19 classifications (20 percent) have lower salary range minimums than the survey market average, and 19 classifications (20 percent) have lower salary range maximums than the survey market average. Note: these nineteen classifications are not the same for minimum and maximum classification salary ranges.

Of the 19 classifications with salary range minimums or salary range maximums below the average survey market, the majority are classifications with a single incumbent.

Classifications	Orange County Classification Salary Range Compared to the Average Survey Market Salary Range	
	Number of OC Classifications w. Minimum Starting Salaries Below Avg. Survey Market	Number of OC Classifications w. Maximum Salaries Below Avg. Survey Market
Single Incumbents	14	12
Multiple Incumbents	3	4
No Incumbents	2	3
<b>Total</b>	<b>19</b>	<b>19</b>

### Differences from previous studies

There are some noteworthy differences between this study and previous studies.

First, the survey pool is slightly different. Jurisdictions included in the last study but not in the current study include: Cabarrus, Gaston, and Mecklenburg, as well as private employers and national survey data. Jurisdictions included in the current study but not in the previous study include: Catawba, Iredell, Johnston, and Randolph.

Second, the previous study selected different benchmark classifications, from each of the occupational groupings. The current study benchmarked all classifications in the three occupational groups studied this year.

Third, the economy has experienced a number of changes. While these changes cannot provide a direct cause and effect relationship, the effect is noted as being present.

### Internal Review

Many positions reviewed were determined to be appropriately classified. There are a total of twenty-two classifications recommended for reclassification (Attachment A). The total cost for making adjustments to these reclassifications is \$29,895, which is included in the Manager's Recommended FY 2010-11 Budget. One classification that

## **Annual Classification and Pay Study - continued**

has reflected a large amount of change over time is the Office Assistant I classification. Much of the evolution of duties are reflected by departments adding more responsibility to the front desk positions in order to provide more complete and quicker customer service to the public, which in turn creates more efficiencies within the department. Additional proposed reclassifications are a result of the recent reorganizations departments have been conducting during FY 2009-10.

A second result of the classification study is the need to changes some classification titles (Attachment B). In some cases the title changes reflect the connection of career series, such as the Facilities Maintenance Technician. Other title changes reflect the position responsibilities more accurately, such as the Senior Center Coordinator, while other title changes are to more accurately reflect how the County is utilizing a classification series, which is the case for the Library Assistant series. There is no cost associated with changing a classification title.

During the classification study, time is taken to review classifications used and value to the County. In some cases the need to add classifications is required and in other cases the removal of classifications is appropriate. Attachment C provides a list of classifications proposed to be added to the County. This classification reflects organizational changes made during FY 2009-10. Attachment D reflects the proposed deletion of classifications from the County. These deletions are deemed appropriate based on either organizational changes during FY 2009-10 or because the County has not utilized the classification in a number of years.

Attachment E provides a list of all County classifications with the proposed changes.

### **Going Forward**

To address the thirty percent of classification questionnaires that were not received during this study, the Human Resources department will request this group submit a position description questionnaire as part of the FY 2010-11 annual review. Funds have been allocated in the Manager's Recommended FY 2010-11 Budget for any recommended adjustments.

To alleviate time pressures departments feel during the second half of the fiscal year, the Human Resources Department will request employees complete the position description forms in the first half of the fiscal year (July – December).

### **Board of Commissioners' Action as to the Annual Classification and Pay Study**

*The Board approved funding of \$60,000 for position reclassifications studied through the County's FY 2009-10 internal Classification and Pay studies.*

## FY2010-11 Proposed Reclassifications

Department	Position Number	Current Classification	Proposed Classification	Current Pay Grade	Proposed Pay Grade	FTE %
Animal Services	377	Office Assistant I	Office Assistant II	9	10	1.00
Animal Services	948	Office Assistant I	Office Assistant II	9	10	1.00
Animal Services	954	Office Assistant I	Office Assistant II	9	10	1.00
Animal Services	1008	Office Assistant I	Office Assistant II	9	10	1.00
Animal Services	1009	Office Assistant I	Office Assistant II	9	10	1.00
Asset Management and Purchasing Services	531	Custodial Supervisor	Custodial Supervisor	14	16	1.00
Asset Management and Purchasing Services	535	HVAC Technician	Facilities Maintenance Technician III	14	14	1.00
County Attorney's Office	718	Civil Rights Specialist	Legal Specialist	19	19	1.00
APR	890	Parks and Recreation Director	Parks and Recreation Director	29	27	1.00
Emergency Services	166	Office Assistant I	Office Assistant II	9	10	1.00
Emergency Services	913	Office Assistant I	Office Assistant II	9	10	1.00
Library Services	670	Librarian	Librarian II	16	19	1.00
Library Services	993	Circulation Supervisor	Library Assistant I	12	9	0.50
Library Services	744	Library Assistant II	Library Assistant II	9	10	0.625
Library Services	992	Circulation Supervisor	Library Assistant II	12	10	0.50
Register of Deeds	158	Imaging Coordinator	Imaging Coordinator	16	14	1.00
Social Services	223	Office Assistant I	Office Assistant II	9	10	1.00
Social Services	225	Office Assistant I	Office Assistant II	9	10	1.00
Social Services	226	Office Assistant I	Office Assistant II	9	10	1.00
Social Services	227	Office Assistant I	Office Assistant II	9	10	1.00
Social Services	573	Office Assistant I	Office Assistant II	9	10	1.00
Tax Administration	170	Revaluation Manager	Revaluation Manager	19	21	1.00

### FY 2010-11 Classification Title Changes

Department	Current Title	Proposed Title	Grade	Class Code
Animal Services	Shelter Director	Animal Shelter Manager	22	2221
Animal Services	Animal Control Director	Animal Control Manager	22	2201
Asset Management and Purchasing Services	Purchasing and Central Services Director	Asset Management and Purchasing Director	31	3108
Asset Management and Purchasing Services	Assistant Public Works Director	Sustainability Manager	24	2401
Asset Management and Purchasing Services	Building and Grounds Supervisor	Facilities Maintenance Supervisor	19	1907
Asset Management and Purchasing Services	Electrician	Facilities Maintenance Technician III	14	1410
Asset Management and Purchasing Services	Senior Building Maintenance Technician	Facilities Maintenance Technician II	12	1217
Asset Management and Purchasing Services	Building Maintenance Technician	Facilities Maintenance Technician I	10	1001
Dept. on Aging	Senior Citizens Program Coordinator	Senior Center Coordinator	14	1425
Library Services	Children's Librarian	Librarian II	19	1911
Library Services	Librarian	Librarian I	16	1623
Library Services	Librarian Assistant II	Librarian Assistant I	9	0904
Library Services	Librarian Assistant III	Librarian Assistant II	10	1006

## Removal of Classifications

Department	Title	Grade	Class Code
Asset Management and Purchasing Services	HVAC Technician	14	1413
Asset Management and Purchasing Services	Public Works Director	29	2909
Library Services	Library Assistant I	8	0803
Register of Deeds	Vitals Supervisor	13	1305
Tax Administration	Deputy Revenue Director	22	2222
	Human Rights and Relations Director	27	2704
	Land Records Director	29	2907
	Revenue Director	29	2912
	Tax Assessor	29	2913
	County Engineer	30	3001
	Budget Director	31	3101

**Proposed FY 2010-11 Classification and Pay Plan  
Classes by Salary Grades**

<b>Class Code</b>	<b>Class Title</b>	<b>Salary Grade</b>	<b>Exempt or Non-Exempt</b>
0801	Central Services Clerk I	8	Non-Exempt
0802	Convenience Center Operator	8	Non-Exempt
0804	Automotive Mechanic Helper	8	Non-Exempt
0805	Custodian	8	Non-Exempt
0806	Jail Cook	8	Non-Exempt
0807	Animal Care Technician	8	Non-Exempt
0901	Community Health Aide	9	Non-Exempt
0902	Community Social Service Assistant	9	Non-Exempt
0903	Dental Office Assistant	9	Non-Exempt
0904	Library Assistant I*	9	Non-Exempt
0905	Medical Office Assistant	9	Non-Exempt
0906	Nursing Assistant	9	Non-Exempt
0907	Office Assistant I	9	Non-Exempt
0908	Health Care Technician	9	Non-Exempt
1001	Facilities Maintenance Technician I*	10	Non-Exempt
1002	Central Services Clerk II	10	Non-Exempt
1003	Community Social Service Technician	10	Non-Exempt
1004	Deputy Register of Deeds I	10	Non-Exempt
1005	Jail Cook Supervisor	10	Non-Exempt
1006	Library Assistant II*	10	Non-Exempt
1007	Office Assistant II	10	Non-Exempt
1008	Permit Technician	10	Non-Exempt
1009	Public Transportation Driver	10	Non-Exempt
1010	Recreation Program Assistant	10	Non-Exempt
1011	Recycling Materials Handler	10	Non-Exempt
1012	Weighmaster	10	Non-Exempt
1013*	Landscape Technician I*	10	Non-Exempt
1101	Administrative Assistant I	11	Non-Exempt
1102	Administrative Assistant to the Manager I	11	Non-Exempt
1103	Dental Assistant	11	Non-Exempt
1104	Deputy Register of Deeds II	11	Non-Exempt
1105	Emergency Medical Technician - Basic	11	Non-Exempt
1106	Facilities Supervisor	11	Non-Exempt
1107	Facility Operator	11	Non-Exempt
1108	Revenue Technician I	11	Non-Exempt
1109	Solid Waste Collector Driver	11	Non-Exempt
1110	Tax Clerk I	11	Non-Exempt
1201	Accounting Technician I	12	Non-Exempt

\*change from current classification

<b>Class Code</b>	<b>Class Title</b>	<b>Salary Grade</b>	<b>Exempt or Non-Exempt</b>
1202	Administrative Assistant II	12	Non-Exempt
1203	Animal Control Officer	12	Non-Exempt
1204	Appraisal Technician	12	Non-Exempt
1205	Assistant to the Clerk	12	Non-Exempt
1206	Circulation Supervisor	12	Non-Exempt
1207	Criminal Data Specialist	12	Non-Exempt
1208	Deputy Elections Director	12	Non-Exempt
1209	Detention Officer	12	Non-Exempt
1210	GIS Mapper I	12	Non-Exempt
1211	Housing Technician	12	Non-Exempt
1212	Income Maintenance Caseworker I	12	Non-Exempt
1213	Landfill Equipment Operator	12	Non-Exempt
1214	Medical Laboratory Technician I	12	Non-Exempt
1215	Revenue Technician II	12	Non-Exempt
1216	RSVP Project Assistant Administrator	12	Non-Exempt
1217	Facilities Maintenance Technician II*	12	Non-Exempt
1218	Solid Waste Materials Transfer Operator	12	Non-Exempt
1219	Tax Clerk II	12	Non-Exempt
1220	Transportation Assistant Administrator	12	Non-Exempt
1221	Parks Conservation Technician I	12	Non-Exempt
1222	Licensed Practical Nurse (LPN)	12	Non-Exempt
1223	Deputy Register of Deeds Leadworker	12	Non-Exempt
1224	Shelter Program Coordinator	12	Non-Exempt
1301	Accounting Technician II	13	Non-Exempt
1302	Landfill Inspector	13	Non-Exempt
1303	Medical Laboratory Technician II	13	Non-Exempt
1304	Telecommunicator	13	Non-Exempt
1306	Revenue Technician III	13	Non-Exempt
1307	Food Services Coordinator	13	Non-Exempt
1401	Administrative Assistant III	14	Non-Exempt
1402	Administrative Assistant to the Manager II	14	Non-Exempt
1403	Athletic Coordinator	14	Non-Exempt
1404	Automotive Mechanic	14	Non-Exempt
1405	Buyer	14	Non-Exempt
1406	Cooperative Extension Program Assistant	14	Non-Exempt
1408	Deputy Sheriff I	14	Non-Exempt
1409	Deputy Tax Collector	14	Non-Exempt
1410	Facilities Maintenance Technician III*	14	Non-Exempt
1411	Foreign Language Coordinator	14	Non-Exempt
1412	GIS Mapper II	14	Non-Exempt
1413	Heavy Equipment Mechanic I	14	Non-Exempt
1414	Housing Specialist	14	Non-Exempt
1415	Human Resources Technician	14	Non-Exempt
1417	Income Maintenance Caseworker II	14	Non-Exempt

\*change from current classification

Class Code	Class Title	Salary Grade	Exempt or Non-Exempt
1418	Indexing Supervisor	14	Non-Exempt
1419	Information Technology Support Specialist	14	Non-Exempt
1420	Intake Specialist	14	Non-Exempt
1421	Office Supervisor I	14	Exempt
1422	Paramedic	14	Non-Exempt
1423	Sales Coordinator	14	Non-Exempt
1424	Solid Waste Field Services Supervisor	14	Non-Exempt
1425	Senior Center Coordinator*	14	Non-Exempt
1426	Social Worker I	14	Non-Exempt
1427	Telecommunications Assistant Supervisor	14	Non-Exempt
1428	Veterans Service Officer	14	Non-Exempt
1430	Parks Conservation Technician II	14	Non-Exempt
1431	Wireless Communications Coordinator	14	Non-Exempt
1432	Environmental Health Technician	14	Non-Exempt
1433	Permits Coordinator	14	Non-Exempt
1434	Paralegal	14	Non-Exempt
1435	Planning Technician	14	Non-Exempt
1436	Imaging Coordinator*	14	Non-Exempt
1501	Accounting Technician Supervisor	15	Exempt
1502	Deputy Sheriff II	15	Non-Exempt
1503	Heavy Equipment Mechanic II	15	Non-Exempt
1504	Income Maintenance Caseworker III	15	Non-Exempt
1505	Office Supervisor II	15	Exempt
1506	Executive Assistant	15	Non-Exempt
1507	Transportation Assistant Administrator	15	Non-Exempt
1601	Accountant I	16	Exempt
1602	Appraiser I	16	Non-Exempt
1603	Arts Commission Coordinator	16	Exempt
1604	Assistant Fire Marshal	16	Non-Exempt
1605	Assistant Register of Deeds	16	Non-Exempt
1606	Child Support Officer	16	Non-Exempt
1608	Community Disease Control Specialist	16	Non-Exempt
1609	Criminal Justice Program Coordinator	16	Non-Exempt
1610	Deputy Sheriff/Investigator	16	Non-Exempt
1611	Eldercare Manager	16	Non-Exempt
1612	Staff Officer	16	Non-Exempt
1613	Engineering Specialist I	16	Non-Exempt
1614	Erosion Control Officer I	16	Non-Exempt
1616	GIS Technician	16	Non-Exempt
1617	Human Services Coordinator	16	Exempt
1619	Income Maintenance Investigator	16	Exempt
1620	Income Maintenance Leadworker	16	Non-Exempt
1621	Resources and Benefits Specialist	16	Non-Exempt
1622	Information Technology Support Analyst	16	Non-Exempt

\*change from current classification

<b>Class Code</b>	<b>Class Title</b>	<b>Salary Grade</b>	<b>Exempt or Non-Exempt</b>
1623	Librarian I*	16	Exempt
1624	Public Health Educator	16	Non-Exempt
1625	Recycling Specialist	16	Exempt
1626	Housing Rehabilitation Specialist	16	Non-Exempt
1627	Social Worker II	16	Non-Exempt
1628	Special Events and Public Relations Supervisor	16	Exempt
1629	Telecommunications Supervisor	16	Non-Exempt
1632	Transportation Specialist	16	Exempt
1633	Athletic Programs Supervisor	16	Exempt
1634	Shelter Operations Manager	16	Non-Exempt
1636	Park Operations Supervisor	16	Non-Exempt
1637	Solid Waste Enforcement Officer	16	Exempt
1638	Custodial Supervisor	16	Exempt
1700	Administrative Officer I	17	Exempt
1701	Budget and Management Analyst I	17	Exempt
1702	Code Compliance Officer (Level III)	17	Non-Exempt
1703	Communications Specialist	17	Exempt
1704	Economic Development Specialist	17	Exempt
1705	Environmental Health Specialist	17	Non-Exempt
1706	GIS Project Coordinator I	17	Exempt
1707	Human Resources Analyst	17	Exempt
1708	Deputy Clerk/Information Specialist	17	Exempt
1709	Management Analyst	17	Exempt
1710	Nutritionist	17	Exempt
1711	Planner I	17	Non-Exempt
1712	Recreation Facilities Supervisor	17	Exempt
1713	RSVP Project Administrator	17	Exempt
1714	Senior Public Health Educator	17	Exempt
1715	Limited English Proficiency (LEP) Specialist	17	Non-Exempt
1716	Communications Data Manager	17	Exempt
1717	Heavy Equipment Mechanic Supervisor	17	Exempt
1718	Housing Program Coordinator	17	Exempt
1719	Financial Services Coordinator	17	Exempt
1720	Fire/Rescue Operations Coordinator	17	Non-Exempt
1801	Deputy Sheriff/Sergeant	18	Non-Exempt
1802	Economic Development Coordinator - Agricultural	18	Exempt
1803	EMS Supervisor	18	Non-Exempt
1804	Engineering Specialist II	18	Non-Exempt
1805	Erosion Control Officer II	18	Exempt
1806	Plans Examiner	18	Non-Exempt
1807	Recycling Programs Supervisor	18	Exempt
1808	Senior Child Support Officer	18	Non-Exempt
1809	Social Worker III	18	Exempt
1810	Solid Waste Enforcement Supervisor	18	Exempt

\*change from current classification

<b>Class Code</b>	<b>Class Title</b>	<b>Salary Grade</b>	<b>Exempt or Non-Exempt</b>
1811	Recreation Program Supervisor	18	Exempt
1812	Parks Conservation Specialist	18	Exempt
1901	Accountant II	19	Exempt
1902	Administrative Officer II	19	Exempt
1903	Appraiser II	19	Non-Exempt
1905	Athletic Programs and Facilities Manager	19	Exempt
1906	Budget and Management Analyst II	19	Exempt
1907	Facilities Maintenance Supervisor*	19	Exempt
1908	Business Personal Property Appraiser	19	Non-Exempt
1909	Child Protective Services Social Worker	19	Non-Exempt
1910	Child Welfare Program Specialist	19	Exempt
1911	Librarian II*	19	Exempt
1912	Civil Rights Specialist	19	Exempt
1913	Classification and Pay Manager	19	Exempt
1914	Community Services Manager	19	Exempt
1915	Emergency Management Specialist	19	Exempt
1916	Employment Manager	19	Exempt
1917	Environmental Health Program Specialist	19	Non-Exempt
1918	Fleet Maintenance Supervisor	19	Exempt
1919	GIS Project Coordinator II	19	Exempt
1920	Income Maintenance Supervisor	19	Exempt
1921	Legal Specialist	19	Exempt
1922	Library Systems Administrator	19	Exempt
1923	Planner II	19	Exempt
1924	Public Health Nurse I	19	Exempt
1925	Purchasing Agent	19	Exempt
1926	Sales Director	19	Exempt
1927	Senior Citizens Program Administrator	19	Exempt
1928	Social Work Clinical Specialist	19	Exempt
1929	Social Work Supervisor I	19	Exempt
1930	Soil Conservationist	19	Exempt
1931	Solid Waste Manager	19	Exempt
1932	Solid Waste Planner	19	Exempt
1933	Transportation Administrator	19	Exempt
1934	Landfill Transfer Supervisor	19	Non-Exempt
1935	Communications Manager	19	Exempt
1936	Communications Operations Manager	19	Exempt
1937	Public Health Education Program Manager	19	Exempt
1938	Child Support Enforcement Supervisor	19	Exempt
1939	Public Information Officer	19	Exempt
1940	Risk Manager	19	Exempt
1941	Cultural Resources Specialist	19	Exempt
1942	Land Records Manager*	19	Non-Exempt
1943	Heavy Equipment Mechanic Supervisor	19	Exempt
1944	Revaluation Manager	19	Exempt

\*change from current classification

<b>Class Code</b>	<b>Class Title</b>	<b>Salary Grade</b>	<b>Exempt or Non-Exempt</b>
1945	Grants Compliance Specialist	19	Exempt
2001	Dental Hygienist	20	Non-Exempt
2002	Deputy Sheriff/Lieutenant	20	Non-Exempt
2003	Eldercare Services Administrator	20	Exempt
2004	Open Space Design Specialist	20	Exempt
2005	Permit System Developer	20	Exempt
2006	Public Health Nurse II	20	Exempt
2007	Senior Centers Administrator	20	Exempt
2008	Senior Income Maintenance Supervisor	20	Exempt
2009	Social Work Supervisor II	20	Exempt
2010	Emergency Medical Services Operations Manager	20	Exempt
2011	Homeless Programs Coordinator	20	Exempt
2012	Solid Waste Collection Service Manager	20	Exempt
2101	Chief Inspector & Plans Examiner	21	Exempt
2201	Animal Control Manager*	22	Exempt
2202	Benefits Manager	22	Exempt
2203	Business Officer I	22	Exempt
2204	Child Protective Services Supervisor	22	Exempt
2205	Dental Health Program Director	22	Exempt
2206	Deputy Sheriff/Captain	22	Exempt
2207	Erosion Control Supervisor	22	Exempt
2208	Family Nurse Practitioner I	22	Exempt
2209	GIS Applications Developer	22	Exempt
2210	Information Technology Analyst	22	Exempt
2211	Land Resources Conservation Manager	22	Exempt
2212	Landfill Operations Manager	22	Exempt
2213	Network Analyst	22	Exempt
2214	Superintendent of Parks	22	Exempt
2215	Public Health Nurse III	22	Exempt
2216	Superintendent of Recreation	22	Exempt
2217	Recycling Programs Manager	22	Exempt
2218	Senior Civil Rights Specialist	22	Exempt
2219	Soil Scientist	22	Exempt
2220	Systems Analyst	22	Exempt
2221	Animal Shelter Manager*	22	Exempt
2223	Permit Systems Analyst	22	Exempt
2224	Water Resources Coordinator	22	Exempt
2225	Superintendent of Athletics	22	Exempt
2226	Assistant Library Director	22	Exempt
2301	Human Services Planner	23	Exempt
2401	Sustainability Manager	24	Exempt

\*change from current classification

<b>Class Code</b>	<b>Class Title</b>	<b>Salary Grade</b>	<b>Exempt or Non-Exempt</b>
2402	Business Officer II	24	Exempt
2403	Chief Appraiser/Deputy Tax Assessor	24	Exempt
2404	Code Enforcement Supervisor	24	Exempt
2405	Deputy Emergency Services Director	24	Exempt
2409	Environmental Health Supervisor	24	Exempt
2410	Family Nurse Practitioner II	24	Exempt
2411	Landfill Engineer	24	Exempt
2412	Organizational Development Manager	24	Exempt
2413	Planner III	24	Exempt
2414	Information Technology Operations Manager	24	Exempt
2415	Staff Engineer	24	Exempt
2416	GIS Manager	24	Exempt
2417	Revenue Collections Manager	24	Exempt
2601	Deputy Sheriff/Major	26	Exempt
2602	Home Visiting Services Supervisor	26	Exempt
2603	Public Health Education Director	26	Exempt
2604	Public Health Nurse Supervisor	26	Exempt
2605	Social Work Program Manager	26	Exempt
2606	Solid Waste Operations Manager	26	Exempt
2607	Building Inspector Administrator	26	Exempt
2608	Value Engineer	26	Exempt
2701	Clerk to the Board	27	Exempt
2702	Elections Director	27	Exempt
2703	Environmental Health Director	27	Exempt
2705	Social Work Assistant Director	27	Exempt
2706	Public Health Nursing Director	27	Exempt
2708	Visitor Bureau Director	27	Exempt
2709	Policy and Compliance Officer	27	Exempt
2710	Staff Attorney	27	Exempt
2711	Director of Management Support	27	Exempt
2712	Deputy Financial Services Director	27	Exempt
2901	Aging Director	29	Exempt
2902	Child Support Director	29	Exempt
2903	Economic Development Director	29	Exempt
2904	Environment, Agriculture, Parks and Recreation Director	29	Exempt
2905	Housing & Community Development Director	29	Exempt
2908	Library Director	29	Exempt
2910	Parks & Recreation Director	29	Exempt
2911	Register of Deeds	29	Exempt
2914	Animal Services Director	29	Exempt
3102	Chief Information Officer	31	Exempt
3103	Emergency Services Director	31	Exempt

\*change from current classification

<b>Class Code</b>	<b>Class Title</b>	<b>Salary Grade</b>	<b>Exempt or Non-Exempt</b>
3104	Financial Services Director	31	Exempt
3105	Health Director	31	Exempt
3106	Human Resources Director	31	Exempt
3107	Planning Director	31	Exempt
3108	Asset Management and Purchasing Director*	31	Exempt
3109	Sheriff	31	Exempt
3110	Social Services Director	31	Exempt
3111	Solid Waste Director	31	Exempt
3112	Tax Administrator	31	Exempt
3301	Assistant County Manager	33	Exempt
3401	Dentist	34	Exempt
3701	County Manager	37	Exempt

**Unclassified**

9000	Non Permanent		
9010	Extension Director		Exempt
9020	Agriculture Extension Agent		Exempt
9025	Assistant Home Economics Agent		Exempt
9030	Home Economist		Exempt
9050	Associate Extension Agent 4-H		Exempt
9060	Assistant Extension Agent 4-H		Exempt
0001	County Commissioner		Exempt

\*These positions are subject to the authority of the Board of County Commissioners to establish and change the salaries as limited by N. C. General Statutes 153A-92 (as cited in Article II, Section 3.13 of the Orange County

# ***Hiring Freeze and Position Eliminations***

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## **Background**

For FY 2009-10, the County implemented a twelve-month hiring freeze for all non-critical vacancies as one of several options to prevent a reduction in workforce. For FY 2008-09, a three-month hiring delay was in effect as a means to achieve cost savings.

On April 6, 2010, the Board of County Commissioners approved the elimination of 21 vacancies to assist with the County's financial crisis. This was the initial step for eliminating positions and continuing to decrease personnel services costs in FY 2009-10. The Board also approved a process by which critical positions necessary to fulfill core functions and services could be reviewed by Human Resources and Financial Services and filled with the approval of the County Manager.

As a cost savings measure, staff has examined the potential cost savings, operational process and impact of implementing a six-month hiring freeze and the elimination of positions in FY 2010-11.

## **Hiring Freeze Elements**

Listed below are elements that would be included in extending the hiring freeze.

- A six-month hiring freeze would be in effect from July 1, 2010 through June 30, 2011. It would apply to positions already vacant as of July 1, 2010 and positions that become vacant at any time during FY 2010-11.
- The hiring freeze would apply to all vacant positions, whether they are funded from the County general fund (Fund "10") or funded from non-County sources.
- When a vacancy occurs, each position will be thoroughly evaluated to determine the appropriate action. Positions not approved to be filled will be frozen and potentially eliminated or used to partially fund reassignments
- With County Manager approval, vacancies may be filled through the internal recruitment process only. Essential services such as public safety, health and protective services will be given priority consideration. This would include positions in classifications designated as critical and other specific openings as designated by the Manager.
- The cost savings (lapsed salaries and benefits) generated by the vacant position may not be used for temporary employment, overtime pay or other purpose.

## **Position Elimination**

As part of this fiscal year, the County will also achieve savings through the continued elimination of vacant positions. Departments experiencing losses in positions will continue to restructure and reorganize to ensure efficiency and eliminate redundancy.

## ***Hiring Freeze and Position Eliminations – continued***

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With the approval of the Board, 18 positions will be eliminated and generate a cost savings of \$768,986. The cost savings projected based on a six-month hiring freeze for 10 additional currently vacant positions will yield a savings of \$656,801. The total savings for the elimination of positions and not funding additional vacancies is projected to be \$1,425,787. (See Attachment)

The above mentioned vacancies represent 28 of approximately 50 current vacancies. The remaining vacancies (22 positions) are being evaluated to potentially assist with the County's reorganization efforts and critical operating needs.

### **Board of Commissioners' Action as to the Hiring Freeze and Proposed Position Eliminations**

*The Board approved the implementation of a six-month hiring freeze and the elimination of the proposed 18 positions.*

## Proposed Vacancy Eliminations

Department	Position	Pos #	Last Date Employed	10-11 Budgeted Salary	Total Estimated Benefits (Actual)	Total Estimated Reductions	Comments/Status
Aging & Opt	OPT Driver*	655	9/30/09	\$28,712	\$10,401	\$39,113	Vacant
AMPS	Office Assistant I	1050	4/30/10	\$33,893	\$14,956	\$48,849	Retirement
Animal Services	Administrative Asst. I	378	10/30/09	\$0	\$0	\$0	Vacant
County Attorney	Paralegal	1066	2/24/10	\$41,600	\$12,253	\$53,853	Vacant
County Manager	Administrative Asst. to the County Manager	119	6/30/10	\$56,484	\$16,465	\$72,949	Reassignment
County Manager	Administrative Asst. to the County Manager	122	6/30/10	\$45,961	\$16,722	\$62,683	Reassignment
Health	Community Social Services Technician	644	5/3/10	\$35,681	\$13,235	\$48,916	Vacant
Library	Librarian	957	4/30/10	\$32,741	\$10,980	\$43,721	Vacant (.75 FTE)
Planning & Inspections	Code Compliance Officer III	937	4/8/2010	\$54,460	\$17,144	\$71,604	Vacant
Planning & Inspections	Permits Technician	209	6/30/10	\$43,247	\$17,768	\$61,015	Retirement
Social Services	8 Positions			\$192,789	\$73,494	\$266,283	Department reorganization still in process; will delete exact positions at a later BOCC meeting. Savings are estimates.
<b>Savings from Deleted Vacancies:</b>				<b>\$565,568</b>	<b>\$203,419</b>	<b>\$768,986</b>	

### Proposed Six-Month Hiring Freeze

Department	Position	Pos #	Last Date Employed	10-11 Budgeted Salary	Total Estimated Benefits (Actual)	Total Estimated Reductions	Comments/Status
Aging & Opt	Aging Director	848	6/30/10	\$102,587	\$26,778	\$129,365	Retirement
AMPS	Custodian	527	6/30/10	\$32,276	\$15,170	\$47,446	Retirement
Financial Services	Budget and Management Analyst I	127	6/18/10	44,924	\$12,729	\$57,653	Pending Vacancy
Financial Services	Financial Services Coordinator	135	6/30/10	\$61,694	\$23,984	\$85,678	Retirement
Health	Environmental Health Program Specialist	369	6/30/10	\$62,058	\$20,514	\$82,572	Retirement
Health	Administrative Asst. II	311	6/30/10	\$34,466	\$11,819	\$46,285	Retirement
Information Technology	System Analyst	921	5/16/10	\$35,939	\$11,439	\$47,378	Vacant (.60 FTE)
Solid Waste Management	Solid Waste Collector Driver	546	12/31/09	\$30,165	\$10,610	\$40,775	Vacant
Tax Administration	Appraiser II	174	12/3/09	\$44,781	\$9,714	\$54,495	Vacant
Tax Administration	Revaluation Manager	170	12/31/09	\$51,484	\$13,670	\$65,154	Vacant
<b>Savings from Six Month Delay:</b>				<b>\$500,374</b>	<b>\$156,427</b>	<b>\$656,801</b>	
<b>Grand Total:</b>				<b>\$1,065,942</b>	<b>\$359,946</b>	<b>\$1,425,787</b>	

# ***Voluntary Furlough Program***

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## **Background**

On June 16, 2009, the Board adopted a resolution approving temporary cost saving measures needed to balance the FY 2009-10 budget. Effective July 1, 2009, the County implemented a Voluntary Furlough policy for granting employees time off without pay, which will end on June 30, 2010, unless the Board by resolution determines that continued cost savings measures are necessary to balance the budget.

The Voluntary Furlough policy offers employees the opportunity to work a reduced schedule or take unpaid time off without losing any benefits or full-time status. Voluntary Furlough requires approval by the department director, who works to balance the employee's request with the needs of the department. The County Manager reserves the right to extend or cancel this program should conditions warrant.

On October 20, 2009, the BOCC approved a resolution to enable a furloughed County employee, who is a member of the Local Governmental Employees' Retirement System, to be considered in active service during the furlough period. Under the provision, the employee's retirement compensation will not be diminished based on being on furlough. During a furlough period, the County pays both employee and employer contributions to the Retirement System on behalf of the furloughed employee as though the employee were in active service.

Voluntary Furlough requests approved through April 2010 have achieved savings of \$53,000. 27 employees have benefited from taking a total of 2,700 hours of unpaid leave through this program.

## **Voluntary Furlough Program Elements**

- No form of salary compensation may be taken (i.e. vacation, sick, compensatory time). Holidays will be paid as usual.
- The County continues all existing employer paid benefits (i.e. health, life, dental and both employer and employee mandated retirement benefits). All deductions previously paid by the employee continue to be taken out of the employee's check provided there are sufficient funds. In other cases it is the employee's responsibility to make arrangements to pay their portion of benefits or other payroll deductions. This includes but is not limited to health, dental, credit union and court ordered payments.
- There is no loss of seniority with the County department or position with the Voluntary Furlough and it is not considered a break in service. Employees shall retain their anniversary date for in-range increases and shall be eligible to seek promotions while on unpaid leave.
- All benefits accrue as if the employee were working or on approved leave status.

## ***Voluntary Furlough Program - Continued***

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- The requested unpaid leave days must be approved by the department director. The department director may approve or deny a request for unpaid leave after considering the needs of the department.
- Departments must manage unpaid leave days so they do not incur overtime pay or contract for services to cover for employee who are taking unpaid leave days.

### **Projected Cost Savings of Extending Voluntary Furlough through FY 2010-11**

Staff anticipates that cost savings attributed to offering permanent employees the option to take unpaid leave by reducing their workweek throughout all or a portion of the fiscal year or taking a voluntary unpaid leave of absence will yield approximately \$50,000 in FY 2010-11.

Examples of possible cost savings are as follows:

- A Code Compliance Officer reduces his regular schedule to 4 days per week (8 hours per day) for 6 months. Savings achieved: \$5,800
- An Office Assistant II reduces her regular work schedule to 7 hours per day for FY 2009-10. Savings achieved: \$3,800
- An Environmental Health Specialist takes 2.5 months off in the summer to spend time with his children during their summer break. Savings achieved: \$8,300

### **Board of Commissioners' Action as to Voluntary Furlough**

*The Board approved a resolution determining a significant financial crisis exists and extended the Voluntary Furlough program in FY 2010-11.*

# ***Suspension of County 401(k) Contributions***

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## **Background**

The County 401(k) plan is a deferred compensation plan administrated by the North Carolina Retirement System through Prudential, which allows the County and employees to make pretax payroll contributions to employees' 401(k) plans. While the County may determine the amount of employer contributions for general County (non-law enforcement) employees, for each sworn law enforcement officer the County makes the five percent of salary 401(k) plan contribution required by State law.

In FY 1998-99, the Board of Commissioners' initiated a \$15.00 per pay period (\$390 annually) supplemental retirement 401(k) plan contribution for each permanent employee who is not a sworn law enforcement officer. In FY 2009-10, the Board suspended the County contribution of \$27.50 per pay period (\$715 annually) for one year.

Year	History of County 401(k) Contribution	
	Per Pay Period	Annually
1998-99	\$15.00	\$390
2001-02	\$20.00	\$520
2005-06	\$25.00	\$650
2007-08	\$27.50	\$715
2009-10	None	None

## **Employee Participation**

One of the Board's objectives in initiating an employer 401(k) plan contribution was to encourage each employee to make a voluntary contribution to build his or her retirement security. The Board's action was successful in encouraging employees' voluntary contributions.

In May 2009, about 507 or 65 percent of general County (non-law enforcement) employees made a voluntary 401(k) plan contribution. This compares to about 30 percent of general County employees who made such a contribution prior to the Board initiating the County 401(k) plan contribution in July 1999.

Currently, about 433 or 57 percent of general County employees make a voluntary 401(k) plan contribution. The number of voluntary contributions has decreased by 8 percent following the Board's decision to suspend the County contribution to the 401(k) for non-law enforcement employees.

## **Suspension of County 401(k) Contributions – Continued**

### **401(k) Recommendation**

The recommendation to suspend the County 401(k) contribution for one fiscal year was made with the expectation that the Board would consider reinstating this benefit in FY 2010-11. Based on the County's current financial constraints, the Manager recommends the County extend the suspension of its contribution to the 401(k) for non-law enforcement employees.

Staff anticipates that cost savings created by suspending County contributions into non-law enforcement employee 401(k) accounts in FY 2010-11 will be approximately \$500,000. Each law enforcement officer will continue to receive the five percent of salary 401(k) plan contribution required by State law. Each County employee will continue to have the option of making a voluntary contribution to his or her 401(k) account.

### **Board of Commissioners' Action as to County 401(k) Contributions**

*The Board approved extending the suspension of County contributions to the 401(k) for non-law enforcement employees in FY 2010-11.*

## ORANGE COUNTY BOARD OF COMMISSIONERS DEBT MANAGEMENT POLICY

The County has long recognized the importance of proper long-range planning in order to meet capital improvement needs as they arise without experiencing dramatic impacts on operational cost and debt service. The following policy statements will provide guidance on the issuance of debt to help ensure that the County maintains a sound debt position and that its credit quality is protected. In conjunction with the County's Capital Policies, these policy statements rationalize the decision making process, identify objectives for staff to implement, and demonstrate a commitment to long term financial planning objectives. In addition, this debt management policy will allow for an appropriate balance between the established debt parameters and providing flexibility to respond to unforeseen circumstances and new opportunities.

### POLICY STATEMENTS

#### Purpose and Type of Debt

1. Incurrence of debt or long-term borrowing will only be used for the purpose of providing financing for capital projects to include, but not be limited to:
  - a. Construction of new School and County facilities
  - b. Renovation and repair of existing School and County facilities
  - c. Acquisition of real property (land and/or buildings)
  - d. Construction or expansion of Sanitary Sewer Systems
  - e. Providing funds for Affordable Housing Projects
  - f. Construction, acquisition and development of Parks
  - g. Purchase of major equipment

Debt issuance will not be used to finance current operations or normal maintenance.

2. The types of debt instruments to be used by the County include:
  - a. General Obligation Bonds
  - b. Bond Anticipation Notes
  - c. Installment Purchase Agreements (private placement)
  - d. Special Obligation Bonds (landfill only)
  - e. Certificates of Participation, when feasible
  - f. Revenue Bonds
3. All debt issued, including installment purchase methods, will be repaid within a period not to exceed the expected useful life of the improvements or equipment financed by the debt.
4. The County will not issue tax or revenue anticipation notes.

### Purpose and Type of Debt (continued)

5. The County will not issue bond anticipation notes with maturities in excess of one year.
6. The County will strive to maximize the use of pay-as-you-go financing for capital improvements.

### Issuance of Debt

7. The County will strive to issue bonds no more frequently than once in any fiscal year. The scheduling of bond sales and installment purchase decisions and the amount of bonds to be sold and installment financing to be sought will be determined each year by the County Commissioners. These decisions will be based upon the identified cash flow requirements for each project financed, market conditions, and other relevant factors. These factors will be ascertained from the school systems and County departments. If cash needs for bond projects are insignificant in any given year, the Board may choose not to issue bonds. Instead, the Board may fund up from project costs and reimburse these costs when bonds are sold. **In these situations the Board will adopt Reimbursement Resolutions prior to the expenditure of project funds.**
8. The County will seek level or declining debt repayment schedules and will avoid issuing debt that provides for balloon principal payments reserved at the end of the term of the issue.
9. The County will avoid over-reliance on variable rate debt. **Variable rate debt will only be considered when market conditions favor this type of issuance. When variable rate debt is considered, careful analysis will be performed and techniques applied that will ensure that the County's sound debt position will be maintained. At no time will variable rate debt exceed 20% of the County's total outstanding debt.**
10. The County is required by Statute to issue general obligation debt through a competitive process. The competitive process will also be used for other debt issuance unless time factors, interest rates or other factors make it more favorable to the County to use a negotiated process.
11. **In the planning process for debt issuance the County will assess the need to maintain it's "Bank Qualification" if installment purchase financing is being considered.**

### **Level of Debt**

12. The County will strive to maintain its net bonded debt at a level not to exceed three percent of the assessed valuation of taxable property within the County.
13. The County will strive to maintain its annual debt service costs at a level no greater than fifteen percent of general fund revenues, including installment purchase debt.

### **Undesignated Fund Balance**

14. The County will strive to maintain undesignated balance in the general fund at a level sufficient to meet its budgeted goals, to be determined annually. The amount of undesignated fund balance maintained during each fiscal year should not be less than eight percent of budgeted general fund operating expenditures that fiscal year.
15. To the extent that undesignated fund balance exceeds the budgeted goals the County could consider drawing upon the balance fund major equipment purchases or one time expenses on a pay-as-you-go-basis.

### **Investment of Capital Funds**

16. Investment of capital funds will be performed in accordance with the North Carolina General Statutes (159-30). Funds will be invested in instruments that will provide the liquidity required to meet the cash flow needs of each project funded.
17. Investment earnings on capital funds, after subtracting required or potential arbitrage, will be used for project costs and/or debt service.

### **Bond Ratings**

18. The County will maintain good communications with bond rating agencies about its financial condition and will follow a policy of full disclosure on every financial report and offering statement.
19. The County will strive to maintain bond ratings at or better than Aa1 (Moody's) and AA+ (Standard & Poor's).

### **Arbitrage Rebate and Secondary Market Disclosure Requirements**

20. The County will comply with all arbitrage rebate requirements as established by the Internal Revenue Service and all secondary market disclosure requirements established by the Securities and Exchange Commission.
21. Arbitrage will be calculated at the end of each fiscal year and interest earned on investment of bond or installment purchase proceeds will be reserved to any penalties due.

### **Enterprise Funds**

22. For any Enterprise Fund that is supporting debt, an annual rate study will be performed to ensure that fees or rates are sufficient to meet the debt service requirements.

### **Capital Reserve Funds**

23. The County will create and maintain capital reserve funds as appropriate, such as for school and county projects.
24. The Capital Reserves will be funded from unallocated ½ cent sales tax revenues and/or any other revenue source that the County Commissioners may choose.
25. Funds accumulated in the Capital Reserve Funds will be used on a pay-as-you-go basis to finance renovations and repairs to existing buildings and the purchase of major equipment. The Board may also choose to fund other pay-as-you-go initiatives from Reserve Funds.

### **10-Year Capital Investment Plan (CIP)**

26. The County will adopt a ten-year CIP annually.
27. This Debt Management Policy will be incorporated into the CIP.
28. The County will strive to include plans for debt issuance within the CIP.

**Orange County Board of Commissioners  
Approved  
Capital Funding Policy**

**Preamble**

This capital funding policy is the product of extensive analysis and deliberation. The intent of this policy is to reflect greater priority than there has been historically on providing funding for County projects, with particular emphasis directed at enhanced upkeep of existing County facilities. The policy reflects the implementation of the Board of Commissioners' resolution of November 16, 2004 that the Board *"does hereby adopt in principle a policy of allocating a target of 60 percent of capital expenditures for school projects and 40 percent of capital expenditures for county projects over the decade beginning in calendar year 2005"*. This policy continues the County's principle and historical practice of funding all School and County related debt service obligations before allocating any other School or County capital funds for other purposes.

**Long Range Capital Investment Plan**

During October of each fiscal year, the County Manager shall present, to the Board, ten-year County and School capital needs and funding plans in the form of a Capital Investment Plan. Each year, the Board of Commissioners shall conduct a public hearing on the Manager's Recommended CIP during November and subsequently adopt a ten-year Capital Investment Plan (CIP).

The first year of the adopted ten-year Capital Investment Plan shall become the basis for the annual capital budget and incorporated into the next annual operating budget recommended by the County Manager.

County and School recurring capital needs will be identified and reviewed during each annual operating budget cycle, and recurring capital appropriations will be approved by the Board of Commissioners as an element of each annual Orange County Budget Ordinance.

The ten-year plan for long-range capital funding shall include:

- Anticipated County capital expenditures costing \$25,000 or more (excluding equipment)
- Anticipated school capital expenditures costing \$50,000 or more (excluding equipment)
- Equipment costing \$5,000 or more

**Sources of Funds**

The County will allocate the following sources of funds for County and School debt service and long-range and recurring capital:

- All proceeds from the Article 40 and Article 42 half-cent sales taxes.

*(The North Carolina General Statutes require that 30 percent of the Article 40 (NCGS§105-487(a)) and 60 percent of the Article 42 (NCGS§105-502(a)) sales tax revenue be earmarked for public school capital outlay as defined in NCGS§105-426(f) or to retire any indebtedness incurred by the county for these purposes)*

- School Construction Impact Fees for each school system.
- Public School Building Capital Fund monies
- Property tax revenue sufficient to pay all debt service on remaining 1988, 1992, 1997, or 2001 bonds, or refinancings thereof, as well as alternative financing programmed in the debt issuance schedule approved by the Board on May 5, 2004 and any subsequent updates to that schedule as the Board may approve.
- It is the intent of the Board of County Commissioners to dedicate the equivalent of four cents on the annual ad valorem property tax to funding recurring capital expenditures for schools (three cents) and county (1 cent). However, there will be times when the County will be bound fiscally and unable to achieve full funding. During those times, Commissioners may find it necessary to depart from the Policy. During the 2008-18 Capital Investment Plan development process, the Board will consider a timetable for phasing in the additional two-cents necessary to fully the recurring capital component of this policy.

*(This 4-cent rate may, but need not, be adjusted with each quadrennial revaluation to a "revenue neutral" earmarking)*

- Beginning in fiscal year 2007-08, the County will budget NC Education Lottery proceeds "in arrears" – meaning that funds will be budgeted in the year after the State distributes them. For example, lottery proceeds distributed to the County during the upcoming 2007-08 fiscal year would be budgeted the following fiscal year, 2008-09.

### **Debt Service**

All County and School related debt service obligations would be funded prior to allocation of programmed funding for any other capital purposes.

All proceeds from annual allocations of North Carolina Public School Building Capital Funds will be earmarked explicitly to pay for eligible school debt service.

Orange County Schools' impact fees will be earmarked explicitly to pay for debt service on projects that involved the construction of new school space in the Orange County Schools system. Chapel Hill-Carrboro City Schools' impact fees will be earmarked explicitly to pay for debt service on projects that involved the construction of new school space in the Chapel Hill-Carrboro City Schools system.

### **NC Education Lottery Proceeds**

Beginning in fiscal year 2008-09, each school district will have the option to dedicate its share of the annual NC Education Lottery monies either (1) to repay debt service for debt issued after fiscal year 2006-07 to address school facility renovation needs or (2) as an additional revenue to the districts pay-as-you-go funding to address school facility renovation needs. If either district chooses to dedicate Lottery proceeds to repay debt service, Lottery proceeds, sufficient to cover annual debt payments for principal and interest, will be dedicated for the life of the financing.

Beginning in fiscal year 2008-09, during the first quarter of each year, County staff will request, from the State, the amount of monies accumulated in the Lottery fund for both school districts with the intent of expending those funds during the fiscal year for either debt service payments or individual School capital projects as identified by each districts during their annual update of their ten-year capital plan.

### **Allocation**

With the exception of the revenues earmarked for School and County recurring capital and the Construction Management function, the net proceeds of all programmed revenue sources after debt service obligations have been satisfied will be allocated on the basis of 60% to schools and 40% to the County.

Capital funding for each ten-year capital planning period will be allocated between the two school systems based on certified student membership as of November 15 each year.

### **Capital Project Ordinances – Form and Purpose**

All funds allocated to capital projects are to be accounted for in a Capital Project Fund as authorized by a Board of County Commissioner approved Capital Project Ordinance. The Capital Project Ordinance will include a detailed break down of each major cost category related to the project.

In accordance with the Board of County Commissioners November 2000 adopted "*Policy on Planning and Funding School Capital Projects*", whenever School capital project bids are either higher or lower than originally projected, or any other factor affecting the project budget occurs, the affected school system is expected to work with County Management and Budget staff to present revised capital project ordinances for adoption by the Board of Commissioners. The same expectations shall be applicable for changes to County Capital project budgets.

### **Community Use of Schools**

It is the intent of the Board of County Commissioners to evaluate each new proposed school in both School Districts for joint community use opportunities, including, but not limited to, park and recreation use.

### **Recurring Capital**

As outlined in the "Sources of Funds" section of this policy, recurring capital funding for the Schools and County will be based on the estimated proceeds of 4 cents on the annual General Fund property tax rate. The proceeds from 3 cents will be earmarked for schools, with funds allocated to each school system for the next fiscal year based on each system's respective share of the student membership as of November 15 immediately preceding the next fiscal year. Proceeds from 1 cent on the tax rate will be earmarked for County recurring capital needs.

With regard to County Equipment and Vehicle acquisitions accomplished using third party financing, the Board of County Commissioners will determine the source of funding to

repay the associated debt service at the point that the Board approves the financing arrangement.

### **Construction Management Function**

Beginning with the 2005-06 fiscal year, the Board of Commissioners will appropriate funding to establish a Construction Management function to oversee County and School capital projects. In fiscal years 2005-06 through 2007-08, \$100,000 will be allocated annually to fund this function. The source of funding for the Construction Management function will be split on a 60/40 basis with each school district sharing the schools portion of funding (60%) in accordance with certified student membership as of November 15 each year. Each entity's share of this function will be deducted from its share of long-range capital funding prior to allocating capital funds.

### **Schools Adequate Public Facilities Ordinance**

Orange County's Schools Adequate Public Facilities Ordinance (SAPFO) and Memoranda of Understanding (MOUs) between the County and its municipal and school partners establish the machinery to assure that, to the extent possible, new development will take place only when there are adequate public school facilities available, or planned, which will accommodate such new development. The Board of County Commissioners is committed to the principle that new school space documented as needed through the annual SAPFO technical review process will be reflected in the next adopted CIP, and will be funded so as to be constructed to be available before the relevant level of service threshold is exceeded.

### **Rescission**

This policy rescinds the Orange County Board of Commissioners Capital Funding Policy, as originally approved on December 7, 1996 and as amended on February 3, 1998 and June 23, 2005.

Approved April 24, 2007.

# Budget Administration

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As required by the North Carolina Budget and Fiscal control Act the County adopts an annual budget ordinance for all funds except those authorized by project ordinance. Orange County governmental funds budgeted under project ordinances include Grant Projects Fund, Community Development Fund, Housing (Section 8) Fund, County Capital Projects Fund, and School Capital Projects Fund.

## Amending the Budget

Appropriations to the various funds are formally budgeted on a functional basis. The County Manager is authorized to approve appropriation transfers *within* all functions except the Contingency account, which is included in the Miscellaneous function. Revisions that alter the total expenditures of any functional category or fund, including amendments to capital project ordinances and receipt or reduction of grant or new funds, must be approved by the Board of County Commissioners. In addition, appropriations from the Contingency account must be approved by the Board.

## Encumbrances

Operating funds encumbered by the County as of June 30 of the fiscal year are reappropriated through the County's annual budget ordinance (Section 10).

## Line Item (Object Code) Transfers

Inter-departmental line item transfer requests are processed in the Budget and Finance Offices. Normal operating category allocations may be freely transferred within a department's line items. Other operating monies, such as internal service charges for motor pool, telephone, and duplicating, cannot be transferred. Use of unspent personnel services monies are approved on a case by case basis. Additions to capital outlay must be approved by the County Manager or Assistant County Manager. In addition, line item transfers exceeding \$25,000 and transfers between departments, within a function, are to be reviewed by the County Manager's Office.

## Purchase Orders

Requests for purchase orders originate at the department level for all purchases exceeding \$100. Purchase orders are pre-audited by the Finance Director and approved and issued by the Purchasing and Central Services Department. For items costing \$100 or less, payment requests are issued by each department.

## Capital Outlay

All items exceeding \$250 are considered capital outlay items and are approved by the County Manager before purchase. The Budget Office maintains a listing of approved capital outlay and notifies the Purchasing Department of any changes/deletions to this list. Requests for computer equipment are approved by the Information Services Department.

## Position Control

The Budget Office maintains a listing of approved permanent positions. The position count is maintained in full time equivalents (FTE). The County Manager approves temporary increases in the full time equivalent for up to one year assignments. Temporary part time positions that work less than 15 hours per week may be authorized by the department head. All increases in full time equivalents for positions greater than 20 hours per week must be approved by the Board of County Commissioners.

**Fiscal Year 2010-11  
Budget Ordinance  
Orange County, North Carolina**

Be it ordained by the Board of Commissioners of Orange County

**Section I. Budget Adoption**

There is hereby adopted the following operating budget for Orange County for this fiscal year beginning July 1, 2010 and ending June 30, 2011, the same being adopted by fund and activity, within each fund, according to the following summary:

<b>Fund</b>	<b>Current Revenue</b>	<b>Interfund Transfer</b>	<b>Fund Balance Appropriated</b>	<b>Total Appropriation</b>
General Fund	\$173,591,020	\$1,321,227	\$401,673	\$175,313,920
Emergency Telephone Fund	\$424,276	\$0	\$0	\$424,276
Fire Districts Fund	\$3,382,354	\$0	\$0	\$3,382,354
Section 8 (Housing) Fund	\$4,598,183	\$85,266	\$0	\$4,683,449
Community Development Fund	\$832,308	\$191,011	\$0	\$1,023,319
Efland Sewer Operating Fund	\$119,000	\$95,950	\$0	\$214,950
Revaluation Fund	\$0	\$85,000	\$46,349	\$131,349
Visitors Bureau Fund	\$975,555	\$0	\$0	\$975,555
School Construction Impact Fees Fund	\$800,000	\$0	\$0	\$800,000
Solid Waste/Landfill Operations Enterprise Fund	\$9,492,884	\$0	\$525,489	\$10,018,373
Sportsplex Enterprise Fund	\$2,400,000	\$725,000	\$0	\$3,125,000
Community Spay/Neuter Fund	\$33,500	\$0	\$0	\$33,500

## Section II. Appropriations

That for said fiscal year, there is hereby appropriated out the following:

Function	Appropriation
<b>General Fund</b>	
Governing and Management	\$13,207,440
General Services	\$7,026,572
Community and Environment	\$5,892,469
Human Services	\$32,405,758
Public Safety	\$18,198,110
Culture and Recreation	\$1,896,580
Education	\$63,912,513
Debt Service	\$28,632,445
Transfers to Other Funds	\$4,142,033
<b>Total General Fund</b>	<b>\$175,313,920</b>
<b>Emergency Telephone System Fund</b>	
Public Safety	\$424,276
<b>Total Emergency Telephone System Fund</b>	<b>\$424,276</b>
<b>Fire Districts</b>	
Cedar Grove	\$203,904
Chapel Hill	\$1,739
Damascus	\$45,314
Efland	\$308,246
Eno	\$412,474
Little River	\$168,093
New Hope	\$386,643
Orange Grove	\$269,989
Orange Rural	\$772,777
South Orange	\$426,143
Southern Triangle	\$166,729
White Cross	\$220,303
<b>Total Fire Districts Fund</b>	<b>\$3,382,354</b>
<b>Section 8 (Housing) Fund</b>	
Human Services	\$4,683,449
<b>Total Section 8 Fund</b>	<b>\$4,683,449</b>
<b>Community Development Fund (Urgent Repair Program)</b>	
Human Services	\$125,013
<b>Total Community Development Fund (Urgent Repair Program)</b>	<b>\$125,013</b>
<b>Community Development Fund (HOME Program)</b>	
Human Services	\$898,306
<b>Total Community Development Fund (HOME Program)</b>	<b>\$898,306</b>
<b>Efland Sewer Operating Fund</b>	
Community and Environment	\$214,950
<b>Total Efland Sewer Operating Fund</b>	<b>\$214,950</b>
<b>Revaluation Fund</b>	
General Services	\$131,349
<b>Total Revaluation Fund</b>	<b>\$131,349</b>
<b>Visitors Bureau Fund</b>	
Community and Environment	\$975,555
<b>Total Visitors Bureau Fund</b>	<b>\$975,555</b>
<b>School Construction Impact Fees</b>	
Transfers to Other Funds	\$800,000
<b>Total School Construction Impact Fees Fund</b>	<b>\$800,000</b>
<b>Solid Waste/Landfill Operations</b>	
Solid Waste/Landfill Operations	\$10,018,373
<b>Total Solid Waste/Landfill Operations</b>	<b>\$10,018,373</b>
<b>SportsPlex Enterprise Fund</b>	
Culture and Recreation	\$3,125,000
<b>Total Sportsplex Enterprise Fund</b>	<b>\$3,125,000</b>
<b>Community Spay/Neuter Fund</b>	
Governing and Management	\$33,500
<b>Total Community Spay/Neuter Fund</b>	<b>\$33,500</b>

### Section III. Revenues

The following fund revenues are estimated to be available during the fiscal year beginning July 1, 2010 and ending June 30, 2011, to meet the foregoing appropriations:

Function	Appropriation
<b>General Fund</b>	
Property Tax	\$132,047,738
Sales Tax	\$14,463,000
Licenses & Permits	\$313,000
Intergovernmental	\$16,250,267
Charges for Services	\$9,650,631
Investment Earnings	\$140,000
Miscellaneous	\$726,384
Transfers from Other Funds	\$1,321,227
Appropriated Fund Balance	\$401,673
<b>Total General Fund</b>	<b>\$175,313,920</b>
<b>Emergency Telephone System Fund</b>	
Charges for Services	\$424,276
<b>Total Emergency Telephone System Fund</b>	<b>\$424,276</b>
<b>Fire Districts</b>	
Property Tax	\$3,380,703
Investment Earnings	\$1,651
<b>Total Fire Districts Fund</b>	<b>\$3,382,354</b>
<b>Section 8 (Housing) Fund</b>	
Intergovernmental	\$4,598,183
From General Fund	\$85,266
<b>Total Section 8 Fund</b>	<b>\$4,683,449</b>
<b>Community Development Fund (Urgent Repair Program)</b>	
From General Fund	\$125,013
<b>Total Community Development Fund (Urgent Repair Program)</b>	<b>\$125,013</b>
<b>Community Development Fund (HOME Program)</b>	
Intergovernmental	\$832,308
From General Fund	\$65,998
<b>Total Community Development Fund (HOME Program)</b>	<b>\$898,306</b>
<b>Efland Sewer Operating Fund</b>	
Charges for Services	\$119,000
From General Fund	\$95,950
<b>Total Efland Sewer Operating Fund</b>	<b>\$214,950</b>
<b>Revaluation Fund</b>	
From General Fund	\$85,000
Appropriated Fund Balance	\$46,349
<b>Total Revaluation Fund</b>	<b>\$131,349</b>
<b>Visitors Bureau Fund</b>	
Occupancy Tax	\$785,197
Sales & Fees	\$1,750
Intergovernmental	\$185,308
Investment Earnings	\$3,300
Appropriated Fund Balance	\$0
<b>Total Visitors Bureau Fund</b>	<b>\$975,555</b>
<b>School Construction Impact Fees Fund</b>	
Impact Fees	\$800,000
<b>Total School Construction Impact Fees Fund</b>	<b>\$800,000</b>
<b>Solid Waste/Landfill Operations</b>	
Sales & Fees	\$7,510,212
Intergovernmental	\$390,622
Miscellaneous	\$69,740
Licenses & Permits	\$45,000
Interest on Investments	\$74,250
From General Fund for Sanitation Operations	\$1,403,060
Appropriated Reserves	\$525,489
<b>Total Solid Waste/Landfill Operations</b>	<b>\$10,018,373</b>

<b>Sportsplex Enterprise Fund</b>	
Charges for Services	\$2,400,000
From General Fund	\$725,000
<b>Total Sportsplex Enterprise Fund</b>	<b>\$3,125,000</b>
<b>Community Spay/Neuter Fund</b>	
Animal Tax	\$27,000
Intergovernmental	\$4,000
Miscellaneous	\$2,500
<b>Total Community Spay/Neuter Fund</b>	<b>\$33,500</b>

**Section IV. Tax: Rate Levy**

There is hereby levied for the fiscal year 2010-11 a general county-wide tax rate of 85.8 cents per \$100 of assessed valuation. This rate shall be levied in the General Fund. Special district tax rates are levied as follows:

Cedar Grove	7.36
Chapel Hill	7.50
Damascus	5.00
Efland	4.66
Eno	5.99
Little River	4.06
New Hope	6.95
Orange Grove	3.58
Orange Rural	6.36
South Orange	7.85
Southern Triangle	5.00
White Cross	6.00
Chapel Hill-Carrboro School District	18.84

**Section V. General Fund Appropriations for Local School Districts**

The following FY 2009-10 General Fund Appropriations for Chapel Hill Carrboro City Schools and Orange County Schools are approved:

- a) Current Expense appropriation for local school districts totals \$59,371,992, and equates to a per pupil allocation of \$3,096.
  - 1) The Current Expense appropriation to the Chapel Hill-Carrboro City Schools is \$36,594,720.
  - 2) The Current Expense appropriation to the Orange County Schools is \$22,777,272.
- b) Recurring Capital appropriation for local school districts totals \$3,000,000
  - 1) The Recurring Capital appropriation to the Chapel Hill Carrboro City Schools totals \$1,849,200.
  - 2) The Recurring Capital appropriation to the Orange County Schools totals \$1,150,800.

## **Section V. General Fund Appropriations for Local School Districts (Continued)**

- c) Long-Range (Pay-As-You-Go) Capital appropriation for local school districts totals \$2,590,117
  - 1) The Long-Range (Pay-As-You-Go) Capital appropriation to the Chapel Hill Carrboro City Schools totals \$1,596,548.
  - 2) The Long-Range (Pay-As-You-Go) Capital appropriation to the Orange County Schools totals \$ 993,569.
- d) School Related Debt Service for local school districts totals \$18,182,682.
- e) Fair Funding appropriation for local school districts totals \$988,000. This appropriation is to be split 50/50 between Chapel Hill Carrboro City Schools and Orange County Schools.
- f) Additional County funding for local school districts totals \$1,784,358
  - 1) School Health Nurses - Total appropriation of \$610,729 with \$428,032 allocated for Chapel Hill Carrboro City Schools and \$182,697 allocated for Orange County Schools
  - 2) School Social Workers - Total appropriation of \$642,374 allocated in the Department of Social Services to provide School Social Workers to Orange County Schools
  - 3) School Resource Officers - Total appropriation of \$531,255 allocated in the Sheriff's Department to provide School Resource Officers to Orange County Schools

## **Section VI. Schedule B License**

In accordance with Schedule B of the Revenue Act, Article 2, Chapter 105 of the North Carolina State Statutes, and any other section of the General Statutes so permitting, there are hereby levied privilege license taxes in the maximum amount permitted on businesses, trades, occupations or professions which the County is entitled to tax.

## **Section VII. Animal Licenses**

A license costing \$10 for sterilized dogs and sterilized cats is hereby levied. A license for un-sterilized dogs and a license for un-sterilized cats is \$30 per animal.

## **Section VIII. Board of Commissioners' Compensation**

The Board of County Commissioners authorizes that:

- Salaries of County Commissioners will be adjusted by any cost of living increase, any in-range salary increase and/or any other general increase granted to permanent County employees. For fiscal year 2010-11, the approved budget does not include any cost of living increase, any in-range salary increase and/or any other general increase granted to permanent County employees.
- Annual compensation for County Commissioners will include the County contribution for health insurance, dental insurance and life insurance that is provided for permanent County employees, provided the Commissioners are eligible for this coverage under the insurance contracts and other contracts affecting these benefits.

## **Section VIII. Board of Commissioners' Compensation (Continued)**

- County Commissioners' compensation includes eligibility to continue to participate in the County health insurance at term end as provided below:
  - If the County Commissioner has served less than two full terms in office (less than eight years), the Commissioner may participate by paying the full cost of such coverage. (If the Commissioner is age 65 or older, Medicare becomes the primary insurer and group health insurance ends.)
  - If the County Commissioner has served two or more full terms in office (eight years or more), the County makes the same contribution for health insurance coverage that it makes for an employee who retires from Orange County after 10 years service as a permanent employee. If the Commissioner is age 65 or older, Medicare becomes the primary insurer and group health insurance ends. The County makes the same contribution for Medicare Supplement coverage that it makes for a retired County employee with 10 years service.
  - Annual compensation for Commissioners will include a County contribution for each Commissioner to the Deferred Compensation (457) Supplemental Retirement Plan that is the same as the County contribution for non-law enforcement County employees in the State 401 (k) plan.

## **Section IX. Budget Control**

General Statutes of the State of North Carolina provide for budgetary control measures to exist between a county and public school system. The statute provides:

### **Per General Statute 115C-429:**

(c) The Board of County Commissioners shall have full authority to call for, and the Board of Education shall have the duty to make available to the Board of County Commissioners, upon request, all books, records, audit reports, and other information bearing on the financial operation of the local school administrative unit.

The Board of Commissioners hereby directs the following measures for budget administration and review:

That upon adoption, each Board of Education will supply to the Board of County Commissioners a detailed report of the budget showing all appropriations by function and purpose, specifically to include funding increases and new program funding. The Board of Education will provide to the Board of County Commissioners a copy of the annual audit, monthly financial reports, copies of all budget amendments showing disbursements and use of local moneys granted to the Board of Education by the Board of Commissioners.

## **Section X. Internal Service Fund - Dental Insurance Fund**

The Dental Insurance Fund accounts for the receipt of premium payments from the County for its employees and from the employees for their dependents, and the payment of employee claims and administration expenses. Projected receipts from the County and employees for 2010-11 are \$387,245 and projected expense for claims and administration for 2010-11 is \$406,338. An allocation of \$19,093 will be made from reserves in the fund to balance.

**Section XI. Encumbrances**

Operating funds encumbered by the County as of June 30, 2010 are hereby reappropriated to this budget.

**Section XII Capital Projects & Grants Fund**

The County Capital Improvements Fund, Schools Capital Improvements Fund, Community Development Fund and the Grant Projects Fund are hereby authorized. Appropriations made for the specific projects or grants in these funds are hereby appropriated until the project or grant is complete.

Any capital project or grant budget previously adopted, the balance of any anticipated, but not yet received, revenues and any unexpended appropriations remaining on June 30, 2010, shall be reauthorized in the 2010/2011 budget.

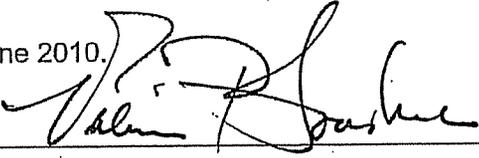
**Section XIII. Contractual Obligations**

The County Manager is hereby authorized to execute contractual documents under the following conditions:

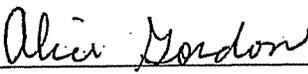
1. The Manager may execute contracts for construction or repair projects that do not require formal competitive bid procedures, and which are within budgeted departmental appropriations, for which the amount to be expended does not exceed \$250,000.
2. The Manager may execute contracts for general and/or professional services which are within budgeted departmental appropriations, for purchases of apparatus supplies and materials or equipment which are within the budgeted departmental appropriations, and for leases of personal property for a duration of one year or less and within budgeted departmental appropriations for which the amount to be expended does not exceed \$89,999.
3. Contracts executed by the Manager shall be pre-audited by the Finance Officer and reviewed by the County Attorney to ensure compliance in form and sufficiency with North Carolina law.

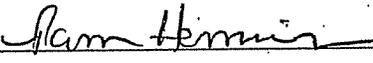
This budget being duly adopted this 15<sup>th</sup> day of June 2010.

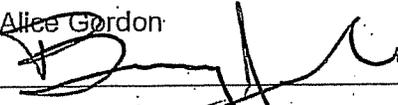
  
\_\_\_\_\_  
Donna Baker, Clerk to the Board

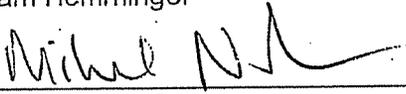
  
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Valerie Foushee, Chair

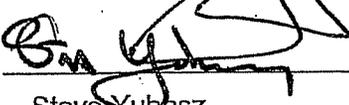
  
\_\_\_\_\_  
Bernadette Pelissier, Vice Chair

  
\_\_\_\_\_  
Alice Gordon

  
\_\_\_\_\_  
Pam Hemminger

  
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Barry Jacobs

  
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Mike Nelson

  
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Steve Yuhasz

## Orange County - Demographics

(Based on 2000 Census, unless noted otherwise)

Population by Township		
Bingham	6,181	5%
Cedar Grove	4,930	4%
Chapel Hill	79,274	67%
Cheeks	7,064	6%
Eno	6,092	5%
Hillsborough	11,639	10%
Little River	3,047	3%
<i>Total</i>	118,227	100%
Urban		59%
Rural		41%

Population by Race/Origin (2007)		
White	91,587	75%
African American	15,875	13%
Hispanic	7,320	6%
Asian	6,716	5%
Other	619	1%
Total	122,117	100%

Income (2007)	
Median Household Income	48,926
Percentage of Population below Poverty Level	15%

Age of Population (2007)	
Under 20 years of age	26%
20 to 44 years of age	38%
45 to 59 years of age	21%
60+ years of age	15%

Educational Attainment (2007)	
(persons 25 yrs and older)	
Less than High School Graduate	11%
High School Graduate	18%
Some College, No Degree	11%
Associate Degree	6%
Bachelors Degree	25%
Graduate of Professional Degree	29%

School Facilities (2008)	
Elementary	17
Middle	7
High	5
<i>Total</i>	29

\*The Hospital School (preK-12th grade) is one of the schools in the Chapel Hill-Carrboro City Schools district and is located within the UNC Hospitals complex.

Workforce - Occupation			
Management, professional and related	51.7%	Farming, Forestry & Fishing	0.4%
Service	14.7%	Construction, extraction and maintenance	7.4%
Sales	21.1%	Production, transportation, material moving	5.3%

### Source:

U.S. Census Bureau-2006 Demographics and Housing Estimates  
Orange County Planning Department

Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
<i>Orange Public Transportation</i>				
	Vehicle lease	49 cents per mile (van)		2007
		49 cents per mile (Minibus)		2007
		49 cents per mile (Bus)		2007
		45 cents per mile (car)		2007
	Driver lease	\$20.00/hour Business Hours		2007
		\$22.00/hour Afterhours/Weekends		2007
		\$30.00/hour Holidays		2007
	Public Shuttle	\$2.00 per one way trip in-town		2005
		\$1.00 per one way trip for elderly or disabled		2005
	Medical trips	\$3.00 door to door		2001
<i>Department on Aging</i>				
<i>Senior Programs</i>	Classes	Instructor Cost + 10-15% Admin	Instructor Cost +10-25%	Ongoing
	Senior Games	\$6.00 per participant	\$15.00 per participant	2007
	Other Programs	5% Recovery Rate	DELETE	2007
<i>Senior Center</i>	Room rental (CH center only)	\$15 to \$65/2 hr during bus. hours		1991
		\$10 higher after business hours		1991
		\$250 entire facility after hours		1991
<i>Board of Elections</i>				
	Filing Fees	1% of Annual Salary		Mandated #
	Municipal Offices	CH - \$5.00 Mayor and Council		1980
		Car - \$15.00 Mayor \$10.00 Co.		1980
		Hills - \$10.00 Mayor and Council		1980
<i>Municipal Elections</i>	Precinct Officials	CH 50% and Car 50% of Cost		1980
		Hills - 100% of Cost		1980
	Ballots	All municipalities 100% of Cost		1980
	Advertisements	All municipalities 100% of Cost		1980
<i>Other Charges</i>	Computer print-outs	\$ .10 per page		2009
	Special Select	\$ .10 per page		2009
	One-Precinct	\$ .10 per page		2009
	Computer labels	\$ .30 per page		2009
	Computer Tapes/CD's	\$10.00 per CD		2009
	Specialized Programming	\$10.00 per CD		2009

(1) Any fee changes will be included in this column; a blank beside each fee means there is no fee change in FY 2010-11

Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
DEAPR				
ERCD				
	(1) Local Landmark Program		\$100.00	New
PARKS & RECREATION				
Athletics	Youth Athletics	100% Recovery Rate		2009
	Adult Athletics	100% Recovery Rate		2005
General Programs	Youth/Teen Programs	100% Recovery Rate		2009
	Summer Camp	75% Recovery Rate		2005
	Senior Games	Moved to Dept on Aging		2007
	Adult Programs	100% Recovery Rate		2009
	Trips	100% Recovery Rate		2009
Special Populations Programs				
Senior Citizens Programs		5% Recovery Rate		2005
		Moved to Dept on Aging		2007
Other Programs	Concerts	Varies		2009
	Afterschool Program	Program eliminated		2007
Facility Rentals				
	Gyms - Group Rentals	(Gov./School/Non-Profit: \$25/hr half gym; \$35/hr whole gym Profit/Private: \$35/hr half gym; \$45/hr whole gym		2007
	Gyms - Open play individuals	\$25 annual Facility Use pass; Move to "General Programs" section		2007
	Meeting Rms/Rec Centers	\$25/hr - \$35/hr		2009
	Ballfields for tournaments	Delete category. Hourly fees apply		2009
	Athletic Fields	\$25/hr- \$45/hr	\$35.00	2009
	Athletic Field Lighting	\$20/field/hr	\$25.00	2007
	Tennis/Basketball Court Rental	na	\$5.00	New
	Tennis/Basketball Court Rental w/ lights	na	\$10.00	New
	Entire Park	\$250/day. \$250 deposit plus costs		2007
	Vending	\$100-\$300/booth (event size); \$50/booth for charitable group		2007
	Non-County Resident Fee	Additional 50% to applied fee		2007
	Picnic Shelter	\$20 (1-4 hrs); \$30 (4+ hrs)		2007
	Group Camping	\$30 per group of 6-30.		2009
Equipment Rentals	Recreational equipment	varies		

(1) Any fee changes will be included in this column; a blank beside each fee means there is no fee change in FY 2010-11

Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision	
Land Records	Fax	\$1.00 per page		1994	
	GIS Property Map - 8 1/2 x 11	\$3.00; additional copy \$2.00		1994	
	GIS Ortho - Property Map - 8 1/2 x 11	\$5.00; additional copy \$3.00		1994	
	GIS Property Map - 11 x 17 (B-size)	\$5.00		1994	
	GIS Ortho - Property Map - 11 x 17 (B-size)	\$10.00		1994	
	GIS Property Map - 17 x 22 (C-size)	\$10.00		1994	
	GIS Ortho - Property Map - 17 x 22 (C-size)	\$20.00		1994	
	GIS Property Map - 22 x 34 (D-size)	\$15.00		1994	
	GIS Ortho - Property Map - 22 x 34 (D-size)	\$25.00		1994	
	GIS Property Map - 34 x 44 (E-size)	\$25.00		1994	
	GIS Ortho - Property Map - 34 x 44 (E-size)	\$35.00		1994	
	Custom GIS Map E-size (Original Inventory)	\$30.00 per hour		1994	
	Computer Report Land Data	\$0.02 per item		1994	
	Computer Labels - Owners	\$0.02 per item		1994	
	Plot Land Description	\$20.00 each		1994	
	Library	(2)Fines - overdue children's books	5 cents per day (\$5.00 maximum)	10 cents per day (\$5.00 maximum)	1997
		(2)Fines - overdue adult books	10 cents per day (\$5.00 maximum)	20 cents per day (\$5.00 maximum)	1997
		Fines - overdue Videos	\$1.00 per day (\$5.00 maximum)		early 1980s
		(2)Photocopies	10 cents per page	15 cents per page	early 1980s
		Microfilm copies	10 cents per page		early 1980s
Fax		\$1.00 per page, to send		1989	
Printouts (from internet)		50 cents per page to receive		1989	
Inter-library Loan		10 cents per page		1997	
(2)Processing Fee		\$1 per book		2009	
			\$5.00	1997	
Register of Deeds	Deeds of Trust	\$28 (1st pg); \$3 each additional page; \$2 verif.		2009	
	Re-recorded instruments (not verified)	\$17 (1st pg); \$3 each additional page		2009	
	Re-recorded instruments (verified)	\$17 (1st pg); \$3 each additional page; \$2 verif.		2009	
	Assumed names, POA, etc.	\$12 (1st pg); \$3 each additional page; \$2 verif.		2002	
	Multiple documents	\$10 each additional document		2002	
	Certified Copies	\$5 (1st pg); \$2 each additional page		2002	
	Non-standard document fee	\$25 in addition to regular recording fee		2002	
	Cancellations	No Fee		2002	
	Plats	\$21.00		2002	
	Right-of-Way Plans/Highway Maps	21; \$5 each additional		2002	
	Plat copy (uncertified)	\$3.00		2002	
	Certified copy of plats	\$5		2002	
	UCCs	\$38, \$45 if more than 2 pgs +\$2/page over 10 pgs		2001	
	UCC searches	\$30 per debtor name + \$1/page for copies		2001	
	Excise/Revenue Stamps	\$2 per \$1000 based on purchase price		1992	

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
	Board of Adjustment			
	Residential Variance/Appeal	\$300.00		2001
	Nonresidential Variance/Appeal	\$500.00		2001
	Subdivision			
	Minor Subdivision			
	Concept Plan	\$100.00		2001
	Final Plat	\$100.00		2001
	Re-approval	\$50.00		2001
	Major Subdivision			
	Concept Plan	\$250 + \$5/lot		2001
	Preliminary/Final	\$500 + \$5/lot		2001
	Re-approval	\$250.00		2001
	Traffic Study Review	\$250.00		2001
	Zoning Permit (Verification of Use)	\$30.00		2001
	Site Plan Approval			
	Residential			
	Single family	\$20/unit		2001
	Multiple family	\$25/unit		2001
	Nonresidential - Certification Required	\$1000 +		
	Office	\$20/1000 sq ft.		2001
	Commercial	\$30/1000 sq ft.		2001
	Industrial	\$25/1000 sq ft.		2001
	Multifamily/Nonresidential No Cert. Required	\$80.00		1997
	Partial Width Right Of Way request	\$125.00		2001
	Home Occupation Plan Review	\$90.00		1997
	Major Trans Corridor Review	\$200.00		2001
	Payment-in-Lieu of Parkland Dedication			
	Community Park	\$422/lot		1996
	District Park	\$455/lot		1996
	EDD Site Plan			
	Part of PD Class A SUP	\$250 + \$10/sq. ft.		2001
	Not part of PD Class A SUP	\$150 + \$5/sq. ft.		2001
	Signs	\$25 + \$2/sq. ft.		2001
	Vacation of rights-of-way/release of easements per vacation or release (includes advertising)	\$250 + value of r-o-w		2001
	Revisions			2001
	Major(engineering modifications to the site plan, including major changes in site planning)	\$500.00		2001

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
	Minor(additions to or deletions from the site plan modification)	\$250.00		2001
	Administrative approvals, including one-year extensions to approved site plans	\$250.00		2001
	Residential, per revision, per year for the first revision, plus an additional \$100 per year	\$200.00		2001
	Nonresidential, per revision, plus \$100 additional per revision per year for the first revision, plus an additional \$100 per revision per year	\$500.00		2001
	Miscellaneous			
	Advertising costs	Cost + 15%		2001
	Effected parties research/public notice	\$100 + \$2/person		2001
	Hire outside consultants	Cost + 15%		2001
	Zoning Ordinance	\$12.00		2001
	Zoning Maps	\$2.00		2001
	Subdivision Regulations	\$5.00		1989
	EDD Design guidelines	\$12.00		1989
	Land Use Plan	\$10.00		1989
	Joint Planning Land Use Plan	\$4.00		1989
	Land Use Plan Map	\$1.00		1989
	Airport Study	\$5.00		1989
	Water Resources Task Force	\$4.25		1989
	Agricultural Task Force Report	No Charge		1989
	Floodplains Protection Ordin.	No Charge		1989
	Street Study	No Charge		1989
	Road Map	\$2.00		1989
	Road Map (large)	\$6.00		1989
	Aerial Photos	\$1.00		1989
	Topo Maps	\$1.50		1989
	Other Maps	\$1.00		1989
	Inventory of Sites	\$3.50		1989
	Inventory of Natural/wildlife etc	\$10.00		1989
	Copies	25 cents		1989
	Master Recreation/Parks Plan	\$10.00		1989
	New Hope Corridor Plan	\$4.00		1996
	Historic Preservation Element	\$10.00		1996
	Flexible Development Standards	\$5.00		1996

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
Erosion Control fees	Erosion Control Plan			
	Intense urban	\$507.00 per acre		2001
	Urban	\$272.00 per acre		2001
	Rural	\$158.00 per acre		2001
	Grading Permits			
	Intense Urban	\$1,241.00 per acre		2001
	Urban	\$646.00 per acre		2001
	Rural	\$310.00 per acre		2001
	Private Roads	\$155.00		1998
	Stormwater Management Plans	\$139.00		2001
	Inspection fees Building			
	<i>Schedule A</i>			
	New Residential (1&2 family) Building	\$0.310 per square foot (all trades included)		2006
	Electrical	0.126		2006
	Plumbing	0.058		2006
	Mechanical	0.058		2006
	Plan Review	\$0.016 (\$10.50 min per project), additional 10.5% Town of Hillsborough		2006
	<i>Schedule B</i>			
	Residential Renovations and Accessory Structures (1&2 family) Building	\$0.23 per square foot		2006
	Electrical	\$0.23 per square foot		2006
	Plumbing	\$52.50 per job		2006
	Mechanical	\$52.50 per job		2006
	Plan Review	\$0.016 (\$10.50 min per project), additional 10.5% Town of Hillsborough		2006
	<i>Schedule C</i>			
	Mobile/Modular Homes			
	Singlewide Building	\$56.70		2006
	Electrical	\$31.50		2006
	Plumbing	\$23.10		2006
	Mechanical	\$23.10		2006

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
	Doublewide Building	\$85.05		2006
	Electrical	\$31.50		2006
	Plumbing	\$23.10		2006
	Mechanical	\$23.10		2006
	Triplewide Building	\$111.30		2006
	Electrical	\$31.50		2006
	Plumbing	\$23.10		2006
	Mechanical	\$23.10		2006
	Quadwide Building	\$137.55		2006
	Electrical	\$31.50		2006
	Plumbing	\$23.10		2006
	Mechanical	\$23.10		2006
	<i>Schedule D</i>			
	New Commercial	See Appendix A		2006
	Plan Review	.028 per square foot per project <5000 sq ft (\$82.50 minimum)		2006
		.022 per square foot 5000-20,000 sq ft		2006
		.017 per square foot 20,000-150,000 sq ft		2006
		.011 per square foot >150,000 sq ft		2006
		(Additional 1% Town of Hillsborough)		2006
	Commercial Renovations and Alterations	Building \$110 + .275 per sq ft Electrical \$55.00; Plumbing \$55.00; Mechanical \$55.00		2006
	<i>Schedule E</i>			
	Miscellaneous Bldg Inspections			
	Mobile/Modular homes	\$59.40		2006
	Moving Building	\$59.40		2006
	Building Demolition	\$59.40		2006
	Change of Occupancy/Use	\$59.40		2006
	Radio/TV Tower	\$59.40		2006
	Swimming Pool	\$59.40		2006
	Woodstove/Fireplace	\$38.50		2006
	Prefabricated Utility Bldgs	\$59.40		2006
	Signs- Business ID involv const	\$59.40		2006
	Other signs	\$38.50		2006

(1) Any fee changes will be included in this column; a blank beside each fee means there is no fee change in FY 2010-11

Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
	<i>Schedule F</i>			
	Miscellaneous Electrical			
Electrical Inspections	Temporary Serv 60 amp	\$38.50		2006
	Temporary Serv 60A-100A	\$38.50		2006
	Mobile/Modular home	\$38.50		2006
	Sign Inspections	\$38.50		2006
	Gasoline Pumps	\$38.50		2006
	Load Control Devices	\$38.50		2006
	Miscellaneous Inspections	\$59.40		2006
	Unscheduled inspection (beyond scope of original permit)	\$59.40		2006
	<i>Schedule G</i>			
	Electrical Service Changes			
Single Phase	30-50 amp	\$38.50		2006
	60-100A	\$55.00		2006
	125-200A	\$66.00		2006
	400A	\$77.00		2006
Three Phase	20-50 Amp	\$38.50		2006
	60-100 A	\$66.00		2006
	150-200A	\$77.00		2006
	400 A	\$110.00		2006
	<i>Schedule H</i>			
	Electrical Service			
30-50 Amp	Single	\$38.50		2006
60 A	Double	\$55.00		2006
70 A	Single	\$38.50		2006
100A	Double	\$66.00		2006
125A	Single	\$66.00		2006
150A	Double	\$77.00		2006
200A	Single	\$93.50		2006
300A	Double	\$135.30		2006
400A	Single	\$110.00		2006
600A	Double	\$161.70		2006
800A	Single	\$135.30		2006
1000A	Double	\$243.10		2006
	Single	\$161.70		2006
	Double	\$243.10		2006
	Single	\$269.50		2006
	Double	\$400.40		2006
	Single	\$400.40		2006
	Double	\$539.00		2006

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 <sup>(1)</sup>	Last Revision
	1200A	\$539.00	\$677.60	2006
	1400A	\$608.30	\$808.50	2006
	1600A	\$677.60	\$1,078.00	2006
	Over 1600A	\$66/100a	\$110/100a	2006
	Plumbing fees			
	Schedule I			
	New Const or Fixture Replacment # of Fixtures	Based on square footage (included in Schedule A and B)		2001
	1			
	2			
	3			
	4			
	5			
	6and over			
	Mobile/ Modular Home	\$24.20		2006
	Water heater installation	\$39.40		2006
	Schedule J			
	Mechanical Inspections			
	Residential Mechanical			
	Covered Ductwork/Component	Delete (to be replaced by sq ft. - see Schedule A)		2001
	Exposed " Factory/Component Installation ea addit'l system	Delete (to be replaced by sq ft. - see Schedule A)		2001
	Replacement of one system	\$22.00		2006
	Mobile/Modular Home	\$82.50		2006
		\$24.20		2006
	Multi-Fam exposed ductwork	Delete (to be replaced by sq ft. - see Schedule B)		2001
	Multi-Fam covered ductwork	Delete (to be replaced by sq ft. - see Schedule B)		2001
	Schedule K			
	Non-residential/ Commercial			
	Commercial Cooling			
	First unit	\$82.50		2006
	Each additional Unit	\$22.00		2006
	Replacement of System	\$82.50		2006

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 <sup>(1)</sup>	Last Revision
	Commercial Heating			
	First Unit	\$82.50		2006
	Each additional Unit	\$72.00		2006
	Replacement of System	\$82.50		2006
	Commercial Heat/Cool Combin			
	First Unit	\$82.50		2006
	Each additional Unit	\$22.00		2006
	Replacement of System	\$82.50		2006
	Commercial Ventilation/Exhaust			
	One System	\$82.50		2006
	Each additional	\$22.00		2006
	Hood fan comm. cooking equip	\$59.40		2006
	Comm. Range or Grill	\$59.40		2006
	Deep Fat Fryer	\$59.40		2006
	Oven	\$59.40		2006
	Refunds	\$38.50		2006
General Miscellaneous				
	Issue Certificate of Occupancy	\$11.00		2006
	Permit Renewal	\$38.50		2006
	Day Care Permits (existing building new occupan	\$59.40		2006
	Day Care Reinspection	\$55.00		2006
	Sprinkler system	\$165.00		2006
	Temporary Electrical Final Inspection	\$55.00		2006
	Temporary Mechanical Final Inspection	\$55.00		2006
	Fire Alarm system	\$165.00		2006
	Archive research (per project)	\$16.50		2006
	Grease trap installation	\$59.40		2006
	Reinspection fee (no charge for 1st rejection per trade)	\$52.50		2006
	Temporary tents	\$59.40		2006
	Work started with no permits are charged double fees			1986

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
Emergency Management				
Emergency Medical	Emergency Response			
	Basis Life Support (Non-Emergency)	\$300.00		2005
	Basis Life Support (Emergency)	\$330.00		2005
	Advanced Life Support-1 (Non-Emergency)	\$400.00		2005
	Advanced Life Support-1 (Emergency)	\$450.00		2005
	Advanced Life Support -1 (Non-Transport)	\$150.00		2005
	Advanced Life Support -2 (Emergency)	\$525.00		2005
	Advanced Life Support -2 (Non-Transport)	\$725.00		2005
	Mileage	7.50/mile		2005
	Special Event Coverage			
	Additional EMT Standby	\$40.00/hour (3 hour minimum)		2007
	Paramedic Standby	\$55.00/hour (3 hour minimum)		2007
	Ambulance Standby w/ 2 EMTs	\$90.00/hour (3 hour minimum)		2005
	Ambulance Standby w/ 1 Paramedic and 1 EMT	\$100.00/hour (3 hour minimum)		2007
	Telecommunicator Standby	\$40.00/hour (3 hour minimum)		2005
	Clerical Staff Standby	\$20.00/hour (3 hour minimum)		2005
	EM Senior Officer Standby	\$40.00/hour (3 hour minimum)		2005
	EMS Physician Standby	\$85.00/hour (3 hour minimum)		2005
	Fire Marshal			
	Fire Inspections (by facility type)	See Appendix B		
	Assembly			1996
	Business			1996
	Church/Assembly			1996
	Daycare facility			1996
	Educational, private			1996
	Foster Care Home			1996
	Hazardous			1996
	Industrial			1996
	Institutional			1996
	Mercantile			1996
	Residential(Common Areas)			1996
	Storage			1996

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 <sup>(1)</sup>	Last Revision
Health Department Environmental Health	Soil Analysis/Improvement Permit Single Family Units <601 Gallons per day. Less than 2 acres	\$350.00		2006
	Single Family >600 Gallons per day	\$350 + \$75 per 600 GPD or fraction of additional WW flow>600 GPD		2006
	Non-Domestic WW Authorization to Construct I/II System: Single Family Units <601 Gallons per day. Less than 2 acres	Fee increases by 50% over the total permit fee of a comparably sized domestic WW system  \$260.00		2006
	Single Family Unit >600 Gallons per day	\$260 + \$160 per 600 GPD or fraction of additional WW flow>600 GPD		2006
	Non-Domestic WW Other Misc. Activities	Double fee for comparably sized domestic WW system		2006
	Improvement Permit(not w/ existing home)	\$350.00		2006
	Permit Site Revisit	\$125.00		2006
	Existing System Inspections	\$125.00		2006
	Existing System Authorizations (Office Authorization/no field visit required)	\$20.00		2006
	Mobile Home Park			
	1 to 25 spaces	\$125.00		2006
	26 to 50 spaces	\$175.00		2006
	51 and over spaces	\$225.00		2006
	MH Space Reinspection	\$75.00		2006
	Septic Tank Manufacturer Yard Inspection	\$100.00	\$250.00	2006
	Septic Tank Contractor Registration Fee - New Contractor (One-time fee)	\$200.00		2006
	Septic Tank Contractor Fee - Annual Renewal	\$25.00		2006
	Septic Contractor Education Class Fee	\$50.00		2007
	I/II/MP			
	Initial Inspection	\$125.00		2006
	Follow-up Inspections	\$75.00		2006

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
	<i>WELLS AND WATER SAMPLES</i>			
	Well Permits	\$430.00 (effective January 1, 2008)		2007
	Permit Site Revisit	\$125.00		2006
	Bacteriological	\$25.00		2006
	Inorganic Chemical Samples	\$35.00		2006
	Pesticide/Petroleum	\$75.00		2006
	Full Sample Suite (Bact. Nox. Inorganic, + 7 me	\$100.00 (effective January 1, 2008)		2007
	(7) Iron Bacterial/Sulfur Bacteria	na	\$25.00	New
	(8) Radon Air Sample Kit - Radon	na	\$20.00	New
	<i>TAHO PARLORS</i>			
	(9) Operator Permit Inspection	\$325.00	DELETE	2006
	Artist Permit	\$165.00	\$250.00	2006
	<i>SWIMMING POOLS</i>			
	Swimming Pool Inspections	\$125.00	\$250.00	2006
	Plan Review	\$200.00	\$250.00	2006
	<i>FOOD SERVICE</i>			
	Plan Review	\$75-\$200	\$250.00	2006
	Plan Review & permit fee-Temp. Establishment	\$50.00	\$75.00	2006
Dental Health	Comprehensive Oral Evaluation	\$66.00		2009
	Periodic Oral Evaluation	\$44.00		2009
	Limited Oral Evaluation	\$52.00		2009
	Re-evaluation-limited, problem	\$30.00		2009
	Consultation	\$54.00		2009
	Panoramic Film	\$86.00		2009
	BWX 1 Film	\$28.00		2009
	BWX 2 Films	\$30.00		2009
	Bitewings - three films	\$36.00		2009
	BWX 4 Films	\$46.00		2009
	1st Intraoral PA Film	\$27.00		2009
	Additional PA Film	\$25.00		2009
	Intraoral Occlusal Film	\$28.00		2009
	Full Mouth Series w/ BWX	\$96.00		2009
	Prophy/Child under age 13	\$45.00		2009
	Prophy/Adult age 13 and up	\$64.00		2009
	Fluoride Varnish (age 13&under)	\$31.00		2009
	Fluoride Varnish (age 13-20)	\$31.00		2009
	application for moderate to high caries risk patients			
	Sealant/NEWLY ERUPTED TEETH	\$30.00		2009
	Sealant/NEWLY ERUPTED TEETH	\$43.00		2009
	Scale/Root Planning 1-3 teeth p/q	\$103.00		2009
	Scale/Root Planning 4+ teeth p/q	\$111.00		2009
	Full mouth Debridement	\$101.00		2009
	Periodontal Maintenance	\$81.00		2009

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
	Amal One Surface Prim/ Perm	\$89.00		2009
	Amal Two Surface Prim/ Perm	\$113.00		2009
	Amal Three Surface Prim/Perm	\$137.00		2009
	Amal Four Surface Prim/Perm	\$156.00		2009
	Resin One Surface Anterior	\$94.00		2009
	Resin Two Surface Anterior	\$118.00		2009
	Resin Three Surface Anterior	\$141.00		2009
	Resin Four Surface Anterior	\$164.00		2009
	Resin Comp. Crown Ant. Prim	\$185.00		2009
	Resin Comp. 1sur.Post-Prim/Perm	\$115.00		2009
	Resin Comp. 2sur.Post-Prim/Perm	\$157.00		2009
	Resin Comp. 3sur.Posterior Perm	\$207.00		2009
	Resin Comp.4+sur.Posterior Perm	\$242.00		2009
	Application of Desensitizing Medicament	\$37.00		2009
	Application of Desensitizing Resin for cervical and/or root surface per tooth	\$52.00		2009
	Pulpotomy	\$119.00		2009
	SSC Primary Tooth	\$201.00		2009
	SSC Permanent Tooth	\$229.00		2009
	Prebaccinated Resin Crown	\$235.00		2009
	Prefab.est.coat SSC prim. Tooth	\$214.00		2009
	Sedative Filling	\$74.00		2009
	Palliative Treatment	\$60.00		2009
	Ext. Erupted Tooth Prim/Perm	\$89.00		2009
	Extraction Surgical - 100+	\$141.00		2009
	Ext. coronal remnants deciduous	\$62.00		2009
	Alveoplasty extractions p/quad.	\$118.00		2009
	Alveoplasty in conjunction with extraction 1-3 teeth per quadrant	\$118.00		2009
	Alveoplasty not in conjunction with extraction 4 or more tooth spaces per quadrant	\$189.00		2009
	Alveoplasty not in conjunction with extraction 1-3 tooth spaces per quadrant	\$162.00		2009
	Recement Crown NOT cov. by MA	\$57.00		2009
	Study Models	\$53.00		2009
	I & D Minor Surgery	\$186.00		2009
	Occlusal Adjustment Limited	\$86.00		2009
	Fractured Tooth Tx.	\$70.00		2009
	Pulp Cap-direct exp. Pulp MED	\$46.00		2009
	Pulp Cap-indirect nearly exposed	\$46.00		2009
	Biopsy Oral Tissue	\$151.00		2009
	Pin Retention/tooth	\$30.00		2009

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
	Inject Single Tendon-Ligament-Cyst	\$72.00		2009
	Inject Single Tendon Origin ? Insertion	\$67.00		2009
	Inject Single-Multi Trigger Pts, 1-2 Muscles	\$67.00		2009
	Inject Single-Multi Trigger Pts, 3+ Muscles	\$78.00		2009
	Drain/Inject, Small Joint or Bursa	\$67.00		2009
	Drain/Inject, Intermediate Joint or Bursa	\$72.00		2009
	Drain/Inject, Major Joint or Bursa	\$84.00		2009
	Drain Finger Abscess, Simple	\$329.00		2008
	Apply Finger Splint, Static	\$44.00		2009
	Control Nosebleed	\$123.00		2009
	Lab: Venipuncture	\$18.00		2008
	Capillary Puncture	\$11.00		2007
	Incise External Hemorrhoids	\$184.00		2009
	Diagnosic Anoscopy	\$100.00		2009
	Anoscopy with Tumor-Polyp-Lesion Removal	\$238.00	DELETE	2008
	Destroy Lesion (Male)	\$151.00		2009
	Incision/Drainage of Vulva or Perineum	\$140.00		2009
	Incision/Drainage of Gland Abscess	\$173.00		2009
	Destroy Lesions (Female)	\$148.00		2009
	Insertion, non-biodegradable drug	\$133.00		2009
	Removal, non-biodegradable drug	\$134.00		2009
	Removal, with reinsertion, non-biodegradable drug	\$234.00		2009
	Diaphragm Fit	\$95.00		2009
	Insert Intrauterine Device (IUD)	\$100.00		2009
	IUD Removal	\$113.00	DELETE	2009
	Insert IUD	\$100.00		2009
	Fetal Non Stress	\$68.00		2009
	Remove Foreign Body from External Eye	\$67.00		2009
	Remove Foreign Body from Outer Ear Canal	\$140.00		2009
	Remove Ear Wax	\$67.00		2009
	Lipid Panel (Fasting) - UNC Lab	\$18.00		2006
	U/A (W/Micro)	\$28.00		2008
	U/A (Dipstick Only)	\$18.00		2008
	Pregnancy Test	\$11.00		2007
	Albumin Serum (UNC Lab Test)	\$6.00		2006
	Total Bilirubin (UNC Lab Test)	\$7.00		2006
	Direct Bilirubin (UNC Lab Test)	\$7.00		2006
	Neonatal Bilirubin (UNC Lab Test)	\$9.00		2006
	Hemocult	\$11.00		2007
	Ca (UNC Lab Test)	\$7.00		2006
	CO2 (UNC Lab Test)	\$6.00		2006
	CL (UNC Lab Test)	\$6.00		2006

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
	Total Cholesterol (UNC Lab Test)	\$6.00		2006
	Cholesterol	n/a	\$11.00	New
	CREAT (UNC Lab Test)	\$7.00		2006
	B12 (UNC Lab Test)	\$21.00		2006
	Ferritin (UNC Lab Test)	\$19.00		2006
	Folate (UNC Lab Test)	\$20.00		2006
	GLU (UNC Lab Test)	\$5.00		2006
	O'Sullivan	\$28.00		2008
	OGTT (3 HR)	\$50.00		2008
	Glucose (Random)	\$18.00		2008
	GGT (UNC Lab Test)	\$11.00		2007
	FSH (UNC Lab Test)	\$25.00		2006
	Hemoglobin A1C	\$21.00		2007
	IBC (UNC Lab Test)	\$12.00	DELETE	2006
	Iron Profile (FE): IBC (UNC Lab Test)	\$9.00		2006
	LDH (UNC Lab Test)	\$8.00		2006
	Lipid Panel (Non-Fasting) HDL (UNC Lab Test)	\$11.00		2006
	LDL (UNC Lab Test)	\$13.00		2006
	ALK PHOS (UNC Lab Test)	\$7.00		2006
	K (UNC Lab Test)	\$6.00		2006
	TP-Serum (UNC Lab Test)	\$5.00		2006
	TP-Urine (UNC Lab Test)	\$5.00		2006
	NA (UNC Lab Test)	\$6.00		2006
	Thyroxine (T4) - (UNC Lab Test)	\$8.00		2006
	Free T4 (UNC Lab Test)	\$12.00		2006
	TSH (UNC Lab Test)	\$22.00		2006
	T4 (UNC Lab Test)	\$19.00	DELETE	2006
	SGOT, AST (UNC Lab Test)	\$7.00		2006
	SGPT, ALT (UNC Lab Test)	\$7.00		2006
	Iron Profile/Transferrin: % Saturation (UNC Lab Test)	\$17.00		2006
	TRIG (UNC Lab Test)	\$8.00		2006
	T3U (UNC Lab Test)	\$8.00		2006
	BUN (UNC Lab Test)	\$5.00		2006
	Uric Acid (UNC Lab Test)	\$6.00		2006
	QUANT HCG/Serum (UNC Lab Test)	\$12.00		2006
	Hemoglobin	\$11.00		2007
	CBC w/o Diff (UNC Lab Test)	\$9.00		2006
	CBC with Diff (UNC Lab Test)	\$10.00		2006
	SED Rate (UNC Lab Test)	\$4.00		2006
	MONO Spot (UNC Lab Test)	\$7.00		2006

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
	RA Factors - Qual (UNC Lab Test)	\$7.00		2006
	RA Factors - Quan (UNC Lab Test)	\$7.00		2006
	PPD	\$14.00		2008
	H. Pyloric (UNC Lab Test)	n/a	\$20.00	New
	Rubella (UNC Lab Test)	\$20.00		2006
	Hepatitis C RIBA (UNC Lab Test)	\$16.00		2006
	Antibody Identification (UNC Lab Test)	\$21.00		2006
	ABO Group (UNC Lab Test)	\$4.00		2006
	RH Type (UNC Lab Test)	\$7.00		2006
	Other Bacterial Culture (UNC Lab Test)	\$18.00	\$12.00	2008
	Throat Culture (UNC Lab Test)	\$8.00		2006
	Urine Culture (UNC Lab Test)	\$11.00		2006
	ID & Sensitivity (UNC Lab Test)	\$9.00		2006
	STAT Male Smear	\$22.00		2007
	Fungal Direct Test (FDIR)(UNC Lab Test)	\$7.00		2006
	Wet Mount	\$18.00		2008
	Parasitology Test #9807-Giardia (UNC Lab T	\$16.00		2006
	Parasitology Test #9807-Cryptosporidium (U	\$16.00		2006
	HBsAG (UNC Lab Test)	\$13.00		2006
	Streptococcus Group A Assay W/Optic (UNC	\$20.00		2006
	Pap. Thin Prep (State Lab)	\$12.33		2007
	Rhogam Injection	\$128.00		2009
	Administration of H1N1 Vaccine	\$18.00		2009
	Admin Fee (1 vaccine)	\$18.00		2007
	Admin Fee (2+ vaccines)	\$11.00		2007
	Hep A - Adult	\$74.00		2009
	Hep A (Ped/Adol)	\$25.00		2010
	Gardasil	\$141.00		2009
	Admin. Influenza Vaccine - Medicare	\$18.00		2008
	Admin. Pneumococcal Vaccine - Medicare	\$18.00		2008
	Adult Medicaid Co-pay	\$3.00		2008
	Preservative free influenza vaccine 6-35 mo.	n/a	\$16.00	New
	Preservative free influenza vaccine	\$31.00		2008
	Influenza Split 6-35 mo.	\$14.00		2008
	Influenza Split 3yr and Above	\$26.00		2008
	Influenza Virus Vaccine Live for Intranasal	\$27.00		2008
	Rabies (IM)	\$237.00		2009
	Rabies (ID)	\$212.00	DELETE	2009
	Adult MMR	\$56.00		2009
	Varicella vaccine	\$89.00		2009
	Zostavax vaccine	\$179.00		2009
	Immunization: Pneumococcal - State	\$36.00		2009
	Meningococcal Vaccine, Subcutaneous/tet	\$100.00	\$45.00	2008
	Menactra Meningococcal Vaccine	\$101.00	\$105.00	2009
	Immunization: Hep B (20+ yrs)	\$58.00		2009
	Employee Varicella Titer (UNC Lab)	\$78.00		2008
	Employee Measles (Rubeola) Titer	\$48.00		2008
	Employee Mumps Titer	\$50.00		2008
	Employee Rubella Titer	\$75.00		2008

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 <sup>(1)</sup>	Last Revision
	Bile Acid Test	\$93.00		2008
	IV Infusion Up to One Hour	\$140.00		2009
	Psychiatric Diagnostic Interview Exam	\$151.00		2009
	Psychiatric Diag Interview Exam, Interactive	\$161.00		2009
	Psychother, Indiv, Insight, 20-30 min.	\$65.00		2009
	Psychother, Indiv, Insight, 45-50 min.	\$97.00		2009
	Psychother, Indiv, Insight, 75-80 min.	\$146.00		2009
	Psychother, Indiv, Interac, 20-30 min.	\$70.00		2009
	Psychother, Indiv, Interac, 45-50 min.	\$103.00		2009
	Psychother, Indiv, Interac, 75-80 min.	\$152.00		2009
	Psychotherapy, Family, w/o Patient	\$95.00		2009
	Psychotherapy, Family, (Conjoint) W/Pt Present	\$115.00		2009
	Psychotherapy, Group	\$32.00		2008
	Infusion Each Additional Hour up to Eight	\$39.00		2008
	Audiometry	\$18.00		2008
	Pure Tone Audiometry, Air	\$22.00	DELETE	2007
	Electrocardiogram, Complete	\$33.00		2008
	Electrocardiogram, Tracing Only	\$22.00		2007
	Airway Inhalation Treatment	\$22.00		2007
	Aerosol/Vapor Inhalation Treatment	\$22.00		2007
	Pulse Oxygen	\$8.00		2007
	Developmental Test	\$111.00		2008
	Health & Behavior Intervention	\$28.00		2008
	Medical Nutrition Therapy/Initial 15 min. Unit	\$30.00		2009
	Medical Nutrition Therapy/Re-Assess 15 min. U	\$30.00		2009
	Lab: Handling Fee	\$11.00		2007
	Special Supplies	\$18.00		2008
	Vision	\$11.00		2007
	Induction of Vomiting	\$67.00		2009
	New Office/Outpt Tx Brief E&M	\$84.00		2009
	New Office/Outpt Tx Expanded Prob Focused E	\$128.00		2009
	New Office/Outpt Tx Detailed E&M	\$173.00		2009
	New Office/Outpt Tx Moderate Complex E&M	\$251.00		2009
	New Office/Outpt Tx High Complex E&M	\$317.00		2009
	Estab Office/Outpt Tx Brief E&M	\$44.00		2008
	Estab Office/Outpt Tx Prob Focused E&M	\$78.00		2009
	Estab Office/Outpt Tx Expanded Focused E&M	\$105.00		2009
	Estab Office/Outpt Tx Detailed E&M	\$157.00		2009
	Estab Office/Outpt Tx Comprehensive E&M	\$234.00		2009
	Initial Office Consultation Minor Problem	\$140.00	DELETE	2009
	Telephone Coord Brief	\$18.00	DELETE	2008
	Telephone Coord Moderate	\$22.00	DELETE	2007
	Telephone Coord Lengthy	\$28.00	DELETE	2008

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
	Preventive/New Pt < 1 yr.	\$105.00		2009
	Preventive/New Pt 1-4 yrs.	\$107.00		2009
	Preventive/New Pt 5-11 yrs.	\$206.00		2009
	Preventive/New Pt 12-17 yrs.	\$228.00		2009
	Preventive/New Pt 18-39 yrs.	\$223.00		2009
	Preventive/New Pt 40-64 yrs.	\$267.00		2009
	Preventive/New Pt 65+ yrs.	\$242.00		2009
	Preventive/Estab Pt < 1 yr.	\$100.00		2009
	Preventive/Estab Pt 1-4 yrs.	\$100.00		2009
	Preventive/Estab Pt 5-11 yrs.	\$167.00		2009
	Preventive/Estab Pt 12-17 yrs.	\$195.00		2009
	Preventive/Estab Pt 18-39 yrs.	\$190.00		2009
	Preventive/Estab Pt 40-64 yrs.	\$212.00		2009
	Preventive/Estab Pt 65+ yrs.	\$212.00		2009
	Home Visit for Postnatal Assmt & F/U Care	\$84.00		2009
	Home Visit for Newborn Care & Assessment	\$84.00		2009
	Newborn EPSDT Screen Home Visit	\$50.00	DELETE	2008
	Periodic Oral Eval	\$21.00	DELETE	2008
	Oral Evaluation <3 yrs with counseling	\$51.00		2009
	Comprehensive Oral Eval	\$42.00		2007
	Topical Fluoride Appl	\$21.00		2007
	Oral Hygiene Instruction	\$17.00	DELETE	2007
	Adm of Influenza Vaccine	\$18.00		2009
	Adm of Pneumococcal Vaccine	\$18.00		2009
	Behavioral Health Counseling & Therapy	n/a	\$22.00	New
	Mental Health Assessment	n/a	\$22.00	New
	CBRS Individual Professional	\$21.00	DELETE	2008
	Ampicillin (OMNIP-POL-YN-TOTAN) Up to 500mg	\$6.00	DELETE	2007
	Azithromycin 500mg	\$28.00	DELETE	2008
	Penicillin G Benzathine/Procaine 1,200,000 Uni	\$72.00	DELETE	2007
	Penicillin G Benzathine up to 600,000 Units	\$24.00	DELETE	2009
	Penicillin G Benzathine up to 1,200,000 Units	\$41.00	DELETE	2009
	Penicillin G Benzathine up to 2,400,000 Units	\$56.00	DELETE	2009
	Ceftriaxone Sodium/Rocephin per 250mg	\$22.00	DELETE	2007
	Ciprofloxacin, 200mg	\$24.00	DELETE	2009
	Depo Provera Injection	\$62.00		2009
	Diphenhydramine HCL/Benadryl up to 50mg	\$6.00		2007
	Promethazine mg	\$8.00		
	B-12 Injection	\$6.00		2007
	Normal Saline Solution Infusion 1000cc	\$18.00	DELETE	2008
	Mirena IUD	\$530.00		2009
	Sports Physical	\$44.00		2008
	Camp Physical	\$44.00		2008
	College Physical	\$44.00		2008
	Childbirth Education	\$28.00	DELETE	2008

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Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
	RN Services up to 15 min.	\$21.00		2007
	Child Service Coordination	\$21.74		2005
	Maternity Care Coordination	\$29.30		2005
	Maternal Skilled HV	\$88.00		2005
	Education Classes	\$30.00/hr		2004
	Health Risk Appraisal	\$12.00	DELETE	2004
	Consultant Services (Health Educators)	\$20.00/hr		2004
	Patient Education (non Physician)	\$20.00/unit		2004
	Liver Function (UNC Rate)	\$11.00	DELETE	2006
	Amylase (UNC Rate)	\$9.00		2006
	CBC w/o Diff (UNC Rate)	\$9.00	DELETE	2006
	RMSF (Acute) (UNC Rate)	\$9.00	DELETE	2006
	RMSF (Convalescent) (UNC Rate)	\$27.00		2006
	Lipid Panel	\$25.00	DELETE	2008
	Glucose	\$11.00	DELETE	2007
	Therapeutic prophylactic/diagnostic injection	\$23.00		2007
	ANA (anti-nuclear antibody) ffter (UNC Rate)	\$16.00		2006
	Confirmation, if ANA+ (UNC Rate)	\$15.00		2006
	Paracervical Block	\$176.00		2009
	Lipase (UNC Rate)	\$9.00		2006
	Fecal occult blood, single spec.	\$10.00		2007
	oral eval <3 yrs with counseling	\$48.00	DELETE	2007
	Topical fluoride varnish	\$21.00	DELETE	2008
	Remove foreign body intranasal	\$244.00		2009
	Dsg and/or debridement, small	\$97.00		2009
	Insertion of non-dwelling bladder cath	\$94.00		2009
	Faring of corn/callus (1 lesion)	\$46.00		2008
	Chem. Caut of granulation tissue	\$79.00		2009
	IV fluid/infusion therapy, up to 1 hr	\$73.00	DELETE	2009
	IV infusion, each additional hour	\$23.00	DELETE	2008
	Luteinizing Hormone *UNC rate	\$25.00		2007
	Varicella Immune Status Test *UNC rate	\$17.00		2007
	Paragard IUD	\$435.00		2009
	Nuvaring	\$57.00		2009
	Implanon	\$73.00		2009
	Oral Contraceptive Pills	\$7.00		2009
	Immunization Adm. (1 vaccine)	\$18.00	DELETE	2008
	Immunization Adm. - Intranasal/Oral	\$12.00		2009
	Immunization Adm. - Intranasal/Oral Additional	\$9.00		2009

(1) Any fee changes will be included in this column; a blank beside each fee means there is no fee change in FY 2010-11

Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 (1)	Last Revision
	Tdap Vaccine	\$45.00		2010
	Urine Micro-Albumin (UNC Lab)	\$4.18		2010
	Free T3 (UNC Lab)	\$42.00		2010
	Iga (UNC Lab)	\$13.58		2010
	Ttg (UNC Lab)	\$16.85		2010
	Urine Toxicology Screen (UNC Lab)	\$160.88		2010
	DSME/DSMT Individual Assessment	\$22.00		2010
	DSME/DSMT Group Class	\$12.00		2010
	Lithium Level (UNC Lab)		\$9.46	New
	Medical Nutrition Therapy - Group (2 or more)		\$15.00	New
	Diabetic management program, dietitian visit		\$35.00	New
	Nutritional counseling, dietitian visit		\$35.00	New
	Additional MD req. MNT indiv-Medicare		\$25.00	New
	Additional MD req. MNT group-Medicare		\$13.00	New
	DT Pediatric Vaccine		\$31.00	New
	DTaP		\$91.00	New
	Pediarix (DTaP, Hep B & Polio combo)		\$95.00	New
	Pentacel (DTaP, Polio & Hib combo)		\$47.00	New
	Kinrix (DTaP/IPV combo)		\$112.00	New
	Twinrix (Hep A/B Combo)		\$25.00	New
	Hep B (Peds)		\$26.00	New
	PedvaxHib		\$26.00	New
	Acthib		\$26.00	New
	Hiberix		\$141.00	New
	Cervarix		\$122.00	New
	Menveo (Novartis)		\$124.00	New
	Rotarix		\$25.00	New
	Td		\$25.00	New

(1) Any fee changes will be included in this column; a blank beside each fee means there is no fee change in FY 2010-11



Orange County Approved Fee Schedule - FY 2010-11

Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 <sup>(1)</sup>	Last Revision
	(12) Disposal of Mobile Homes	\$150.00/unit	\$200.00/unit	2002
	Conventional Yard Waste Mulch	\$22.00/3 cubic yard scoop		2009
	Decorative Red Mulch & Compost	\$28/one cubic yard scoop		2009
	Tires (stockpiles tires/no state certification)	\$100.00/ton		1997
	Appliances (White Goods)	No charge		
	Scrap Metal	No charge		
	Cardboard	No charge		
	Regulated Recyclable Materials Permit	5% of assessed building permit fee		2002
	Regulated Recyclable Materials License	\$25.00/vehicle		2002
	Regulated Recyclable Materials Facility Certification	\$250.00/application		2002
	Combined Load Recyclables	\$15.00/ton		2002
	Regulated Material Permit-Town of Chapel Hill	\$7.00/Pick-up Truck/Van/Trailer Load		2008
	Regulated Material Permit-Orange County	8% of Applicable Building Permit Fees		2008
Solid Waste - General Fund				
	<i>Sanitation - School Refuse Collection</i>			
	(10) 6 cubic yard container/scheduled pick-up	\$26.00	\$31.00	2009
	(10) 8 cubic yard container/scheduled pick-up	\$28.00	\$33.00	2009
	(10) Non-scheduled pick-up	\$35.00	\$40.00	2009
Visitors Bureau				
	Occupancy Tax Rate	3% of gross receipts derived from rental of accommodations in the County		2008

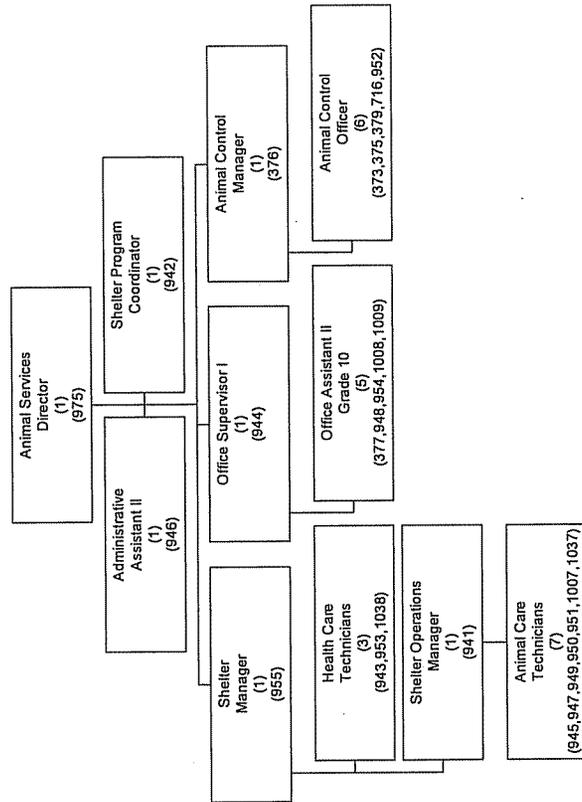
(1) Any fee changes will be included in this column; a blank beside each fee means there is no fee change in FY 2010-11

**Orange County Approved Fee Schedule - FY 2010-11**

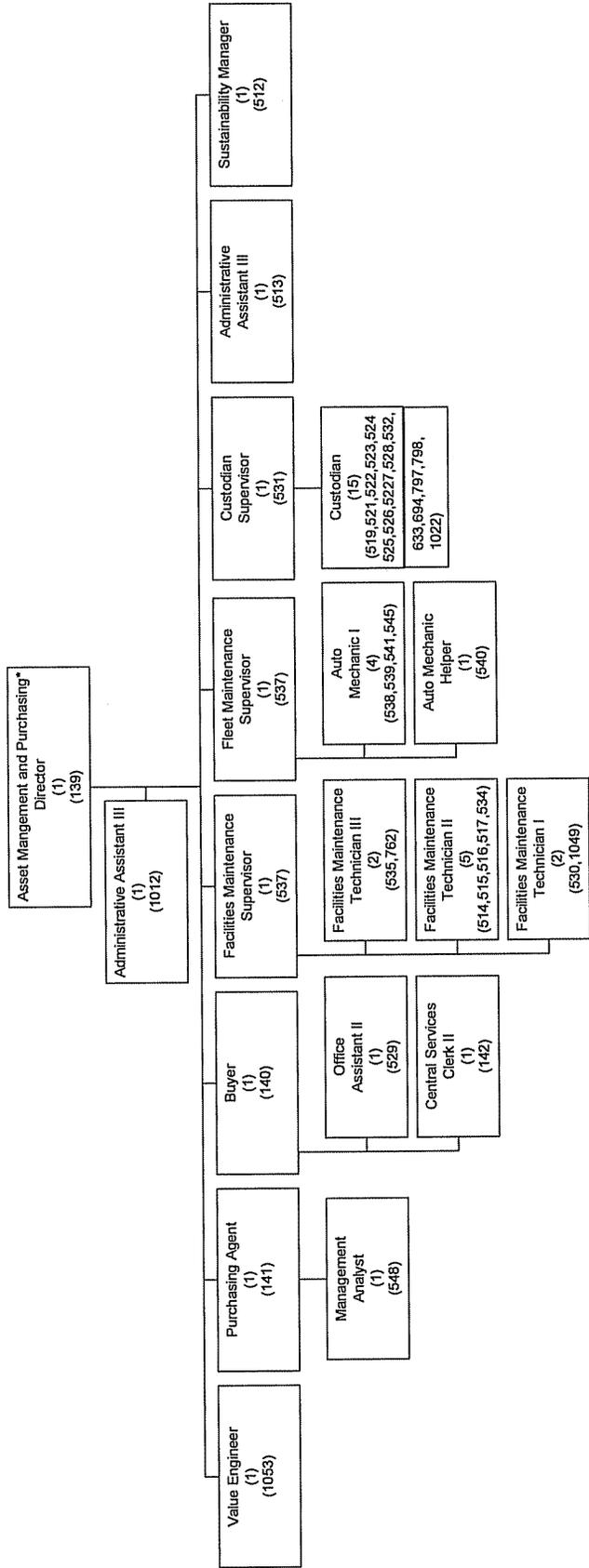
Department/Program	Description	Current Fee	Approved Fee Change for FY 2010-11 <sup>(1)</sup>	Last Revision
	(1) To cover the cost of sign designating Local Landmarks. Would only be implemented upon approval of Local Landmark.			
	(2) A survey of surrounding library systems was conducted. this increase is to bring Orange County libraries in line with other local systems.			
	(3) The Board of County Commissioners approved a four year rate schedule for Efland Sewer on June 2, 2009. Implementation of the second year (FY 2010-11) fee changes are effective July 1, 2010.			
	(4) Not applicable to approved placement partner organizations.			
	(5) Recover costs of euthanizing ill and infirm animals at the request of their owners given that this service is ordinarily available at higher rates only from private veterinary clinics.			
	(6) Fee for an Animal Control Officer to receive a surrendered animal and transport it to the Animal Services Center.			
	(7) Have not charged for this sample in the past when staff was already on site to collect other water samples			
	(8) Have not charged for this sample in the past. Air kits will continue to be distributed to walk-in clients for their own handling.			
	(9) This is a fee that had historically been charged to a tattoo establishment as an annual permit fee. Due to changes in the regulations over the years, there is no longer a permit issued to an establishment, only to artists. It is proposed that this fee is eliminated.			
	(10) Adjust fee to include some of the indirect costs and increasing collection costs due to the revised collection schedules.			
	(11) Deleted items due to no longer providing or duplicate services, several renamed due to increased cost.			
	(12) Price to reflect current generation of mobile homes being disposed of. To incorporate State disposal fee into price.			

(1) Any fee changes will be included in this column; a blank beside each fee means there is no fee change in FY 2010-11

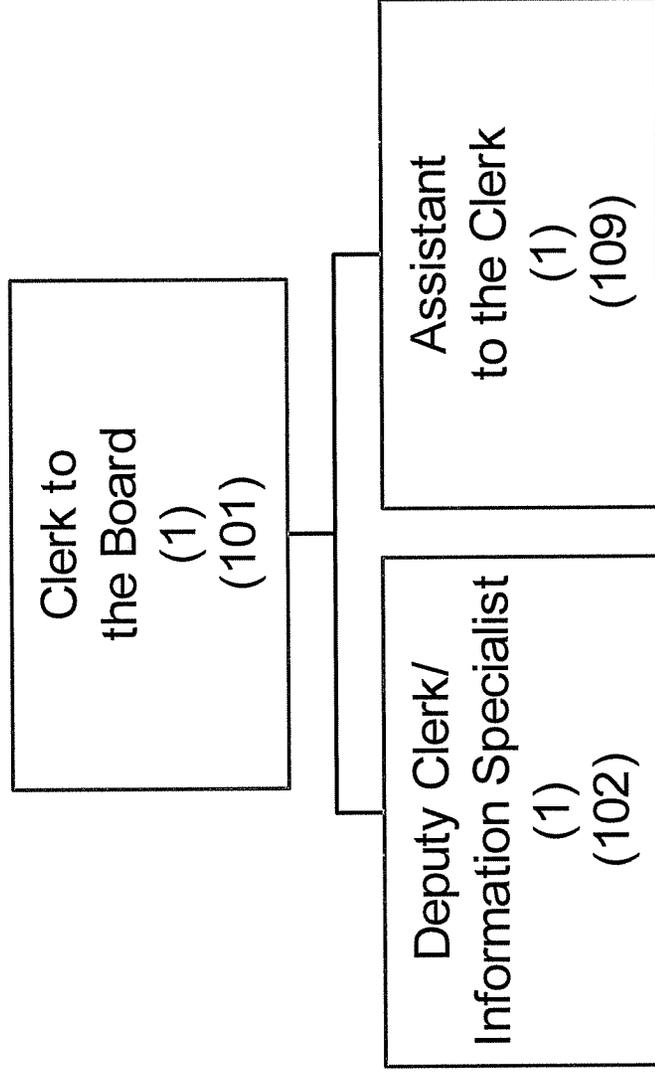
# Animal Services



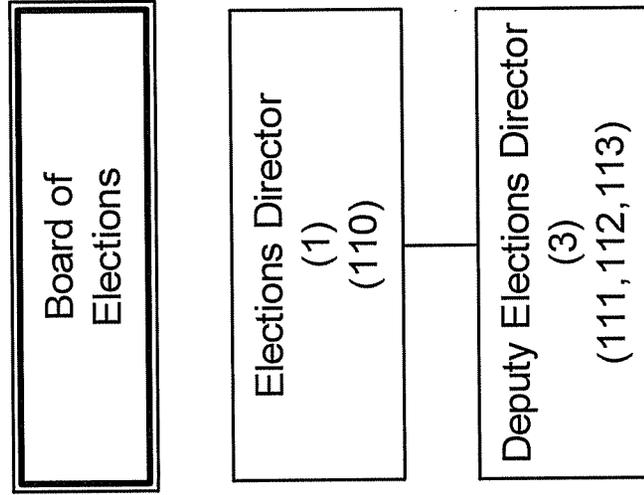
# Asset Management & Purchasing



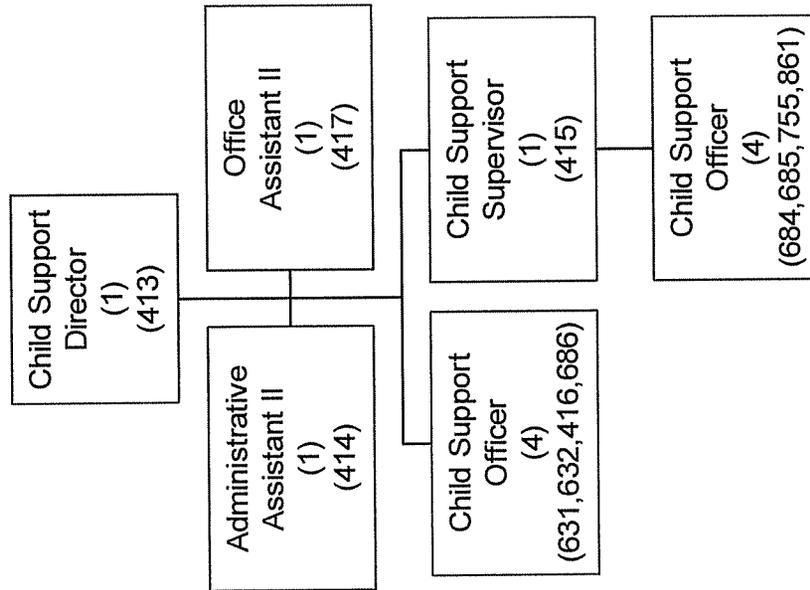
# Board of County Commissioners Office



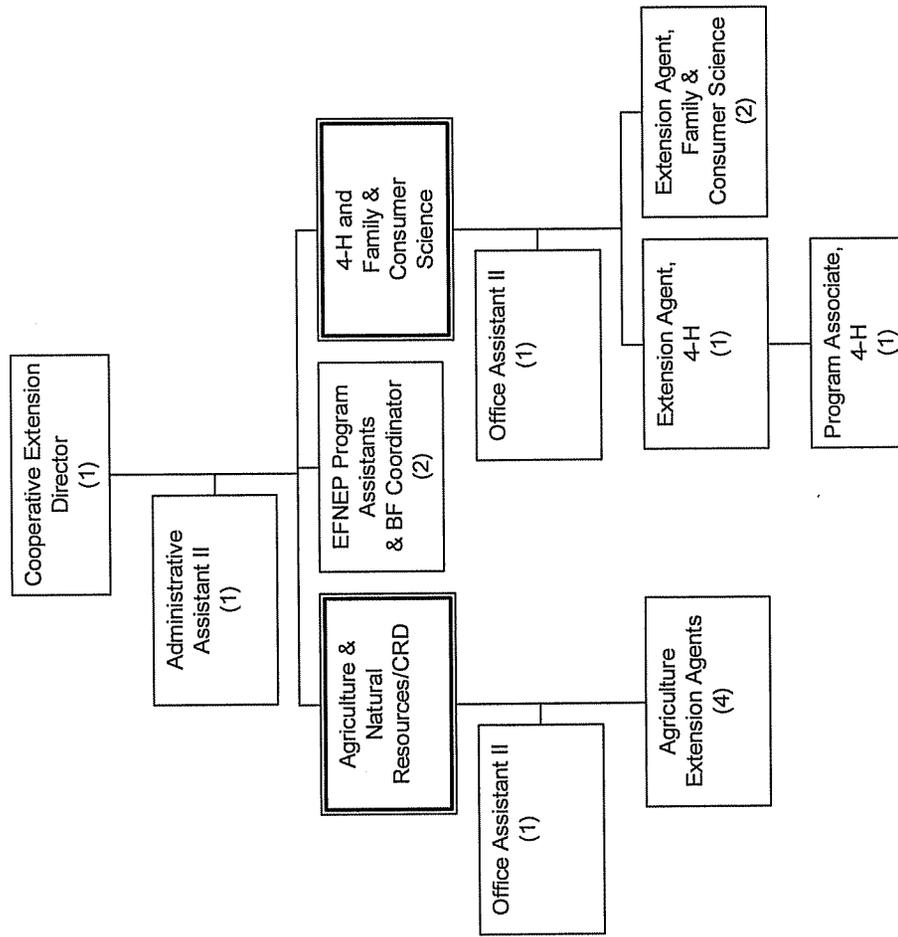
# Board of Elections



# Child Support Enforcement

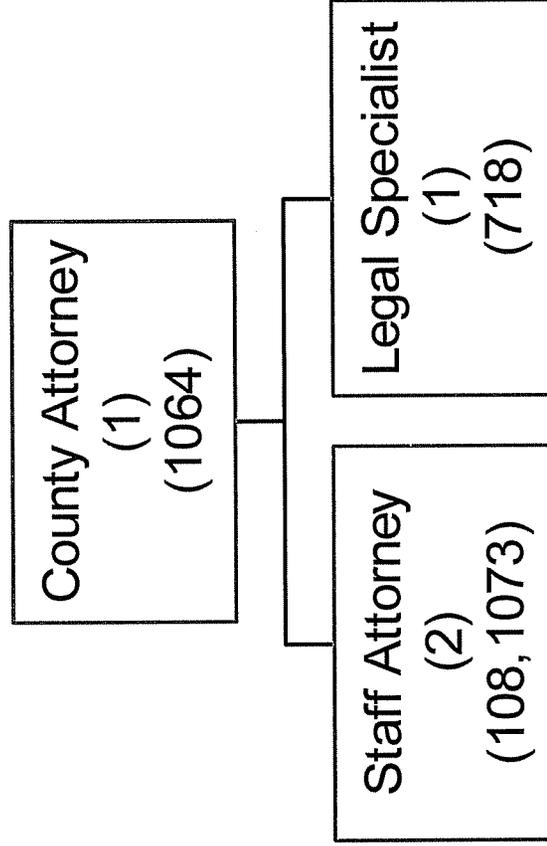


# Cooperative Extension Service

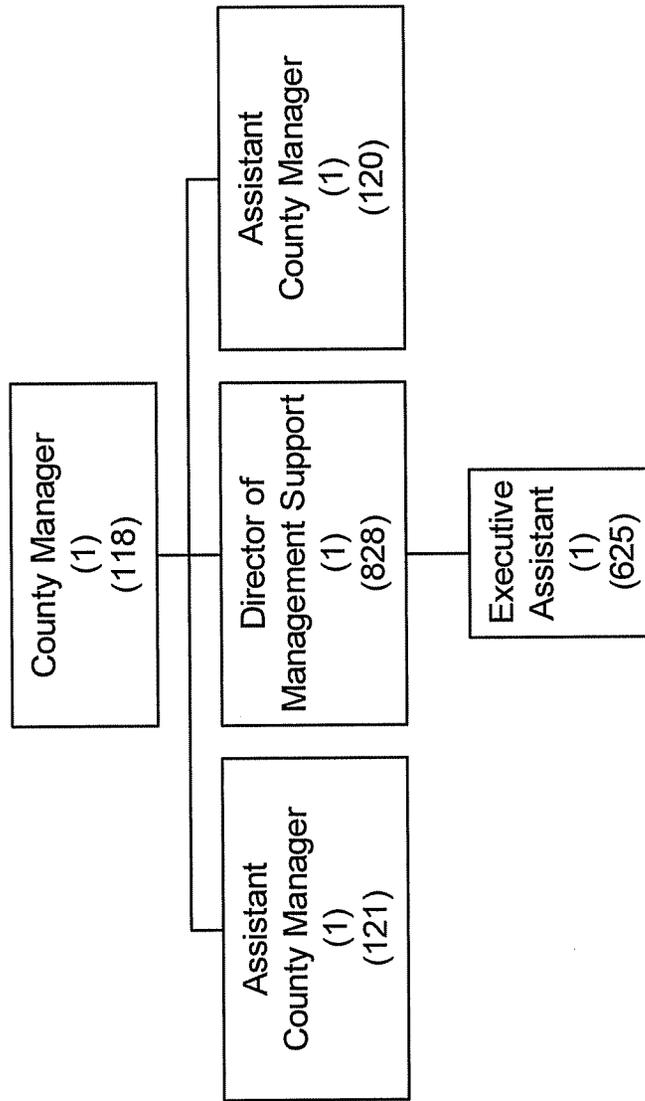


All positions are jointly funded by County and State

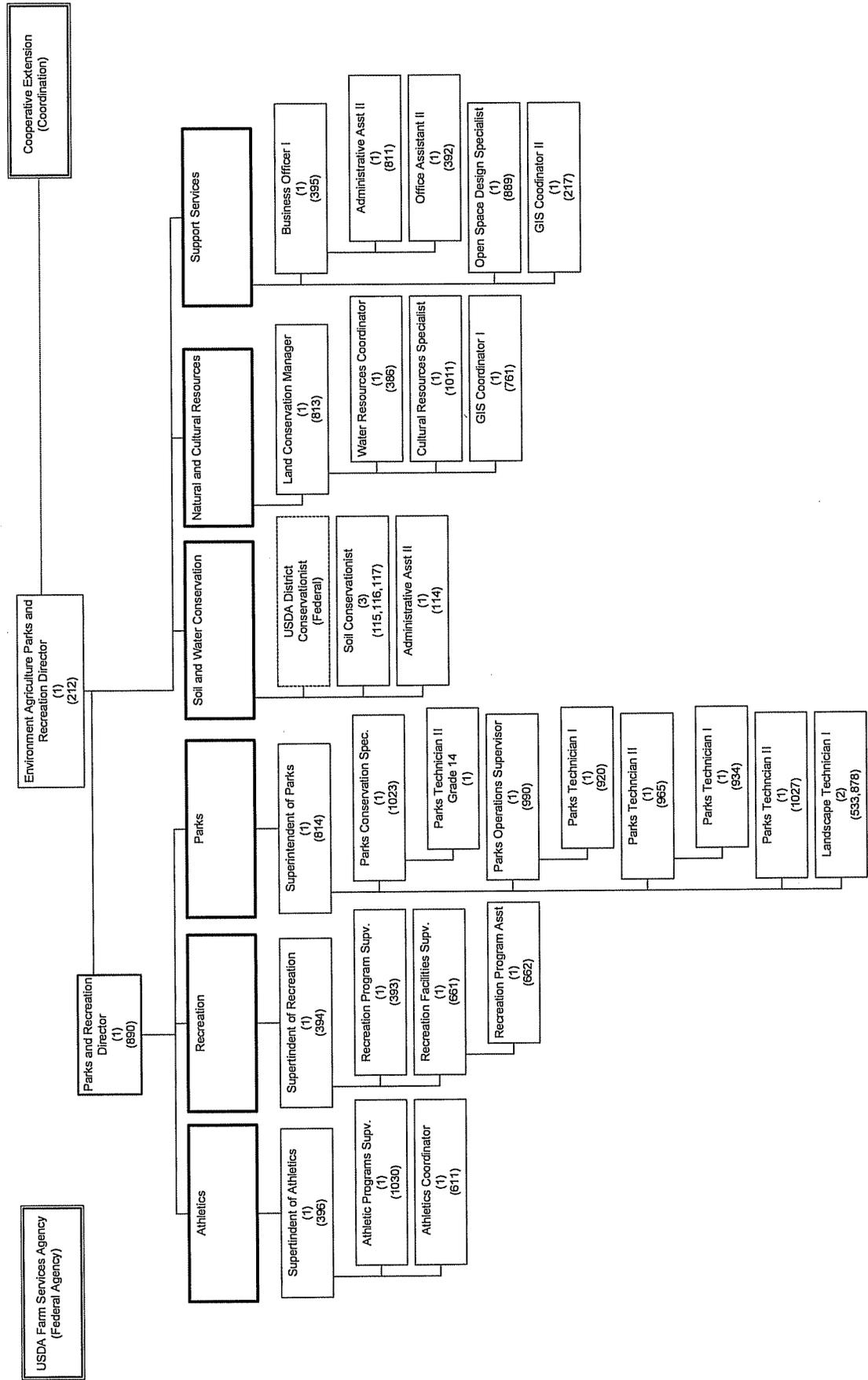
# County Attorney's Office



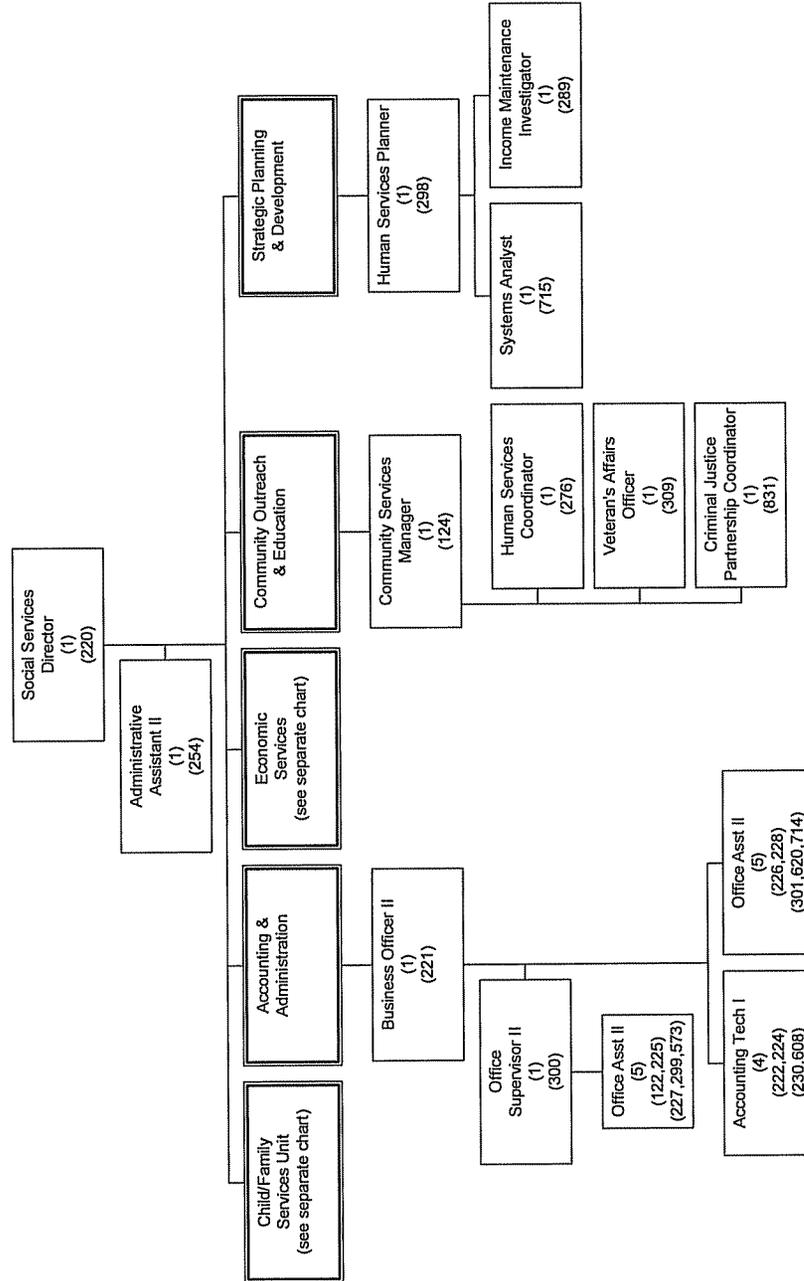
# County Manager's Office



# Department of Environment, Parks and Recreation

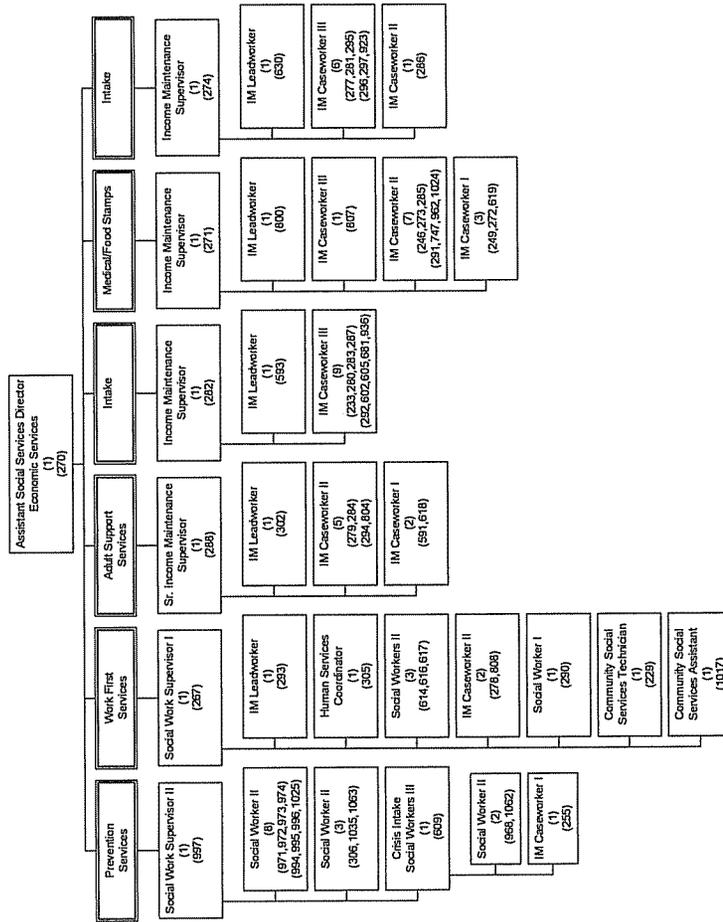


# Department of Social Services – Administration

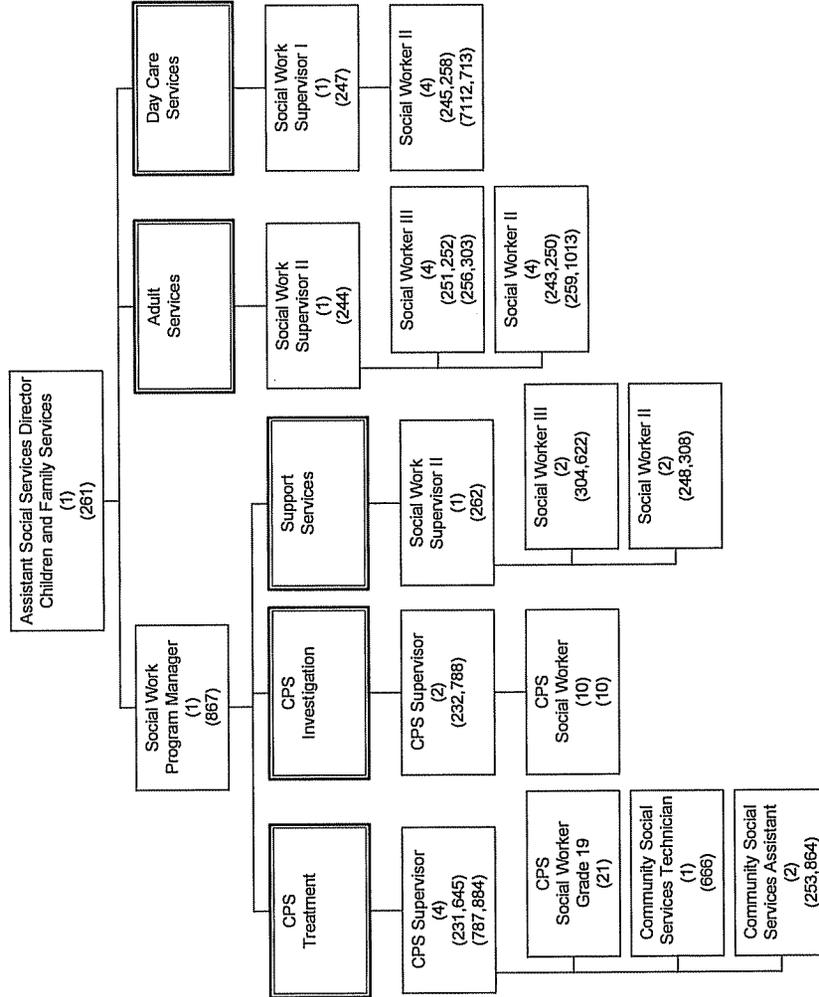


# Department of Social Services

## — Economic Services Unit



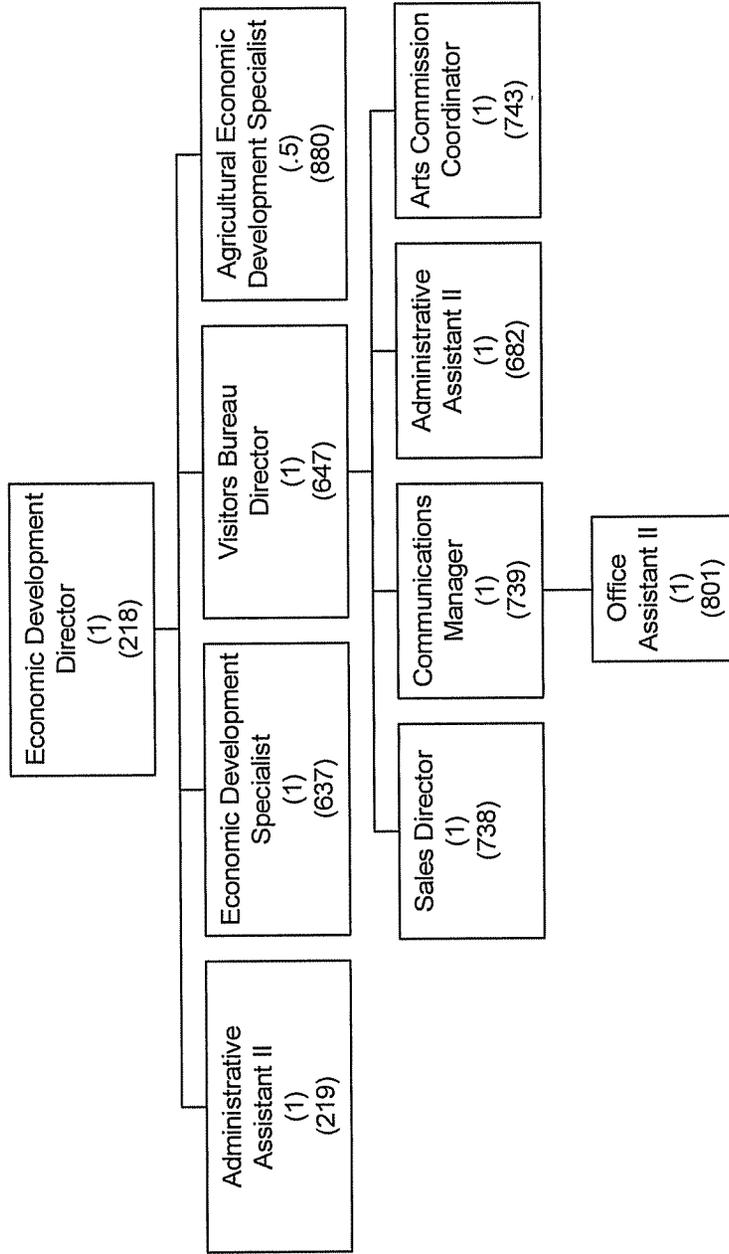
# Department of Social Services – Children/Family Services



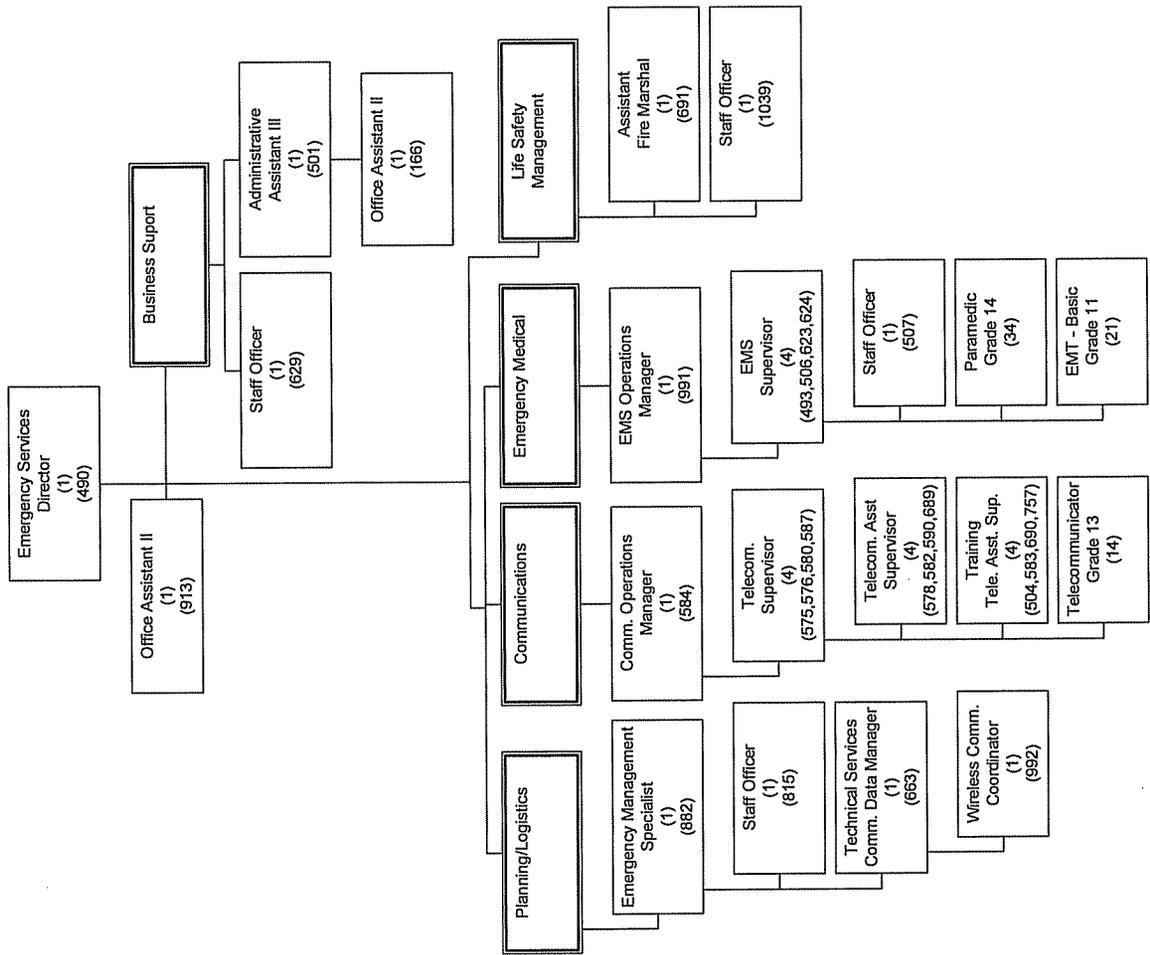


# Economic Development

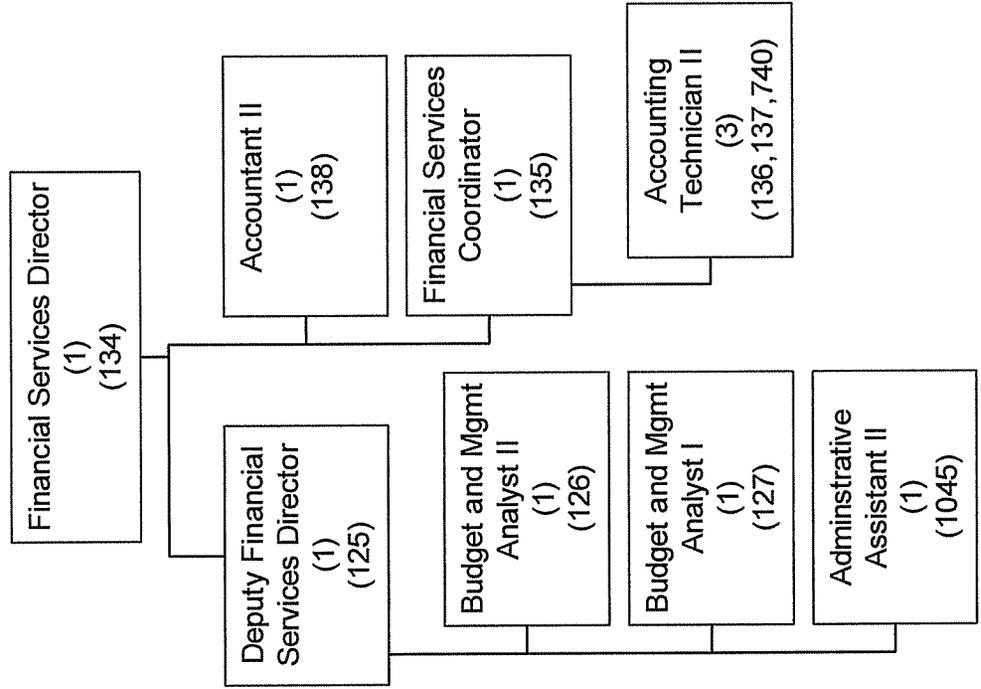
## (Including Arts Commission & Visitors Bureau)



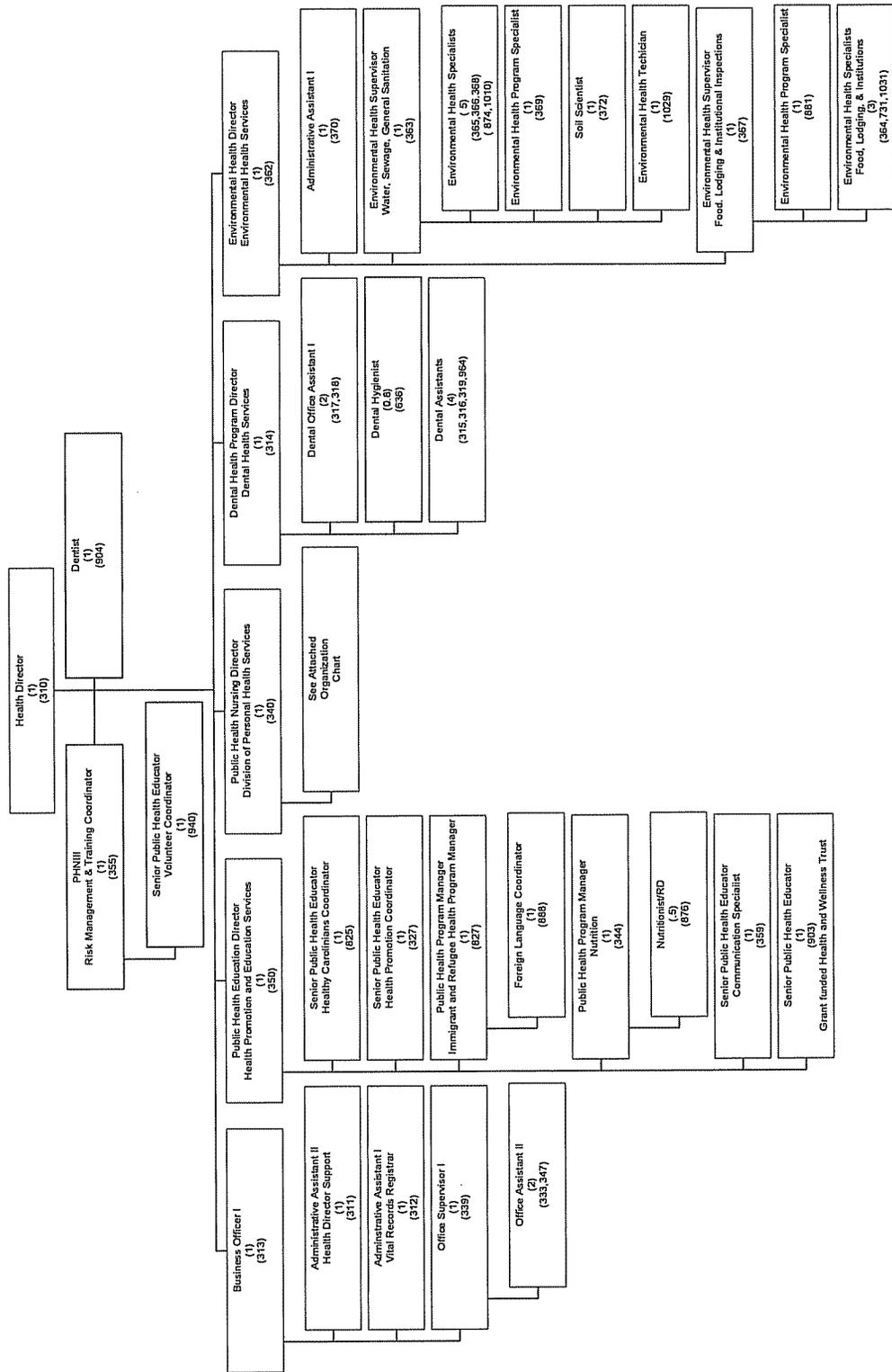
# Emergency Services



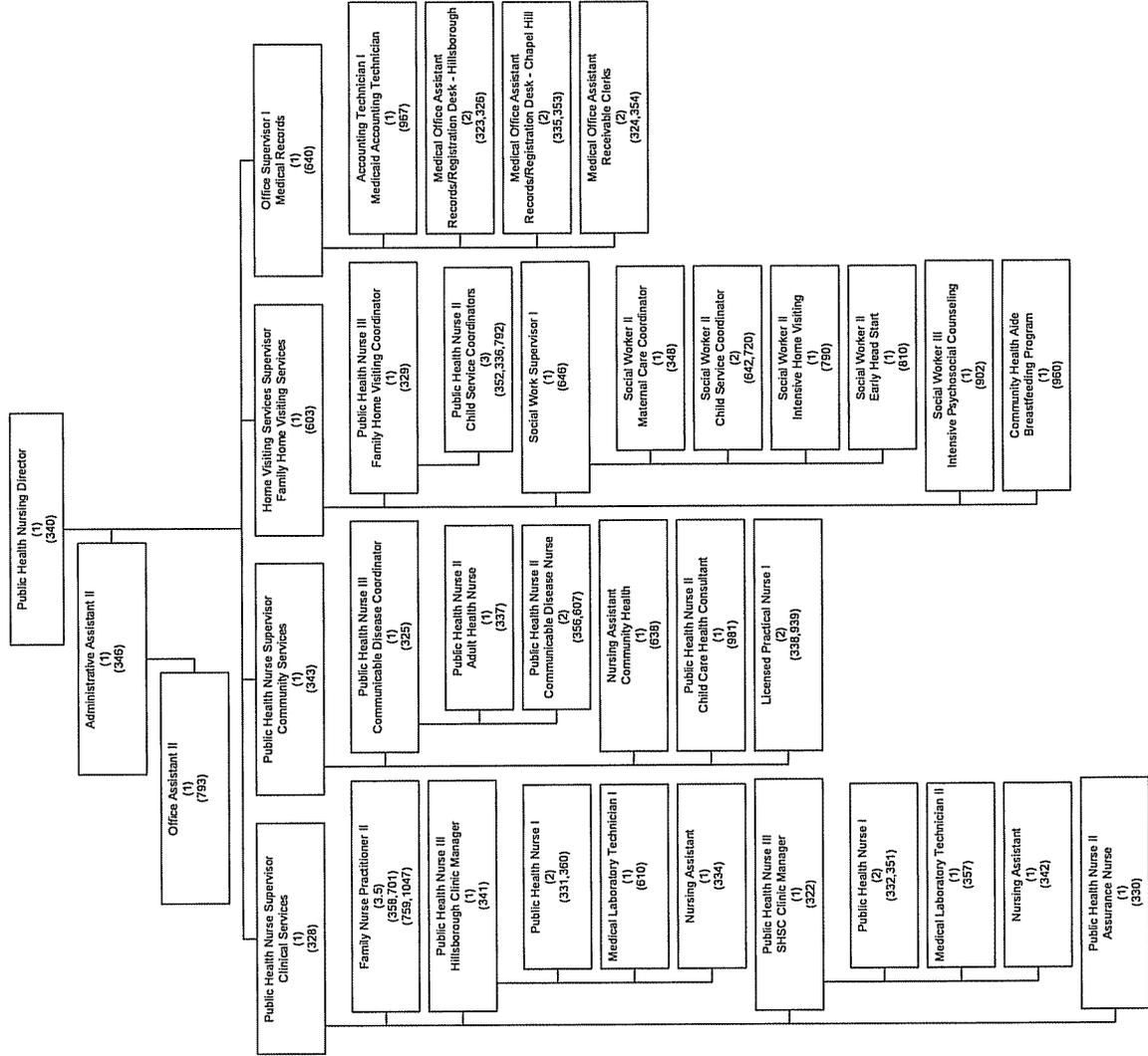
# Financial Services Department



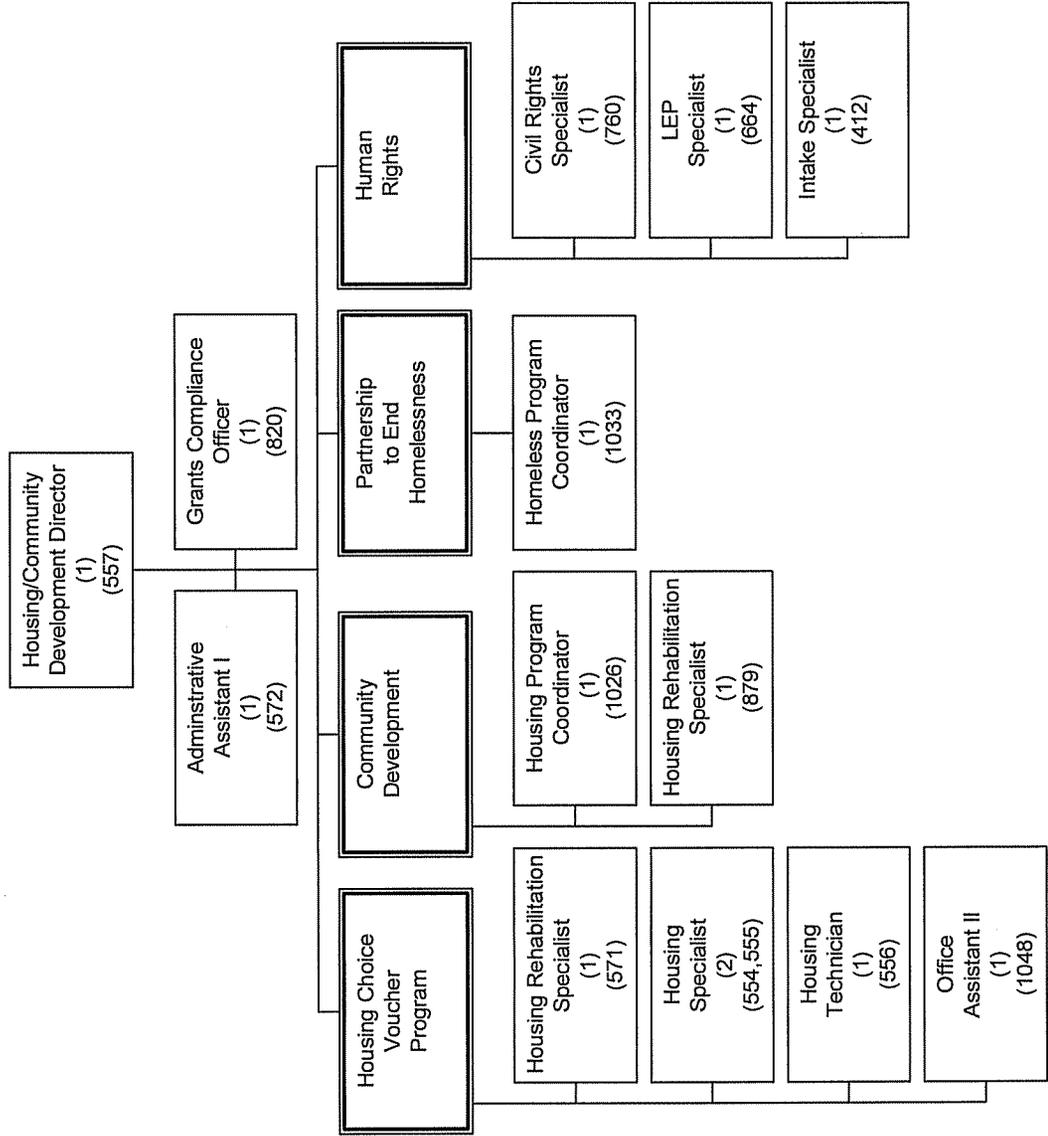
# Health Department



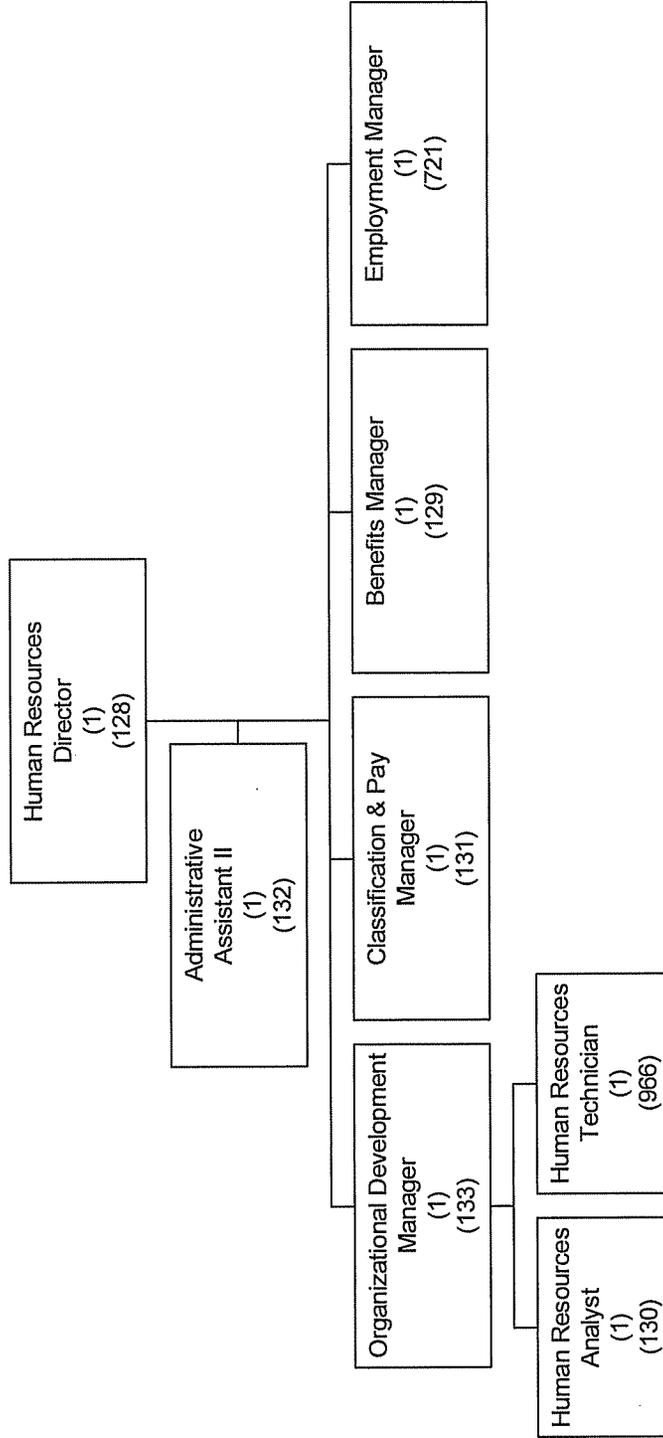
# Personal Health Services Division



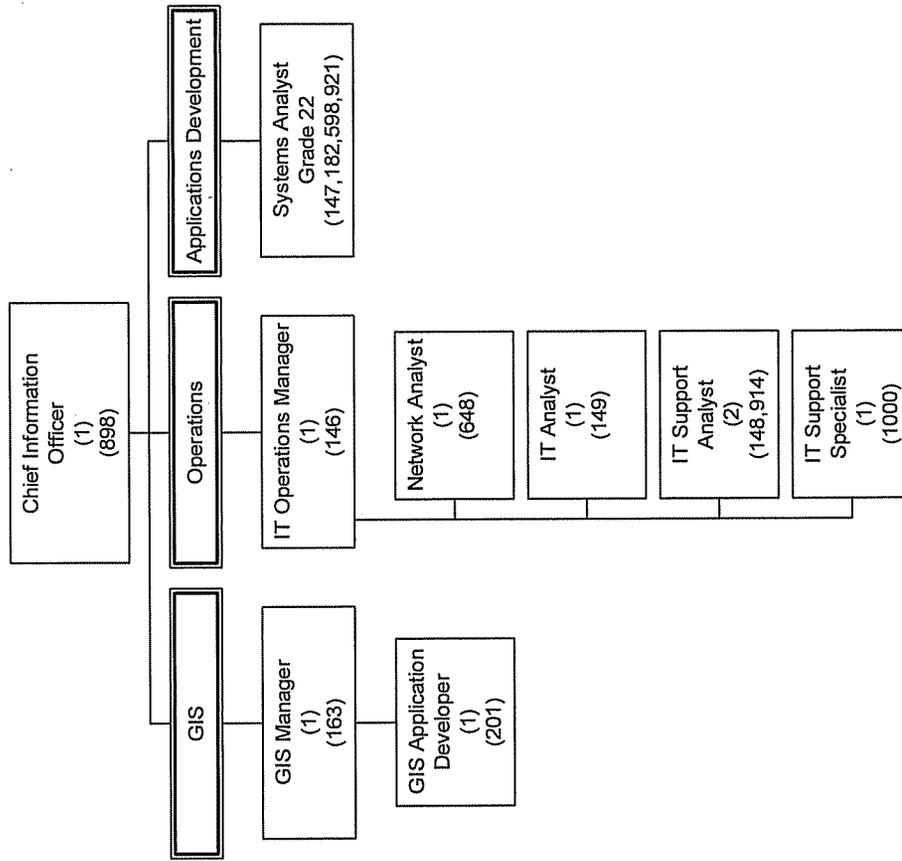
# Housing & Community Development



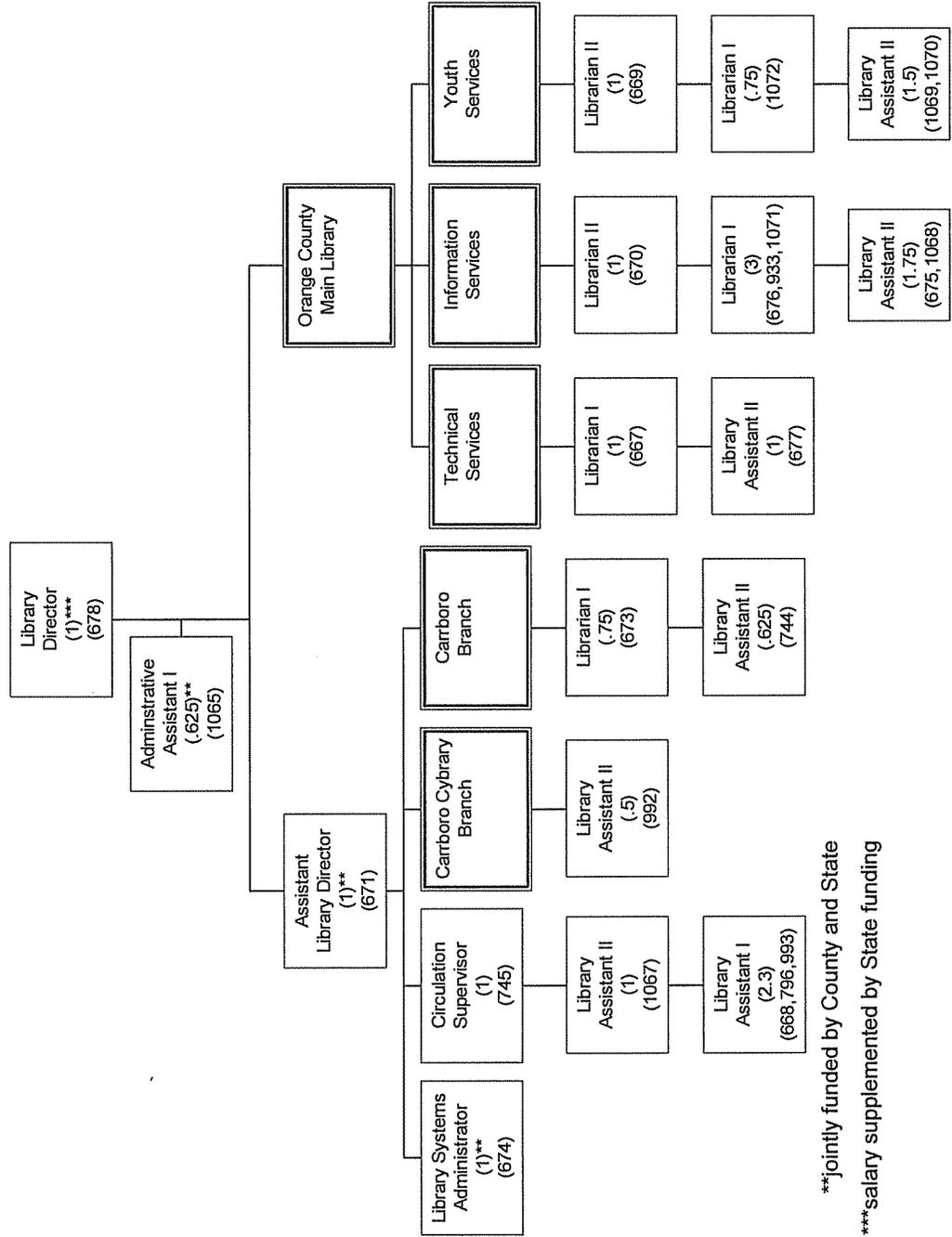
# Human Resources Department



# Information Technologies



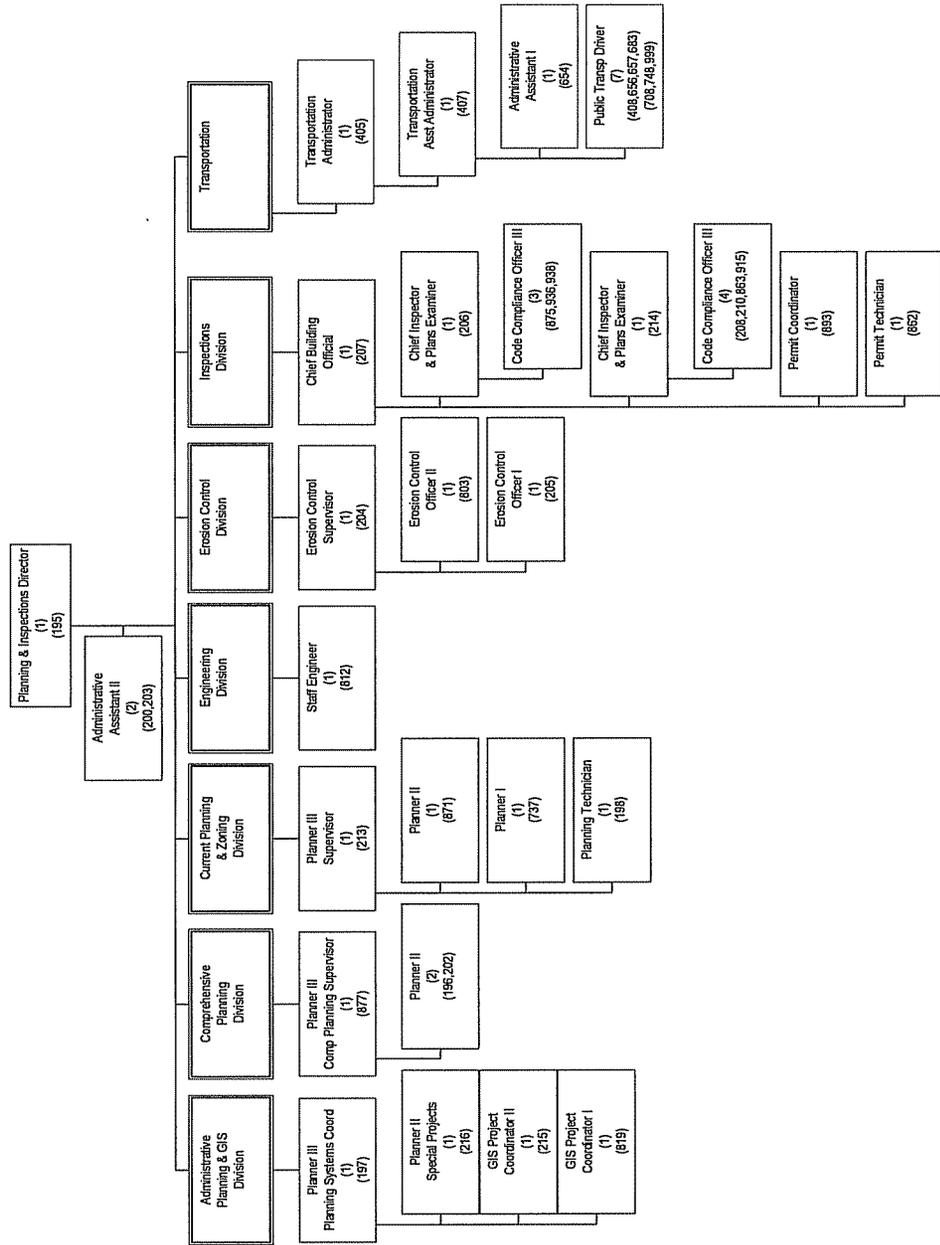
# Library Services



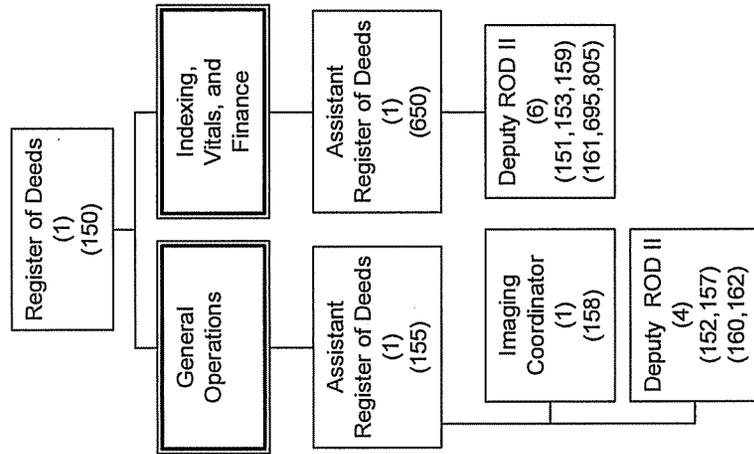
\*\*jointly funded by County and State

\*\*\*salary supplemented by State funding

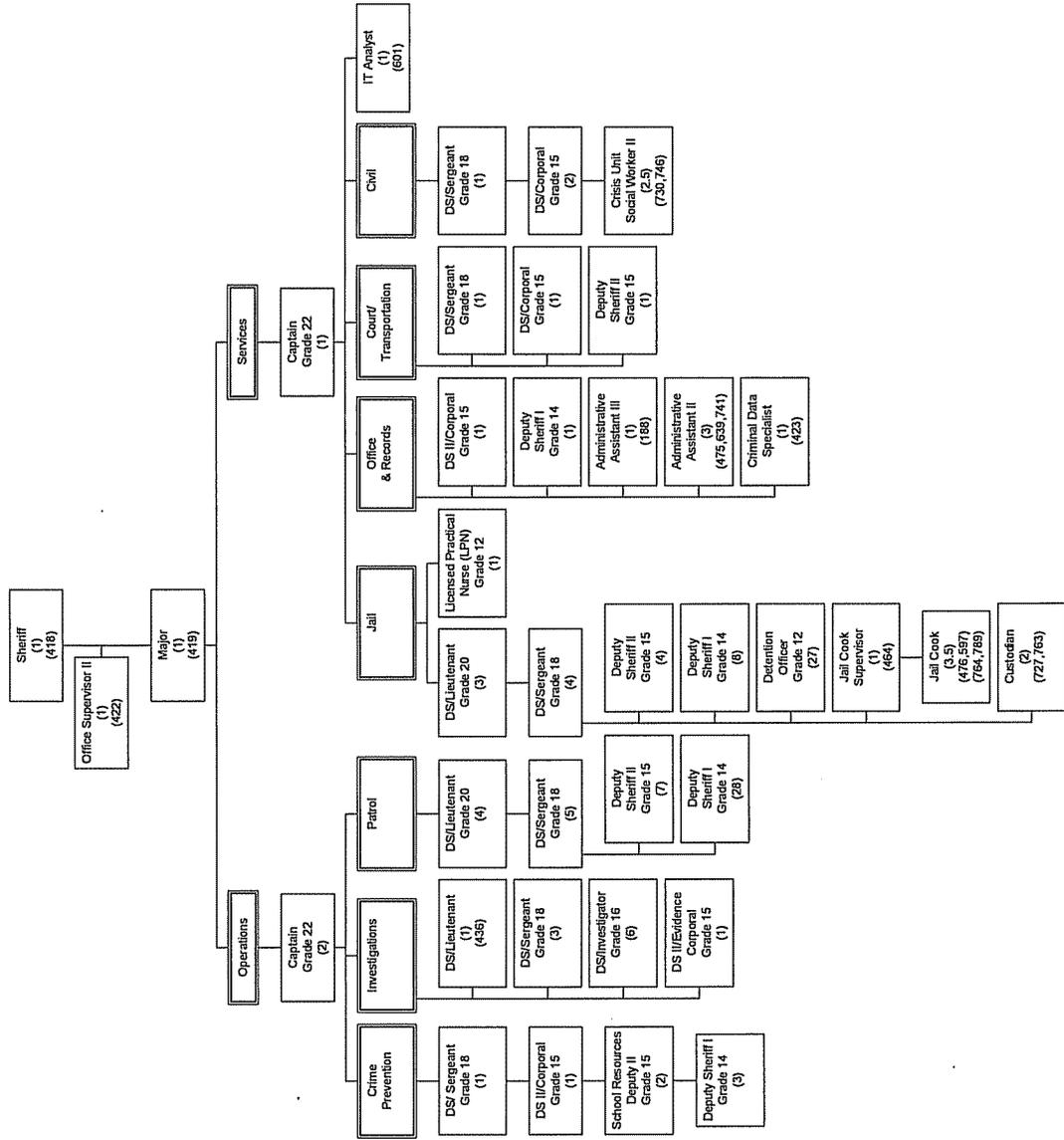
# Planning & Inspections



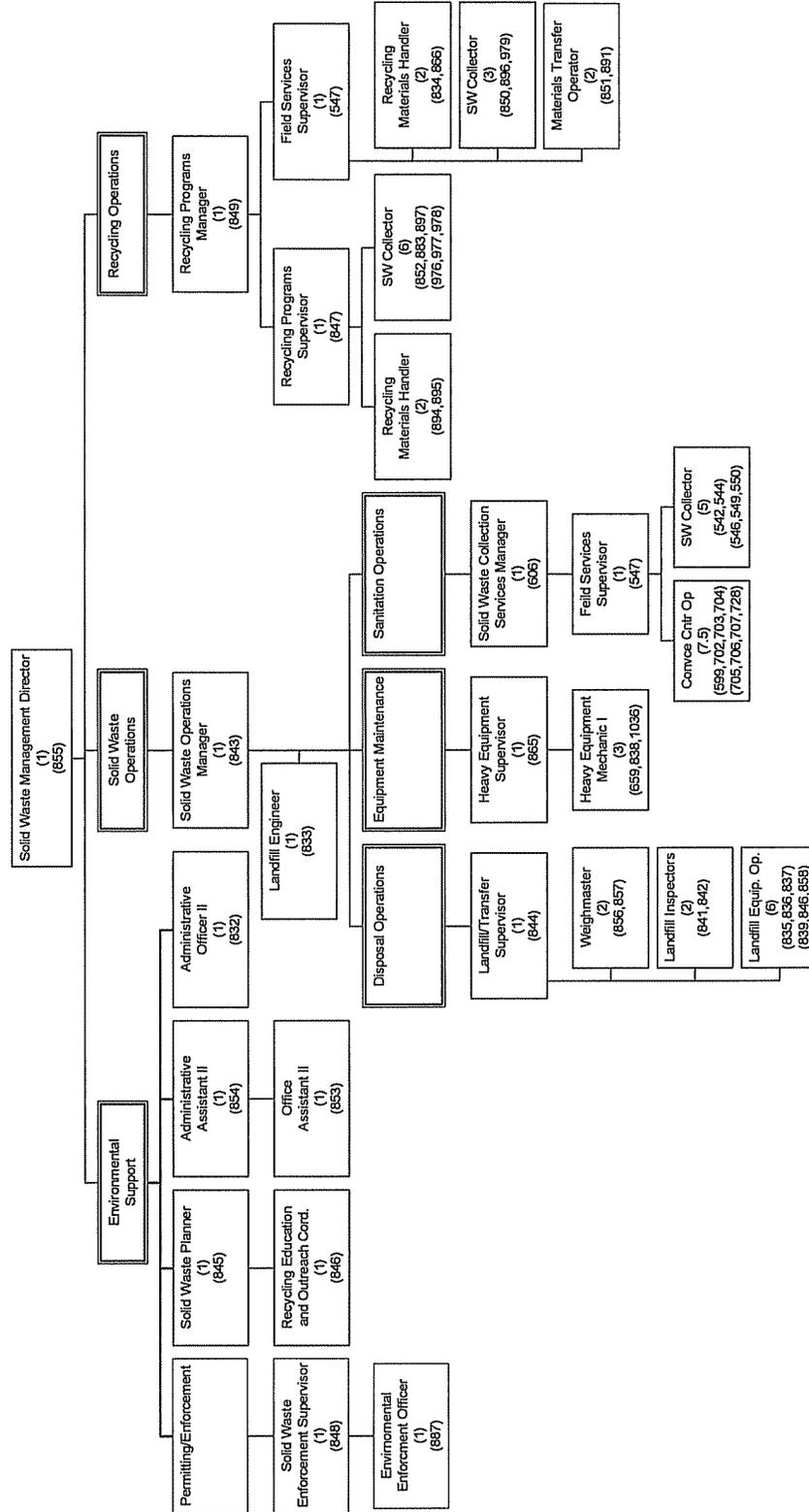
# Register of Deeds



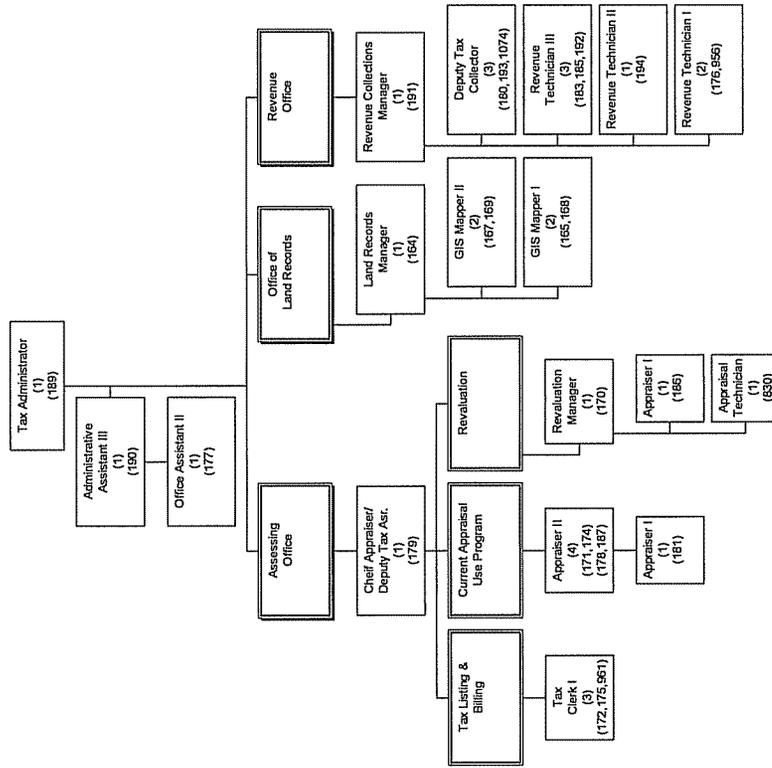
# Sheriff's Department



# Solid Waste Management



# Tax Administrator's Office



# Glossary

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**Ad Valorem Tax** - A tax levied in proportion to the value of a property.

**Allocate** - To set apart portions of budgeted expenditures which are specifically designated to organizations for special activities or purposes.

**Annual Budget** - A budget covering a single fiscal year.

**Appropriation** - The amount budgeted on a yearly basis to cover projected expenditures which the Board of Commissioners legally authorizes through the Budget Ordinance.

**Approved Budget** - The budget as formally adopted by the Board of County Commissioners for the upcoming fiscal year.

**Assessed Valuation** - The estimated dollar value placed upon real and personal property by the County Assessor as the basis for levying property taxes. The General Assembly exempted household personal property from taxation effective July 1, 1987.

**Authorized Bonds** - Bonds which have been legally authorized but may or may not be sold.

**Balanced Budget** - Occurs when planned expenditures anticipated revenues. In North Carolina, it is required that the budget submitted to the Board of County Commissioners be balanced.

**Board of County Commissioners** - Seven-member Board elected at large by the voters of the County for four-year terms.

**Bond** - A written promise to pay a specific amount of money with interest within a specific time period, usually long-term.

**Bond Rating** - A grade indicating a governmental unit's investment qualities. Generally speaking, the higher the bond rating the more favorable the interest rate and the lower the cost of financing capital projects funded by bonds. A high rating is indicative of the Government's strong financial position. Ratings range from AAA (highest) to D (lowest).

**Bonds Issued** - Bonds that are sold.

**Budget** - A financial plan for a specified period of time that matches all planned revenues and expenditures with various County services.

**Budget Message** - A written overview of the proposed budget from the County Manager to the Board of Commissioners. This overview discusses the major budget items of the Manager's recommended budget.

## ***Glossary - continued***

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**Capital Investment Plan** - A long term plan of proposed capital improvement projects, which includes estimated project cost and funding sources, which the County expects to undertake within a five-year period. The plan is updated annually to reassess capital needs.

**Capital Outlay** - An expenditure which results in the acquisition of or addition to a fixed asset.

**Capital Project** - A project expected to have a useful life greater than 10 years and an estimated cost of \$30,000 or more. Capital projects include the construction, purchase or major renovation of buildings, utility systems, parks, or other physical structures or property; purchase of land; and purchase of large equipment.

**Capital Project Fund** - A fund used to account for the acquisition or construction of major capital facilities and equipment.

**Category** - Expenditure budgets are presented in one of three categories: Personnel Services, Operations and Capital Outlay.

**Community Development Fund** - A fund used to account for block grant monies received from the federal government under the Title I of the Housing and Community Development Act.

**Contingency** - Appropriation intended for unanticipated expenditures. Transfer of these funds into an expendable account is controlled by the Board of County Commissioners.

**Current Expense** - Local funds used to supplement the State's minimum level of support for operating the Schools. By State law, local governments appropriate these funds on a per pupil basis.

**Debt Service** - Principal, interest and administrative costs associated with the repayment of long-term debt.

**Delinquent Taxes** - Taxes that remain unpaid after the due date on which a penalty for nonpayment is occurred.

**Department** - A major administrative division of the county that has overall management responsibility for an operation within a functional area.

**District Tax** - Taxes paid by those owning property in a special district of the County.

**Effective Tax Rate** - Current tax rate multiplied by the sales assessment ratio. The effective tax rate is useful in comparing the tax rate of counties across the state since it adjusts for differing years of revaluation of real property across the state.

**Encumbrances** - A financial commitment for services, contracts, or goods which have not been delivered or performed.

## ***Glossary - continued***

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**Enterprise Fund** - A grouping of activities whose expenditures are wholly or partially offset by revenues collected from consumers in the form of fees and charges.

**Expenditures** - The total cost of a program or capital project.

**Fire District** - Special voter-approved districts within the County established to furnish fire protection to residents and supported by property taxes.

**Fiscal Year** - A 12-month period (July 1 through June 30) in which the annual operating budget applies and at the end of which an assessment is made of the County's financial condition and performance of its operations.

**Fixed Asset** - An asset of long-term character. For budgetary purposes, a fixed asset is defined as an item costing \$250 or more with an expected life of more than one year.

**Fringe Benefits** - For budgeting purposes, fringe benefits include employer payments for social security, retirement, group health and life insurance, dental insurance, and worker's compensation.

**Full-time Equivalent (FTE)** - One FTE equals 40-hour per week permanent position.

**Fund** - An accounting entity created to record the financial activity for a selected financial group.

**Fund Balance** - Funds accumulated through the under expenditure of appropriations and /or the act of exceeding anticipated revenue.

**Function** - A broad grouping of activities and departments whose objectives and expenditures are inter-related. Examples of functions within Orange County include Human Services, Education, Public Safety, etc.

**General Fund** - A fund that provides the accounting for most of the basic government services, such as elections, social services, sanitation, inspections, health, or law enforcement.

**General Obligation Bonds** - Bonds issued by a government that are backed by the full faith and credit of its taxing authority.

**Goal** - A broad statement of desired conditions to be maintained or achieved through the efforts of an organization.

**Grants** - A contribution of cash or other assets from another government or non-profit foundation to be used for a specified purpose.

## ***Glossary - continued***

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**Indirect Cost** - The component of the total cost for a service which is provided by and budgeted within another department or division. Indirect costs are budgeted to more accurately reflect the true total cost for such services as those provided by the Health Department and Community Development.

**Interest and Penalties Receivable on Taxes** - Uncollected interest and penalties on property taxes.

**Intergovernmental Revenues** - Revenues from other governments (state, federal, and local) that can be in the form of grants, shared revenue, or entitlement.

**Lease Purchase** - A method of purchasing equipment in which payments are spread over a period or time.

**Levy** - The amount of tax, service charge, and assessments imposed by the government.

**Line Item** - A budgetary account representing a specific object of expenditure.

**Modified Accrual** - The basis of accounting for the County. Under this system, expenditures are recognized when encumbered, and in lieu of any other "property tax" that may have been considered on these values.

**Non-operating Expenses** - Expenses that are not directly related the provision of services, such as debt service.

**Non-operating Revenues** - Revenues that are generated from other sources and are not directly related to service activities.

**Objective** - A specific statement about what is to be accomplished or achieved for a particular program during the fiscal year.

**Ordinance** - A formal legislative enactment by the Board of Commissioners that has the full force and effect of law within the boundaries of the County.

**Operating Budget** - The County's financial plan, which outlines proposed expenditures for the upcoming fiscal year and estimates revenues that will be used to finance them.

**Operating Expenses** - Those expenditures of a recurring nature, covering services and supplies necessary to operate individual agency activities.

**Personal Property** - Movable property classified within two divisions: tangible and intangible. Tangible -- or touchable -- property includes items of visible and movable property not permanently affixed to real property. Intangible -- or non-touchable -- property includes stocks, bonds, notes, cash, bank deposits, accounts receivable, patents, trademarks, copyrights and similar assets.

## ***Glossary - continued***

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**Personnel Services** - Salaries and wages paid to employees for full-time, part-time and temporary work, including overtime and similar compensation. Also included in this account group are fringe benefits paid for employees.

**Program** - A well-defined portion of the operating plan for which a distinct set of goals and objectives may be developed.

**Property Tax Rate** - The rate at which real property in the County is taxed in order to produce revenues sufficient to conduct necessary governmental activities.

**Property Tax** - Tax paid by those owning property in the County.

**Proprietary Fund** - A fund used to account for the operations similar to those in the private sector. This includes enterprise funds. The focus is on determination of net income, financial position and changes in financial position.

**Public Safety** - A group of expenditures related to the provision and enforcement of law enforcement and fire and disaster protection.

**Real Property** - Land, buildings, and items permanently affixed to land or buildings.

**Real Property Value** - The value of land and buildings that is taxable.

**Reappraisal** - The process of re-valuing a jurisdiction's real property in order to adjust the tax value to the market value. According to North Carolina law, a revaluation must be conducted at a minimum of every eight years. Property was recently re-valued as of January 1, 2009.

**Reclassification** - A change in the classification and corresponding job title of an existing position that results from a major change in assigned responsibilities.

**Reserve** - An account designated for a portion of the fund balance that is to be used for a specific purpose.

**Revenue** - All funds that the County government receives as income, including items such as tax payments, fees for specific services, receipts from other governments, fines, forfeitures, shared revenues, and interest income.

**Sales Assessment Ratio** - The ratio of the tax value and the actual value of real property.

**Sales Tax** - Tax paid by retail consumers in the County.

**School Recurring Capital** - A recurring appropriation that results in the acquisition of, or addition to, a fixed asset within the school systems.

**School Current Expense** - See current expense.

## ***Glossary - continued***

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**Service Level** - The amount of service provided during the fiscal year as indicated by one or more performance indicators.

**Special Assessment** - A levy on certain properties to defray part or all of the cost associated with improvements or services that will benefit those properties. For instance, a special assessment would be levied against property owners who have petitioned for paving a street.

**Special Districts** - Tax-levied voter approved districts to provide specified services. Special districts in Orange County include fire districts and the Chapel Hill-Carrboro City School Special District.

**Special Revenue Fund** - A fund used to account for the revenues from specific sources that are to be used for legally specified expenditures.

**Tax Levy** - Revenue produced by applying a given tax rate to a property's assessed, or tax, value.

**Teachers Supplement** - An additional salary provided by local governments above the salary set by the state.

**Two-Thirds Bonds** – General obligation bonds that can be issued by a local government without voter authorization. Under a formula set by the State, the new G.O. debt cannot exceed two-thirds of the previous year's net debt reduction.

**Waste Reduction, Reuse, and Recycling Fee (3R Fee)** - this fee is used to help support the County's recycling, reduction and reuse programs and is assessed to all improved parcels in Orange County at varying rates, depending on the recycling services for which various parcels are eligible.