



**Orange County
Board of Commissioners**

Agenda

Business Meeting

February 6, 2024

7:00 p.m.

Donna S. Baker Meeting Room

Whitted Building

300 West Tryon Street

Hillsborough, NC 27278

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

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

1. Additions or Changes to the Agenda

PUBLIC CHARGE

The Board of Commissioners pledges its respect to all present. The Board asks those attending this meeting to conduct themselves in a respectful, courteous manner toward each other, county staff and the commissioners. At any time should a member of the Board or the public fail to observe this charge, the Chair will take steps to restore order and decorum. Should it become impossible to restore order and continue the meeting, the Chair will recess the meeting until such time that a genuine commitment to this public charge is observed. The BOCC asks that all electronic devices such as cell phones, pagers, and computers should please be turned off or set to silent/vibrate. Please be kind to everyone.

2. Public Comments (Limited to One Hour)

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

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

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

- b. Matters on the Printed Agenda

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

3. Announcements, Petitions and Comments by Board Members (Three Minute Limit Per Commissioner)

4. Proclamations/ Resolutions/ Special Presentations

- a. Presentation of Annual Comprehensive Financial Report for FYE 6/30/2023

5. Public Hearings



6. Regular Agenda

- a. Approval of a Professional Services Contract with Thomas & Hutton Engineering to Provide Civil Design Services for a Greene Tract Master Plan and Approval of Budget Amendment #5-A

7. Reports

- a. Presentation of the Draft Solid Waste Master Plan

8. Consent Agenda

- Removal of Any Items from Consent Agenda
 - Approval of Remaining Consent Agenda
 - Discussion and Approval of the Items Removed from the Consent Agenda
- a. Minutes
 - b. Motor Vehicle Property Tax Releases/Refunds
 - c. Property Tax Releases/Refunds
 - d. Late Applications for Property Tax Exemption/Exclusion
 - e. Orange County FY 2024 Annual Work Program Amendment #1 – FAST 2 Study Commitment
 - f. Enhanced Voluntary and Voluntary Agricultural District Designation – Multiple Farms

9. County Manager's Report

Projected February 15, 2024 Work Session Items

Boards and Commissions – Annual Work Plan Summaries (First Group)
Consultant Briefing on Orange County Land Use Plan 2050
Review of Upcoming Boards and Commissions Appointments

10. County Attorney's Report

11. *Appointments

12. Information Items

- January 16, 2024 BOCC Meeting Follow-up Actions List
- Tax Collector's Report – Numerical Analysis
- Tax Collector's Report – Measure of Enforced Collections
- Tax Assessor's Report – Releases/Refunds under \$100
- Memorandum – Water Supply Watershed and Stormwater Concerns Related to the Proposed Orange County Water And Sewer Management, Planning, and Boundary Agreement (WASMPBA) Amendment

13. Closed Session

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

Approval of Closed Session Minutes

14. Adjournment



Note: Access the agenda through the County's web site, www.orangecountync.gov

***Subject to Being Moved to Earlier in the Meeting if Necessary**

Orange County Board of Commissioners' meetings and work sessions are available via live streaming video at orangecountync.gov/967/Meeting-Videos and Orange County Gov-TV on channels 1301 or 97.6 (Spectrum Cable).

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: February 6, 2024

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

SUBJECT: Presentation of Annual Comprehensive Financial Report for FYE 6/30/2023

DEPARTMENT: Finance and Administrative Services

ATTACHMENT(S):

1. GFOA Award for Excellence in Financial Reporting
2. PowerPoint Presentation - Mauldin & Jenkins

UNDER SEPARATE COVER

3. *Annual Comprehensive Financial Report, June 30, 2023 - To Be Provided at the Meeting*

ALSO CURRENTLY AVAILABLE AT:

<http://www.co.orange.nc.us/732/Financial-Audit>

INFORMATION CONTACT:

Gary Donaldson, (919) 245-2453

PURPOSE: To receive the Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2023.

BACKGROUND: The ACFR reports on all financial activity of the County for the fiscal year July 1, 2022 through June 30, 2023. Mauldin and Jenkins, LLC, a firm of Certified Public Accountants, audited the financial statements. The financial statements and audit are required by Chapter 159-34 of the North Carolina General Statutes. The County prepares an Annual Comprehensive Financial Report (ACFR) that meets the standards set by the Government Finance Officers Association (GFOA). The ACFR is submitted to the GFOA in order to be awarded the Certificate of Achievement for Excellence in Financial Reporting. The financial report for the Orange County Sportsplex, as required under the management contract, is included in the County's ACFR.

The County received an unmodified (clean) audit opinion on the financial statements received from the audit. The financial audit results indicate compliance with County financial policies. The Chief Financial Officer and representatives of Mauldin and Jenkins, LLC will cover highlights of the Report and answer any questions.

FINANCIAL IMPACT: The financial report indicates a strong financial position for Orange County.

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

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**

The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

ENVIRONMENTAL IMPACT: There is no Orange County Environmental Responsibility Goal impact associated with this item.

RECOMMENDATION(S): The Manager recommends that the Board receive the Annual Comprehensive Financial Report (ACFR) for the fiscal year ended June 30, 2023.

**Government Finance Officers Association**

203 North LaSalle Street, Suite 2700

Chicago, Illinois 60601-1210

312.977.9700 fax: 312.977.4806

10/27/2023

Jamezetta Bedford
Board Chair
Orange County, North Carolina

Dear Jamezetta:

We are pleased to notify you that your annual comprehensive financial report for the fiscal year ended June 30, 2022 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and give appropriate publicity to this notable achievement. A sample news release is included to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

Michele Mark Levine
Director, Technical Services



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Orange County
North Carolina**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

June 30, 2022

Christopher P. Morill

Executive Director/CEO



GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

10/27/2023

For more information contact:
Michele Mark Levine, Director/TSC
Phone: (312) 977-9700
Fax: (312) 977-4806
Email: mlevine@gfoa.org

(Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **Orange County** for its annual comprehensive financial report for the fiscal year ended June 30, 2022. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.



ORANGE COUNTY

NORTH CAROLINA



Presentation of Audit Results
June 30, 2023



Agenda

- Engagement Team
- Overview of:
 - Audit Opinion
 - Financial Trends
 - Compliance Report
- Required Communications
- Accounting Recommendations and Related Matters
- Answer Questions



CONSISTENTLY RANKED AS A TOP ACCOUNTING FIRM IN THE U.S.

100+ year

HISTORY

OF QUALITY SERVICE

Serve 700+

GOVERNMENT CLIENTS

GOVERNMENTAL PARTNERS

18



140+

TEAM MEMBERS DEDICATED TO SERVING THE GOVERNMENTAL INDUSTRY



To be a trusted advisor, earning trust and building respect through our consistent commitment to sustainable excellence, leadership, and integrity.



300+

SINGLE AUDITS PERFORMED LAST YEAR COVERING OVER \$5.3 BILLION OF FEDERAL GRANTS



156,000+

HOURS ANNUALLY PROVIDED TO GOVERNMENTAL CLIENTS

175+

CURRENT CLIENTS AWARDED THE GFOA CERTIFICATE OF EXCELLENCE

6

STATES

14

OFFICES



Engagement Team Leaders

- Tim Lyons, Engagement Partner | Brian Nicholson, Quality Review Partner | Chad Jackson, Sr. Associate



Audit Opinion

- **Our Responsibility Under Auditing Standards Generally Accepted in the United States of America (GAAS)**
 - We considered the internal control structure for the purpose of expressing our opinion on **Orange County, North Carolina's (the "County")** basic financial statements, not for the purpose of providing an opinion on the effectiveness of internal controls.
 - Our audit was performed in accordance with GAAS and *Government Auditing Standards*.
 - Our objective is to provide reasonable—not absolute—assurance that the basic financial statements are free of material misstatement.
 - The basic financial statements are the responsibility of the County's management.
 - We did not audit the financial statements of the Orange County ABC Board. The financial statements of the ABC Board were audited by other auditors whose report was furnished to us, along with certain other required communications. Our opinion on the County's financial statements is based solely on the report of the other auditors who performed the audit of the ABC Board. The financial statements of the ABC Board were not audited in accordance with *Government Auditing Standards*.

- **Report on Basic Financial Statements**
 - Unmodified ("clean") opinion on basic financial statements.
 - Presented fairly in accordance with accounting principles generally accepted in the United States of America.
 - Our responsibility does not extend beyond financial information contained in our report.



Compliance Report and Audit Scopes & Procedures

- **Government Auditing Standards (“Yellow Book”) Report**

- The financial report package contains a report on our tests of the County’s internal controls and compliance with laws, regulations, etc. The report is not intended to provide an opinion on internal controls nor is it intended to provide a legal determination on the County’s compliance with applicable laws and regulations.
- This report and the procedures performed are required by *Government Auditing Standards*.

- **Compliance Reports**

- We were required to perform Single Audit procedures on six (6) major programs (4 Federal and 2 State of North Carolina programs).
- We issued a report on the County’s federal programs in accordance with the Uniform Guidance. That report contained an unmodified opinion on compliance.
- We issued a report on the County’s state programs in accordance with the State of North Carolina Single Audit Implementation Act. That report contained an unmodified opinion on compliance.

Financial Trends - Composition of Fund Balance

Fund Balance Categories - General Fund

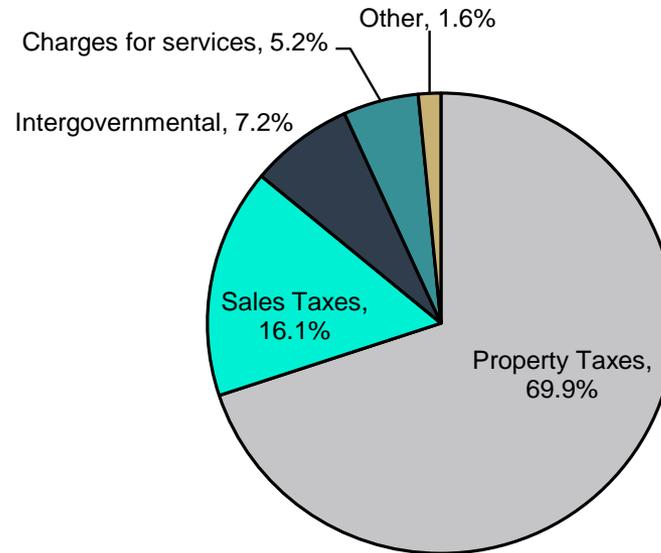


Trends from 2022 to 2023

- 2022 Fund Balance: \$81.3M
- 2023 Fund Balance: \$80.4M
- Increase to unassigned fund balance of approximately \$4.4 million – mostly related to the decrease in assigned (appropriated in subsequent period).
- Increase to restricted fund balance of approximately \$1.6M.
- Unassigned fund balance as of June 30, 2023, is 17.2% of General Fund + Debt Svc. Fund expenditures.



Financial Trends – General Fund Revenue



	2023	2022	Diff
Property Taxes	188,249,567	181,453,366	6,796,201
Sales Taxes	43,396,780	37,996,379	5,400,401
Intergovernmental	19,363,115	20,573,198	(1,210,083)
Charges for services	14,035,772	13,755,859	279,913
Other	4,195,050	2,719,876	1,475,174
	269,240,284	256,498,678	12,741,606



Financial Trends – General Fund Expenditures

	2023	2022	Diff	% age
Community services	14,595,312	13,205,403	1,389,909	6%
General government	13,103,299	10,770,606	2,332,693	5%
Public safety	33,434,999	27,822,848	5,612,151	13%
Human Services	38,758,538	39,736,328	(977,790)	15%
Education	97,969,758	94,916,033	3,053,725	39%
Support services	11,805,338	12,461,128	(655,790)	5%
Debt service (*)	41,750,825	43,304,765	(1,553,940)	17%
	251,418,069	242,217,111	9,200,958	100%

** Debt service expenditures includes approximately \$21.7 million of principal and interest payments on school-related debt for the fiscal year ended June 30, 2023. When the balance of those payments is added to non-debt service, total expenditures for education total approximately \$119.7 million or 48% of total General Fund + Debt Service Fund expenditures.*



Financial Trends – Proprietary Funds

Solid Waste Enterprise Fund

	<u>2023</u>	<u>2022</u>	<u>Change</u>
Operating revenues	\$ 11,001,798	\$ 11,337,901	\$ (336,103)
Operating expenses	9,430,416	10,019,577	(589,161)
Operating income	1,571,382	1,318,324	253,058
Unrestricted net position	9,696,271	7,645,336	2,050,935
Operating cash flow	1,277,803	4,209,250	(2,931,447)
Overall cash flow	(502,536)	2,169,292	(2,671,828)

SportsPlex Enterprise Fund

	<u>2023</u>	<u>2022</u>	<u>Change</u>
Operating revenues	\$ 4,769,351	\$ 3,835,429	\$ 933,922
Operating expenses	4,117,559	3,897,155	220,404
Operating income	651,792	(61,726)	713,518
Unrestricted net position	647,736	344,385	303,351
Operating cash flow	1,116,326	977,972	138,354
Interfund transfers	-	790,000	(790,000)
Overall cash flow	374,190	1,160,769	(786,579)



Required Communications

- **Significant Accounting Policies**

- Management is responsible for the selection and use of appropriate accounting policies.
- The significant accounting policies used by the County are described in Note 1 to the basic financial statements.
- During the current year, the County implemented Governmental Accounting Standards Board (GASB) Statement No. 96, *Subscription-Based Information Technology Arrangements*.
- The policies used by the County are in accordance with generally accepted accounting principles.
- In considering the qualitative aspects of its policies, the County is not involved in any controversial or emerging issues for which guidance is not available.

- **Management Judgment/Accounting Estimates**

- Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events.
- The County uses various estimates as part of its financial reporting process – including actuarial assumptions.



Required Communications (Continued)

- **Relationship with Management**

- We received full cooperation from the County's management and staff.
- There were no disagreements with management on accounting issues or financial reporting matters.

- **Management Representation**

- We requested, and received, written representations from management relating to the accuracy of information included in the financial statements and the completeness and accuracy of various information requested by us.

- **Consultation with Other Accountants**

- To the best of our knowledge, management has not consulted with, or obtained opinions from, other independent accountants during the year, nor did we face any issues requiring outside consultation.

- **Significant Issues Discussed with Management**

- There were no significant issues discussed with management related to business conditions, plans, or strategies that may have affected the risk of material misstatement of the financial statements.



Required Communications (Continued)

• **Audit Adjustments**

- Several adjustments were required during the conduct of the audit; these adjustments have been provided to management and they have provided us with representations that the adjustments have been posted to the County's general ledger.
- We did not have any passed audit adjustments.

• **Financial Statement Disclosures**

- The footnote disclosures to the financial statements are also an integral part of the financial statements and the process used by management to accumulate the information included in the disclosures was the same process used in accumulating the statements. The overall neutrality, consistency, and clarity of the disclosures was considered as part of our audit.

• **Information in Documents Containing Audited Financial Statements**

- Our responsibility for other information in documents containing the County's basic financial statements and our report thereon does not extend beyond the information identified in our report. If you intend to publish or otherwise reproduce the financial statements and make reference to our firm, we must be provided with printers' proof for our review and approval before printing. You must also provide us with a copy of the final reproduced material for our approval before it is distributed.

• **Auditor Independence**

- In accordance with AICPA professional standards, M&J is independent with regard to the County, its component unit, and its respective financial reporting processes.



Audit Finding

- **2023-001 Reporting of Employee Costs to NCDHHS**

- In our testing of employee costs charged to the Medicaid and SNAP programs, we noted four (4) total instances (three (3) out of forty (40) for Medicaid and one (1) out of forty (40) for SNAP) where the employee's day sheet (where time is tracked by service code in 6-minute increments) included more time than the employee's approved timesheet for the week.
- No questioned costs noted.

Management Points (Recommendations)

- **Capitalization Thresholds for Right-to-Use Assets**

- Over the last two (2) fiscal periods, the County was required to implement the provisions of two (2) new accounting standards (GASB Statement No. 87, *Leases* and GASB Statement No. 96, *Subscription-based Information Technology Arrangements*) that have significantly changed the way local governments account for leasing activities and information technology (IT) contracts. These new standards have created a new class of asset that is recorded in the County's statement of net position known as a "right-to-use" asset. Similar to capital assets, these right-to-use assets are capitalized and amortized over the life of the underlying agreement(s) or underlying asset's useful life (whichever is shorter). We recommend the County adopt a capitalization threshold for recording right-to-use assets in the same way that the County has a capitalization threshold for recording tangible capital assets. Establishing a threshold will make it easier for the County to more efficiently evaluate agreements that could give rise to the recording of right-to-use assets and eliminate what could be time spent on items that are immaterial to the County's financial statements.



Management Points (Recommendations)

- **County Reimbursement for Sales Taxes Paid**

- During our testing of the amounts received by the County from the North Carolina Department of Revenue (NCDOR) during the fiscal year ended June 30, 2023, we noted the County did not receive a reimbursement of sales taxes previously paid. Based on our discussion with management of the County, the NCDOR submittal is normally a part of year-end processing that has been delayed such that the County has not received these funds from NCDOR yet. Management is in the process of preparing the application for reimbursement that is required to be sent to NCDOR before the funds are released. Additionally, we have noted that management has implemented additional internal controls to ensure this is not overlooked during the annual closeout process in future fiscal years.

- **Accounting for Special Revenue Funds**

- During our review of the County's financial statements, we noted the DSS Payee Fund did not have any revenue or expenditure activity for the fiscal year under audit. Based on our review of the general ledger activity, it appears the County is still accounting for this fund as if it was still a custodial fund of the County where all amounts are received as cash and offset with a corresponding liability. With the change in accounting standard that was brought about by GASB Statement No. 84, *Fiduciary Activities*, this fund was reclassified to a special revenue fund in previous years and should be reflecting the inflows it receives during the fiscal year as revenues and conversely, the outflows as expenditures. Due to the fact that the activity for the fiscal year ended June 30, 2023, was not material, an audit adjustment to reclassify the activity was not required. However, we recommend County staff implement additional internal controls or additional annual closeout procedures to ensure the amounts are properly recorded in accordance with generally accepted accounting principles (GAAP).



New Accounting Pronouncements

- **New GASB Pronouncements for Future Years**

- **Statement No. 101, *Compensated Absences*** was issued in June 2022 and is effective for fiscal years beginning after December 15, 2023, which means the County's fiscal year ended June 30, 2025.

- **Current / Pending Major GASB Projects**

- **Re-Examination of the Financial Reporting Model.** GASB has added this project to its technical agenda to make improvements to the existing financial reporting model (established via GASB issued Statement No. 34). Improvements are meant to enhance the effectiveness of the model in providing information for decision-making and assessing a government's accountability.
- **Revenue and Expense Recognition** is another long-term project where the GASB is working to develop a comprehensive application model for recognition of revenues and expenses from non-exchange, exchange, and exchange-like transactions.
- **Going Concern Uncertainties and Severe Financial Stress** is major project where the goal is to address issues related to disclosures regarding going concern uncertainties and severe financial stress. This technical topic is being examined by the GASB due to a wide diversity in practice regarding required presentation on the face of the financial statements, disclosures, etc.
- **Disclosures Related to Capital Assets** is a project the GASB added to its agenda this year as a result of the new class of assets ("right-to-use" assets) from the new standards (GASB 87, 94 and 96). The exposure draft proposes new guidance regarding the disclosure of certain items related to capital assets.

Govt. Clients – Free Quarterly Continuing Education

• Since March of 2009 – For Over 12 Years !!

- Mauldin & Jenkins provides free quarterly continuing education for all of our governmental clients. Topics are tailored to be of interest to governmental entities. In an effort to accommodate our entire governmental client base, we offer the sessions several times per quarter at a variety of client provided locations resulting in greater networking and knowledge sharing among our governmental clients. We normally see approximately 180 people per quarter. Examples of subjects addressed in the past few quarters include:

- Accounting for Debt Issuances
- Achieving Excellence in Financial Reporting
- Best Budgeting Practices, Policies and Processes
- Budget Preparation
- ACFR Preparation (two (2) day hands-on course)
- Capital Asset Accounting Processes and Controls
- Collateralization of Deposits and Investments
- Component Units
- Cybersecurity Risk Management
- Evaluating Financial and Non-Financial Health of a Govt.
- Financial Report Card – Where Does Your Govt. Stand?
- Financial Reporting Model Improvements
- GASB Nos. 74 & 75, OPEB Standards
- GASB No. 77, Tax Abatement Disclosures
- GASB No. 84, Fiduciary Activities
- GASB Projects & Updates (ongoing & several sessions)
- Human Capital Management
- Grant Accounting Processes and Controls
- Internal Controls Over Accounts Payable, Payroll and Cash Disbursements
- Internal Controls Over Receivables & the Revenue Cycle
- IRS Issues, Primarily Payroll Matters
- Legal Considerations for Debt Issuances & Disclosures
- Policies and Procedures Manuals
- Segregation of Duties
- Single Audits for Auditees
- Special Purpose Local Option Sales Tax (SPLOST)
- Accounting, Reporting & Compliance
- Uniform Grant Reporting Requirements and the New Single Audit

Governmental Advisory Services

Core Offerings

Strategy

Develops and defines the future vision, goals, and objectives

- Innovation
- Long-Term Planning
- Organization Management
- Workforce of the Future Planning
- Internet of Things/Market Disruptors Assessment
- Artificial Intelligence/Robotics
- Service Delivery Model Planning
- Strategy Mapping
- Technology Consulting/ERP
- Technology Solution/Vendor Selection
- Operational Vision
- Business Case

Operational Efficiency and Effectiveness

Ensures business processes and service delivery are provided in a manner maximizing targeted goals

- Cost Containment
- Operations Improvement
- Program Delivery
- Revenue Enhancement
- Staffing Assessments
- Benchmarking
- Technology Utilization
- Governance
- Policy/Procedure Assessments
- Operations/Management Reviews

Transformation

Allows for the successful change from the current state to the desired environment or outcome

- Change Management and Organizational Transformation Strategies
- Customer Service Optimization
- Service Delivery Modeling
- Technology/Workflow Design
- Human Capital Management

Performance Measurement

Ensures outputs and outcomes are producing desired results

- Budget Forecasting & Design
- Cost Accounting
- Data Science
- Grant Strategy
- Risk Assessments
- Internal Controls & Compliance
- KPI Design
- Benchmarking
- Project Management
- Independent Verification & Validation
- Management/Dashboard Reporting



ORANGE COUNTY
NORTH CAROLINA



Thank You for the Opportunity to Serve

ORD-2024-002

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: February 6, 2024

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

SUBJECT: Approval of a Professional Services Contract with Thomas & Hutton Engineering to Provide Civil Design Services for a Greene Tract Master Plan and Approval of Budget Amendment #5-A

DEPARTMENT: Planning and Inspections

ATTACHMENT(S):

1. Thomas & Hutton Letter Agreement for Services
 2. Thomas & Hutton Statement of Qualifications
 3. Recommended Contract for Professional Services with Thomas & Hutton
 4. Resolution of Support – Town of Chapel Hill
 5. Year-to-Date Budget Summary
-

INFORMATION CONTACT:

Cy Stober, Director, 919-245-2592
Perdita Holtz, Deputy Director, 919-245-2578

PURPOSE: To:

- 1) receive a historical perspective on activities related to the development of the Greene Tract;
- 2) discuss and approve a new design services proposal to create a development Master Plan for the Greene Tract; and
- 3) approve Budget Amendment #5-A to provide for the total cost of the project.

BACKGROUND: The Greene Tract is located east of the Rogers Road community within the Town of Chapel Hill's extra-territorial jurisdiction (ETJ). Of the 164-acre parcel, 104 acres is jointly owned by Orange County/Chapel Hill/Carrboro and 60 acres is owned by Orange County (Headwaters Preserve). Over the last 20+ years, the three jurisdictions have invested significant resources to identify and support the goals for the Greene Tract as a resource for the Rogers Road community and the residents of the two towns and Orange County, all of which can be found on the County's dedicated [Greene Tract project page](#) and [dynamic StoryMap](#), but featuring the following:

- In 2006, the Town of Chapel Hill initiated and led a Rogers Road Small Area Plan Task Force with the Greene Tract partners, resulting in a final report in March 2009;
- In 2012, the Historic Rogers Road Neighborhood Task Force led its own small area planning efforts, resulting in a final report in September 2013;
- In July 2015, the Jackson Center co-led the Mapping Our Community's Future Report with the Historic Rogers Road Community, which was completed in May 2016;

- In June 2016, Orange County purchased 60 acres for preservation from the Solid Waste Enterprise Fund (“Headwaters Preserve”);
- At the 2016 Assembly of Governments (AOG) Meeting, a suggestion was raised to ask the elected officials of the three jurisdictions to participate in discussions on the Greene Tract;
- In 2017, staff examined a potential reconfiguration of the jointly-owned tract and the County-owned tract for the purposes of environmental preservation, potential affordable housing development, and a possible school site;
- Between 2018 and 2019, the three jurisdictions considered multiple iterations of a joint resolution for the development of the Greene Tract and accompanying Conceptual Plan;
- Between 2019 and 2020, the three jurisdictions discussed and approved the Greene Tract Resolution for a Path Forward and Interlocal Agreement, identifying land use acreages for the Greene Tract, initiating staff to seek professional services to conduct an environmental assessment, and initiating the drafting of an Interlocal Agreement between the three jurisdictions to provide a decision-making process for the three jurisdictions moving forward;
- In April 2020, Orange County contracted with SynTerra to complete the Greene Tract Environmental Assessment, to be delivered in July 2020;
- In 2021, the Interlocal Agreement (ILA) between Orange County and the Towns of Carrboro and Chapel Hill Regarding the Current and Future Use of the Jointly Owned Greene Tract was executed by all three parties. Among other commitments, it directed staff from all three jurisdictions to work in good faith to “develop a work plan that includes, among other things, a decision point timeline regarding development” of the Greene Tract;
- In November 2021, the three local governments adopted a resolution approving a conceptual plan, which identified land uses and acreages to be used as schematic for future planning purposes, including the development of a Master Plan. The 45 acres with frontage on Purefoy Drive and Lizzie Lane were identified for “Development” and the 16 acres with frontage on Merin Road were identified as “Public School and Recreational Site”; and
- At its November 14, 2023 meeting, the Orange County Board of County Commissioners approved a contract for Gensler and VHB to provide community engagement services to support and realize the Greene Tract Master Plan, with the understanding that a second firm would partner with these consultants and the Greene Tract owners to provide the civil design services for this project.

In January 2023, a staff work group operating at the direction of the ILA identified the need to separate the master planning needs for the Greene Tract into professional design services and community engagement services, allowing trained professionals to focus on the respective deliverables and allowing the planning staffs to coordinate their efforts. This would allow the community engagement efforts to focus on a shared vision and mission for the design professionals to utilize in the delivery of a master plan that recommends development footprints, designs, and intensities for this acreage, as directed by the 2021 Greene Tract ILA.

Request For Qualifications (RFQ) Process of Evaluation

In July 2023, Orange County issued a RFQ to identify a qualified consultant to provide Design Services for the Greene Tract Master Plan on behalf of Orange County and the two Towns.

Six Statements of Qualifications were received and evaluated by the proposal review committee composed of Orange County, Town of Chapel Hill, and Town of Carrboro Planning staff. The committee evaluation was based on the following criteria:

1. Past performance of the lead consulting firm on similar planning projects of similar size and scope
2. Adequate and experienced staff and proposed team for the project
3. Current workload and firm capacity
4. Strategy for providing required services
5. Understanding of the area where the project is located and scope of services.

Based on the evaluation process, the review committee requested proposals from and interviewed two of the firms, and unanimously recommends Thomas & Hutton Engineering Co. (T&H), for contract award. T&H is a respected and established multidisciplinary firm in the southeast, with 15 locations in Georgia, South Carolina, Tennessee, and North Carolina, including the office in Research Triangle Park that houses the primary staff for this project. T&H merged with Coulter Jewell Thomas in 2022, bringing all principal staff featured in the proposal to T&H. The principal management staff for this project has done work in Orange County, the Town of Chapel Hill, and the Town of Carrboro, including the 2009 Rogers Road Small Area Plan for the Town of Chapel Hill, designing the Homestead Road Residential Community, and leading the engineering and design for the Morgan Creek Greenway Master Plan and Implementation Plans.

Summary of Project Scope and Approach

Orange County Planning staff negotiated the scope of services and budget with T&H, as reflected in the Letter Agreement of Services ([Attachment 1](#)). The T&H proposal is intended to assist Orange County, the Town of Carrboro, and the Town of Chapel Hill with civil design services to create a Greene Tract Master Plan. The intention of both the Greene Tract owners and T&H is to deliver a conceptual plan that can be utilized to define and directly inform a site plan for entitlement with the Town of Chapel Hill to develop the Greene Tract consistent with the terms established by the 2021 Interlocal Agreement including commitments to Public Engagement, Affordable and Mixed Income Housing and other uses, a School Site with Public Recreation, Connectivity, and a Development Agreement; and the 2021 Resolution that affirmed land use needs and goals to promote mixed-income housing opportunities; preserve environmental features; protect historical and cultural resources; promote cost-effective infrastructure; incorporate school and recreation sites; and earmark development areas for mixed income housing and mixed use potential.

The design services project features four primary services:

- 1) Project Coordination and Management, including all data collection and collaboration with the Community Engagement consultant, Gensler;
- 2) Master Planning – Housing, Recreation and Community support/service center, including the preparation of an executive summary and two (2) “Conceptual Master Plans” for presentation and feedback, that shall feature:
 - a. Residential uses (focus on affordable housing and mixed income housing);

- b. Non-residential uses (focus on low intensity commercial and services uses);
 - c. Community support uses;
 - d. Open space and recreation;
 - e. Landscaping and buffering; and
 - f. Utilities;
- 3) Master Planning – School and Recreation Site, including an executive summary and an elementary/flex school site feasibility and suitability assessment for use by the Chapel Hill-Carrboro City Schools; and
 - 4) Connectivity Framework, including an assessment of Prepare a transportation connectivity exhibit, a professional opinion of probable construction costs, and an estimation of likely impacts to the existing transportation network.

Both Gensler/VHB and T&H are obligated to work cooperatively on this project, and, while contracted to Orange County, understand that the commitment is to provide a Greene Tract Master Plan that is agreeable to the Town of Carrboro and the Town of Chapel Hill as well.

Project Presentation: The consultant will be required to provide biweekly updates to Orange County, participation at up to four meetings/workshops, and presentation at a joint meeting of the three owners and governing bodies, as well as other meetings Orange County directs it to attend. Other community stakeholders represented in both the 2021 Greene Tract ILA and on the Steering Committee may be invited to participate and comment at such meetings, at the discretion of the property owners.

T&H requested modifications to the standard allocation of risks within the contract. Planning & Inspections Director Cy Stober negotiated terms deemed acceptable, but the contract now utilizes the American Institute of Architects' professional standards for both ensuring expediency of services rendered and standards of care, specifies what products may be used by the County beyond the project's scope, and alters Orange County's indemnification protections. The County Attorney's Office has reviewed and authorized for the contract to move forward for Board consideration as proposed.

FINANCIAL IMPACT: Orange County allocated \$367,000 for Greene Tract costs in the FY 2023-24 Budget. The consulting cost proposal to complete the Greene Tract Master Plan Design Services as presented in the scope of work is \$155,000. The Greene Tract Community Services contract with Gensler is \$244,800. This creates a total project cost of \$399,800.

Based on the 2021 Green Tract Interlocal Agreement, the Towns shall reimburse funds to the County based on the adopted cost share agreement of 43% - Orange County, 43% - Chapel Hill, and 14% - Carrboro. Per the approved cost-share agreement for Greene Tract expenses, the resulting total financial impact to Orange County will be \$14,104 funded by County Capital Reserves after it is reimbursed for costs by the municipal partners.

Budget Amendment #5-A increases the General Fund authorization by \$32,800 and County Capital Reserve by \$14,104.

SOCIAL JUSTICE IMPACT: The following Orange County Social Justice Goals are associated with this item:

- **FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND INEQUITY**
The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential or economic status.
- **ENSURE ECONOMIC SELF-SUFFICIENCY**
The creation and preservation of infrastructure, policies, programs and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.
- **CREATE A SAFE COMMUNITY**
The reduction of risks from vehicle/traffic accidents, childhood and senior injuries, gang activity, substance abuse and domestic violence.
- **ESTABLISH SUSTAINABLE AND EQUITABLE LAND-USE AND ENVIRONMENTAL POLICIES**
The fair treatment and meaningful involvement of people of all races, cultures, incomes and educational levels with respect to the development and enforcement of environmental laws, regulations, policies, and decisions. Fair treatment means that no group of people should bear a disproportionate share of the negative environmental consequences resulting from industrial, governmental and commercial operations or policies.
- **ENABLE FULL CIVIC PARTICIPATION**
Ensure that Orange County residents are able to engage government through voting and volunteering by eliminating disparities in participation and barriers to participation.

ENVIRONMENTAL IMPACT: The following Orange County Environmental Responsibility Goal impacts are associated with this item.

- **CLEAN OR AVOIDED TRANSPORTATION**
Implement programs that monitor and improve local and regional air quality by: 1) promoting public transportation options; 2) decreasing dependence on single-occupancy vehicles, and 3) otherwise minimizing the need for travel.
- **RESULTANT IMPACT ON NATURAL RESOURCES AND AIR QUALITY**
Assess and where possible mitigate adverse impacts created to the natural resources of the site and adjoining area. Minimize production of greenhouse gases.

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

1. Authorize the expenditure of up to \$155,000 for professional services to provide Design Services for the Greene Tract Master Plan;
2. Approve Budget Amendment #5-A; and
3. Approve and authorize the County Manager to execute and sign the contract (Attachment 3) to provide for the Letter Agreement of Services as detailed in Attachment 1.



THOMAS & HUTTON

2510 Meridian Parkway, Suite 100
 Durham, NC 27713 | 919-682-0368
 www.thomasandhutton.com

November 20, 2023

Mr. Cy Stober
 Orange County Planning and Inspections Department
 131 W. Margaret Lane, Ste 201
 Hillsborough, NC 27278

Re: Professional Design Services for Master
 Planning of the Greene Tract
 Chapel Hill, NC
 Letter Agreement for Services

Mr. Stober:

Thomas & Hutton is pleased to provide Orange County with Professional Design Services for Master Planning of the Greene Tract. This work will entail project coordination, research, analysis, Master Planning and coordination with the Public Engagement Consultant to work with the local community and present to the governing bodies.

Our services will consist of Planning, Engineering, and Landscape Architecture services relative to the work as described below for this project, as set forth in the supplemental exhibits attached hereto, and such additional services as you may request during the course of the Project. We understand that you will furnish Thomas & Hutton with full information as to your requirements, including any special or extraordinary considerations for the Project and will make all pertinent existing data available to us.

Payment for our services will be as described in the Orange County Services Agreement. You will be billed at the milestone dates established for our services rendered and for Reimbursable Expenses.

We propose that payment for our services will be as follows:

Phase	Fee Structure	Fee or Time & Expense Budget
Project Coordination and Management	Lump Sum	\$ 65,800.00
Master Planning – Housing, Recreation and Community support/service center	Lump Sum	\$ 54,700.00
Master Planning – School and Recreation Site	Lump Sum	\$ 15,500.00

 CLIENT'S INITIALS

 CONSULTANT'S INITIALS

Connectivity Framework

Lump Sum \$ 14,000.00

Reimbursable Expenses

Allowance \$ 5,000.00

SCOPE OF SERVICES

The Greene Tract is approximately 61 acre at the end of Purefoy Road, Chapel Hill, NC). It is our understanding that the project will consist of project coordination, research, analysis, Master Planning and coordination with the Public Engagement Consultant to work with the local community and present to the governing bodies. Based on the conceptual nature of the project, the following assumptions have been made in the preparation of this proposal. If these assumptions are determined to be incorrect, additional services will be warranted.

- It is assumed that no surveying exists, nor is included in this proposal.
- All mapping will be based on existing available GIS Data.
- The scope of work will not include detailed Site Design, Site Plan Approvals, Rezoning or Use Permits, Site Engineering Construction Drawings, or any other Permitting for local regulatory agencies.
- Stormwater analyses are not included, but conceptual locations will be considered in the Master Planning.
- The proposal assumes that the Client will appoint a single point of contact for Client/Consultant communication on this project. .

We propose to therefore provide the follow services:

1. Project Coordination and Management

- Lead and manage the project and identify one lead staff person as a direct point of contact for local government staff.
- Provide biweekly updates to local government staff (two per month). Updates may be provided virtually
- Coordinate and meet with specialized staff and planning partners, including, but not limited to, environmental, engineering, planning, transportation, housing, Diversity, Equity, and Inclusion (DEI), and Solid Waste, and the Orange County Affordable Housing Coalition.
- Attend meetings with other entities prescribed by Orange County, which may include elected officials, community members, and non-profit housing providers
- Prepare a detailed work plan and a schedule for accomplishing the entire scope of work including major milestones, check-ins with the local governments, and decision points.
- Prepare necessary data collection, maps, graphics, and exhibits. Orange County, the Town of Chapel Hill, and the Town of Carrboro will become the owners of these documents at the end of the process. The consultant will furnish finished documents

 CLIENT'S INITIALS



 CONSULTANT'S INITIALS

(i.e., PDFs) and as available, editable documents (i.e., Word docs), and CAD and GIS shapefiles

- Visit the site and local Rogers Road neighborhood, with government staff.
- Complete a review and analysis of all existing plans, studies, assessments, and related agenda items prepared by each of the three local governments
- Collaboration with the Community Engagement Team to include
 - Participate in up to 4 meetings/Workshops
 - Assist with presentation to the 3 governing bodies at a Joint meeting

2. **Master Planning – Housing, Recreation and Community support/service center**

Consultant shall provide a detailed, user-friendly, and visually pleasing Master Plan with a stand-alone executive summary. The draft Master Plan for this phase shall include, at minimum, the following

- Vision and mission statements (led by Community Engagement consultant)
- Goals and objectives (led by Community Engagement consultant)
- Development constraints and opportunities
- Development regulations and recommendations, which shall focus on the location, build out potential, density, form architectural, and character of the following community elements. This could take the form of a pattern book.
 - Residential uses (focus on affordable housing and mixed income housing)
 - Non-residential uses (focus on low intensity commercial and services uses)
 - Community support uses.
 - Open space and recreation
 - Landscaping and buffering
 - Utilities
- Specific Deliverables/Actions shall include preparation of 2 Conceptual Master Plans; Presentation of options to Client; Revision and refinement to a single favored plan; Prepare a final color rendered Master Plan suitable for presentation.

3. **Master Planning – School and Recreation Site**

Consultant shall provide a detailed, user-friendly, and visually pleasing Master Plan with a stand-alone executive summary. The draft Master Plan for this phase shall include, at minimum, the following

- A School and Recreational Site Assessment that includes:
 - Working with staff to evaluate 16 acres to determine the feasibility and suitability of the site for a future elementary/flex school. This will include a program needs assessment and a site analysis.
 - Preparation of a Conceptual Master Plan that focuses on the location of the school and associated recreational facilities on the site and consider connectivity (vehicular, bicycle, pedestrian modes, public transportation, parking). Present to the CHCSS representatives.

 CLIENT'S INITIALS

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 CONSULTANT'S INITIALS

Cy Stober
Orange County Planning and Inspections Department
Letter Agreement for Services
Greene Tract
20 November 2023
Page 4

4. Connectivity Framework

This Phase will entail the assessment of impacts to existing roadway networks using readily available existing data. This does not include a Traffic Impact Analysis.

- Coordinate with Town of Chapel Hill on identifying suitable street, sidewalk and trail design criteria from existing Town standards.
- Feasibility of the existing network being able to accommodate the anticipated traffic and examine alternate access routes (such as to the east).
- Prepare a transportation connectivity exhibit
- Prepare an opinion of probable construction costs

We propose performing the work described above for a fee of \$150,000 including a \$5,000 allowance for reimbursables (e.g. printing, mileage).

Payment for our services will be as described in the attached General Provisions. You will be billed monthly for our services rendered and for Reimbursable Expenses.

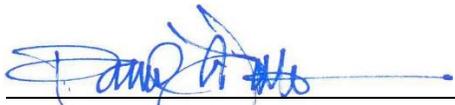
This Agreement between Orange County, North Carolina ("Client"), and Thomas & Hutton Engineering Co. ("Consultant" or "Thomas & Hutton"), consisting of the scope of services, General Provisions, Consulting Services Rate Sheet, Orange County Services Agreement, and this Letter Agreement with authorizing signatures, represents the entire understanding between Orange County and Thomas & Hutton with respect to the Project. This Letter Agreement may only be modified if completed in writing and signed by both parties.

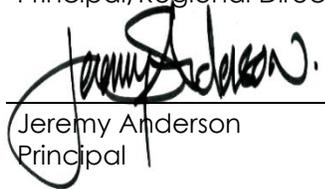
The parties agree and acknowledge that this Agreement may be executed by electronic signature, and the parties may rely upon such electronic signatures as an original record of signature.

Again, we truly appreciate the opportunity to work with you and Orange County on this Project.

Respectfully,

THOMAS & HUTTON ENGINEERING CO.

By 
 Daniel A. Jewell, PLA ASLA
 Principal/Regional Director

By 
 Jeremy Anderson
 Principal

CLIENT'S INITIALS

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CONSULTANT'S INITIALS

Cy Stober
Orange County Planning and Inspections Department
Letter Agreement for Services
Greene Tract
20 November 2023
Page 5

Enclosures: Scope of Services
 General Provisions
 Consulting Services Rate Sheet
 Orange County Service Agreement

ACCEPTED: _____, 2023

By _____

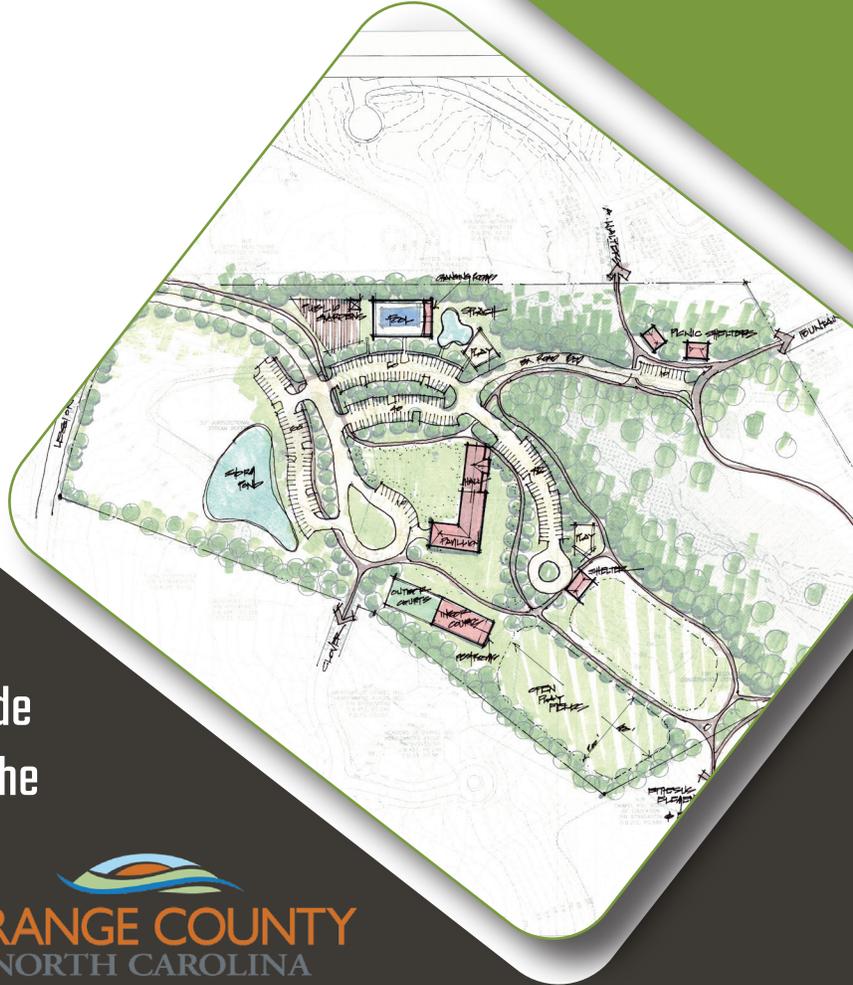
TITLE

CLIENT'S INITIALS

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CONSULTANT'S INITIALS



THOMAS
&
HUTTON



RFQ No: 367-DC5390

Request for Qualifications (RFQ) to Provide
Design Services for the Development of the
Greene Tract Master Plan

ORANGE COUNTY | NORTH CAROLINA

August 25th, 2023 | 3:00 PM



111 W Main Street | Durham, NC 27701 | 919-682-0368

thomasandhutton.com



111 W. MAIN STREET
DURHAM, NC 27701 | 919.682.0368
WWW.THOMASANDHUTTON.COM

August 25, 2023

Ms. Jovanna Amaro
Ms. Ashley Moncado
Orange County
300 West Tryon Street
P.O. Box 8181
Hillsborough, NC 27278

Re: Request for Qualifications (RFQ) to Provide Design
Services for the Development of the Greene Tract
Master Plan | RFQ No: 367-OC5390

Dear Ms. Jovanna and Ms. Ashley,

Coulter Jewell Thames joined Thomas & Hutton Engineering Co. in 2022. We may have a new name, but we assure you we're still the same people offering the same small-firm feel. The only difference is we now have the manpower with more than 450 employees in ten regions across the Southeast. With more resources, relationships, and a "deep bench" of experience to call upon, we're confident in providing professional services to develop a Master Plan for the Greene Tract. We know this project will guide future development and connectivity for Orange County, the Town of Carrboro and the Town of Chapel Hill.

Dan Jewell, PLA, Principal-in-Charge, is familiar with every phase of the Chapel Hill's (and Carrboro's) long-range plan development process and implementation policies. Long-time staff members, Wendi Ramsden, PLA, and Jeremy Anderson, PLA, both have over 30 years of experience in working with and for the Town of Chapel Hill. They will lead day-to-day planning, design, public input, and permitting duties for the project, assisted by our in-house engineering and support team. Wendi and Dan developed the Town's Morgan Creek Master Plan for the portion from Merritt's Pasture to Smith Level Road, along Fan Branch to Southern Village, and the Master Plan for Morgan Creek from Smith Level Road to University Lake. Both projects involved a robust level of community engagement, particularly with neighbors originally circumspect about the Greenway going near their homes. Eventually, these neighbors became some of the project's most prominent supporters after being part of the design and decision-making. We also routinely work on projects under NCDOT guidelines and standard specifications and in and adjacent to NCDOT road rights-of-way (including NC 54 and US 15-501).

The Thomas & Hutton team offers the following key advantages:

We are local with institutional knowledge of the project. We understand the approval process for projects in Orange County, the Town of Chapel Hill, the Town of Carrboro, and those using NCDOT funds and needing to meet NCDOT requirements. Our team worked on the constructed portions of the Morgan Creek Trail and the Master Plan west to University Lake.

We are familiar with the area. We honor the Town's commitment to having robust public discussions as part of any civic design project. Our 38 years of design and entitlement experience in the County and Town's has exposed us to many different voices in the community, especially in nearby neighborhoods.

We can get the job done through our master planning experience. Our team successfully designed and implemented multiple trail projects throughout central North Carolina over the past three decades, including Chapel Hill, Carrboro, Orange County, and Durham. These greenways run the gamut from rail-trail conversions to side paths along highways, trails along creeks and other environmentally sensitive areas, and natural surface footpaths.

We are committed to exceeding your expectations of quality and service. Thank you for your careful consideration. Should you have any questions or require additional information, please contact Dan Jewell at 919-682-0368 or via email at jewell.d@tandh.com.

Very truly yours,
THOMAS & HUTTON



Dan Jewell, PLA
Principal-in-Charge



Jeremy Anderson, PLA
Project Manager

QUALIFICATIONS OF THE FIRM

In **1946**, former US Army Corps of Engineers Officers, Hue Thomas and Joe Hutton, joined forces and opened an engineering firm in the historic city of Savannah, Georgia. Our founders envisioned tremendous opportunities in providing professional consulting services to municipalities in the region, as well as private entities seeking to develop in the area. Today, Thomas & Hutton stands as one of the most well respected and established consulting and engineering firms in the Southeast with more than 450 employees throughout 10 regions in North Carolina, South Carolina, Georgia, and Tennessee. With 77 years of experience, Thomas & Hutton is confident that we have the technology and associated technical resources available to provide the necessary services for the **Design Services for the Development of the Greene Tract Master Plan**.



LOCATION

This contract will be managed from Thomas & Hutton's Durham office located at 111 W Main Street, Durham, NC 27701. Thomas & Hutton is a registered business in North Carolina with the North Carolina Department of Revenue. Our North Carolina Tax Identification code is 251983509.

With any project, it is important to understand local physical conditions. These include soils, climate, drainage, and environmental conditions, such as wetlands. The Thomas & Hutton team has over **38 years of local experience** and has worked on many projects located throughout the state. Making us very knowledgeable on environmental factors and how they influence the design, construction, and maintenance of projects in the region. Regarding the design component, our knowledge of permitting and jurisdictional requirements, coupled with the team's relationships with local and state permitting officials, will result in a cost-effective design and efficient permitting process. The team is familiar with federal, NCDHEC, and local development standards ordinances and policies and will ensure that our design adheres to these standards.



Thomas & Hutton designs infrastructure with the future in mind. Our talented staff are passionate and stand firmly behind designing facilities that ultimately create the essential framework of healthy and thriving communities. To provide quality professional services and project support to our clients, our technical competencies include stormwater, civil, transportation, environmental, structural and marine engineering, land planning, landscape architecture, land surveying, geographic information systems (GIS), and construction administration. We provide knowledge and expertise in working in, and with, Orange County, the Town of Carrboro and the Town of Chapel Hill.

100%

Employee Owned

77 YEARS

Continuous Business

10

Regions

14

Market Sectors

450+

Employees

CAPABILITIES



LANDSCAPE ARCHITECTURE

- Concept Theme Design
- Civic Spaces
- Community Gardens
- Design Development
- Streetscapes
- Design (Planting/Hardscape)



LAND PLANNING

- Civic & Institutional
- Commercial
- Master Planned Communities and Resorts
- Mixed Use
- University & Campus
- Urban
- Inventory & Analysis/Site Selection
- Entitlements
- Due Diligence



CIVIL/SITE DEVELOPMENT

- Construction Administration
- General Consultation
- Landscape Architecture
- Permitting & Entitlement Assistance
- Public & Private Infrastructure Design
- Stormwater Management
- Utility Coordination



ECONOMIC DEVELOPMENT

- Economic Development Studies
- Land Analysis
- Site Selection Assistance
- Site Certification Programs
- Funding Assistance
- Funding Assistance
- RFI Assistance
- Conceptual Site Plans
- Entitlement Consultations



GRAPHIC DESIGN

- 3D Renderings
- Aerial Exhibits
- Regional Maps
- Collateral
- Master Plans
- Sales Maps
- Campaign Graphics
- Web Graphics & Publications



TRANSPORTATION

- Roadway, Highway & Interchange Design
- Right-of-Way Plans & Staking
- Bicycle & Pedestrian Facility Design
- Bridge Hydraulic Studies
- Concept Development
- Construction Administration & Construction Engineering Inspection
- Utility Coordination
- Drainage Design

ORG CHART



DAN JEWELL, PLA
Principal-in-Charge



WENDI RAMSDEN, PLA
Landscape Architect



JEREMY ANDERSON, PLA
Project Manager



PRESTON ROYSTER, PE
Project Engineer

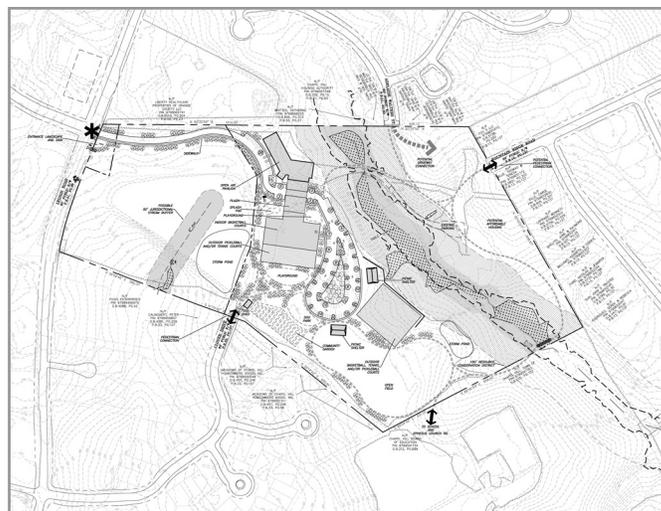


FIRM'S MASTER PLAN EXPERIENCE

AMERICAN LEGION PARK MASTER PLAN CHAPEL HILL, NORTH CAROLINA

Thomas & Hutton (as CJT) was asked by the Town of Chapel Hill to lead a series of community engagement events (including an all-day design charrette) to gauge community interest and then Master Plan for acquisition of the American Legion Property for redevelopment as a new Town Park.

At the completion of Master Planning, the Town then asked Thomas & Hutton/CJT to facilitate a six-month long Town Council and Stakeholder Steering Committee discussion on park planning and whether there was value in the Town acquiring the property. This also included a follow-up report with cost estimates and entitlement steps. Ultimately, the Town decided to purchase the property.



** This work was done by Coulter Jewell Thames (CJT) prior to joining Thomas & Hutton*



SCOTT KING ROAD MASTER PLAN DURHAM, NORTH CAROLINA

Current Thomas & Hutton employees, while employed with another firm, provided a site study to aid Durham Public Schools in determining whether or not an available land parcel was a suitable site for a new middle school. The result of the study was that the parcel was not ideal for school development. The property was not purchased by the school system and the school was not built.

** This work was done by CJT prior to joining Thomas & Hutton*



EUBANK VILLAGE MIXED USE DISTRICT COMMUNITY WORKSHOPS TOWN OF CARRBORO, NORTH CAROLINA

The Town of Carrboro had determined that it was desirable to create a "Village Mixed Use District" in the Northern part of the community. After several attempts to interest developers and property Owners to ask for approval of such a District, the Town decided to be proactive and plan for such a district on a willing property owner's land. Largely as a result of the success of the Rogers Road Workshops, the Town again engaged Dan Jewell and the Durham Area Designers Community Assistance Team to lead a series of neighborhood workshops, a design charrette and several follow up meetings with the local neighbors and members of the Board of Aldermen to come up with a prototype plan. The effort led to the adoption of a new neighborhood land use plan and several changes to the Carrboro Land Use Ordinance to facilitate development of the project.

** This work was done by CJT prior to joining Thomas & Hutton*

PROJECT UNDERSTANDING & APPROACH AND SCHEDULE

UNDERSTANDING OF THE PROJECT

The **THOMAS & HUTTON TEAM** understands the purpose of this project is to procure professional services to develop a Master Plan for the Greene Tract. The Master Plan shall build upon the Greene Tract goals and conceptual plan contained in the 2021 Resolution adopted by the Town of Carrboro, Town of Chapel Hill, and Orange County, completed site analysis work, and existing plans completed on the Greene Tract and immediate area, including the Historic Rogers Road Neighborhood.

PROPOSED METHODOLOGY AND APPROACH

Thomas & Hutton will be the primary contracting entity with project tasks served out of our Durham office. To provide the level of service our clients have come to expect, it is important to serve clients from our office with the closest proximity. As each new task order is issued, our Project Manager will work with the County to properly staff the project team. We will work with the County to develop a scope and fee for the project that is acceptable to all parties. Once a detailed scope is determined, we will hold a project kickoff meeting with County personnel to fully discuss the project, possible challenges, and potential stakeholders. Some projects require more technical staff, while others may require more design staff or increased involvement from other team members.



The Project Manager will identify these team members, conduct an internal kick-off meeting with the team to clearly communicate roles and responsibilities, and then communicate to the County so that the client knows who is working on their project. At the beginning of each project, the Project Manager will also develop a project schedule with the County. Milestones will be discussed, determined, and agreed upon. A project schedule will be published at the commencement of work. The Project Manager will communicate the schedule both internally and with the County to keep the team updated on project progress.

GENERAL PROJECT APPROACH

Thomas & Hutton will apply our knowledge and experience to produce successful projects as new tasks are assigned through this contract. We have provided a general project approach for a typical project that consists of the following project phases:

1. Project Kickoff and Scope Development
2. Data Collection and Mapping
3. Site Analysis
4. Conceptual Design
5. Technical Analysis
6. Present Findings and Recommendations to the Community

POTENTIAL FUTURE SERVICES

8. Design and Permitting
9. Bidding and Awarding
10. Construction Phase Services

DETAILED PROJECT TIMELINE

Thomas & Hutton intends to complete this project in six months, as requested by the County. A timeline is provided below.

TBD If awarded contract: Project kickoff and Scope Development

TBD If awarded contract: Contract Approval BOCC

TBD If awarded contract: Data Collection and Mapping

TBD If awarded contract: Site Analysis

TBD If awarded contract: Conceptual Design

TBD If awarded contract: Technical Analysis

SIMILAR PROJECTS

Thomas & Hutton's Durham office (formerly Coulter Jewell Thames) experience extends back to 1985. This timeline follows the 38-year tenure of Principal/Regional Director, Dan Jewell, PLA, serving as project manager or principal on hundreds of projects through the Town's entitlement process, all of which required some measure of facilitating public forums. These projects often called for as many as a half dozen neighborhood meetings each. For over 20 years, team members Wendi Ramsden, PLA, and Jeremy Anderson, PLA, worked for the Town alongside Dan.

In addition to the Special Use Permits (SUP) and Conditional Zoning (CZ) Approvals, our team worked directly with the Town of Chapel Hill as our client. Several projects facilitated engagement with neighbors, stakeholder groups, and the Town Council. Those more recent projects include:

Morgan Creek Greenway Master Plan and Implementation Plans: The project consisted of a 1.8-mile section of paved multi-use trail for the Town. The trail is a part of the Morgan Creek Greenway in the Chapel Hill trail system, requiring public input, master planning, and trail design from Smith Level Road to Merritt's Pasture. Our assignment encompassed working with the advisory committee, concept design and cost estimating, construction plans, and bidding. The design process for Phases 1 and 2 involved NCDOT oversight.

Rogers Road Small Area Plan: Community engagement and master planning were vital components of the historic Rogers Road Neighborhood project. Our team's responsibilities included holding neighborhood meetings to discuss the neighborhood's history and solicit community input on their vision for the future. During the day-long community design workshops, we led teams of residents in creating an ideal concept for the future physical form of the community. The workshops resulted in a summary master plan, report, and presentation of findings to the community and Town Council.

American Legion Property Acquisition: The project involved community and stakeholder engagement and planning for the American Legion property on Legion Road to evaluate the feasibility of the Town acquiring the property for use as a park and other benefits. Our team's responsibilities included base mapping and data gathering well as organizing and coordinating stakeholder and community input sessions, including day-long design workshops to arrive at several master plans for the property. Master plan deliverables at this phase included a summary report and plan for presentation back to the neighborhood and Town Council. The Town Council subsequently formed a steering committee which our team led and facilitated for the following summer, resulting in an updated plan, cost estimates, and recommendations to the Town Council.

Homestead Road Residential Community: The Town's development of an affordable housing community with various housing types at 2200 Homestead Road began with our team's initial community and stakeholder engagement and planning efforts. Our responsibilities included base mapping and data gathering, arranging stakeholder and community input sessions, and a series of design workshops to create a master plan for the proposed community. Master plan deliverables included a summary report and plan for presentation to the neighborhood and Town Council as well as a follow-up successful CZ application.

Chapel Hill Splash Pads: The Town engaged our team to evaluate multiple existing park facilities to determine the feasibility of installing splash pads. Our work comprised data gathering in the form of base mapping at each location; determining the availability of water, sewer, parking, and sufficient space for the facilities; and a summary response to recommendations, including budget estimates. A draft summary report based on our findings was presented to the Town Council at a special public meeting.

RESUMES



Dan Jewell, PLA

Principal-in-Charge | 111 W Main Street Durham, NC 27701

Dan is a Principal and Project Manager with 40 years of experience on a wide variety of projects including commercial and office design, residential planning, and site development feasibility studies. His responsibilities include liaison with local governments, public presentations, land planning, site and landscape design and documentation, irrigation system design, site analysis, and cost estimating.

Education

BS, Landscape Architecture, 1981, Purdue University

Project Experience

Northside Neighborhood Planning, Chapel Hill, NC, Principal-in-Charge and Land Planner for a comprehensive study for neighborhood stabilization and infill development opportunities.

JJ Henderson Towers RAD Conversion, Durham Housing Authority, Durham, NC, Project Manager for site design and approvals for adaptive reuse of an existing building for a RAD conversion. Responsibilities included civil engineering, landscape architectural design, and site plan approvals on site improvements.

Oldham and Liberty RAD Redevelopment, Durham Housing Authority, Durham, NC, Project Manager for master planning, site design, and entitlements for a multi-phase mixed use community with 500+ mixed income residential units. Responsibilities included civil engineering, landscape architectural design, and site plan approvals on site improvements.

Town of Chapel Hill Homestead Road Mixed Residential Community, Chapel Hill, NC, Project Manager for master planning, community engagement, site design, and entitlements for a multi-phase mixed income residential community and a new County EMS station.

Durham School of the Arts, Durham, NC, Design and permitting for multiple expansion and renovation improvements at premier Durham High School including building expansion, parking and vehicular drop off, and athletic field improvements.

Parkwood Elementary School, Durham, NC, Design of all site elements; entitlements including major special use permit, site plan and construction plan approvals, and final certification for the expansion of an existing neighborhood elementary school.

Sandy Ridge Elementary School, Durham, NC, Design of all site elements; entitlements including rezoning,

major special use permit, site plan and construction plan approvals, and final certification for a new 600 student elementary school.

Lucas Middle School, Durham, NC, New middle school and outdoor athletic facilities on a 150-acre site. Site layout and landscape design for school facility and adjacent park athletic fields, streetscape improvements, site permitting, construction drawings.

Twin Creeks Linear Park, Hillsborough, NC, The client Orange County had previously prepared a master plan for a regional park on property the County had acquired in northern Carrboro. When ARRA Stimulus funding became available, the County decided to focus on the multi-use trail component of the project. An important component of this task was to interface between the Client (Orange County), the Town of Carrboro whose jurisdiction the trail would be built in, neighborhood representatives, and Chapel Hill Carrboro Schools. Those stakeholders were involved with input in the final design and were satisfied with the outcome.

Durham Downtown Police Substation, Durham, NC, Civil engineering and landscape architectural design for adaptive re-use of the existing building.

Lerner School (formerly JCDS), Durham, NC, Approvals, landscape architecture and civil engineering for a 100 student private school and associated parking, infrastructure and play areas.

Montessori Children's House of Durham, Durham, NC, Civil, landscape architecture and local approvals for new elementary school in southwest Durham.

Carol Woods Retirement Community, Chapel Hill, NC, Principal-in-charge and project manager for master planning and expansion of 500 resident, 100-acre facility.



Jeremy Anderson, PLA

Project Manager | 111 W Main Street Durham, NC 27701

Jeremy has over 20 years of experience as a landscape architect in site analysis and feasibility studies, conceptual master planning, detailed site layout, permitting, construction plans, and sustainable development in the Triangle Region of North Carolina. He is skilled in wetland design, landscape planting design, land development entitlements, cost estimating, and construction inspection for residential, commercial, recreation, and civic projects for public and private clients.

Education

BS, Landscape Architecture, 1999, North Carolina State University

Project Experience

Twin Creeks Greenway Trail, Orange County, NC, Landscape Architect responsible for construction observation for over 3,000 linear feet of concrete greenway trail, grading operations, erosion control measures, and installation of a 110' bridge steel span bridge. The project provided an important connection to a public elementary school and the growing residential communities around it.

Revolution Mill/Buffalo Creek Greenway, Greensboro, NC, Landscape Architect and Project Manager responsible for the site and landscape design, permitting, and construction administration for the a portion of the North Buffalo Creek Greenway. In association with the adaptive renovation of the Revolution Mill project, this project included two phases for this section of the City of Greensboro Greenway. The design included trail alignment, a covered boardwalk under an existing North Carolina Railroad bridge, stream side stabilization, and all require permitting.

ATT Trailhead Park, Cary, NC, Landscape Architect and Project Manager responsible for the design and permitting for a new Town of Cary trailhead and park. The 12 acre trailhead park consists of approximately 100 parking spaces, including parking spaces designed for equestrian trailers, a bathroom and picnic shelter, a playground, public art, stormwater management, and greenway/nature trails. The trailhead park provided much needed off-street parking for the rapidly growing area of Cary area.

Durham Cemetery Improvements, Maplewood and Beechwood, Durham, NC, Project Manager and Landscape Architect for two separate public cemeteries owned and operated by the City of Durham. The projects consisted of maintenance facilities building additions, stone entry monuments, site and drainage improvements, ADA retrofits, landscape courtyards, and all entitlement / permitting through the City of Durham.

UNC Childcare Facility, Chapel Hill, NC, Project Manager and Landscape Architect responsible for design and permitting of site improvements associated with a two-classroom addition to the existing child care facility. Site Improvements include sidewalk additions, grading, playground areas, and a pocket wetland to treat stormwater run-off.

Wake Med Soccer Park, Convenience Stadium–Cary, NC, Landscape Architect for design and permitting for a new Town of Cary restroom and amenity area. The plan consists of a new permanent restroom facility, portable restroom trailer area, and stage area for athletic awards.

Forest History Society, Durham, NC, Project Manager and Landscape Architect for the new headquarters of the Forest History Society. Services included due diligence and site selection consulting, concept plans, site and construction plans and permitting, and project certification and close-out.

Waterstone Medical Office Building, Hillsborough, NC, Design, entitlements, and permitting for a single story 15,000-square-foot medical office building in the Waterstone Development. Design included a shared driveway, surface parking, stormwater pond, and floating wetlands.



Wendi Ramsden, PLA

Landscape Architect | 111 W Main Street Durham, NC 27701

Wendi is a registered landscape architect in North Carolina with over 30 years of experience specializing in site layout, site analysis, master planning, permitting, and construction observation for education, civic/institutional, greenway, and playground/park design projects.

Education

BA, Landscape Architecture, 1998, University of Maryland

BA, Urban and Regional Planning, 1983, University of Western Ontario

Project Experience

Chapel Hill Splash Pad Feasibility Study, Project Manager for a study of existing Town-owned sites to determine the feasibility and cost implications of adding a splash pad facility and inclusive playground to the Town's park system.

Homestead Gardens, Chapel Hill, Project Manager and Landscape Architect for a new affordable housing community on Homestead Road. Project scope includes site layout and access, site amenities, greenway trail design, utilities and stormwater management for a 12-acre site. Responsibilities include site layout and landscape design, site entitlements and permitting through the Town of Chapel Hill, and construction drawings.

SECU Family House Expansion, Chapel Hill, NC, Project Manager and Landscape Architect for the expansion of the existing State Employees Credit Union's (SECU) Family House. Responsible for expansion of parking, landscaping, and improvement of pedestrian walkways, paved trails, and the addition of a nature trail with activity centers. Specific responsibilities include site layout and detailing, landscape design, trail design, public and neighborhood meetings, site permitting through the Town of Chapel Hill, and construction observation. Project is located on land owned by University of North Carolina. Approvals included coordination with UNC Facilities Services.

Morgan Creek Trail Study, Carrboro, NC, Project Manager and Landscape Architect for a realignment study for a 2.5-mile greenway multi-use trail from University Lake to Smith Level Road along Morgan Creek. Site analysis and conceptual design included preparation and lead of public meetings for neighborhood input, report preparation, and presentation to various design review boards and Board of Aldermen.

Sandy Ridge Elementary School, Durham, NC, Project Manager and Landscape Architect for a new LEED Gold certified 600-student elementary school and outdoor facilities including playgrounds, soccer field, nature trails on a 25-acre site. Served as client liaison for site permitting and entitlements through City of Durham, site design development, landscape design, and construction drawings.

Durham County Main Library, Durham, NC, Project Manager and Landscape Architect responsible for site design and site permitting of the complete re-visioning of the 4-acre main library site in downtown Durham. This included re-orientation of the main entry, entry plaza, outdoor seating and gathering areas, an outdoor amphitheater, and general landscaping. Responsible for design development drawings, site and landscape design, site permitting involving approvals through the City of Durham, and construction drawings.

NCCU BN Duke Auditorium, Durham, NC, Redevelopment of the street corner to create a point of orientation for the NCCU campus. The project included a new entry courtyard at the BN Duke Auditorium new gallery entry, and new seating courtyard at the Music Rehearsal Wing, as well as landscaping on the site. Site work was designed in conjunction with the BN Duke Auditorium expansion. Responsibilities included site and landscape design, and site permitting through the City of Durham.

Lucas Middle School, Durham, NC, Project Manager and Landscape Architect for a new middle school and outdoor athletic facilities on a 150-acre site. Responsibilities included site layout and landscape design for school facility and adjacent park athletic fields, streetscape improvements, site permitting, construction drawings, and limited construction administration.

Durham County Stadium Renovations, Durham, NC, Landscape Architect for improvements to a sports stadium. Scope of site work included replacement of the grass field with an artificial turf field including a new drainage system. New construction included an entry plaza and ticket sales area for both the home side and visitor side. Security fencing and gates, handicap and priority parking area, bus drop off zone, trash collection areas, and landscaping were added to the site surrounding the stadium. Responsibilities included design of the site, site permits through the City of Durham, pedestrian improvement permits through NC DOT, and limited construction administration.



Preston Royster, PE

Project Engineer | 111 W Main Street Durham, NC 27701

Preston is a Project Manager with 16 years experience in project management and design for a variety of commercial, civic/institutional, educational, public and municipal, and mixed-use developments. His service background includes a full range of engineering and planning services, including site layout, sanitary sewer design, traffic control, stormwater engineering, roadway design, hydraulic modeling and design of water lines, and construction observation on various projects. Preston has extensive experience with designing projects in accordance with local and State water and sewer requirements as well as working in urban areas, addressing utility conflicts, and coordinating work to minimize impacts to adjacent properties.

Education

BS, Civil Engineering, 2004, North Carolina State University

MS, Civil Engineering, 2007, North Carolina State University

Project Experience

Carol Woods Site Improvements, Chapel Hill, NC, Principal-in-Charge for the modeling and analysis of a campus wide water system and evaluation of available flows and pressures to provide adequate water turnover and meet fire flow demands across campus. The analysis identified opportunities to construct new water mains to reinforce the existing campus water system to meet system demands. Construction involved the installation of multiple water mains.

Ronald McDonald House Expansion, Chapel Hill, NC, Project Engineer for expansion to the existing Chapel Hill Ronald McDonald House. The expansion includes building, parking, stormwater management, improvement of pedestrian walkways and bus stops in the surrounding right of way, and connection to trails on adjacent properties. Specific responsibilities included design of stormwater control measures, storm drain piping design, and extension of water and sewer mains and services, site permitting through the Town of Chapel Hill, and construction drawings.

Expansion of the existing State Employees Credit Union's (SECU) Family House, Town of Chapel Hill, NC, Project Manager for expansion of parking, landscaping, and improvement of pedestrian walkways, paved trails, and design of utilities and stormwater control measures. Specific responsibilities included design of stormwater control measures, storm drain piping design, and extension of water and sewer mains and services, site permitting through the Town of Chapel Hill, and construction drawings.

Durham County EMS Study and Site Feasibility, Durham, NC, Project Manager for evaluation of multiple potential sites for the feasibility of the construction of a new EMS Station for Durham County. This included site analysis and schematic designs for each site.

Homestead Gardens, Chapel Hill, NC, 122 residential unit mixed development including 29 townhomes, 18 duplexes,

and 75 apartment units (3 buildings). The purpose of this project is to provide affordable housing options in the Town of Chapel Hill. The Town of Chapel Hill is the landowner and developer for the development. Improvements on the site include parking lots, sidewalks and ADA accessible routes, and recreational amenities including greenway trail, basketball court, playground, nature trail, and community garden. In addition, the project involved the coordination of off-site road widening work with approved NCDOT plans, water line extensions to provide domestic water and meet fire flow demands, sewer main extensions and storm drain piping throughout along with detention for peak flow attenuation and water quality treatment to meet Town of Chapel Hill requirements.

Rocky Mount Mill, Rocky Mount, NC, Land planning, site design permits, and construction phases for the revitalization of a historic Mill site. Work on this project included floodplain permitting; grading; paving; stormwater drainage and water quality treatment; water main replacements, extensions, and modeling; sewer main replacements and extensions; and parking lot improvements.

Kipp Halifax School, Halifax, NC, Site layout and design for a new elementary and middle school including road widening; storm drain piping; play fields and athletic facilities; water main extensions and modeling; sewer main extensions; and sewer lift station and off-site force main design and permitting.

Morgan Creek Greenway, Chapel Hill, NC, Construction plans, bidding, and contract administration for a 1.1-mile section of paved I trail for the Town of Chapel Hill. This trail is part of the Morgan Creek Greenway in the Chapel Hill trail system and will connect the shopping centers and commercial facilities with the rest of the trail system. Phase one utilized ARRA funds and was designed with NCDOT oversight.

WORKLOAD/ABILITY TO MEET SCHEDULE

We understand that time is of the essence and performing the work in a timely manner is key. We will hold meetings with you and your staff at key points along the development of a given project to ascertain feedback, to update schedules and budgets, and to apprise of any issues that may transpire through the project development process.

Thomas & Hutton considers the team's workload when assigning staff to serve Orange County. We recognize that well-timed and effective communication is key to the successful completion of any project. We have assessed our team's future availability for this project and are confident in successfully completing all tasks required on a reasonable schedule. As a core principle in our client-care standards, once a team is assigned to a project, we are dedicated to that project until completed. There are no known major pending projects or any anticipated organizational changes that could impact the ability to dedicate personnel and resources needed to complete the tasks for this project in a timely manner.

MANAGEMENT OF TIME

At Thomas & Hutton, we strive to be viewed as an extension of your staff. The single biggest factor to our success in that endeavor is communication. We communicate frequently with our clients, regulatory agencies, and contractors via telephone, email, and in-person at every opportunity. This mindset guides our approach to accomplishing our work with our clients. Every project will commence with a kick-off meeting to discuss the project, the known obstacles, the end-users, and what makes a successful deliverable. Thomas & Hutton's willingness and desire to understand our clients' needs allows us to proactively resolve potential problems before they become critical issues. Furthermore, we have very close relationships with agency staff and can estimate permitting timeframes based on "real-time". We also maintain close relationships with many qualified general contractors to get input on the state of the local construction industry and project construction schedules. While an unforeseen project cost or delay may arise, we can quickly provide value engineering options and effectively revise the project schedule to stay within budget and minimize the impact to the schedule.

In 2017, we increased our dedication to quality control and project tracking by developing a new proprietary project management software, Bloodhound. Our project managers utilize this software to track project progress based on key milestones, invoices, and deliverables. Additionally, project review by experienced professional staff can be requested for construction plans, specifications, reports, and other work product reviews across all our offices. Bloodhound also allows us to leverage Thomas & Hutton's broad and diverse knowledge base to all projects. We strive to manage all our projects from kickoff to completion using Bloodhound to allocate the appropriate resources and ensure timely completion. We have found this process enables us to meet client goals and provide high-quality deliverables.

All members identified on the Thomas & Hutton team are available to begin work immediately upon notice to proceed. With our resources, we are always accessible and will assure that project tasks are efficiently completed according to the project scope, schedule, and budget.

The following table summarizes the existing workload and availability of the key personnel for the project.

Availability of Key Personnel					
Name	Role/Task	Availability			
		Committed		Uncommitted	
Dan Jewell, PLA	Principal-in-Charge	30	%	70	%
Jeremy Anderson, PLA	Project Manager	35	%	65	%
Wendi Ramsden, PLA	Landscape Architect	40	%	60	%
Preston Royster, PE	Project Engineer	50	%	50	%

REFERENCES

MORGAN CREEK GREENWAY TOWN OF CARRBORO, NORTH CAROLINA

Current Thomas & Hutton employees, while employed with another firm, provided professional services for engineering and landscape architecture for a 1.1-mile section of paved trail for the Town of Chapel Hill. This trail is part of the Morgan Creek Greenway in the Chapel Hill trail system and connects the shopping centers and commercial facilities with the rest of the trail system.



The team provided design of reinforced concrete bridge abutments (five bridges), reinforced concrete piers, and wood boardwalks. This project also included working with the advisory committee, concept design and cost estimating, construction plans, bidding, and construction administration. Phase 1 utilized ARRA funds and was designed with North Carolina Department of Transportation (NCDOT) oversight, OWSA, DENR and the Town of Chapel Hill.

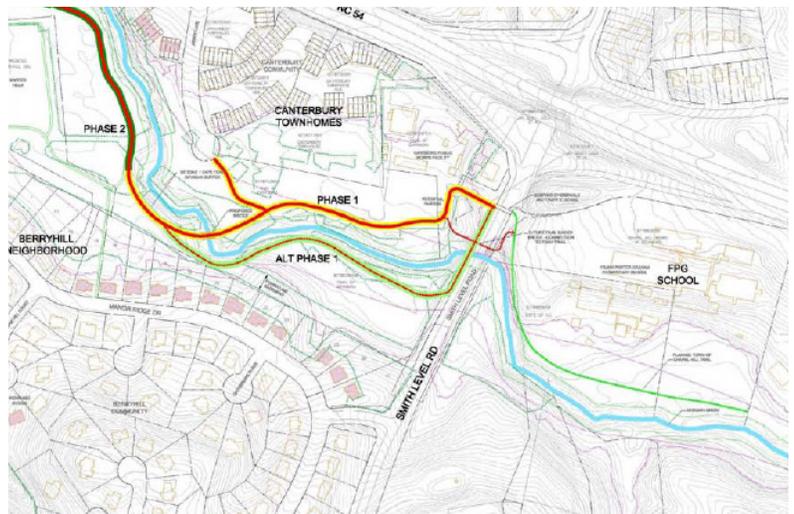
** This work was done by CJT prior to joining Thomas & Hutton*

CLIENT REFERENCE: Chapel Hill Parks and Recreation Department | Bill Webster | 405 Martin Luther King Jr. Blvd., Chapel Hill, NC, 27514 | 919-968-2787

PROJECT TIMEFRAME: 2004-2009

MORGAN CREEK GREENWAY TOWN OF CARRBORO, NORTH CAROLINA

Current Thomas & Hutton employees, while employed with another firm, provided professional services for the master planning and community input process for CJT for a 1-mile corridor from University Lake to Smith Level Road as well as with a spur to the new Carrboro High School. The resultant analysis, study, and recommendations led to funding Phase 1 of this trail. The team also prepared construction and engineering drawings, obtained permits, and provided bidding phase services. The project was partially funded by NCDOT.



** This work was done by CJT prior to joining Thomas & Hutton*

CLIENT REFERENCE: Town of Carrboro Planning Department | Jeff Brubaker | 301 W Main Street, Carrboro, NC 27510 | 919-942-8541 |

PROJECT TIMEFRAME: 2010



Request for Qualifications (RFQ) to Provide Design Services for the Development of the Greene Tract Master Plan | RFQ No: 367-OC5390 | Orange County, NC

519 MAIN STREET, DURHAM HOUSING AUTHORITY DURHAM, NORTH CAROLINA

Redevelopment of a 12 acre parcel in Downtown Durham to include 500 residential unit, retail, and an urban park. The projects included overall master planning and individual site development into 5 phases of permitting and construction. The project was developed through close coordination with the City of Durham and Durham Housing Authority (Owner) and included LIHTC funding and was awarded a Choice Neighborhood Implementation Grant.

** This work was done by CJT prior to joining Thomas & Hutton*



CLIENT REFERENCE: Laurel Street Residential | Lee Cochran | 2132 Thrift Rd Suite A, Charlotte, NC 28208 | 704-561-5225 | lcochran@laurelstreetres.com

PROJECT TIMEFRAME: 2018-Ongoing

HOMESTEAD GARDENS TOWN OF CHAPEL HILL, NORTH CAROLINA

Thomas & Hutton is providing professional services for an 80-100 unit affordable housing community sponsored by the Town of Chapel Hill. The project will include a mix of apartments, townhomes and duplexes, and a mix of rental and for-sale product to serve the community. Amenities include a playground, greenway trail, basketball court, and small community green gathering spaces. Project scope includes site layout and access, site amenities, greenway trail design, utilities and stormwater management for a 12-acre site. Responsibilities include site layout and landscape design, site entitlements and permitting through the Town of Chapel Hill, and construction drawings.

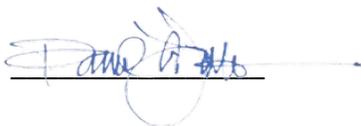


CLIENT REFERENCE: Chapel Hill Affordable Housing | Emily Holt | 405 Martin Luther King Jr. Blvd. Chapel Hill, NC 27514 | 919-969-5058 | eholt@townofchapelhill.org

PROJECT TIMEFRAME: 2019-Ongoing

Addendum Acknowledgement Form

Consultants must acknowledge receipt of addendums posted by Orange County before the RFP/RFQ deadline. Please initial for Addendums received.

Addendum No 1 

Addendum No 2 _____

Addendum No 3 _____

Section I:	General Government and Administration
Policy 10.0:	Living Wage Contractor Policy
Reviewed by:	County Attorney/County Manager
Approved by:	County Manager
Original Effective Date:	April 21, 2016
Revisions:	August 1, 2016

Policy Statement

It is the policy of Orange County to ensure its employees, and all individuals who provide services for Orange County, are paid a living wage.

Purpose

To encourage all vendors and contractors to pay a living wage to all employees who perform work pursuant to a contract with Orange County.

Applicability

Applies to all Orange County contracts and purchases.

Policy

10.1 Living Wage

10.1.1 Orange County is committed to providing its employees with a living wage and encourages all contractors and vendors doing business with Orange County to pursue the same goal. Orange County's living wage is as reflected in the adopted Orange County Budget and as that budget document is amended from time to time. To the extent possible, Orange County recommends that contractors and vendors seeking to do business with Orange County provide a living wage to their employees.

10.1.2 Prior to final execution of a contract with Orange County all contractors and vendors seeking to do business with Orange County shall submit to the County's representative a statement indicating whether those employees who will perform work on the Orange County contract are paid at least the living wage amount set out above. If such employees do not make at least the living wage amount set out above the contractor or vendor shall indicate in the statement the actual amount paid to such employees. For bid projects this statement should be submitted as part of the bid packet.

This policy may be reviewed annually and updated as needed by the Manager's Office

Acknowledged Receipt by: Dan Jewell, PLA

Company Name: Thomas & Hutton Engineering Co.

Date: August 24, 2023

STATE OF NORTH CAROLINA

AFFIDAVIT

ORANGE COUNTY

I, Dan Jewell, PLA (the individual attesting below), being duly authorized by and on behalf of Thomas & Hutton Engineering Co. (the entity bidding on project hereinafter "Employer") after first being duly sworn hereby swears or affirms as follows:

- 1. Employer understands that E-Verify is the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law in accordance with NCGS §64-25(5).
- 2. Employer understands that Employers Must Use E-Verify. Each employer, after hiring an employee to work in the United States, shall verify the work authorization of the employee through E-Verify in accordance with NCGS§64-26(a).
- 3. Employer is a person, business entity, or other organization that transacts business in this State and that employs 25 or more employees in this State. (mark Yes or No)
 - a. YES X, or
 - b. NO _____
- 4. Employer's subcontractors comply with E-Verify, and if Employer is the winning bidder on this project Employer will ensure compliance with E-Verify by any subcontractors subsequently hired by Employer.

This 24 day of August, 2023.

[Handwritten Signature]

Signature of Affiant _____
Print or Type Name: Dan Jewell

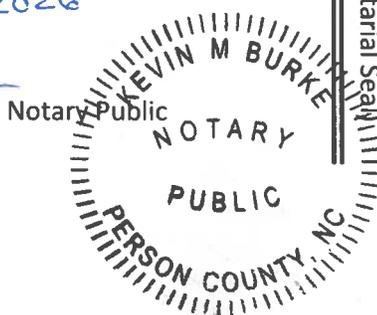
State of North Carolina, DURHAM ~~Orange~~ County

Signed and sworn to (or affirmed) before me, this the 24

day of August, 2023.

My Commission Expires: 2-10-2026

[Handwritten Signature]



Chapter 12 Civil Rights.

Sections 12-23 – 12-49 Reserved.

AN ORDINANCE PROHIBITING DISCRIMINATION THROUGHOUT ORANGE COUNTY

Sec. 12-50. - Title.

This Ordinance shall be known and may be cited as the Orange County Non-Discrimination Ordinance.

Sec. 12-51. – Policy and Severability.

- (a) It is the policy of Orange County not to enter into a contract with any business, company, or firm that has discriminated in the solicitation, selection, hiring or treatment of vendors, suppliers, subcontractors or commercial customers against a Protected Class, or on the basis of any otherwise unlawful use of individual or personal characteristics regarding such vendor's, suppliers, commercial customers, employees, or owners in connection with a county contract or solicitation; provided that nothing in this non-discrimination policy shall prohibit or limit otherwise lawful efforts to remedy the effects of discrimination that has occurred or is occurring in the marketplace.
1. It is the policy of Orange County that every Orange County created contract and subcontract for goods or services shall contain a non-discrimination clause that prohibits discrimination as that term is defined herein.
- (b) It is further the policy of Orange County that discrimination has no place in Orange County, North Carolina and it is the intent of this ordinance to provide uniform legal protection to individuals in all Protected Classes, making it unlawful for any person to discriminate in housing, public accommodations, and transportation.
- (c) Should any provision of this Ordinance be found to be unconstitutional by a court of law such provision shall be severed from the remainder of the Ordinance and such action shall not affect the enforceability of the remaining provisions of the Ordinance.

Sec. 12-52. - Definitions.

- (a) *Discrimination* means any disadvantage, difference, or distinction in the solicitation, selection, hiring, service to, or treatment of a vendor, supplier, subcontractor, or customer on the basis of Protected Class status or on the basis of any otherwise unlawful use of personal or individual characteristics.
- (b) *Housing* and *public accommodations* have the same common meaning as those terms are defined in the Orange County Civil Rights Ordinance.
- (c) *Person* means any individual, business, or company, regardless of organizational structure, providing for profit goods, facilities, services, accommodations, transportation, or access to the general public.
- (d) *Protected Class* means age (as defined in the Orange County Civil Rights Ordinance), race, ethnicity, color, national origin, religion, creed, sex, sexual orientation, gender, gender identity, gender expression, marital status, familial status, source of income, disability, political affiliation, veteran status, disabled veteran status.
- (e) *Public Accommodation* has the same meaning as that term is defined in the Orange County Civil Rights Ordinance except that for purposes of this Ordinance Public Accommodation includes:
1. Transportation companies and transportation providers operating company-owned or privately-

owned vehicles providing transportation to the general public; and

2. Private residences providing short-term rentals to members of the general public. A short-term rental means the provision of a room, space, or residential unit that is suitable or intended for occupancy for dwelling, sleeping, or lodging purposes, for a period of fewer than 30 consecutive days, in exchange for a charge for the occupancy.

Sec. 12-53. - Contractor bid requirements.

- (a) All requests for bids or proposals issued for county contracts shall include a certification to be completed by the bidder or proposer in substantially the following form:

The undersigned bidder or proposer hereby certifies and agrees that the following information is correct:

1. In preparing its enclosed bid or proposal, the bidder or proposer has considered all bids and proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in discrimination as defined in Section 12-52 of the Orange County Non-discrimination Ordinance.
2. Without limiting any other remedies that Orange County may have for a false certification, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for Orange County to reject the bid or proposal submitted with this certification, and terminate any contract awarded based on such bid or proposal. It shall also subject the bidder or proposer to disqualification from participating in county contracts or bid processes for up to two years.
3. As a condition of contracting with Orange County, the bidder or proposer agrees to promptly provide to Orange County all information and documentation that may be requested by Orange County from time to time regarding the solicitation and selection of suppliers and subcontractors in connection with this solicitation process. Failure to maintain or failure to provide such information constitutes grounds for Orange County to reject the bid or proposal and to terminate, without penalty to Orange County, any contract awarded on such bid or proposal. All such information and documentation shall be maintained for a period of three years after the expiration of the contract.
4. As part of its bid or proposal, the bidder or proposer shall provide to Orange County a list of all instances within the past ten years where a complaint was filed or pending against bidder or proposer in a legal or administrative proceeding alleging that bidder or proposer discriminated against its subcontractors, vendors, suppliers, or commercial customers, and a description of the status or resolution of that complaint, including any remedial action taken.
5. As a condition of submitting a bid or proposal to Orange County the bidder or proposer agrees to comply with the Orange County Non-discrimination Ordinance. Falsification of this certification shall constitute a violation of the Orange County Non-Discrimination Ordinance and shall be grounds for rejection of the bid or proposal or termination, without fault to Orange County, of a contract.
6. As a condition of submitting a bid or proposal to Orange County the bidder or proposer agrees that Orange County may consider the information submitted as part of this certification in its determination of the responsibility of the bidder or proposer. The bidder or proposer, as the case may be, waives the right to challenge the rejection of a bid or proposal when such rejection is based, in its entirety, on information contained in this certification.

Sec. 12-54. - Prohibited acts.

- (a) It shall be unlawful for any person to deny any person the full and equal enjoyment of the goods, services, facilities, privileges, advantages, and accommodations of a place of public accommodation on the basis of Protected Class status or on the basis of any otherwise unlawful use of individual or personal characteristics.
- (b) It shall be unlawful for any person to make, print, circulate, post, mail or otherwise cause to be published a statement, advertisement, or sign which indicates that the full and equal enjoyment of the transportation, access, goods, services, facilities, privileges, advantages, and accommodations of a place of public accommodation will be refused, withheld from, or denied any person on the basis of Protected Class status or on the basis of any otherwise unlawful use of individual or personal characteristics, or that any person's patronage of or presence at a place of public accommodation is objectionable, unwelcome, unacceptable, or undesirable on the basis of Protected Class status or on the basis of any otherwise unlawful use of individual or personal characteristics; provided, however, this section does not apply to a private club or other establishment not, in fact, open to the public.
- (c) It shall be unlawful for any person to intentionally or knowingly:
 - 1. Perform or attempt to perform any act which directly or indirectly results in an individual's bodily injury or property damage where such act is directed at an individual or a group of individuals because of that person's or that group's perceived or actual Protected Class status or on the basis of any otherwise unlawful use of individual or personal characteristics.
 - 2. Solicit, encourage, compensate, assist, or conspire with another to perform or attempt to perform any act which directly or indirectly results in an individual's bodily injury or property damage where such act is directed at an individual or a group of individuals because of that person's or that group's perceived or actual Protected Class status or on the basis of any otherwise unlawful use of individual or personal characteristics.
- (d) No person shall be found to have violated this Ordinance solely on the basis of the content of any speech or communication used by such person.

Sec. 12-55. Exemptions.

- (a) All applicable exemptions found in Section 12-11 of the Orange County Civil Rights Ordinance related to housing shall apply to alleged violations of Section 12-54 of this Ordinance.

Sec. 12-56. Investigation, Enforcement, and Remedy.

- (a) Sections 12-16 through and including 12-21 of the Orange County Civil Rights Ordinance shall be followed and adhered to during the investigation of any alleged violation of this Ordinance. Any remedies available through said sections of the Orange County Civil Rights Ordinance shall be available hereunder.

ORANGE COUNTY NONDISCRIMINATION CERTIFICATION

The undersigned bidder or proposer hereby certifies and agrees that the following information is correct:

1. In preparing its enclosed bid or proposal, the undersigned bidder or proposer has considered all bids and proposals submitted from qualified, potential subcontractors and suppliers, and has not engaged in discrimination as defined in Section 12-52 of the Orange County Non-discrimination Ordinance.
2. Without limiting any other remedies that Orange County may have for a false certification, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for Orange County to reject the bid or proposal submitted with this certification, and terminate any contract awarded based on such bid or proposal. It shall also subject the bidder or proposer to disqualification from participating in county contracts or bid processes for up to two years.
3. As a condition of contracting with Orange County, the undersigned bidder or proposer agrees to promptly provide to Orange County all information and documentation that may be requested by Orange County from time to time regarding the solicitation and selection of suppliers and subcontractors in connection with this solicitation process. Failure to maintain or failure to provide such information constitutes grounds for Orange County to reject the bid or proposal and to terminate, without penalty to Orange County, any contract awarded on such bid or proposal. All such information and documentation shall be maintained for a period of three years after the expiration of the contract.
4. As part of its bid or proposal, the undersigned bidder or proposer shall provide to Orange County a list of all instances within the past ten years where a complaint was filed or pending against bidder or proposer in a legal or administrative proceeding alleging that bidder or proposer discriminated against its subcontractors, vendors, suppliers, or commercial customers, and a description of the status or resolution of that complaint, including any remedial action taken.
5. As a condition of submitting a bid or proposal to Orange County the undersigned bidder or proposer agrees to comply with the Orange County Non-discrimination Ordinance. Falsification of this certification shall constitute a violation of the Orange

County Non-Discrimination Ordinance and shall be grounds for rejection of the bid or proposal or termination of an existing contract, without fault or further obligation to Orange County.

6. As a condition of submitting a bid or proposal to Orange County the undersigned bidder or proposer agrees that Orange County may consider the information submitted as part of this certification in its determination of the responsibility of the undersigned bidder or proposer. The undersigned bidder or proposer, as the case may be, waives the right to challenge the rejection of a bid or proposal when such rejection is based, in its entirety, on information submitted as part of this certification.

The bidder or proposer certifies the undersigned has full authority to sign on its behalf.

By:  _____

Dan Jewell, PLA | Principal/Regional Director
Printed Name and Title

On behalf of _____

Thomas & Hutton Engineering Co.
Company or Corporate name

Supplemental Vendor Information: HISTORICALLY UNDERUTILIZED BUSINESSES

Historically Underutilized Businesses (HUBs) consist of minority, women and disabled business firms that are at least fifty-one percent owned and operated by an individual(s) of the categories. Also included in this category are disabled business enterprises and non-profit work centers for the blind and severely disabled.

Pursuant to G.S. 143B-1361(a), 143-48 and 143-128.4, the County invites and encourages participation in this procurement process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled. This includes utilizing subcontractors to perform the required functions in this RFP/RFQ. Any questions concerning NC HUB certification, contact the [North Carolina Office of Historically Underutilized Businesses](#) at (919) 807-2330. The Vendor shall respond to question #1 and #2 below.

1) Is Vendor a Historically Underutilized Business? Yes No

2) Is Vendor Certified with North Carolina as a Historically Underutilized Business? Yes No

If so, state HUB classification:



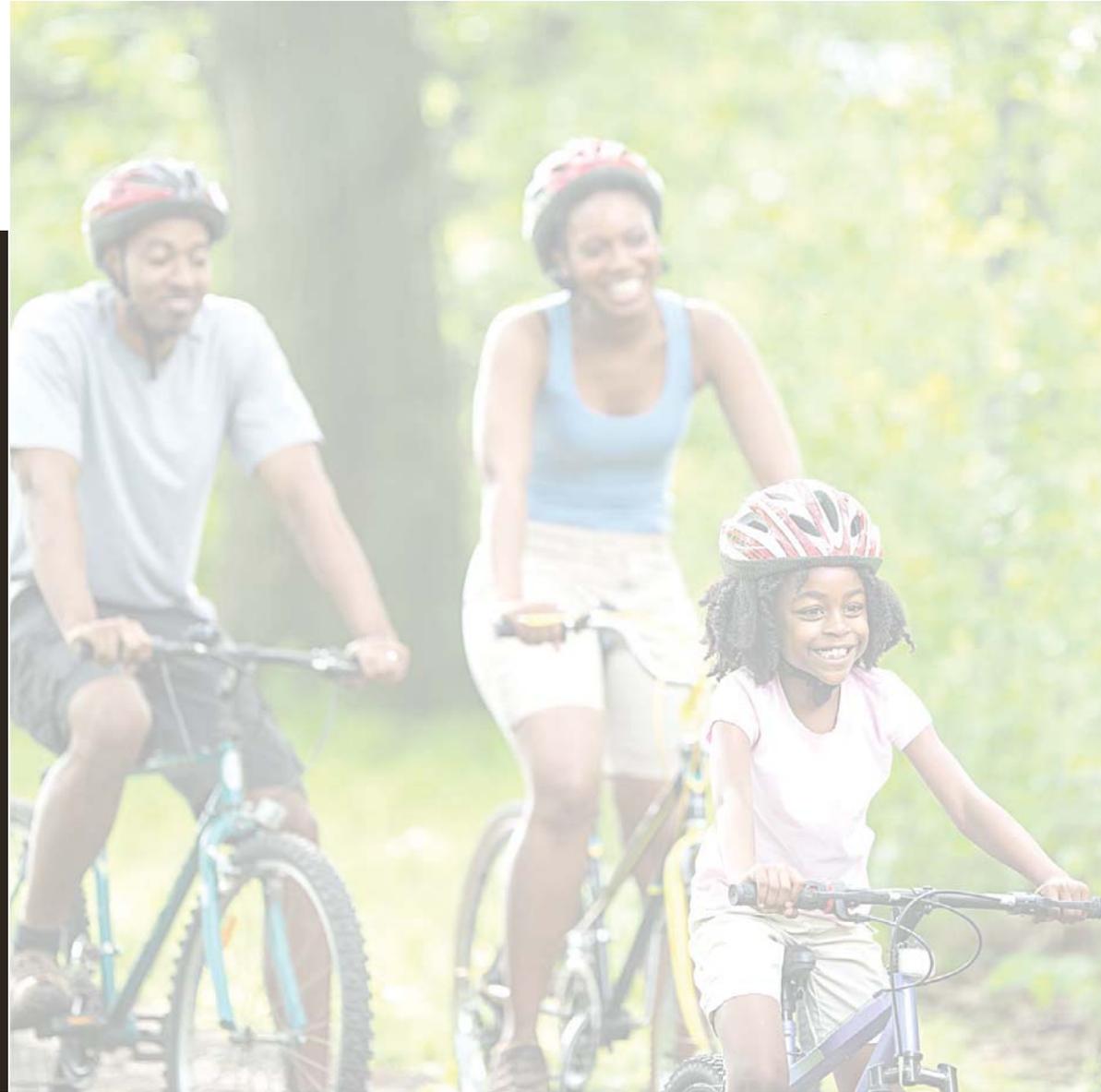
The Greene Tract: Restoring
Community & Connections

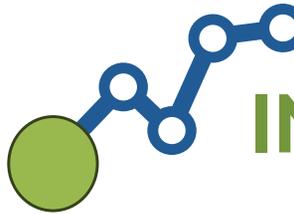
Master Planning Services for the Greene Tract

Presented by



September 15, 2023





The Greene Tract: Restoring Community & Connections
INTRODUCTIONS



DAN JEWELL, PLA
Principal-in-Charge



JEREMY ANDERSON, PLA
Project Manager



WENDI RAMSDEN, PLA
Project Landscape Architect



The Greene Tract: Restoring Community & Connections

YOUR PROJECT TEAM

Key Personnel



Dan Jewell, PLA
Principal-in-Charge



Jeremy Anderson, PLA
Project Manager



Preston Royster, PE
Civil Engineer Lead



Chuck Hill, PE
Civil Support



Wendi Ramsden, PLA
Project Landscape Architect

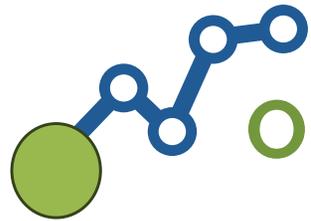


Gradey Grumman
Technical Support/Graphics



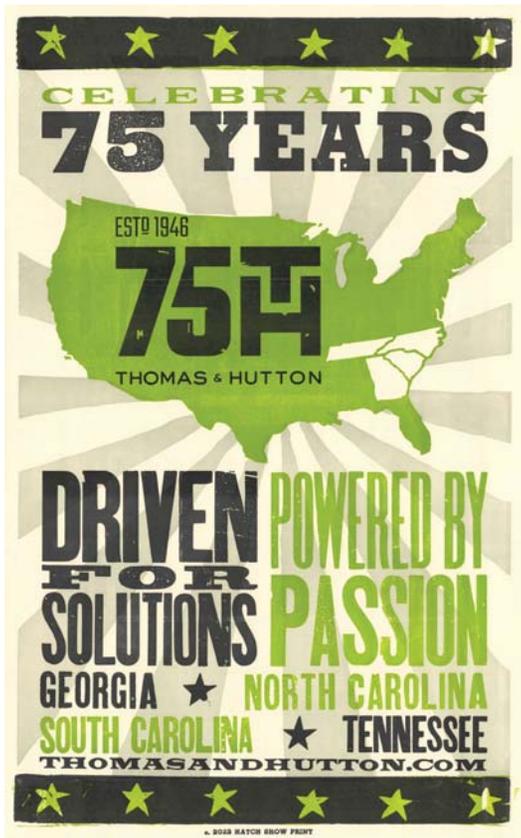
Martin Coulter
Technical Support/GIS

Availability of Key Personnel				
Name	Role/Task	Availability		
		Committed	Uncommitted	
Dan Jewell, PLA	Principal-in-Charge	30 %	70 %	
Jeremy Anderson, PLA	Project Manager	35 %	65 %	
Wendi Ramsden, PLA	Landscape Architect	40 %	60 %	
Preston Royster, PE	Project Engineer	50 %	50 %	

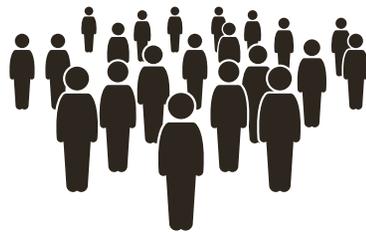


The Greene Tract: Restoring Community & Connections

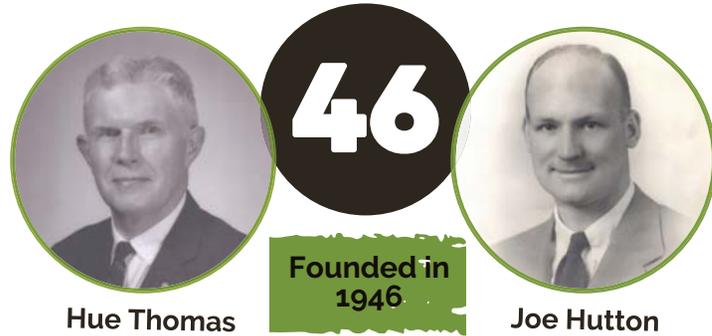
OUR COMPANY



Multidisciplinary



435+ problem-solvers



Hue Thomas

Founded in 1946

Joe Hutton



Privately held



10 regions



The Greene Tract: Restoring Community & Connections

YOUR GOALS



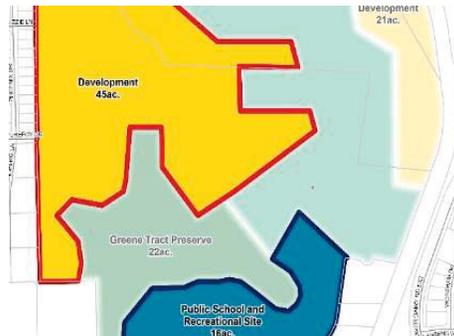
01

Create a mission statement, vision statement, lay down goals and objectives utilizing prior work and ongoing community engagement



02

Assess opportunities and make recommendations for a School, Recreation Opportunities, Residential, non-residential and community support uses that fit within the Town's regulatory frame work



03

Create a Master Plan building on prior work, a robust site analysis, community engagement, and the history of the historic Rogers Road neighborhood



04

Develop a Connectivity Framework identifying a future multimodal network and potential roadway improvements



The Greene Tract: Restoring Community & Connections

THE GREEN TRACT: Our Experience



Final Report ▲ Rogers Road Small Area Plan Workshop

Saved to S: Drive

Recommendations for The Rogers Road Small Area Plan

Prepared by the Rogers Road Urban Design Assistance Team
October 10, 2008



1

Rogers Road Urban Design Assistance Team

Stories/HISTORIES

Land along Rogers Road area became the property of freed blacks after the Civil War.

A number of families have figured prominently in the history of the neighborhood—the Hogans, the Jones, the Rogers, the Nunns, the Walkers, and the Nunns.

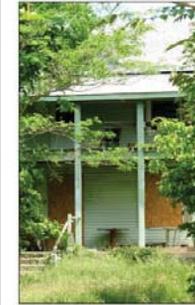
Livelihood in the community came both from without and from within. At various times, there was agriculture, a saw mill, and interneighborhood sales of milk and eggs.

Vegetable gardens, cows, and chickens provide food for residents, and the surpluses were shared.

Final Report ▲ Rogers Road Small Area Plan Workshop

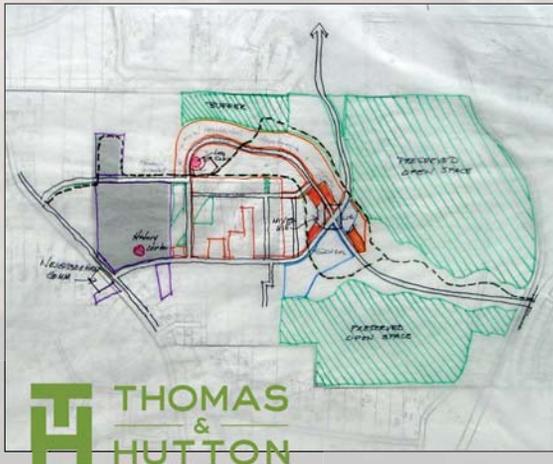
Recommendations

Cultural Heritage Plan

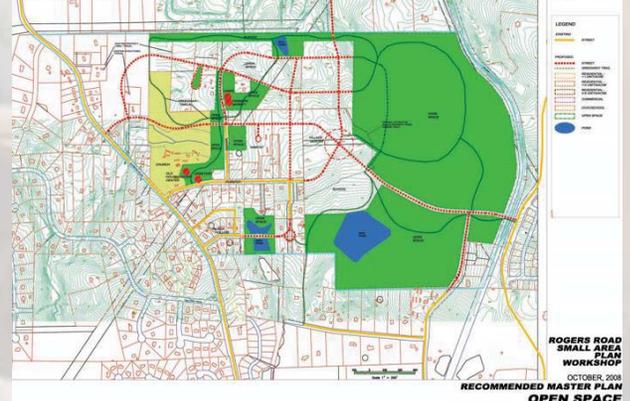


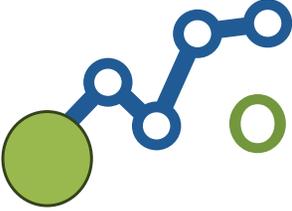
25

Rogers Road Urban Design Assistance Team



Recommended Master plan for the Community – Open Space





The Greene Tract: Restoring Community & Connections

OUR APPROACH

01 Project Kick-Off Scope & Development

Hold Project Kick-Off meeting to discuss project, potential challenges, and stakeholders.



02 Community Engagement Coordination

Coordinate with Community Engagement Specialist. Early Community Workshops?



03 Data Collection & Mapping Agency Outreach

GIS Topo, flood, vegetation, road network, utilities, boundary lines, easements, ownership, zoning constraints. Streams/Wetlands

04 Site Analysis

Assemble data and mapping into graphic exhibits to inform Conceptual Design. Summary report of opportunities and constraints



05 Land Planning

Prepare conceptual design solutions to address identified challenges and opportunities. Explore land use possibilities



06 Stakeholder Check-In

Present updates to stakeholders and how input was incorporated into the work

07 Master Plan /Connectivity Plan

Prepare consensus Master Plan, Connectivity Plan summary of findings along with Implementation Strategy



08 Present Findings & Recommendations to Stakeholders

Prepare and present summary of Master Plan, Connectivity and Implementation Plan to Community and Elected Officials



The Greene Tract: Restoring Community & Connections

POTENTIAL ADDITIONAL SERVICES

01 Land Surveying

Boundary, topographic and other survey suitable for future design, entitlements and subdivision



02 Traffic Studies

Prepare detailed traffic analysis scenarios to determine impacts on and potential improvements to local street network



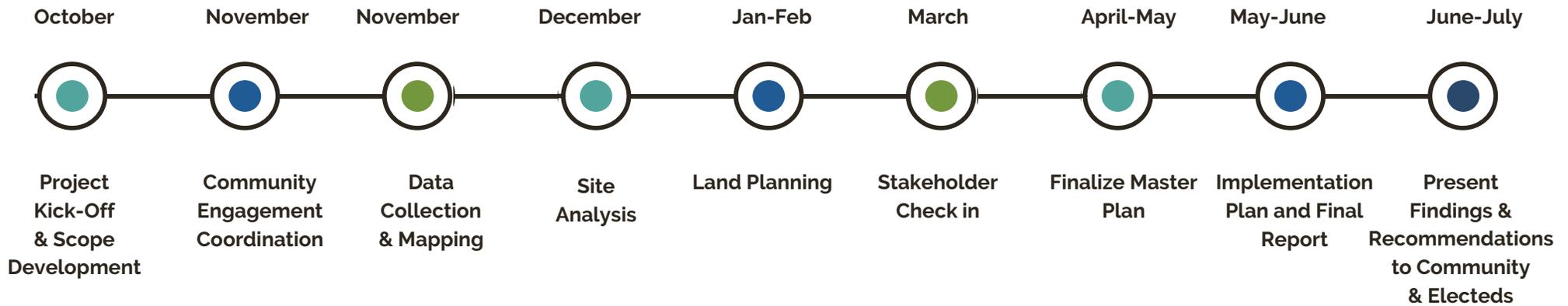
03 Detailed Design and Entitlements

Conditional Zoning, ZCP, Construction Plans and Construction Phase Services



The Greene Tract: Restoring Community & Connections

DETAILED PROJECT TIMELINE





The Greene Tract: Restoring Community & Connections

RELATED PROJECT EXPERIENCE

Examples of real local solutions that our Team has designed over the years

Community Based Master Planning: The American Legion Property – Chapel Hill

Use	Task Force Score	Task Force Rank	Public Survey Rank (Survey Respondents Ranked Each Category Separately)	Acree Estimate based on National Standard and Includes Parking	Order of Magnitude Cost Conceptual Cost based on 2017 Information	Parks & Rec Priority Use
Athletic Activities (1 = highest, 6 = lowest, 10 = exclude)						
Indoor gymnasium-based sports (basketball, volleyball, pickleball, etc.) *	2.3	1	2	1.1	\$6,150,000 - \$7,400,000	Yes
Net & court-based sports (tennis, pickleball, etc.) *	3.2	2	1	1.0	\$535,000 - \$1,008,000	Yes
Outdoor hard-surface sports (basketball, roller hockey, etc.)	3.8	3	4	0.3	\$650,000 - \$780,000	No
Swimming pool activities (swimming, water aerobics, etc.)	5.6	4	3	Outdoor : 0.5 Indoor: 1.1	\$1,100,000 - \$1,350,000 \$4,500,000 - \$5,400,000	Yes Outdoor only
Baseball field sports (baseball, softball, rounders, etc.)**	7.3	5	6	0.9	\$500,000 - \$600,000	Yes
None	8.4	6	5	NA		
Casual or Other Activities (1 = highest, 8 = lowest, 10 = exclude)						
Water play (children's water activities, splash-pad, fountains)	3.0	1	5	0.6	\$470,000 - \$564,000	No
Taking walks (enjoying trails, parkland)	3.2	2	1	NA	\$95,000 - \$115,000	Yes
Outdoor gatherings (picnic spaces)	3.8	3	3	0.1	\$215,000 - \$260,000	Yes
Using play fields (for Frisbee, kites, playing catch, etc.)	3.8	4	4	1.2	\$285,000 - \$340,000	Yes
Children's play (playground, natural spaces)	5.0	5	2	0.5	\$500,000 - \$600,000	Yes

Program Element Cost Comparisons



AMERICAN LEGION TASK FORCE
REPORT TO TOWN COUNCIL, 6 JUNE 2017



Community Design Workshops

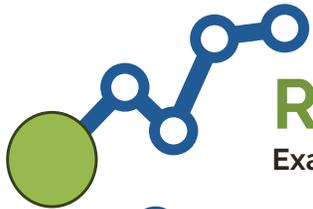


AMERICAN LEGION PROPERTY
CHAPEL HILL, NC

CONCEPTUAL MASTER PLAN
MARCH 23, 2018

Master Plan





The Greene Tract: Restoring Community & Connections

RELATED PROJECT EXPERIENCE

Examples of real local solutions that our Team has designed over the years

Community Based Master Planning: The Eubanks Road Property - Carrboro

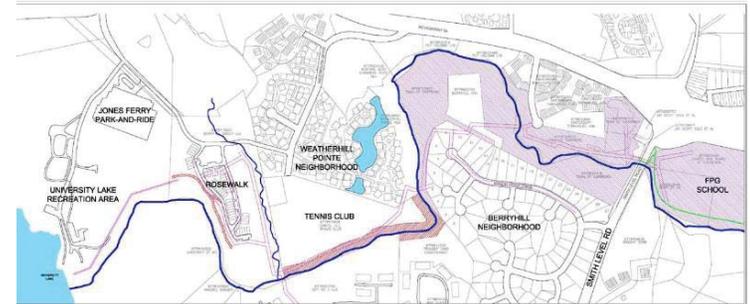
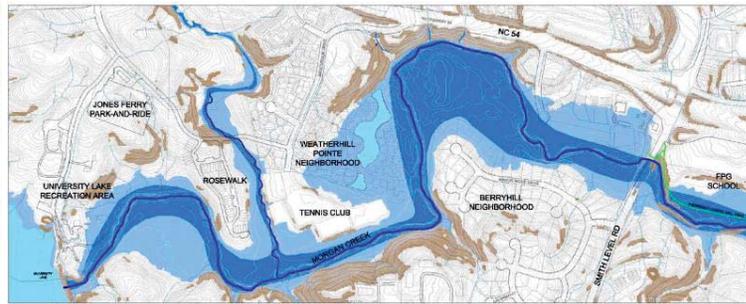




The Greene Tract: Restoring Community & Connections RELATED PROJECT EXPERIENCE

Examples of real local solutions that our Team has designed over the years

Community Based Master Planning: Morgan Creek Greenway – Chapel Hill and Carrboro



TRAIL ALIGNMENT OPTIONS
Coulter|Jewell|Thomas
MORGAN CREEK GREENWAY
Carrboro, NC
Opportunities and Constraints

PARCEL INFORMATION
Coulter|Jewell|Thomas
MORGAN CREEK GREENWAY
Carrboro, NC
Opportunities and Constraints





The Greene Tract: Restoring Community & Connections

RELATED PROJECT EXPERIENCE

Examples of real local solutions that our Team has designed over the years

Community Based Master Planning: Homestead Gardens– Chapel Hill





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RELATED PROJECT EXPERIENCE

Examples of real local solutions that our Team has designed over the years

Schools:



Creekside Elementary School



Sandy Ridge Elementary School



WG Pearson Elementary School



Lucas Middle School



Scott King Road Master Plan





The Greene Tract: Restoring Community & Connections

RELATED PROJECT EXPERIENCE

Examples of real local solutions that our Team has designed over the years

Affordable Housing:



519 East Main St.





The Greene Tract: Restoring Community & Connections

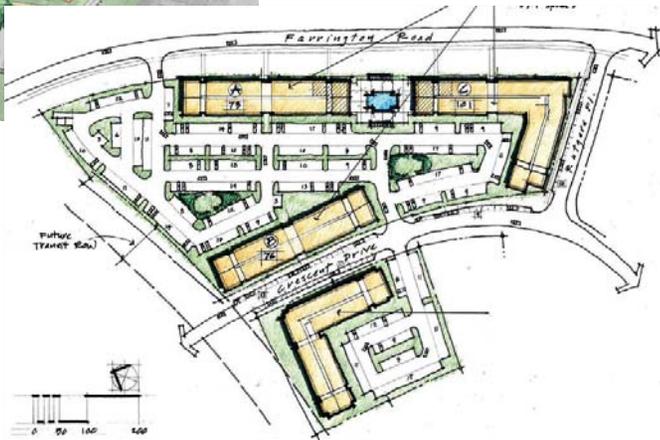
RELATED PROJECT EXPERIENCE

Examples of real local solutions that our Team has designed over the years

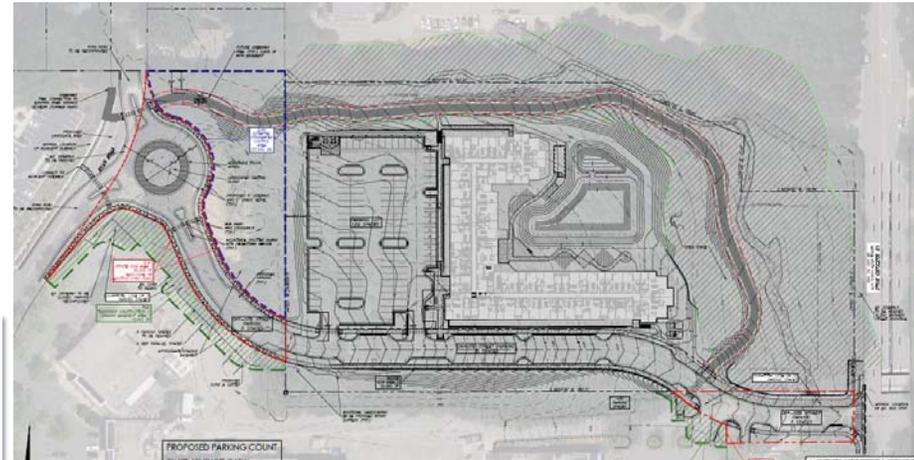
Affordable Housing:



JJ Henderson



Farrington Road



Maynard Road Cary



The Greene Tract: Restoring Community & Connections

RELATED PROJECT EXPERIENCE

Examples of real local solutions that our Team has designed over the years

Multi-Modal Pathways:



Eno River Greenway



Twin Creeks Linear Park Greenway



Noisette Creek Greenway Pedestrian Bridge



American Tobacco Trail



Buffalo Creek Greenway

The Greene Tract: Restoring Community & Connections

WHY HIRE OUR THE T&H TEAM?

Experience you expect. Service you deserve.



We're a local team



We have the institutional knowledge



We're extremely familiar with Orange County, Chapel Hill and Carrboro



We have an effective strategy for incorporating Public Input



We're committed to providing services within realistic time constraints



We'll maintain budgets through cost control



We're a fully implemented "Best Quality Control Practices" firm



We have the master planning, design and implementation experience to get the job done



THANK YOU

Questions And Answers

[Departmental Use Only]
TITLE
FY

NORTH CAROLINA

T&H SERVICES AGREEMENT RFP/RFQ

ORANGE COUNTY

This Services Agreement (hereinafter "Agreement"), made and entered into this _____ day of _____, 20____, ("Effective Date") by and between Orange County, North Carolina a political subdivision of the State of North Carolina (hereinafter, the "County") and _____, (hereinafter, the "Provider").

WITNESSETH:

That the County and Provider, for the consideration herein named, do hereby agree as follows:

1. Services

a. Scope of Work.

- i) This Services Agreement ("Agreement") is for services to be rendered by Provider to County with respect to *(insert type of project)*:
- ii) By executing this Agreement, the Provider represents and agrees that Provider is qualified to perform and fully capable of performing and providing the services required or necessary under this Agreement in a fully competent, professional and timely manner.
- iii) ~~Time is of the essence with respect to this Agreement~~ Provider shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of work.
- iv) The services to be performed under this Agreement consist of Basic Services, as described and designated in Section 3 hereof. Compensation to the Provider for Basic Services under this Agreement shall be as set forth herein.

2. Responsibilities of the Provider

- a. Services to be provided. The Provider shall provide the County with all services required in Section 3 to satisfactorily complete the Project within the time limitations set forth herein and in accordance with the highest professional standards.
- b. Standard of Care.
 - i) ~~The Provider shall exercise reasonable care and diligence in performing services under this Agreement in accordance with the highest generally accepted standards of this type of Provider practice throughout the United States and in accordance~~

~~with applicable federal, state and local laws and regulations applicable to the performance of these services. Provider shall provide its services consistent with and limited to the professional standard of care applicable for consultants experienced in and specializing in such projects.~~ Provider is solely responsible for the professional quality, accuracy and timely completion and submission of all work related to the Basic Services.

- ii) Provider shall be responsible for all errors or omissions of its agents, contractors, employees, or assigns in the performance of the Agreement. Provider shall correct any and all errors, omissions, discrepancies, ambiguities, mistakes or conflicts at no additional cost to the County.
- iii) The Provider shall not, except as otherwise provided for in this Agreement, subcontract the performance of any work under this Agreement without prior written permission of the County. No permission for subcontracting shall create, between the County and the subcontractor, any contract or any other relationship.
- iv) Provider is an independent contractor of County. Any and all employees of the Provider engaged by the Provider in the performance of any work or services required of the Provider under this Agreement, shall be considered employees or agents of the Provider only and not of the County, and any and all claims that may or might arise under any workers compensation or other law or contract on behalf of said employees while so engaged shall be the sole obligation and responsibility of the Provider.
- v) If activities related to the performance of this Agreement require specific licenses, certifications, or related credentials Provider represents that it or its employees, agents and subcontractors engaged in such activities possess such licenses, certifications, or credentials and that such licenses certifications, or credentials are current, active, and not in a state of suspension or revocation.
- vi) Should this Agreement involve project designs, the construction or creation of which is to be bid out or fulfilled by other contractors, and bidding or negotiation with contractors produce prices which, when added to the other elements of the approved total project cost, produce a cost that is in excess of the approved total project cost, the Provider shall participate with the County in negotiation and design adjustments to the extent such are necessary to obtain prices within the approved total project cost. All activity of the Provider with respect to these matters shall constitute Basic Services and shall be performed by the Provider without additional compensation. If negotiation and design adjustments fail to bring costs within the total project cost the County may reject all bids and Provider will redesign or reduce portions of the project in an effort to reduce the bid prices to within the total project cost and rebid the project. One such redesign is included within Basic Services. If this second letting for bids does not produce bids that are within the approved total project cost initially or after negotiations with the contractor the cost is not reduced to an amount within the total project cost, the Provider is not obligated to engage in further redesign.

3. Basic Services

a. Basic Services.

- i) The Provider shall perform as Basic Services the work and services described herein and as specified in the County’s Request for Proposals or Request for Qualifications (the “RFP”) “RFP Number _____ for “_____” issued _____, 20_____, and the Provider’s proposal, which are fully incorporated and integrated herein by reference together with Attachments _____ (designate all attachments). In the event a term or condition in any referenced document or attachment conflicts with a term or condition of this Agreement the term or condition in this Agreement shall control. Should such conflict arise the priority of documents shall be as follows: This Agreement, the County’s RFP together with attachments, Provider’s Proposal together with attachments.
- ii) The Basic Services will be performed by the Provider in accordance with the following schedule: (Insert milestones task list, dates and fees. If milestones are not established mark N/A under Milestone Task 1.)

<u>Milestone Task</u>	<u>Milestone Date</u>	<u>Milestone Fee</u>
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

- iii) Should County reasonably determine that Provider has not met the Milestone Dates established in Section 3(a)(ii), County shall notify Provider of the failure to meet the Milestone Date. The County, at its discretion may provide the Provider seven (7) days to cure the breach. County may withhold the accompanying payment without penalty until such time as Provider cures the breach. In the alternative, upon Provider’s failure to meet any Milestone Date the County may modify the Milestone Date schedule. Should Provider or its representatives fail to cure the breach within seven (7) days, or fail to reasonably agree to such modified schedule, County may immediately terminate this Agreement in writing, without penalty or incurring further obligation to Provider. This section shall not be interpreted to limit the definition of breach to the failure to meet Milestone Dates.

4. Duration of Services

- a. Term. The term of this Agreement shall be from _____ to _____.
- b. Scheduling of Services

- i) The Provider shall schedule and perform its activities in a timely manner so as to meet the Milestone Dates listed in Section 3.
- ii) Should the County determine that the Provider is behind schedule, it may require the Provider to expedite and accelerate its efforts, including providing additional resources and working overtime, as necessary, to perform its services in accordance with the approved project schedule at no additional cost to the County.
- iii) The Commencement Date for the Provider's Basic Services shall be _____.

5. Compensation

- a. Compensation for Basic Services. Compensation for Basic Services shall include all compensation due the Provider from the County for all services satisfactorily (as determined by the County) performed pursuant to this Agreement. The maximum amount payable for Basic Services is _____ Dollars (\$ _____). In the event the amount stated on an invoice is disputed by the County, the County may withhold payment of all or a portion of the amount stated on an invoice until the parties resolve the dispute. Payment for Basic Services shall become due and payable in direct proportion to satisfactory services performed and work accomplished. Payments will be made as Project milestones as set out in Section 3(a)(ii) are achieved up to the corresponding milestone fee. *(For example, Provider may invoice for the amount listed as the milestone fee corresponding to the first milestone task upon County's acknowledgement of the satisfactory completion of Task one. Upon the County's acknowledgement that the second Task has been satisfactorily completed Provider may invoice for that corresponding milestone fee.)* Milestone fees shall be the maximum amount payable for its corresponding milestone task which shall not be altered except by written amendment.
- b. Additional Services. County shall not be responsible for costs related to any services in addition to the Basic Services performed by Provider unless County requests such additional services in writing and such additional services are evidenced by a written amendment to this Agreement.

6. Responsibilities of the County

- a. Cooperation and Coordination. The County has designated (_____) to act as the County's representative with respect to the Project who shall have the authority to render decisions within guidelines established by the County Manager or the County Board of Commissioners and who shall be available during working hours as often as may be reasonably required to render decisions and to furnish information.

7. Insurance

- a. General Requirements. Provider shall obtain, at its sole expense, Commercial General Liability Insurance, Automobile Insurance, Workers' Compensation Insurance, and any additional insurance as may be required by County's Risk Manager as such insurance requirements are described in the Orange County Risk Transfer Policy and Orange

County Minimum Insurance Coverage Requirements (each document is incorporated herein by reference and may be viewed at http://www.orangecountync.gov/departments/purchasing_division/contracts.php.) If County's Risk Manager determines additional insurance coverage is required such additional insurance shall consist of _____ (if no additional insurance required mark N/A as being not applicable). Provider shall not commence work until such insurance is in effect and certification thereof has been received by the County's Risk Manager.

8. Indemnity

- a. Indemnity. To the extent authorized by North Carolina law the Provider agrees, without limitation, to defend (except as to liability or claims for damages or expenses, including attorneys' fees, proximately caused or allegedly caused by the professional negligence in whole or in part, whether brought in tort or contract, for which no duty to defend shall be required), indemnify and hold harmless the County from all loss, liability, claims or expense, including attorney's fees, arising out of or related to the Project and arising from property damage or bodily injury including death to any person or persons caused in whole or in part by the negligence or misconduct of the Provider except to the extent same are caused by the negligence or willful misconduct of the County. It is the intent of this provision to require the Provider to indemnify the County to the fullest extent permitted under North Carolina law.

9. Amendments to the Agreement

- a. Changes in Basic Services. Changes in the Basic Services and entitlement to additional compensation or a change in duration of this Agreement shall be made by a written Amendment to this Agreement executed by the County and the Provider. The Provider shall proceed to perform the Services required by the Amendment only after receiving a fully executed Amendment from the County.

10. Termination

- a. Termination for Convenience of the County. This Agreement may be terminated without cause by the County and for its convenience upon seven (7) days prior written notice to the Provider.
- b. Other Termination. The Provider may terminate this Agreement based upon the County's material breach of this Agreement; provided, the County has not taken all reasonable actions to remedy the breach. The Provider shall give the County seven (7) days' prior written notice of its intent to terminate this Agreement for cause. Either party may terminate this Agreement upon notice to the other party that obligations pursuant to this Agreement are made impractical due to declarations of emergency by Orange County or by North Carolina due to events directly impacting Orange County. Both parties shall remain responsible for all payment and performance due up to the receipt of such notice, but shall have no further obligation or responsibility beyond that date provided the terminating party has taken all reasonable steps to complete the performance of its obligations.
- c. Compensation After Termination.

- i) In the event of termination, the Provider shall be paid that portion of the fees and expenses that it has earned to the date of termination, less any costs or expenses incurred or anticipated to be incurred by the County due to errors or omissions of the Provider. Upon request of the County, the Provider shall submit to County all relevant documentation, including but not limited to, job cost records, to support its claims for final compensation.
 - ii) Should this Agreement be terminated, the Provider shall deliver to the County within seven (7) days, at no additional cost, all deliverables including any electronic data or files relating to the Project.
- d. Waiver. The payment of any sums by the County under this Agreement or the failure of the County to require compliance by the Provider with any provisions of this Agreement or the waiver by the County of any breach of this Agreement shall not constitute a waiver of any claim for damages by the County for any breach of this Agreement or a waiver of any other required compliance with this Agreement.
- e. Suspension. County may suspend the Basic Services and this Agreement at any time for County's convenience and without penalty to County upon three (3) days' notice to Provider. Upon any suspension by County, Provider shall discontinue the Basic Services and shall not resume the Basic Services until notified to proceed by County.

11. Additional Provisions

- a. Limitation and Assignment. The County and the Provider each bind themselves, their successors, assigns and legal representatives to the terms of this Agreement. Neither the County nor the Provider shall assign or transfer its interest in this Agreement without the written consent of the other.
- b. Governing Law. This Agreement and the duties, responsibilities, obligations and rights of respective parties hereunder shall be governed by the laws of the State of North Carolina.
- c. Compliance with Laws. Provider shall at all times remain in compliance with all applicable local, state, and federal laws, rules, and regulations including but not limited to all state and federal anti-discrimination laws, policies, rules, and regulations and the Orange County Non-Discrimination Policy and Orange County Living Wage Policy (each policy is incorporated herein by reference and may be viewed at http://www.orangecountync.gov/departments/purchasing_division/contracts.php.) Any violation of this requirement is a breach of this Agreement and County may immediately terminate this Agreement without further obligation on the part of the County. This paragraph is not intended to limit and does not limit the definition of breach to discrimination. By executing this Agreement Provider affirms that Provider and any subcontractors of Provider are and shall remain in compliance with Article 2 of Chapter 64 of the North Carolina General Statutes. By executing this Agreement Provider certifies that Provider has not been identified, and has not utilized the services of any agent or subcontractor identified, on the list created by the State Treasurer pursuant to G.S. 147-86.58. By executing this Agreement Provider certifies that Provider has not

been identified, and has not utilized the services of any agent or subcontractor identified, on the list created by the State Treasurer pursuant to G.S. 147-86.81.

- d. Dispute Resolution. Any and all suits or actions to enforce, interpret or seek damages with respect to any provision of, or the performance or non-performance of, this Agreement shall be brought in the General Court of Justice of North Carolina sitting in Orange County, North Carolina. It is agreed by the parties that no other court shall have jurisdiction or venue with respect to such suits or actions. Binding arbitration may not be initiated by either Party, however, the Parties may agree to nonbinding mediation of any dispute prior to the bringing of a suit or action.
- e. Entire Agreement. This Agreement, together with the RFP and its attachments and the Proposal and its attachments, represents the entire and integrated agreement between the County and the Provider and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both parties. Modifications may be evidenced by facsimile signatures.
- f. Severability. If any provision of this Agreement is held as a matter of law to be unenforceable, the remainder of this Agreement shall be valid and binding upon the Parties.
- g. Ownership of Work Product. Should Provider's performance of this Agreement generate documents, items or things that are specific to this Project such documents, items or things shall become the property of the County and may be used on any other project without additional compensation to the Provider. The use of the documents, items or things by the County or by any person or entity for any purpose other than the Project as set forth in this Agreement shall be at the full risk of the County and Provider will bear no liability for such use by the County or anyone who obtains the deliverables from or through the County.
- h. Non-Appropriation and Government Action. Provider acknowledges that County is a governmental entity, and the validity of this Agreement is based upon the availability of public funding under the authority of its statutory mandate.

In the event that public funds are unavailable or not appropriated for the performance of County's obligations under this Agreement, then this Agreement shall automatically expire without penalty to County immediately upon written notice to Provider of the unavailability or non-appropriation of public funds. It is expressly agreed that County shall not activate this non-appropriation provision for its convenience or to circumvent the requirements of this Agreement.

In the event of a change in the County's statutory authority, mandate or mandated functions, by state or federal legislative or regulatory action, which adversely affects County's authority to continue its obligations under this Agreement, then this Agreement shall automatically terminate without penalty to County upon written notice to Provider of such limitation or change in County's legal authority.

- i. Signatures. This Agreement together with any amendments or modifications may be

executed electronically. All electronic signatures affixed hereto evidence the consent of the Parties to utilize electronic signatures and the intent of the Parties to comply with Article 11A and Article 40 of North Carolina General Statute Chapter 66.

- j. Notices. Any notice required by this Agreement shall be in writing and delivered by certified or registered mail, return receipt requested to the following:

Orange County
 Attention:
 P.O. Box 8181
 Hillsborough, NC 27278

Provider's Name & Address

IN WITNESS WHEREOF, the Parties, by and through their authorized agents, have hereunder set their hands and seal, all as of the day and year first above written.

ORANGE COUNTY:

PROVIDER:

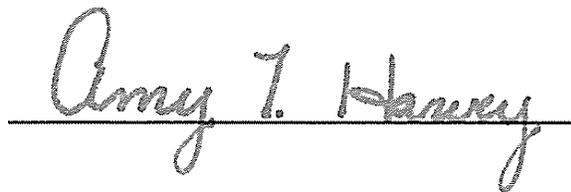
By: _____

By: _____

Printed Name and Title

I, Amy T. Harvey, Deputy Town Clerk of the Town of Chapel Hill, North Carolina, hereby certify that the attached is a true and correct copy of (2023-11-29/R-3) adopted by the Chapel Hill Town Council on November 29, 2023.

This the 30th day of November, 2023.

A handwritten signature in cursive script that reads "Amy T. Harvey". The signature is written in black ink and is positioned above a solid horizontal line.

**Amy T. Harvey
Deputy Town Clerk**



A RESOLUTION SUPPORTING ORANGE COUNTY'S CONTRACT FOR DESIGN SERVICES TO DEVELOP A MASTER PLAN FOR THE GREENE TRACT(2023-11-29/R-3)

WHEREAS, THE Town of Chapel Hill has worked with Orange County and the Town of Carrboro regarding development of a Master Plan for the Greene Tract; and

WHEREAS, the Town of Chapel Hill, Orange County, and the Town of Carrboro have an Interlocal Agreement dated June 22, 2021 regarding current and future use of the jointly-owned Greene Tract; and

WHEREAS, the agreement details the priorities and process for consideration of the development of the Greene Tract; and

WHEREAS, the agreement details the financial responsibility for all costs associated with the implementation of the agreement for each party; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that the Council adopts the resolution supporting the Orange County Board of Commissioners entering a contract for design consultant services to be provided to develop a Master Plan for the Greene Tract.

This the 29th day of November, 2023.

Year-To-Date Budget Summary

Fiscal Year 2023-24

Fund Budget Summary	General Fund	County Capital Reserve
Original Budget Revenue	\$271,114,238	\$0
Interfund Transfer Revenue	\$1,391,290	
Fund Balance Appropriation	\$7,000,000	\$1,038,010
Total Original Budget	\$279,505,528	\$1,038,010
Additional Revenue Received Through Budget Amendment #5 (January 16, 2024)		
Grant Funds	\$955,721	
Non Grant Funds	\$100,749	
Additional Interfund Transfer Revenue	\$58,442	
Additional Fund Balance Appropriation	\$71,256	\$112,192
Total Amended Budget	\$280,691,696	\$1,150,202
Dollar Change in 2023-24 Approved Budget	\$1,186,168	\$112,192
% Change in 2023-24 Approved Budget	0.44%	100.00%

Authorized Full Time Equivalent Positions

Original Approved Full Time Equivalent Positions (includes Permanent and Time Limited)	1,001.800	
Changes to Full Time Equivalent Positions	1.000	
Total Approved Full-Time-Equivalent Positions for Fiscal Year 2023-24	1,002.800	0.000

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: February 6, 2024

**Action Agenda
Item No. 7-a**

SUBJECT: Presentation of the Draft Solid Waste Master Plan

DEPARTMENT: Solid Waste

ATTACHMENT(S):
Draft Solid Waste Master Plan

INFORMATION CONTACT:
Robert Williams, 919-918-4904

PURPOSE: To receive a presentation on the Draft Solid Waste Master Plan, consider the recommendations in the Plan, and provide direction to staff regarding which scenario presented in the Plan should be pursued.

BACKGROUND: Orange County issued a Request for Proposals on April 9, 2021 for development of a Solid Waste Master Plan that moves the County to “Zero Waste” by 2045. As approved by the Solid Waste Advisory Group, the overarching goals for the Solid Waste Master Plan and its development have been as follows:

- Goal 1.** Develop a comprehensive and easily understandable Solid Waste Master Plan, with identifiable action items and a plan summary;
- Goal 2.** Develop a comprehensive strategy that by 2045 will lead to “Zero Waste,” as defined by the County;
- Goal 3.** Integrate the Plan’s efforts with the ongoing climate action plans of the County, the Municipalities, the University and the University Health Care system.;
- Goal 4.** Select a sustainable business model that incorporates the financial, social and environmental; including carbon footprint reduction impacts on our community;
- Goal 5.** Identify future programs, initiatives, facilities, and infrastructure to achieve the “Zero Waste” goal, as defined by the County, while ensuring the long-term financial stability of the County’s solid waste and recycling program;
- Goal 6.** Identify strategies to increase public education and participation in waste reduction and waste diversion programs through awareness of reduction, reuse, recycling and composting; while addressing ordinance and enforcement requirements;

- Goal 7.** Develop and include an equitable comprehensive public engagement process that effectively includes input by the general public, including groups that historically have been marginalized, and key interest groups, including the municipal and university partners, and keeps the public informed and updated on the process; and
- Goal 8.** Ensure all proposed programs and policies are in regulatory compliance with local, state and federal requirements.

Six (6) firms responded to the request for proposals, and upon recommendation of staff, the Board awarded the contract to develop the plan to Gershman, Brickner & Bratton, Inc. (GBB).

GBB presented the draft plan to the Solid Waste Advisory Group (SWAG) in November 2023. SWAG recommended the County pursue Scenario Three set forth in the plan.

FINANCIAL IMPACT: There is no financial impact to receiving information on the Plan. The financial impact of the overall plan is dependent upon the direction given by the BOCC.

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

ENVIRONMENTAL IMPACT: The following Orange County Environmental Responsibility Goal impacts are applicable to this item:

- **ENERGY EFFICIENCY AND WASTE REDUCTION**

Initiate policies and programs that: 1) conserve energy; 2) reduce resource consumption; 3) increase the use of recycled and renewable resources; and 4) minimize waste stream impacts on the environment.

RECOMMENDATION(S): The Manager recommends that the Board receive the presentation on the Draft Solid Waste Master Plan, consider the recommendations in the Plan, and provide direction to staff regarding which scenario presented in the Plan should be pursued.

Solid Waste Master Plan: Road to Zero Waste

ORANGE COUNTY, NC | 2023-2045



Prepared for:
Orange County, North Carolina
Solid Waste Management Department
1207 Eubanks Road
Chapel Hill, NC 27516

Prepared by:
Gershman, Brickner & Bratton, Inc.
8300 Boone Blvd, Suite 500
Vienna, VA 22182



gbbinc.com





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Innovative, Sustainable Solutions for Solid Waste Management

QUALITY · VALUE · ETHICS · RESULTS

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 We ALWAYS print on recycled paper.

1 - Introduction

The Orange County (County) Solid Waste Management Department contracted with Gershman, Brickner & Bratton Inc. (GBB) to create a Solid Waste Master Plan—The Road to Zero Waste (the “Plan”). The following sections illustrate the draft of the Plan, and includes information collected from the public during outreach and engagement efforts conducted throughout this project, as well as the role of waste prevention in County planning, and operational specifics, such as input on consistent signage/messaging, and waste collection and processing options which may be advantageous to the County moving forward.

1.1 | Zero Waste Definition & Project Goals:

Orange County’s forward-thinking Solid Waste Management Department operates a robust waste management program serving its residents and community members. The County seeks to implement recommendations to set the vision for an integrated solid waste management program leading to Zero Waste by 2045. In this context, “Zero Waste” is defined by the County as follows:

- The reduction of solid waste to nothing, or as close to nothing as possible, by minimizing excess consumption by means of responsible production, consumption, and reuse and maximizing the recovery of solid wastes through recycling and composting.

This Plan was then developed, in collaboration with the Solid Waste Management Department, SWAG members, and feedback from County residents, to determine the path forward to achieve Zero Waste by 2045.

Eight project goals have been established to guide the County’s Zero Waste efforts:

- **Goal #1** – Develop a comprehensive and easily understandable Solid Waste Master Plan (SWMP), with identifiable action items and a plan summary.
- **Goal #2** – Develop a comprehensive strategy by 2045 that will lead to “Zero Waste,” as defined by the County.
- **Goal #3** – Integrate the Plan’s efforts with the ongoing climate action plans of the County, the Municipalities, the University, and the University Health Care system.
- **Goal #4** – Select a sustainable business model that incorporates the financial, social, and environmental, including carbon footprint reduction impacts on our community.
- **Goal #5** – Identify future programs, initiatives, facilities, and infrastructure to achieve the Zero Waste goal, as defined by the County, while ensuring the long-term financial stability of the County’s solid waste and recycling program.
- **Goal #6** – Identify strategies to increase public education and participation in waste reduction and waste diversion programs through awareness of reduction, reuse, recycling, and composting, while addressing ordinance and enforcement requirements.
- **Goal #7** – Develop and include an equitable, comprehensive public engagement process that effectively includes input by the general public, including groups that historically have been marginalized, and key interest groups, including the municipal and university partners, and keeps the public informed and updated on the process.
- **Goal #8** – Ensure all proposed programs and policies are in regulatory compliance with local, state, and federal requirements.

2 - How to Get to Zero Waste

The Road to Zero Waste is guided by the following questions:

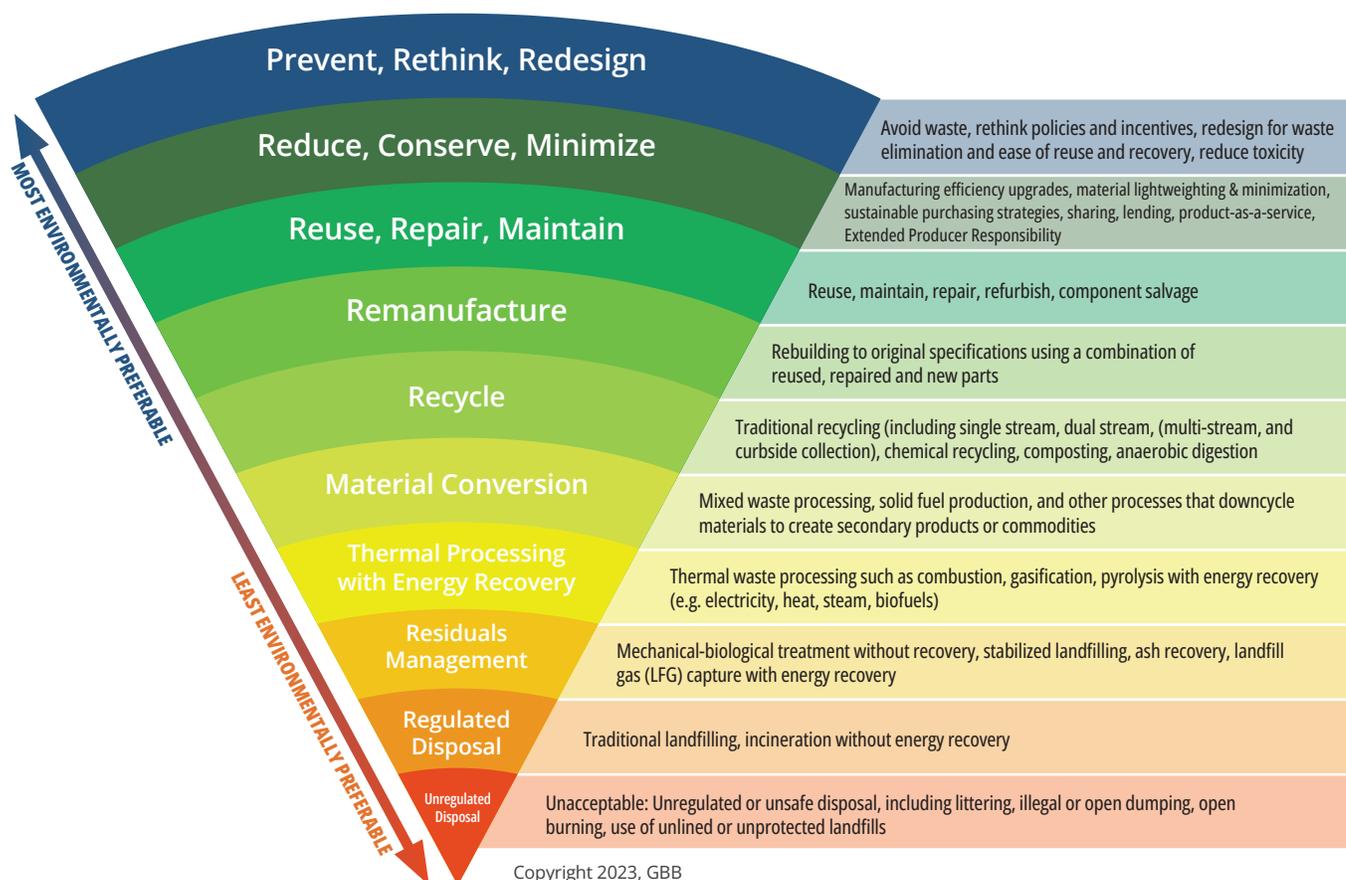
- How to prevent, reduce, reuse?
- What to recycle/divert?
- How to collect and process?
- What to do with what is left?
- How to finance?

The key pillars of Zero Waste include:

1. Reduction/reuse of materials, food capture and distribution, bulky material collection for reuse/donation, store promotion of refill/reuse packaging models.
2. Increased recycling: current curbside materials, food scraps, mattresses, electronics, paint.
3. Use of a sustainability lens for what is left.

The Sustainable Materials Management Hierarchy is a tool that GBB uses to establish preferred management practices for waste materials to prevent waste generation in the first place.

Sustainable Materials Management Hierarchy



2.1.1 | Public Engagement Timeline

Throughout the Public Engagement process, GBB and RDCG held monthly team meetings with the Internal Team to provide updates, monitor progress, and adjust as needed. As shown in Figure 1, the public engagement effort was completed efficiently and on time, with the bulk of the public feedback activities happening in October, November, and December 2022.

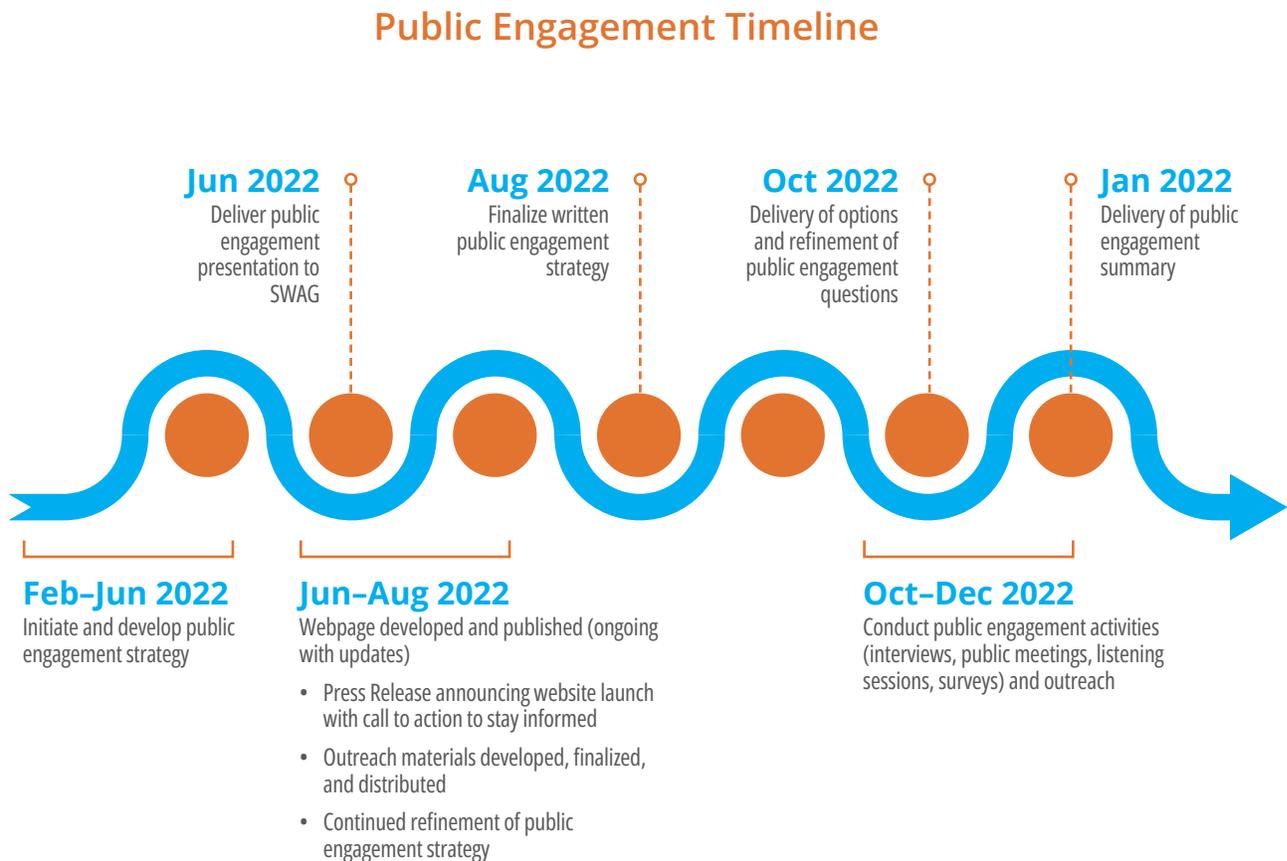


Figure 1 - Public Engagement Timeline

It is interesting to note that under the current system of waste management, most of our resources, efforts, and investments are at the bottom of the hierarchy with Residuals Management and Regulated Disposal. It is imperative that with future progress and growth, solid waste management becomes more sustainable and climate-friendly by moving up the hierarchy.

The Circular Economy is an economic system based on the reuse and regeneration of materials or products, especially as a means of continuing production in a sustainable or environmentally friendly way. Advancing the circular economy is a critical component of Zero Waste planning. This can be achieved through design that keeps products and materials in use longer, and that regenerates natural systems. A circular economy model, in combination with the Sustainable Materials Management Hierarchy, serves as the underlying foundation for the Road to Zero Waste. In the Triangle region of North Carolina, there is an organization already in place that demonstrates an effective circular economy model in action. The Circular Triangle includes a Textile Incubator initiative to encourage keeping clothing in use. This is just one example of the circular economy in practice.

2.1 | Community Outreach

When developing the Road to Zero Waste Plan, the County advocated for the collection of community feedback and input throughout the planning process. By asking the community for feedback, the County was able to show how much they value the opinions of the residents they serve, and their input was able to shape the recommendations that ultimately informed the Plan. The County sought opinions and feedback from the public via the following in-person and virtual methods:

- Formed a solid waste advisory group and identified key stakeholders and one-on-one interviewees
- Held four (4) public meetings
- Promoted the efforts online through the Solid Waste Management website and social media accounts
- Participated in three (3) farmers markets located throughout the County
- Participated in a fall Shred-a-thon event
- Tabled at the Seymour Center (with the Department of Aging)
- Advertised in print media and on television
- Conducted online surveys in multiple languages (English, Spanish, Mandarin, Burmese)
- Conducted one-on-one interviews and Small Group Listening Sessions

The County prioritized seeking input from community members that have been traditionally marginalized during the public engagement effort. For focused outreach, the County held four community listening sessions, including three in-person sessions, one virtual session, and one hybrid session (mixed in-person and virtual). Interpreters were available at the public gatherings. To reach communities with limited internet access or exposure to news networks, signage and informational materials about the project were distributed in select public areas and government buildings throughout the County where residents gather. Additionally, the public survey was developed and issued in four different languages, (English, Spanish, Mandarin, and Burmese), and the project was advertised via local media outlets including newspapers, community-based radio, area newsletters, and listservs.

Further information describing the elements of the public engagement strategy, including the planning process and methodology, timeline, stakeholder identification, and specific outreach and communication activities, are included in **Appendix B – Public Engagement Summary.**

¹ Learn more about the incubator at www.circulartriangle.org.

2.2 | Public Feedback Summary

As feedback from the public was received throughout the community outreach efforts described in section 2.1, the following six (6) common themes emerged:

1. The current system is working well, but interviewees, focus group members, and public meeting attendees (the Participants) want Orange County to be on the forefront of solid waste innovation.
2. Participants desire systemic change in Orange County by putting maximum efforts toward preventing waste in the first place.
3. Participants want to invest in state-of-the-art facilities so that Orange County is equipped to handle waste within its own borders or regionally.
4. Participants overwhelmingly support increased efforts for food waste management, while also acknowledging challenges to be addressed.
5. Increased outreach and education efforts are believed to be needed, including more consistent messaging and signage and increased engagement with marginalized communities, residents of multi-family units, and residents that speak languages other than English.

6. Participants believe recycling and food waste management should be robust within the K-12 systems in Orange County.

These themes are further supported by the results of the survey. As part of the larger public engagement effort for this project, an online public opinion survey was developed and administered to solicit general feedback from those that live and work in Orange County regarding solid waste management and options the County is considering, with an emphasis on its goals to achieve Zero Waste by 2045. The survey was administered online to garner feedback that can inform the County's planning process and serve as an outreach and education opportunity regarding the County's solid waste services.

The survey was released to the public on November 2, 2022, and stayed open for six (6) weeks, through December 14, 2022. In support of the County's goal to reach traditionally marginalized community members, the survey was offered in four languages: English, Spanish, Burmese, and Mandarin. Upon closing the survey, a total of 1,401 respondents fully completed it, which exceeded the goal of 1,000 completed responses. For a summary of responses from the online survey, which are aligned with the 6 themes previously described, as well as more details about the public engagement efforts and results, see **Appendix B**.

LET YOUR VOICE BE HEARD

We need your input on Orange County's
Road to Zero Waste Plan:
orangecountync.gov/ZeroWaste



(919) 968-2788
ZeroWaste@orangecountync.gov



3 - Current Programs

In 2022, a comprehensive Current System Review was conducted as a first step in the project to lay the groundwork for public engagement efforts and the resulting plan development. The following sections contain the high-level summaries established in the Current System Review, with the full details included in **Appendix A - Current Systems Review**.

3.1 | Planning Service Area and County Governance

Orange County is in the Durham-Chapel Hill metropolitan area and is home to the University of North Carolina at Chapel Hill. The Towns of Hillsborough, Chapel Hill, and Carrboro (collectively “the Towns”), parts of the cities of Durham and Mebane, and several communities located in nearby unincorporated areas make up the Orange County solid waste service area.

Orange County operates a robust waste management program. The County is responsible for oversight of the solid waste programs and services that are offered, the financing and fees (including rate setting), and the operation of its solid waste facilities. Additionally, the County coordinates recycling, reuse, and waste reduction services. While the County consistently seeks collaboration and assistance from the Towns and its unincorporated areas, along with representatives from UNC Chapel Hill and UNC Healthcare as needed, the County is accountable for the efficiency and effectiveness of its solid waste management. The County must adhere to the policies and requirements that are set forth by the North Carolina Department of Environmental Quality (NCDEQ) and place emphases on the overall goals of waste reduction and increasing diversion from landfills and incinerators when making its solid waste management planning decisions.

The County is not responsible for the management of its commercial solid waste; rather, each business arranges its own waste pickup and disposal. However, the County does handle a portion of the commercial recycling. The Towns and the County each maintain operational, financial, and environmental authority and responsibility for the municipal solid waste (MSW) that is generated, collected, and transferred within their respective jurisdictions.

Each Town manages its own collections of MSW, while the County manages the other solid waste services listed below.

- The curbside recycling collection,
- Operation of five (5) Waste & Recycling Convenience Centers (WRCCs) and three (3) unstaffed recycling drop-off areas,
- Household hazardous waste (HHW) collection,
- Receipt and management of construction and demolition (C&D) waste,
- Yard waste management, and
- The acceptance of tires and white goods (i.e., appliances), are provided by Orange County via its Solid Waste Management Department.

Presently, the Solid Waste Management Department is organized into four (4) distinct divisions: Environmental Support, Landfill-Disposal Operations, Recycling, and Sanitation; and the Department is staffed by sixty-two (62) Full-Time Equivalent (FTE) employees, a reduction of 3-4 FTEs in recent years.

3.2 | Population Demographics and Projected Growth

As of the 2020 US census, the population of Orange County was 148,696 people—organized into 55,259 households and representing a population increase of 11% over the previous census in 2010 (see Table 1).

According to the North Carolina State Office of State Budget and Management,² Orange County's population is projected to increase to approximately 170,000 between 2030 and 2040. The state population projections for the county, as displayed below, provide population estimates through 2050 adjusted to the 2020 Census estimate.³ Population growth impacts residential MSW generation.

3.3 | Finances

3.3.1 Enterprise Fund

The activities and accounts of the Solid Waste Management Department are organized as an Enterprise Fund—the Solid Waste Landfill Fund. The Solid Waste Landfill Fund is one of two enterprise funds (Major Proprietary Funds) established by the County. The Solid Waste Landfill Fund is used to account for the revenues and expenses related to the provision of solid waste and recycling activities for the citizens of Orange County. It is intended to be self-supporting through charges made to users of the Department's services. As an enterprise fund, the Solid Waste Landfill Fund carries its own fund balances. Surpluses are transferred to the General Fund, and, if needed, deficits are covered by the General Fund. For FY 2022, the County anticipates that the Solid Waste Landfill Fund will transfer a balance of over \$3 million to the General Fund.¹⁴

² North Carolina State Office of State Budget and Management. *Projected Population of the State of North Carolina and Its Counties July 1, 2021 – July 1, 2050.* (February 2022). Retrieved from: <https://www.osbm.nc.gov/media/1547/download?attachment>

³ North Carolina Employment Projections. (2019 – 2028). Retrieved from: https://files.nc.gov/nccommerce/documents/Research-Publications/2028-Projections-Summary-Supplement-to-Press-Release_062821.pdf

3.3.2 Operations

The operating results for FY 2021 are presented in **Appendix A**. For FY 2021, the Solid Waste Landfill Fund had a net operating income of \$118,146, including transfers to the General Fund and the R&R Fund totaling \$1.99 million. Each division ran a small surplus for the year except for Environmental Support, which had a small deficit that included transfers out of the enterprise fund. Without those transfers, that division would also have had a surplus.

Table 1 - Population of Orange County Townships (2020)¹

Municipality	Population (2020)
Bingham Township	6,972
Cedar Grove Township	5,251
Chapel Hill Township	96,006
Town of Carrboro	21,295
Town of Chapel Hill	59,054
Unincorporated	15,657
Cheeks Township	11,050
City of Mebane	3,171
Unincorporated	7,879
Eno Township	8,437
Hillsborough Township	17,373
Town of Hillsborough	9,660
Unincorporated	7,713
Little River Township	3,607
TOTAL	148,696

Table 2 - Population Growth Estimates for Orange County¹

Year	Population
2030	163,718
2035	171,201
2040	178,629
2045	186,004
2050	193,327

3.3.3 Revenues

The bulk of the revenues—82.5%—are derived from the Solid Waste Programs Fee, which is a single County-wide fee assessed on each improved parcel within the County in both the incorporated and unincorporated areas of the County, as well as the portion of Chapel Hill not in the County. The fee is set annually and intended to compensate the County for its services, programs, and facilities. The current fee is \$142.00 per annum, except for the City of Mebane, which has its fee set at \$94.72. The fee is included in the property owner's property tax bill. The remainder of revenues comes from a variety of over 30 sources, including program fees, material sales, and tipping fees. The C&D Landfill tipping fee is currently \$42.00 per ton for C&D material.

3.3.4 Expenses

Operating expenses for the Department included personnel and other direct expenses, including supplies, maintenance and repairs, and utilities. They also include almost \$1.7 million for contract services, primarily for recycling collection and transportation services. See **Appendix A** for the summary of current contracts.

As of FY 2021, the County Solid Waste Landfill Fund had \$6,324,039 in outstanding debt and a requirement of \$7,346,899 for closure/post-closure of its landfills. The Fund expended about \$1.15 million in new capital expenditures, paid for primarily by transferring funds from the operating budget. At the close of FY 2021, the balance in the Solid Waste Landfill Fund was \$11,032,195.

4 - Solid Waste Management System Inventory

The Current Systems Review also took an in-depth look at the existing collections policies and practices, including a description of the current collections routes and fleet information.

The Solid Waste Management Department provides residential Every Other Week (EOW) single-stream recyclables collection to homes in the county's unincorporated areas. The Department operates three (3) residential fully automated collection routes per day, Monday through Friday, for a total of thirty (30) collection routes based on the EOW level of service. The fully automated collection routes utilize 95-gallon carts provided to each serviced household by the County.

In addition to the recycling collection services, the Department provides Front-end Load (FEL) MSW collection to government buildings, with the total number of collection routes varying from zero to two (0-2) routes per day. The Department also operates a source-separated OCC FEL route for commercial and government buildings five (5) days per week. In addition to the above-described collection routes, the Department operates one to five (1-5) roll-off hook trucks daily to service the County's Waste and Recycling Centers. For additional information and details, including descriptions of the collections fleet equipment, see **Appendix A**.

4.1 | Residential Waste and Recycling

The Solid Waste Management Department operates the County's Integrated Solid Waste Management facility, located at 1518 Eubanks Road, and contains the following facilities and operations:

- Construction and Demolition Landfill
- Regulated Material Recycling Consolidation area
- Mulch/Compost management area
- Equipment Maintenance facilities
- Department's administrative offices
- Single-stream consolidation and transfer facility
- Rigid plastics consolidation and baling area
- Tires consolidation and transload site

The Department also manages the County's comprehensive Recycling Collection Programs for residential and commercial entities. A component of the residential recycling program includes the County's operation of five (5) Waste and Recycling Centers (WRCs) located throughout the County, which are free to residents to collect conventional single-stream recycling and corrugated cardboard. Four (4) of the WRCs are available to residents 24 hours per day. In addition to their typical household recyclables (for instance plastics, metals, glass, paper, and cardboard), two (2) of them include opportunities for residents to drop off Household Hazardous Waste (HHW) and food waste.

The collection of trash (also known as municipal solid waste or MSW) is provided to County residents by the towns themselves. The specific programs offered, the service levels, the amount of material managed, and the collection costs vary by town. To view the residential collection services offered by each town and in the unincorporated areas, including the locations that each town delivers their collected materials to after collection, as well as the prices charged per ton, see **Appendix A**.

The County provides single-stream recycling collection services for residential households, multifamily units, commercial business locations, and government buildings in the Towns of Carrboro, Hillsborough, and Chapel Hill through an agreement with GFL. Recycling carts are provided at no charge to each residence. Single-stream recyclables are collected from these urban areas by GFL weekly and in rural areas (outside of the incorporated limits) on a biweekly basis by the Orange County Solid Waste Management Department. Both GFL and the County deliver the single-stream recyclables to the County's Eubanks Road facility for subsequent transfer to the WM material recovery facility (MRF) in Raleigh, NC.

The total costs of the MSW, recycling, and yard waste collection programs, including the costs of tonnage collection, disposal, overhead, and cost per household, are outlined in detail in **Appendix A**.

4.2 | Commercial and Institutional Waste

For commercial recyclables collection, Orange County provides single-stream recycling collection (subject to available funding) to all bars, restaurants, and other commercial establishments in the county. The County provides collection for all local government buildings and Orange County Water and Sewer Authority (OWASA) buildings. The Public Schools are serviced through fee-based contracts negotiated directly with the individual school system.⁴ Collection of MSW from all commercial establishments, businesses, and industrial centers is provided by private waste collection companies, and the total amount of commercial and industrial MSW which is collected in the county is unknown at this time.

4.3 | Construction & Demolition Waste

The County operates a Construction and Demolition (C&D) waste landfill at the Eubanks Road Facility. The Landfill is permitted by the North Carolina Department of Environmental Quality (NC DEQ) and is in Phase 2 of its development. For further information about the C&D program, including the amount of C&D waste disposed of by residents and commercial haulers, as well as the operating hours and disposal fees, see **Appendix A**.

Through discussions with County operations management, it is understood that C&D waste generated in the County is disposed of in several C&D facilities in and adjacent to the County. A more thorough evaluation of C&D facilities other than the County's will yield a better understanding of the present C&D waste tonnages generated in the County. An additional opportunity to capture C&D waste tonnage information would arise from the reactivation of the County's hauler licensing and annual reporting ordinance.

⁴ *Interlocal Agreement- Co. and Towns 2018. Appendix B. provided by Orange County Solid Waste Department*

4.4 | Green Waste

The County operates a yard waste (or “green waste”) management program that consists of WRCs and drop-off collection points. For larger loads of yard waste, there is a drop-off location at the landfill on Eubanks Road. Materials are self-hauled by residents or delivered by commercial haulers. A total of 8,714 tons of green waste was accepted in 2020-2021. Further details regarding the mulch collection, processing, and sale of finished mulch products are included in **Appendix A**.

4.5 | Food Waste

Residential food waste is accepted at both County-operated and County-supported drop-off centers, such as the Carrboro Farmer’s Market, Chapel Hill Farmer’s Market, Hillsborough Farmer’s Market, and the Eubanks Road and Walnut Grove Church WRCs. Food waste collection is available to a portion of the restaurant, food preparation, supermarket, and other pre- and post-consumer approved commercial locations that meet a County-established minimum monthly generated threshold and can adhere to quality requirements and accessibility. Food waste dropped off and managed at County centers is collected under contract by Brooks Contractor, a private composting company with a compost facility in Chatham County. Further details regarding the food waste collection, processing, and sale of finished compost are included in **Appendix A**.

4.6 | Glass

The County offers a separate glass recycling program called Glass on the Side (GOTS). Glass recycling dumpsters are available at all five (5) Waste and Recycling Centers and at all four (4) of the 24-hour drop off sites. These dumpsters accept glass bottles and jars. The separated glass is then sent to a glass processor in Wilson, NC, to be turned into new products, including bottles and jars, fiberglass insulation, sand-blasting media, reflective paint beads, and more. Keeping the glass separate improves

the quality of the material through reduced contamination and yields more efficient recycling. In addition to the glass collected from residents, a large quantity of the glass is collected through this program comes from nearby restaurants and bars.

Orange County is in partnership with Alamance County and Durham County for the glass recycling program. Alamance and Durham bring their glass to the Orange County Glass Consolidation Area, where it is weighed, aggregated and then sent to Strategic Materials in Wilson, NC.⁵

4.7 | Special Wastes

Special Waste includes materials collected at the WRCs distinct from Household Hazardous Waste and includes used motor oil, used oil filters, used antifreeze, lead-acid and dry cell batteries, fluorescent bulbs/lights containing mercury, propane tanks, and used cooking oil/waste vegetable oil. Total amounts of special wastes collected are available in **Appendix A**.

4.7.1 Tires

Tires collected at WRCs are picked up based on an agreement with New River Tire Recycling, LLC, in Surry County. The term of the agreement is May 1, 2017, through April 30, 2022, with a new, two-year extension ending April 30, 2024. New River Tire Recycling is required to provide all trailers and labor needed to load the tires onto the trailers. However, the tires are loaded onto trailers and then delivered by the County staff to the company’s facility in Pilot Mountain, NC, for processing. The processed tires are converted to tire-derived fuel, aggregate, or mulch products. Plastic bags are collected at Orange County’s WRCs and are collected for recycling by Harris Teeter, a regional chain of grocery stores. Interstate batteries collects car and dry cell batteries.

⁵Website for Strategic Materials, <https://www.smi.com/>

4.7.2 Electronics

As of 2021, Orange County uses a state contract with Synergy Recycling in Rockingham County as the recycler for the county's received electronic waste (or "e-waste"). In 2019, the County used the services of Ecycle Secure in Mecklenburg County, NC, under a state contract. Synergy Recycling and Ecycle Secure offer end-of-life processing, including manual or mechanical disassembly of electronic waste and disposal of unrecyclable materials. The County does perform primary deconstruction at the Eubanks Road Operations Facility, separating the electronic materials into the base material, which can then be palletized and sent on to Synergy.

4.7.3 Hazardous Household Waste (HHW)

The County provides HHW collection at the Eubanks Road and Walnut Grove WRCs. This program services an estimated 12,432 residents based on FY 2021 information.⁶ Materials are self-hauled by residents to the two permanent drop-off locations—Eubanks Road and Walnut Grove Church Road WRCs. During FY 2021, the County contracted with several private companies to manage the collected HHW, including Interstate, Tradebe, and CleanLites. Noble Oil offers used oil recycling in which the oil is converted into lubricant and oil filter recycling. CleanLites provides battery recycling services, and Tradebe offers safe hazardous waste disposal, including chemical reuse and solvent distillation, compressed gas cylinder management, and high hazardous waste disposal. About 208,196 pounds of HHW were accepted at WRCs in FY 2020-2021.⁷

4.7.4 Bulky Wastes/Furniture

Bulky rigid plastics are brought from the WRCs to the facility at 1518 Eubanks Road. At the Eubanks Road facility, the rigid plastics are baled and loaded into semi-trailers by the County, and WM collects the semi-trailers with their trucks. Other large bulky waste and furniture are collected at the WRCs, brought to the Eubanks Road facility, and then brought to the WM MRF by Orange County personnel. While film plastics are not considered bulky wastes, the film is baled at Eubanks Road and sent to Harris Teeter for recycling.

4.7.5 White Goods/Appliances

The total tonnage of the County's white goods (appliances) is available in **Appendix A**. Clean Harbors CR Supply Company in Durham is the firm used as the processor. The white goods are sent to Metal Recyclers in Charlotte for recycling after the County removes the freon from appliances.

In 2022, GBB staff conducted on-site visits to the County's current landfill and transfer station facilities. A detailed description of the observations made regarding conditions and operations at the County's existing facilities, including the Eubanks Road Facilities, the Consolidation and Transfer (North Facility), the Eubanks Road South Closed MSW Landfill, and the Eubanks Road Active C&D Landfill, can be found in **Appendix A**.

⁶ *Appendix B: Interlocal Agreement- Co. and Towns 2018*

⁷ *Orange County Local Government Annual Report Form 2020-21 FINAL-Battery adj 9-01-2021*

(For page 14)

⁸ *Interlocal Agreement- Co. and Towns 2018. Appendix B. provided by Orange County Solid Waste Department*

⁹ *Interlocal Agreement- Co. and Towns 2018. Appendix B. provided by Orange County Solid Waste Department*

¹⁰ *A-Z Recycle Guide: <https://www.orangecountync.gov/150/A-Z-Recycle-Guide>*

5 - County Landfill and Transfer Station Facilities

5.1 | Waste and Recycling Centers and Drop-off Locations

Residents can drop off household materials at one of the five (5) staffed Waste and Recycling Centers (WRCs):

- Eubanks Road Waste and Recycling Center in Chapel Hill,
- Walnut Grove Church Waste and Recycling Center in Hillsborough,
- Bradshaw Quarry Road Center in Mebane,
- Ferguson Road Center in Chapel Hill, and
- High Rock Road Center in Efland locations.

These centers are available for all Orange County residents to drop off materials like household waste, plastic film, batteries, oil, oil filters, antifreeze, electronics, hazardous waste, clean-dry paper, metal cans, glass bottles, and jars, plastic bottles/tubs/cups, drink/milk cartons, cardboard, aerosol cans, aluminum foil/trays, and food waste.⁸ The collected single-stream materials at the centers include clean-dry paper, metal cans, glass bottles and jars, plastic bottles/tubs/cups, drink/milk cartons, cardboard, aerosol cans, and aluminum foil/trays.⁹ Orange County's Solid Waste Management A-Z Recycle Guide¹⁰ is available to residents and provides information on managing items and diverting as many as possible from the landfill.

Orange County also operates three (3) recycling drop-off locations that are free and available to residents and businesses 24 hours per day, 7 days per week for the collection of conventional single-stream recycling and corrugated cardboard only. Accepted streams include single-stream recyclables, cardboard, and separate glass recycling (GOTS program). The locations of the drop-off facilities are:

- Cedar Falls Park at 401 Weaver Dairy Road, Chapel Hill, NC 27516
- Hampton Pointe: Behind Home Depot, at 625 Hampton Pointe Blvd, Hillsborough, NC 27278
- Meadowmont: Behind Harris Teeter, at 116 West Barbee Chapel Rd, Chapel Hill, NC 27517

The operational aspects of the WRCs and drop-off locations, including signage and labeling, containers capacity and condition, and other details, are discussed in **Appendix A**. A summary of materials accepted at all WRCs is included in **Appendix C - Integrated Systems Report**.

5.2 | Material Recovery Facilities

The privately owned and operated material recovery facilities (MRFs) and transfer stations that the County works with for its collected single-stream recyclables are described in Appendix A. These facilities include:

- WM's Recycle America material recovery facility (MRF) in Morrisville, NC,
- WM Transfer Station at Globe Road in Morrisville (co-located with the MRF), and
- GFL's Durham Transfer Station.

5.3 | Mulching and Composting Facilities

Orange County works to divert yard waste (“green waste”) and food waste (or “food scraps”) from the landfill. Both mulch and compost are created and sold for use in garden and landscape projects throughout the County. The mulch is made by the County from clean yard waste that is brought to the landfill by residents, local government collection programs, and contractors of the County, and is processed at the Eubanks Road Operations Facility. The mulch is also sold in bulk at this facility.

The compost is produced by Brooks Contractors, a commercial composting firm located in Goldston, North Carolina. Food waste material is collected in the County’s various food waste collection programs and combined with other organic materials, such as manure, wood chips, and agricultural wastes, to create the feedstock for the finished compost product. CompostNow is contracted with Brooks to collect food waste.

Orange County hosts organic food and food-related paper waste drop-offs at the Walnut Grove Church Road and Eubanks Road WRCs. The County also supports organic food and food-related paper waste drop-off at the Carrboro, Hillsborough, and Chapel Hill Farmer’s Markets. In addition to these drop-off opportunities for food waste, the County supports food waste collection from area restaurants, florists, and other higher generators of food waste. For residential use, the County sells compost bins¹¹ to the public through its Solid Waste Management Department Administration Office and works to foster the development of at-home compost for individuals’ yard waste, brown leaves, and kitchen fruit and vegetable scraps via robust education initiatives.

Compost education is a County priority, as evidenced by the informative how-to materials available on the Solid Waste Management Department’s website and its two (2) compost demonstration sites located at the Chapel Hill Community Center and the Orange County Solid Waste Management Administrative Office. Orange County offers composting education classes at

these sites throughout the year and will also work with interested organizations, schools, or businesses to provide composting education on a desired basis. All these educational opportunities are provided at no charge to the public.

5.4 | Enforcement

The Towns authorize enforcement of the County’s Regulated Recyclable Material Ordinance (RRMO) within each town’s municipal limits.¹² Each town may assist in the enforcement of the County’s RRMO within their jurisdiction using their staff in coordination with the County. The Towns monitor waste collection for banned materials to prevent the delivery of banned materials for disposal. The County provides solid waste plan advice, review, and approvals in concert with development applications to the Towns. The County assists the Towns’ staff in enforcing the RRMO and landfill bans on privately collected waste containers. The Town of Chapel Hill shall, by whatever means are legally required, authorize the County to provide the Services within that part of the town situated in Durham County.

The County, in cooperation with the Towns, is responsible for developing and timely submission of required annual reporting and solid waste management planning to the North Carolina Department of Environmental Quality (NC DEQ). The County also certifies Material Reclamation Facilities for C&D recycling processing. Materials from construction projects must comply with RRMO, and materials must go to certified facilities. Currently, the County has four (4) listed certified facilities.

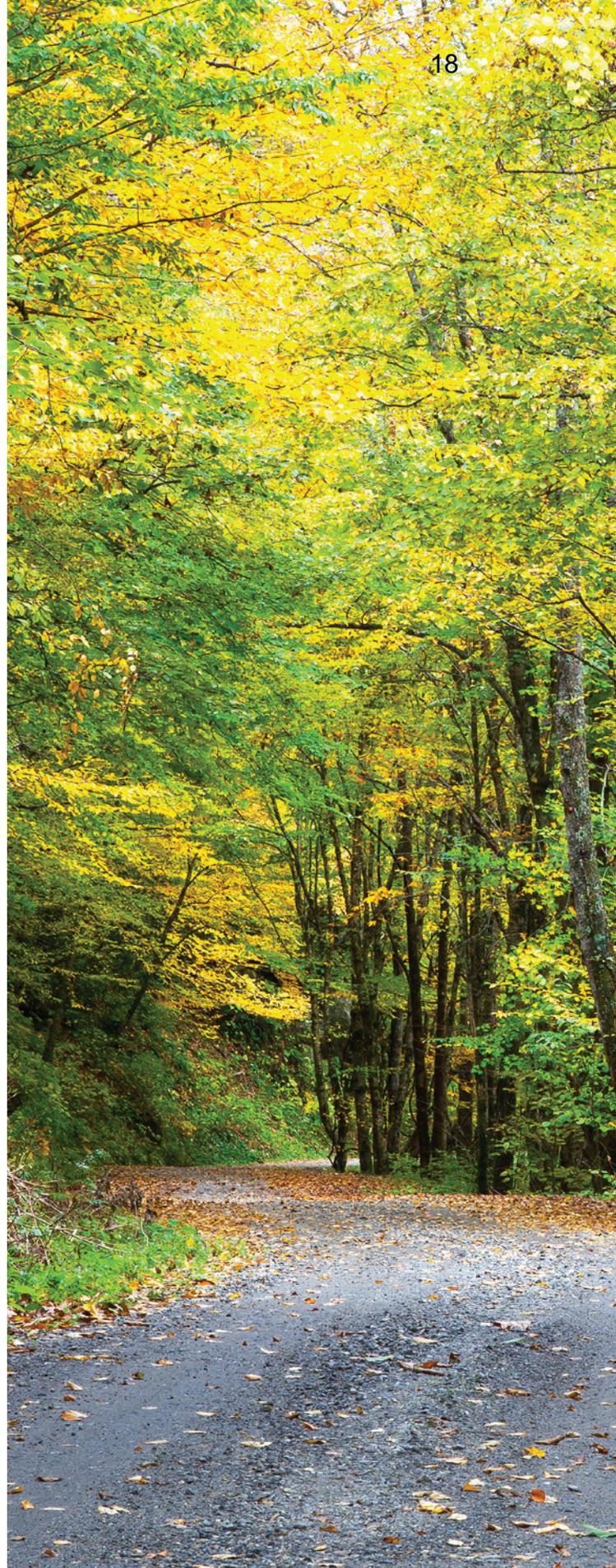
¹¹ Source: <https://www.orangecountync.gov/965/Mulch-Compost>

¹² *Interlocal Agreement – County and Towns, 2018. Retrieved from Orange County’s Solid Waste Management Department.*

5.5 | Permitting & Licensing Requirements of Future Facilities & Operations

The County facilities and operations, as well as those of the private sector, are required to be permitted and licensed under several state and county regulations and ordinances for those that manage solid waste. Currently, the solid waste facilities on Eubanks Road are permitted under a life of site permit (NCDEQ Solid Waste Permit 68-01) and the active C&D landfill is permitted to operate under NCDEQ Solid Waste Permit 68-04. Any changes, such as expansions of operations, or the addition of new activities, will require modification of the existing permit. In addition, the facility also has an NPDES stormwater permit for solid waste facilities issued by the NCDEQ Division of Water Resources.

The various waste and recycling centers around the County do not require NCDEQ Solid Waste Section permitting. However, the HHW facilities at the Eubanks and Walnut Grove Facilities are permitted. In addition, if the activities on these sites change from the current activities, additional permitting may be required. All Sites operated by Orange County Solid Waste are subject to current zoning regulations of the location in which they are located (Town of Chapel Hill, Town of Hillsborough, Orange County, etc.).



6 - The Road to Zero Waste

The impact of the Plan focuses on increasing recycling plus the diversion of yard and food waste tonnages. The key factors for a Zero Waste future in Orange County are as follows:

- Change – In order to achieve Zero Waste, it will be necessary to implement system-wide changes. If the recommended actions are not undertaken, the 2045 Zero Waste Goal will not be achievable.
- Population Growth – As noted in Section 3 above, the County's population is projected to increase by 18% from 2020 to 2040. With a higher population comes more waste materials and disposal to manage.
 - Based on population waste generation estimates, there should be more MSW attributable to Orange County and the Towns than is captured and processed by them presently because MSW collection is handled by the municipalities and/or under private waste collection and disposal.
 - Recognizing the present limited collection of MSW, the County has the most control over increasing and tracking the diversion of recyclables and yard/food waste.
- Triangle J Consortium – Continued collaboration between the County and Triangle J on solid waste issues.
- Recycling Collection – The County takes over urban recycling collection, beginning in July 2024.
- C&D Landfill – Extend the life of the landfill via diverting more recyclables from C&D material. The C&D Landfill has 20+ years of life remaining at the current fill rate, so managing C&D waste will become increasingly critical moving forward.
- Control – The County does not currently control all aspects of solid waste collection.
 - MSW is currently only collected from WRCs and from select government buildings and schools.
 - Food Waste Collection sites are particularly dependent upon the Farmers Markets remaining open in their current locations, otherwise they may have to move, which would have a negative impact on program use.
 - The County can build upon the success of its current food waste collection at restaurants and bars.
- Eubanks Road Disposal Facility – Future facility investment is critical for County control of materials including MSW. At present, there are significant limitations at the Eubanks Road Disposal Facility, which are coupled with adjacent community concerns.

6.1 | Road to Zero Waste Scenarios and Recommendations

Three scenarios were developed to help guide the County in advancing an effective Road to Zero Waste strategy. The three scenarios require varying degrees of infrastructure, funding, and programming. The evaluation of recommendations includes the following elements: public input, financial impacts, environmental impacts, equity impacts, and lifecycle impacts. They are listed as follows:

SCENARIO 1

No current facility changes, no new programs, and current program adjustments. Includes an additional 4 full-time employees and \$200,000 estimated to cover materials and fees. - **LOWEST COST, LEAST IMPACT.**

Recommendation	Focus Area	Details
1A	Marketing	Update website/zero waste imagery, feature increased transparency; Ongoing public education & social media posting; Expand use of the app; Create tangible rallying point with interim success indicator in 2030.
1B	Marketing	Focus on all language speakers in signage/messaging.
1C	Waste Prevention	Raise awareness on reuse and waste prevention (refillables).
1D	Policy	Advocate for more material bans and revise solid waste ordinance.
1E	Policy	Create County-level commercial and multifamily recycling requirements.
1F	Partnerships	Innovation partnerships with UNC and UNC health system.
1G	Waste Prevention	County purchasing for waste prevention and ag related to food waste.
1H	Waste Prevention	Consider becoming part of reuse marketplace. Options: 1. Materials Marketplace, a national virtual platform that facilitates connections to advance waste diversion of hard-to-recycle waste and by-products to become raw materials. 2. North Carolina DEQ NC Waste Trader, a free staff-managed materials marketplace for post-industrial waste and surplus commodities with markets.

- ▶ Scenario 1 leads to an additional 15,000 tons of material diverted from the landfill.
- ▶ The total annual cost of Scenario 1 is \$628,438. The impact on the SWPF would be \$9.66 per Household per year.

SCENARIO 2

Assumes all recommendations from Scenario 1 have been implemented and includes new recommendations, an additional 2 full-time employees, and \$500,000 estimated to cover materials and fees. - **MEDIUM COST, BIGGER IMPACT.**

Recommendation	Focus Area	Details
2A	Facilities	Gain consistency across all items accepted at WRCs; Expand or remove items accepted at some locations to ensure consistency across all drop-off centers and/or alternate location(s).
2B	Enforcement	Enforcement at WRCs (to prevent illegal dumping, contamination).
2C	Facilities	More accessible drop-off options/locations for multifamily buildings.
2D	Programs	Optimize recycling route collection starting June 2024.
2E	Programs	Offer multiple cart/bin sizes.
2F	Programs	Create model programs across all schools for metal, paper, plastic, glass, food waste, etc.
2G	Waste Prevention	Expand permitting incentives for deconstruction.

- ▶ Scenario 2 leads to an additional 31,000 tons of material diverted from the landfill.
- ▶ The total annual cost of Scenario 2 is \$665,600. The impact on the SWPF would be \$10.23 per Household per year.
- ▶ Scenario 2 also includes \$100,000 in year 1 to study multi-family drop-off locations.

SCENARIO 3

Includes current facility changes including development of a Sustainable Materials Management (SMM) campus, some new programs, and current program adjustments. It is estimated to cost \$175,000 master plan fees, as well as \$7M-\$12M for the new facility assuming no need to purchase property and \$250,000 for equipment, plus the addition of 5 full-time employees. Scenario 3 also includes \$1.4M for organics program development. - **HIGHEST COST, BIGGEST IMPACT.**

Recommendation	Focus Area	Details
3A	Facilities	Initiate Phased Master Plan for Eubanks Road and/or alternate location(s).
3B	Facilities	Remove high-value recyclables from C&D material before landfilling.
3C	Facilities	Consolidation of SSR transfer and MSW transfer.
3D	Programs	Organics evaluation for collection volumes.

- ▶ Scenario 3 leads to an additional 47,000 tons of material diverted from the landfill.
- ▶ The total annual cost of Scenario 3 is \$2,422,100–\$2,790,100. The impact on the SWPF would be \$37.21–\$42.87 per Household per year.

Scenario 3, which includes the recommendations for both Scenario 1 and Scenario 2, is the recommended chosen path forward for advancing Zero Waste in Orange County.

6.2 | Recommendations

The following table presents a high-level overview of each individual recommendation with specific details to follow in **Appendix C - Integrated Systems Report**.

Scenario 1 is the least expensive and least impactful, and Scenario 3 has the highest cost with the most significant zero waste impact. Scenario 2 has a medium cost with an impact more significant than Scenario 1 but less than Scenario 3.

Each scenario builds upon the previous one, meaning that Scenario 2 includes all the recommendations listed in the first Scenario in addition to the recommendations outlined in the second scenario, and Scenario 3 includes all the recommendations listed in both the first and second Scenarios in addition to the recommendations outlined in the third Scenario.

Scenario	#	Recommendation
ONE	1	Update Marketing (imagery; Public education & social media); Create a rallying point.
	2	Focus on all language speakers in signage/messaging.
	3	Raise awareness on reuse and waste prevention.
	4	Advocate for more material bans and revise the solid waste ordinance.
	5	Create County-level commercial and multifamily recycling requirements.
	6	Innovation partnerships with UNC and UNC health system.
	7	County purchasing for waste prevention/soil health.
	8	Consider becoming part of a reuse marketplace.
TWO	9	Consistency across items accepted at WRCs (with exception of HHW).
	10	Enforcement at WRCs (with staff and/or security cameras).
	11	More accessible drop-off options/locations for multifamily buildings.
	12	Offer multiple cart sizes.
	13	Create model programs across schools for waste reduction, recycling, and composting.
	14	Implement deconstruction ordinance updates/facility audits/collect C&D recycling data.
THREE	15	Phased Master Plan for Eubanks Road (Admin/Disposal Center) and/or alternate location(s).
	16	Consolidation of SSR transfer and MSW transfer.
	17	Organics program development.

6.3 | Description of Recommendations

6.3.1 Recommendation #1: Update Marketing (Imagery; Public Education & Social Media); Create a Rallying Point

Recommendation #1 includes updating Orange County's website's Solid Waste Management page, an essential tool for engaging residents in effective zero-waste practices. As such, this recommendation focuses on updating the website to show growth, progress, and revised guidance with updated images of recent events, recent office changes, updates to solid waste policies, and implementing the Road to Zero Waste Plan.

GBB recommends that the County continuously use and update its website to show a clear, consistent, and engaging message. The publishing and posting of correlating social media posts are also recommended. Since the 2045 goal is 20 years away, the County should target interim indicator(s) of success in 2030, aligning with established education and business community goals.

Achieving this recommendation means updating the website with zero waste imagery; featuring increased transparency about where materials are going once collected; ongoing public education and social media posting; expanding the use of the current Orange County NC Recycles App; creating a tangible interim zero waste rallying point for the community.

6.3.2 Recommendation #2: Focus on All Language Speakers in Signage/Messaging

Recommendation #2 focuses on multilingual signs, which are important for the diverse community that the County serves. By guiding in multiple languages, the County will ensure that residents can understand the disposal information that the County seeks to convey to the community. This recommendation includes providing all interpretive educational materials, such as signs at the WRCs, brochures, mailers, cart decals, email blasts, and other County-provided solid waste and recycling

information, in the top three (3) most spoken languages among residents within the County's service area. This can be achieved using nearby or national translators in combination with U.S. Census data. Additionally, full utilization of the North Carolina state resources will be critical.

Achieving this recommendation means: focusing on all language speakers in signage/messaging (fully utilizing State resources) and serving all community members.



Figure 2 - North Carolina's statewide food waste prevention campaign is available in 16 languages.

6.3.3 Recommendation #3: Raise Awareness on Reuse and Waste Prevention

Recommendation #3 focuses on planning and policies on waste prevention to help eliminate waste at the source. Preventing waste and reusing materials are the first steps in a comprehensive zero-waste program. Successful waste prevention requires creative and analytical thinking first about how a reduction in materials can be accomplished, and then what can be done to reuse the materials that have been used once. For example, the County can collaborate and leverage partnerships with existing organizations such as www.bagandfilmrecycling.org, which is a drop-off directory for individuals to find participating drop-off locations for free plastic bags, film, and wrap recycling. If “Orange County NC” is entered into the search engine, 13 active locations appear.

The County could review the resource’s suggestions and potentially promote the locations and/or the resource to its residents through outreach and education efforts. To advance this recommendation, there are a number of free or low-cost edible food rescue applications for mobile or desktop devices geared to both individuals and businesses which the County can evaluate and implement (see **Appendix E - Food Waste Applications**).

Achieving this recommendation means raising awareness of reuse and waste prevention, which is the highest piece of the sustainable materials management hierarchy.

6.3.4 Recommendation #4: Advocate for More Material Bans and Revise Solid Waste Ordinance

Recommendation #4 includes updating the County’s current Solid Waste Ordinance to amend and include new solid waste management regulations that better reflect the Road to Zero Waste Plan. These amended and new regulations could clarify the requirements, update and simplify terminology, enhance reuse and recycling opportunities, and enforce recycling protocols to advance the County’s zero waste goals.

The addition of Extended Producer Responsibility (EPR) language to the Ordinance is recommended to support the County’s sustainability goals through shifting the disposal burden of a product away from the municipality and back to the manufacturer. In May 2022, a House Bill, (H.B. 1113¹³), was introduced to the General Assembly of North Carolina to establish extended producer responsibility for certain producers of packaging materials and to ban the manufacture and distribution of packaging materials containing certain toxic substances to protect public health. This is one example of utilizing EPR to accomplish waste reduction goals in North Carolina, which Orange County could support and emulate.

In coordination with proposing revisions to the current solid waste management regulations, it is suggested that the County advocate for material bans. Items such as film plastic bags or expanded polystyrene foam food packaging have been successfully banned in other states at present, which the County could look to as model program examples. Additionally, the County could advocate for EPR legislation for difficult-to-dispose of items, which have also been passed in other states, and shift the disposal responsibility from the municipality to the manufacturer. The national PaintCare could also be a program of interest in this regard. The County is already working with the Triangle J on the Solid Waste Consortium, including the solid waste departments of Orange County, Durham County, City of Durham, City of Raleigh, Chatham County, Town of Cary, Wake County, and tentatively Holly Springs. This consortium could prove useful for this recommendation moving ahead.

Achieving this recommendation means advocating for more material bans and revising the Solid Waste Ordinance to align with the Road to Zero Waste.

¹³ Source: General Assembly of North Carolina Session 2023. <https://www.ncleg.gov/Sessions/2023/Bills/House/PDF/H279v1.pdf>

6.3.5 Recommendation #5: Create County-level Commercial and Multi-family Building Recycling Requirements

Recommendation #5 would develop formal requirements for all commercial and multi-family buildings to separate recyclable materials and provide tenants/occupants adequate recycling infrastructure (i.e. bins, dumpsters) alongside regular waste disposal infrastructure. Additionally, the building managers could be required to provide recycling information/guidance to all tenants/occupants.

Achieving this recommendation means creating County-level commercial and multifamily recycling requirements.

6.3.6 Recommendation #6: Innovation Partnerships with UNC & UNC Health System

Recommendation #6 emphasizes that the County continues collaborating with and expanding its working relationships with the University of North Carolina (UNC) and the UNC Health System locally. UNC is a large waste generator in the County's service area. It already offers outreach resources and infrastructure that can help the County implement its Road to Zero Waste Plan and has engaged stakeholders through SWAG and other sustainability efforts in the region, which the County should fully engage. UNC and the UNC health system are vital resources concerning solid waste management. Expanding the partnership between the County and UNC involves ramping up communication between the entities through regularly scheduled on-campus meetings with stakeholders, as well as joint advertising and promotion of waste information within the community, and for the County to consider formalizing for-credit internship opportunities for UNC students. Durham Tech should also be included in planning for similar partnerships to UNC.

Achieving this recommendation means furthering innovative partnerships with UNC and UNC health system.

6.3.7 Recommendation #7: County Purchasing for Waste Prevention/Soil Health

Recommendation #7 encourages all purchasing at the County level to include purchasing products made with a percentage of recycled content (minimum 25%), which creates a demand for recycled products and helps sustain local recycling programs. In addition, this recommendation includes connecting agricultural/soil services in the County or Cooperative Extension related to food waste to build partnerships and promote using compost for building soil health.

Achieving this recommendation means that the County will focus its purchasing on waste prevention and establishing partnership(s) with local agricultural or Cooperative Extension programs to collaborate on food waste/soil health initiatives.

6.3.8 Recommendation #8: Join a Reuse Marketplace

Recommendation #8 focuses on technology-driven reuse options. There are numerous reuse marketplaces in the public and private sectors for consideration by the County. Examples include North Carolina's Waste Trader, Austin's reuse marketplace, and Tennessee's reuse marketplace.

Achieving this recommendation means the County becomes part of a reuse marketplace and diverts material from the landfill for reuse.

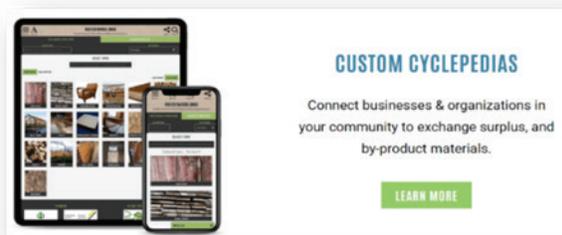


Figure 3 - Sample Reuse Technology from iWasteNot Systems

6.3.9 Recommendation #9: Consistency Across Items Accepted at WRCs

Recommendation #9 is to develop one standardized list of acceptable items for drop-off at all of Orange County's Waste and Recycling Centers (WRCs), except for HHW. As outlined in the accepted materials table in **Appendix C- Task 5 Memo**, there would be 2-7 items added at each of the WRCs (excluding HHW), including two new items suggested for all locations: expanded polystyrene (EPS, #6) and clamshell-style containers made from polyethylene terephthalate (PET, #1).

Expanded Polystyrene (EPS) is a type of thermoformed foam plastic material that is commonly used to make foam packaging. EPS is used to make a variety of items, such as single-use cups, plates, and shipping materials like "packing peanuts" and customized foam shipping inserts for specialty or delicate goods. Currently, EPS is not recyclable in Orange County, however, there are options for recycling it and reselling it into the commodity market. EPS densifiers can be purchased or leased monthly and installed with other recycling equipment to remove the air from EPS (which makes up between 90 and 98 percent of the material) using either heat or pressure to produce a densified plastic material. According to several providers of equipment and brokers of densified EPS, a 200- to 300-pound-per-hour densifier can be leased for approximately \$900 per month, and densified EPS can be sold for about \$0.40 per pound. Depending on the specification and configuration of the equipment, the costs may be more or less.

Clamshell-style containers are thermoformed from plastics, such as EPS and PET. Typically, consumers encounter clamshell containers made of #1 PET at grocery stores in the produce, dairy, and dry goods sections to hold foods such as berries, lettuce, nuts, eggs, and baked goods. In fact, the containers are commonly known as "berry boxes" and "plastic egg crates." Fortunately, there are PET reclaimers throughout the United States, with many of them located in the Southeast. There are multiple PET reclaimers in North Carolina, as described by the National Association for PET Container Resources (NAPCOR)¹⁴. The County

could potentially reconsider the viability of collecting and selling #1 PET into the recycled commodity market. With respect to the collection of PET containers, there have been advancements in reverse vending technology for the County's consideration at WRCs or by partnering with grocery stores to place reverse vending machines throughout the community. These machines can collect a variety of recyclable packaging types, including #1 PET containers.

Achieving this recommendation means gaining consistency across all items accepted at WRCs and, ideally, expanding the list of accepted materials to align with waste diversion goals and public demand.

The Recycling Partnership has organized a [PET Recycling Coalition](#), and is currently sponsoring [PET Recycling Grants](#) (Round 7 of grants are due July 31, 2023) for publicity, privately, or non-profit-owned and operated material recovery facilities (MRFs), secondary sortation facilities, or PET reclaimers in North America.

Learn more about this at recyclingpartnership.org/pet-recycling-coalition/

¹⁴ List of PET reclaimers in the US: <https://napcor.com/recycling/pet-reclaimers/>

6.3.10 Recommendation #10: Enforcement at Unstaffed WRCs: Staff and/or Cameras

In the present system, the Towns authorize enforcement of the County's Regulated Recyclable Material Ordinance (RRMO) within their municipal limits. The County assists the Towns' staff members in enforcing the RRMO and landfill bans on privately collected waste containers. Recommendation #10 is to expand the enforcement at each drop-off site through improved surveillance, (additional security cameras), and/or the addition of full- or part-time personnel (staff) positions to oversee residents' and the follow-through of regulations. This recommendation means enforcing that residents drop off acceptable items only (especially at the unstaffed 24-hour sites) and that they place the materials into the correct containers to reduce contamination and increase the value of the materials. This effort will also serve as an added opportunity to provide waste guidance and education.

Achieving this recommendation means implementing enforcement at WRCs (illegal dumping, littering and contamination) through additional staff and/or security cameras.

6.3.11 Recommendation #11: Accessible Drop-off Options/ Locations for Multi-family Buildings

Recommendation #11 increases the number of drop-off opportunities within proximity to multi-family buildings and lower-income areas in the County to increase the convenience and accessibility of recycling infrastructure for those who live there and may not be able to travel to the current WRC locations.

Achieving this recommendation means more accessible drop-off options/locations for multifamily buildings.

6.3.12 Recommendation #12: Offer Multiple Cart Sizes

Recommendation #12 suggests offering recycling carts of multiple sizes to customers. Offering more than one size option makes recycling easier for residents who require smaller cart sizes for accessibility. Multiple cart sizes could lead to increased participation in recycling.

Achieving this recommendation means offering multiple cart sizes to increase participation by increasing accessibility to aging or disabled customers.

6.3.13 Recommendation #13: Model Waste Diversion Programs Across Schools

A strong and consistent waste reduction, composting, and recycling program within schools would become a key driver for implementing zero-waste models in the County. Recommendation #13 focuses on educating the community's children on proper sorting and recycling habits in school. As they grow up in the County, they will already understand and may be accustomed to best practices in recycling, as deemed by the County. The ultimate success of the Road to Zero Waste Plan will be supported by instilling good habits early. Additionally, the school system generates a large amount of waste material, having a model program across all schools will not only have educational benefits, but it will also help the County reduce and manage its waste.

Achieving this recommendation means creating model programs across all schools for managing recyclables, and that is mirrored at the WRCs.

6.3.14 Recommendation #14: Deconstruction Ordinance, Updates, Audit/Collect C&D Recycling Data

Since 2002, the County certifies processors for Construction and Demolition (C&D) waste material. Materials from construction projects must comply with the Regulated Recyclable Materials Ordinance (RRMO), and materials must go to certified facilities. Currently, the County has four (4) listed certified facilities for processing. Recommendation #14 focuses on ordinance updates and more fully enforcing the current RRMO via audits and other means.

Achieving this recommendation means expanding permitting incentives for deconstruction. The current C&D landfill has 20+ years of life remaining at the current fill rate. Diverting more recyclables from C&D material will extend the life of the landfill.

6.3.15 Recommendation #15: Phased Master Plan for Eubanks Road Facility (Admin/Disposal Center) and/or Alternate Location(s)

Recommendation #15 centers on the Eubanks Road facility (including the Admin building and Disposal Center) which currently has significant limitations and adjacent community concerns. There is a clear need to improve the Material Recovery Facility, including a new covered facility to address the transfer/processing of SSR and incorporate other material streams now separated. Co-located material recovery operations could gain staffing efficiencies in a single location. Master planning is needed to relocate the Maintenance facility and yard to make room for expanded processing. Alternative locations should be considered with community input.

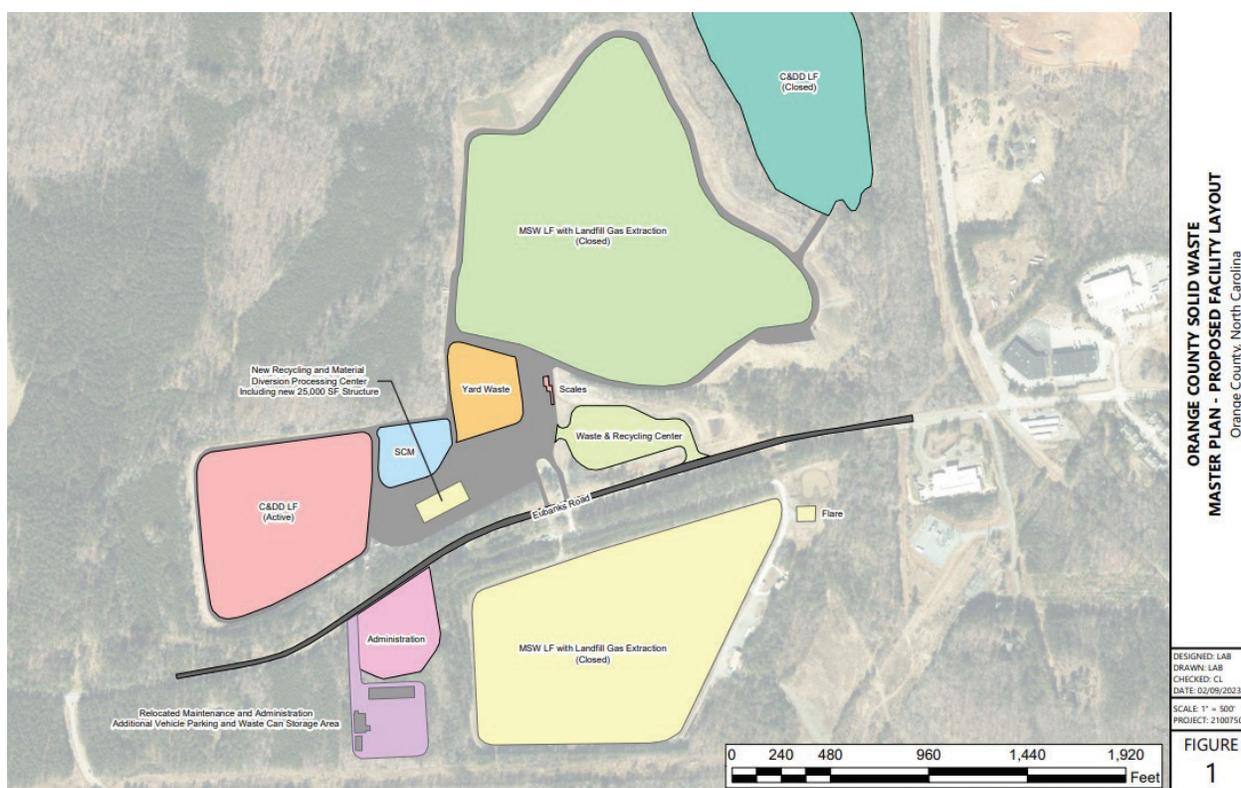
Achieving this recommendation means initiating a master plan for Eubanks Road Facility and/or alternate locations.

6.3.16 Recommendation #16: Consolidation of SSR Transfer and MSW Transfer

Recommendation #16 presents a strategy for the future. As noted, the County cannot achieve Zero Waste without change; however, most critically, community buy-in and support is vital to success. Population growth is projected to be 18% from 2020 to 2040. Currently, the County does not control most of the residential waste collection nor commercial solid waste collection. Through

this recommendation, the County can aim to more efficiently collect and transfer what is being collected (MSW and SSR) to other regional processing. MSW is now collected from WRCs and select government buildings and schools (6,000 tons annually); however, solid waste planning is taking place with regional partners, and the County is taking on recycling collection in July 2024.

Achieving this recommendation means more efficiently collecting material in the County to reduce vehicle miles traveled and allow the County more cost control in the future.



6.3.17 Recommendation #17: Organics Program Development

Recommendation #17 would expand the commercial organics program in place, in which the County provides collection of compostables from bars, restaurants, and other eligible businesses throughout the County. Through this recommendation, the County would double the current commercial organics program cost as well as set the stage for a residential pilot program.

Concerning organics materials, the County maintains an existing contract between the Solid Waste Management Department and Judy D. Brooks Contractor, Inc. for commercial organics collections, hauling, and processing services. In this agreement, the County oversees the contractor-approved collection and composting of pre-and post-consumer organic materials from eligible food service establishments. This recommendation also intends to double the current collection beyond participating commercial establishments and start to plan a residential pilot. A residential pilot program should be implemented first to test the process and work out the potential issues and will then be extended to other residential areas.

Additionally, to support composting,¹⁵ the County could work with the Orange County Master Gardeners to roll out a Master Composter program, (or train Master Gardeners in outreach tools for Backyard Composting), through the North Carolina State University Cooperative Extension.¹⁶ As a land-grant university, North Carolina State has an imperative to serve agriculture, which includes horticulture and home composting. For a point of reference, Washington, D.C., NYC, and several counties throughout New York, through the Cornell Cooperative Extension, have Master Composter programs¹⁷ that could be mimicked.

Achieving this recommendation means diverting food waste, the most potent greenhouse gas material, from the landfill.

Asheville, NC, has a food waste pilot featuring unique program elements including drop-off areas which could be explored further in the County.

Another model for consideration of a pilot program that the County could look to for guidance is the Residential Food Waste Composting Pilot Program currently in place in the City of Fort Worth, Texas.

In Fort Worth's pilot, interested residents can sign up and pay a \$20 subscription fee. All fees collected by the Residential Food Scrap Composting Pilot Program are used to "make compost more accessible to agricultural producers and community gardens." After the subscription sign-up and payment is processed, the City assigns the resident a Composting Starter Kit pickup and a nearby City of Fort Worth Drop-Off Station.

The starter kit includes a 5-gallon bucket with a lid for food scraps transportation, a kitchen countertop pail, assorted educational materials and instructions, and a refrigerator magnet detailing what can and cannot be composted. Once a resident drops off their food scraps at one of the 17 collection sites across the city, they bring their bucket back home to repeat the process, and the City processes the material into compost.

¹⁵ This additional compost support information is updated language that is different from the Task 5 Memo, which is otherwise verbatim.

¹⁶ The point of contact is presently Mart Bumgarner, Extension Agent, Agriculture – Crops and Horticulture, N.C. Cooperative Extension, Orange County Center: matt.bumgarner@ncsu.edu; Phone: (919) 245-2062.

¹⁷ Example Master Composter Program for reference in Tompkins County, NY: <https://cctompkins.org/gardening/composting/master-composters/become-a-master-composter>

6.4 | Evaluation of Recommendations

SCENARIO 1										
#	Focus Area	Recommendation	Public Input	Impact on Adjacent Systems	Equity Impact (RE: One Orange Equity Framework)	System Flexibility Over Time	Geography Coverage Area	Timeline*	Lifecycle of the Project	Impacts all Businesses & Residences?
1	Marketing	Update imagery; Public education & social media; Expand app; Creating rallying point.	Need improved website/app; prioritize making recycling easy and accessible.	None	Meets	High	Whole County	Quick win	Annually	Yes
2	Marketing	Focus on all language speakers in signage/messaging.	Increased efforts are needed, but more importantly, to make recycling easy.	None	Meets	High	Whole County	Quick win	Annually	Yes
3	Waste Prevention	Raise awareness on reuse and waste prevention.	Desire to put maximum efforts toward preventing waste in the first place.	None	Meets	High	Whole County	Quick win	Annually	Yes
4	Policy	Advocate for more material bans and revise the solid waste ordinance.	Desire to reduce or ban some items in hospitals and schools.	None	Meets	Low	Whole County	Long	One-time	Yes
5	Policy	Create County-level commercial and multifamily recycling requirements.	Mandating commercial & multifamily recycling is a top choice.	None	Meets (w/ more universal-provided & subsidized services for MFB)	Low	Whole County	Medium	One-time	Focuses on multifamily/business.
6	Partnerships	Innovation partnerships with UNC and UNC health system.	The current system works well but desires to be at the forefront of waste innovation.	None	Meets	High	Whole County	Ongoing	Annually	Yes
7	Waste Prevention	County purchasing for waste prevention and ag-related to food waste.	Prioritized waste prevention above all other activities.	None	N/A	High	Whole County	Short	One-time	Focuses on county business operations.
8	Waste Prevention	Consider becoming part of a reuse market place.	Most important question: "How should waste be prevented, reduced, or reused?"	None	Meets	Medium	Whole County	Short	One-time	Yes

Environmental Benefits/Air Quality
(see Appendix for tonnage projections)

Improved:
Low estimate based on EPA:
• Additional 15,000 tons of recycling
• Additional 6,000 tons of organics

Env. Benefits/GHG Avoided

Improved:
• -44,912 MTCO2E avoided
• Equivalent to 10,000 cars taken off the road

Impact on SWPF
(Residential tons only)

\$9.66
• 6.8% increase over current \$142/year

*Timeline: Quick win (less than 1 year), 1-2 years (short), 3-5 years (medium), long 5+ years (long)

SCENARIO 2

#	Focus Area	Recommendation	Public Input	Impact on Adjacent Systems	Equity Impact (RE: One Orange Equity Framework)	System Flexibility Over Time	Geography Coverage Area	Timeline*	Lifecycle of the Project	Impacts all Businesses & Residences?
9	Facilities	Consistency across items accepted at WRCs (with exception of HHW).	Consistent schedule; carless; expanded services/access; additional materials.	Transportation /Energy: reduction in miles traveled.	Meets	Low	Whole County	Short	One-time	Yes
10	Enforcement	Enforcement at WRCs (with staff and/or security cameras).	Necessary to enforce illegal dumping & cross-contamination with more focus.	None	Meets	Medium	Whole County	Short	One-time	Yes
11	Facilities	More accessible drop-off options/locations for multifamily buildings.	Mandating commercial/multifamily recycling is among the top 2 policies desired by respondents.	None	Meets	Medium	Whole County	Short	One-time	Focuses on Multifamily
12	Programs	Offer multiple cart sizes.	The current carts are too big/heavy.	None	Meets	Low	Whole County	Short	One-time	Yes
13	Programs	Create model programs across all schools for metal, paper, plastic, glass, food waste, etc.	Food waste collection at schools is among the top 2 public space focus wanted.	None	Meets	High	Whole County	Quick win	One-time	Focuses on K-12 population and staff.
14	Waste Prevention	Implement deconstruction ordinance updates/facility audits/collect C&D recycling data.	Proactive C&D diversion among the top 2 waste prevention areas of focus wanted.	None	Meets	Low	Whole County	Long	Annually	Yes

Environmental Benefits/Air Quality
(see Appendix for tonnage projections)

Improved:
Mid-point estimate based on EPA:

- Additional 31,000 tons of recycling over now (not cumulative)
- Additional 16,000 tons of organics over now (not cumulative)

Env. Benefits/GHG Avoided

Improved:

- - 93,778 MTCO2 avoided
- Equivalent to 21,000 cars taken off the road

Impact on SWPF
(Residential tons only)

\$19.89

- Cumulative 14% increase over \$142/year

*Timeline: Quick win (less than 1 year), 1-2 years (short), 3-5 years (medium), long 5+ years (long)

SCENARIO 3

#	Focus Area	Recommendation	Public Input	Impact on Adjacent Systems	Equity Impact (RE: One Orange Equity Framework)	System Flexibility Over Time	Geography Coverage Area	Timeline*	Lifecycle of the Project	Impacts all Businesses & Residences?
15	Facilities	Phased Master Plan for Eubanks Rd (Admin/ Disposal Center) and/or alternate location(s).	Significant structural/ layout limitations and adjacent community concerns.	Transportation /Energy: potential reduction in miles traveled.	Meets (w/ implementation at alternative site only).	Low	Whole County	Medium	One-time	Yes
16	Facilities	Consolidation of SSR transfer and MSW transfer.	The public wants a "sustainable materials management center."	Transportation /Energy: potential reduction in miles traveled.	Pending	Medium	Whole County	Medium	One-time	Yes
17	Programs	Organics program development.	Overwhelming support for increased food waste management efforts.	Wastewater from removing organics from landfill.	Pending	High	Whole County	Short	Annually	Yes

Environmental Benefits/Air Quality (see Appendix for tonnage projections)

Improved:
 Low estimate based on EPA:
 • Additional 15,000 tons of recycling
 • Additional 6,000 tons of organics
 High estimate based on EPA:
 • Additional 47,000 tons of recycling over now (not cumulative)
 • Additional 26,000 tons of organics over now (not cumulative organics)

Env. Benefits/GHG Avoided

Improved:
 • -142,644 MTCO2E avoided
 • Equivalent to 32,000 cars taken off the road.

Impact on SWPF (Residential tons only)

\$57.10 to \$62.76
 • Cumulative 40.2%-44.2% increase over current \$142/yr.

*Timeline: Quick win (less than 1 year), 1-2 years (short), 3-5 years (medium), long 5+ years (long)

A summary of how each recommendation was evaluated according to environment, equity, flexibility, cost, and public input, as well as the financial impact and details of each scenario, including tonnage projections, is enclosed as **Appendix C - Integrated Systems Report**. The Road to Zero Waste project team recommends Scenario 3 as the chosen path forward for finalizing the Road to Zero Waste Plan.

6.5 | Moving Forward with Equity in Mind

While all the factors considered in the evaluation of each recommendation were important, equity was considered critical to the team in developing the Road to Zero Waste Plan.

Of note and in alignment with the current Road to Zero Waste Plan, in July 2015, Orange County and the Towns of Chapel Hill and Carrboro partnered with the Jackson Center and the Rogers-Eubanks Neighborhood Association to develop a proactive community plan in the Rogers-Eubanks neighborhood as sewer design and implantation progress was made. The partners proceeded to collaborate following the “Community-First” organizing model, which involved community members as principal actors in assessing and determining the course of future planning. This plan is included as **Appendix D - Mapping Our Community Future** and can serve as an example of utilizing community input to better inform the design of the Eubanks Road Waste & Recycling Center (WRC) expansion (**Recommendation #15**). The robust public outreach effort that was engaged in this project supports the County’s desire to achieve zero waste with equity in mind.

7 - Conclusion

Orange County’s forward-thinking Solid Waste Management Department operates a robust waste management program serving its residents and community members. The County seeks to implement recommendations to set the vision for an integrated solid waste management program leading to Zero Waste by 2045.

The three scenarios presented in the previous sections, and their recommendations contained within, require varying degrees of infrastructure, funding, and programming; the evaluation of which has considered public input and financial, environmental, equity, and lifecycle impacts. Myriad stakeholders, paired with the Solid Waste Advisory Group, will help to implement the Road to Zero Waste Plan moving forward.

Ultimately, the Plan seeks to optimize the solid waste system and enhance the sustainability, cost effectiveness, preservation of landfill airspace, and longevity of the system. All program recommendations will need to be implemented with consideration of partnerships, public input, equity implications, and environmental/climate implications, in addition to the financial impact to the County and its residents. The County’s Zero Waste goal by 2045 is not achievable without change. Continued community buy-in and support will be essential to success.

8 - Appendices

The following appendices are available individually at Orange County’s webpage dedicated to its Road to Zero Waste Plan:

www.orangecountync.gov/3008/Road-to-Zero-Waste-Master-Plan

- A. Current System Review (April 2022)
- B. Public Engagement Summary (January 2023)
- C. Appendix C - Integrated Systems Report
- D. Mapping our Community Future (From Rogers Road)
- E. Food Waste Applications (August 2023)



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**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: February 6, 2024

**Action Agenda
Item No. 8-a**

SUBJECT: Minutes

DEPARTMENT: Board of County Commissioners

ATTACHMENT(S):
Draft Minutes (Under Separate Cover)

INFORMATION CONTACT:
Laura Jensen, Clerk to the Board, 919-
245-2130

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

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

Attachment 1: December 4, 2023 Business Meeting
Attachment 2: December 12, 2023 Business Meeting

FINANCIAL IMPACT: There is no financial impact associated with this item.

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

ENVIRONMENTAL IMPACT: There is no Orange County Environmental Responsibility Goal impact associated with this item.

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

1 DRAFT

2 **MINUTES**
3 **ORANGE COUNTY**
4 **BOARD OF COMMISSIONERS**
5 **BUSINESS MEETING**
6 **December 4, 2023**
7 **7:00 p.m.**

8 The Orange County Board of Commissioners met for a Business Meeting on Monday,
9 December 4, 2023, at 7:00 p.m. at the Whitted Human Services Center in Hillsborough, NC.

10
11 **COUNTY COMMISSIONERS PRESENT:** Chair Jamezetta Bedford, Vice-Chair Sally Greene
12 and Commissioners Amy Fowler, Earl McKee, Jean Hamilton, Phyllis Portie-Ascott, and Anna
13 Richards

14 **COUNTY COMMISSIONERS ABSENT:** None.

15 **COUNTY ATTORNEYS PRESENT:** John Roberts

16 **COUNTY STAFF PRESENT:** Deputy County Manager Travis Myren, and Clerk to the Board
17 Laura Jensen. (All other staff members will be identified appropriately below)

18
19 Chair Bedford called the meeting to order at 7:00 p.m. All commissioners were present.

20
21 **Board Organization**

22 **a. Election of Board of Commissioners' Chair and Vice-Chair**

23
24 **Vote for Chair of the Board of Commissioners:**

25 7 votes cast for Jamezetta Bedford (Commissioner Bedford, Commissioner Fowler,
26 Commissioner Greene, Commissioner Hamilton, Commissioner McKee, Commissioner Portie-
27 Ascott, Commissioner Richards)

28
29 Jamezetta Bedford was re-elected Chair of the Board of Commissioners.

30
31 **Vote for Vice-Chair of the Board of Commissioners:**

32 7 votes cast for Sally Greene (Commissioner Bedford, Commissioner Fowler,
33 Commissioner Greene, Commissioner Hamilton, Commissioner McKee, Commissioner Portie-
34 Ascott, Commissioner Richards)

35
36 Sally Greene was elected Vice-Chair of the Board of Commissioners.

37
38 **b. Designation of Voting Delegate for all NCACC and NACo Meetings for Calendar Year**
39 **December 1, 2023-2024**

40 Chair Bedford gave a description of NCACC duties for the voting delegate.

41 Commissioner McKee nominated Commissioner Portie-Ascott to serve as the voting
42 delegate for NCACC. Commissioner Hamilton seconded the nomination.

43
44 **VOTE: UNANIMOUS**

45 Chair Bedford gave a description of NACo duties for the voting delegate.

46
47 Vice-Chair Greene nominated Commissioner Richards to serve as the voting delegate for
48 NACo. Chair Bedford seconded the nomination.

49
50 **VOTE: UNANIMOUS**

51

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

2 Chair Bedford dispensed with reading the public charge.

3
4 **2. Public Comments (Limited to One Hour)**

5 a. Matters not on the Printed Agenda

6 George Gurley said he has a concern about a law that may be a state law or a local law.
7 He said the law is whether or not someone can be held on a 72-hour hold based on a letter of
8 someone from a church.

9 BJ Warshaw read from the following prepared statement:

10 "I'd like to speak tonight about the Chapel Hill Town Council's November 15th vote to amend
11 WASMPBA. They voted 8-1 to extend water and sewer services in the southern area of Chapel
12 Hill to unlock dense development opportunities. I ask that, before voting to amend WASMPBA,
13 the Board of Commissioners conducts environmental impact studies and comprehensive planning
14 to ensure sensible development. The water and sewer boundaries, alongside our Joint Planning
15 Agreements and the Rural Buffer, have stood the test of time to prevent sprawl and preserve our
16 watersheds.

17 Living in the ETJ is disenfranchising. We cannot vote for Mayor or Town Council. You are my best
18 direct representation.

19 Some history: When the Chamber last petitioned the Town in 2018, it was to designate the
20 Southern Area a "focus area" during the Future Land Use Map preparation. That proposal was
21 met with widespread opposition from residents, after which the Southern Area *was not* included
22 in the FLUM.

23 Fast forward to this past summer. The Chamber petitioned for something more drastic: amending
24 WASMPBA.

25 There was no response from the Town until September, when they scheduled two public
26 information sessions (one online, one in-person) with barely two weeks' notice. I received no
27 mailer, and I couldn't even attend, as I was out of town visiting family. Neighbors in Heritage Hills
28 couldn't attend the in-person session, because, ironically, they were meeting that night with
29 NCDOT about their flooding issues. Many others never even heard about the sessions.

30 The Town's YouTube recording of the online session promised another "public hearing" on the
31 issue. Instead, the Council was presented with the amendment to WASMPBA, and they voted in
32 favor. To myself and many of my neighbors, their minds seemed to already have been made up.
33 Explicitly, at that 11/15 meeting, Councilmembers rejected the need for a small area plan. They
34 want us to trust that the permitting process, down the road, will be sufficient to guide responsible
35 development. Forgive me for being skeptical. Especially when they also admit they have little to
36 no means to directly regulate home pricing or rents. Especially when the OWASA memo studied
37 such a broad number of potential new units – from 1170 to 2202 – one to *two* Southern Villages.
38 Especially when Councilmembers went from talking about duplexes all the way to discussing
39 quad- and six- plexes, or the possible need for adjoining commercial development. Especially
40 when watershed limitations and setbacks didn't even make it into the meeting materials.

41 My neighbors and I simply have no clear understanding around why WASMPBA must be
42 amended first. It's painted as a public health emergency. But the couple of people dealing with
43 unsafe wells are already working with the Orange County Health Department to tap into the
44 existing OWASA lines – *without* amending the WASMPBA. It's also been painted as a means
45 towards affordable and missing middle housing. But there's no transparency around who or how
46 development funds will manifest, nor how costs and home prices will be kept in check.

47 So, I humbly ask again that you hold off on bringing amendments to WASMPBA up for vote, at
48 least until:

- 49 • The County completes its comprehensive planning process
- 50 • The Town of Chapel Hill finishes its LUMO rewrite, so we know the precise zoning
51 changes planned for the Southern Area

- We have reached a clear and transparent understanding of how our watersheds will be protected

Thank you.”

Terri Buckner provided 3 maps to the Board for reference and read from the following prepared statement:

“Water supply watersheds are those watersheds that drain directly into a community drinking water source.

According to Chapel Hill’s Mayor and Planning staff, Chapel Hill’s watershed drains to Jordan Lake and has no impact on University Lake. I’ve attached three maps to this email. Chapel Hill’s water supply watershed is outlined in green on Map 1. It drains to Jordan Lake and is classified as WS-IV. Map 2 is the state map of the eastern section of the University Lake watershed in Carrboro which is a WS-II (more sensitive). On Map 2, the eastern boundary of the watershed (in pink) weaves in and out around Smith Level Road and then extends further east across 15-501 at the southern tip.

Several weeks ago, I notified Chapel Hill staff of the discrepancy between their map (Map 1) and the state map (Map 2). Late last week they notified me that I was correct and shared the modified map (Map 3).

The Chapel Hill LUMO is written using the WS-IV standards provided by the state in March 2023. However, according to the state, if any portion of a water supply watershed is classified as WS-II, then the entire area must be treated as WS-II. That’s a difference of 70% built upon vs 30% built upon for zoning.

The town staff have not yet weighed in on that claim. However, if it is true, it means that moving the urban services boundary southward will not provide the level of density the Town Council is expecting and creates a serious conflict between the desire for development in this area and the desire to protect our drinking water supply. To me, getting that clarification is something that needs to be investigated before any change to WASMPBA.

As a result of this new information, I request that you direct your staff to work with the state and the town of Chapel Hill to determine if the entire area south of Southern Village needs to be reclassified as WS-II for zoning purposes.

Building dense development up to the edges of the WS-II zone puts our drinking water at risk. It’s easy to put a line on the map but harder to ensure that water follows those lines. For that reason, I believe we need some kind of transition area created along the borders of the WS-II lands. My second request is that you direct County staff to work with town staff to set up a transition zone between the WS-II and WS-IV lands to protect the more sensitive WS-II environment when development does occur around 15-501. That protection is necessary to ensure “proper management” of our water resources and to control the costs of drinking water treatment.”

Andrew Lindstrom from Collins Creek Drive, spoke about the proposed Orange Grove Waste Facility. He thanked the Board members, OWASA members, and the American Legion Post for coming out to see the site for the proposed waste facility and hosting a public information session. He said no one wants the facility at this location and said it will create a lot of problems with traffic, will disrupt everything the community cherishes, and will cause issues for children at the bus stop. He asked the Board to rescind this proposal.

Joyce McGuire said her land joins the OWASA biohazard field. She thanked the board members for coming out to see the proposed site. She said there are traffic hazards on the road now and the waste facility would exacerbate it. She said this would cause problems at the bus stop. She said it would devastate their community.

Livy Ludington said she is concerned and disappointed about Chapel Hill’s recent vote to amend WASMPBA. She said she feels like the decision was rushed and there was pressure by the Chamber of Commerce. She said they did not follow the planning process. She said she is worried about the environmental impact of extending the urban service boundary without having all of the information. She said there are traffic issue, but she is more concerned about the

1 environmental impact on the Jordan Lake and University Lake Watershed. She said she has been
 2 working with the Triangle Connectivity Collaborative, formerly the Eno-Uni Collective, and they
 3 are working to plan for biodiversity and making sure the wildlife is thought of in planning. She said
 4 there are excellent maps and a strategic plan that has been prepared by state experts that she
 5 would like the Board to review. She asked that it become part of the Comprehensive Plan and
 6 asked to be on the BOCC agenda one night. She asked the Board to carefully consider all
 7 information.

8 Claudia Fernandez said she lives in Heritage Hills and three homes in the neighborhood
 9 have recently flooded and they are very close to her home. She said she is very concerned about
 10 the building plans by the Town of Chapel Hill. She said that the flooding did not happen before all
 11 of the building around them. She said she has joined the Southern Neighborhood Alliance, and
 12 they are trying to be heard. She said she votes for the BOCC and has no vote in other elections.
 13 She said the Town of Chapel Hill is discussing a plan that is bigger than Southern Village and this
 14 will reduce the permeable surface and her home is downstream of this. She said she echoes the
 15 concerns others expressed tonight. She said there is broad concern in the neighborhood. She
 16 said that she echoes those concerns and Dogwood Acres is also part of the concerned citizens.
 17 She said they do not want to be washed away.

18 Joshua Setzer said he lives in Collins Creek. He said that on 10/6 there was a letter from
 19 the Orange County Solid Waste Department about potential drilling at a future date and no date
 20 had been identified. He said that on Friday, three trucks appeared, and no notifications went out
 21 and the website was not updated as the letter indicated, and they assume the drilling happened
 22 without notification. He said that getting information about the project and how it affects the
 23 community has been difficult and he wants there to be follow through with what is said will happen
 24 and what actually happens. He said that a memorandum would be helpful so that everyone could
 25 be on the same page with this project. He asked the Board to consider this as a future agenda
 26 item.

27 Allyson Shaffer said she lives in Collins Creek. She said that the proposed site has caused
 28 a lot of concerns about well water, unforeseen issues related to climate change, and traffic. She
 29 asked the Board to find an alternative site that is not residential.

30 b. Matters on the Printed Agenda

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

32 **3. Announcements, Petitions and Comments by Board Members**

33 Chair Bedford advanced to item 4 on the agenda.

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

35 **a. Presentation from the Orange County Consumer and Family Advisory Committee**

36 The Board received a presentation from Carol Conway, Co-Chair of the Orange County
 37 Consumer and Family Advisory Council.

38 **BACKGROUND:** State legislation mandates that Alliance Health and each of North Carolina's
 39 other behavioral health managed care organizations support and collaborate with an advisory
 40 group of individuals and their family members. These groups are called Consumer and Family
 41 Advisory Committees (CFAC's). Each county in Alliance Health's service area has its own CFAC.
 42 Orange County's CFAC meets on the fourth Tuesday of every month.

43 State law charges each CFAC with the following responsibilities:
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- 1 • Review, comment on, and monitor the implementation of the contract deliverables
- 2 between area authorities and NCDHHS,
- 3 • Identify service gaps and underserved populations,
- 4 • Make recommendations regarding the service array and monitor the development of
- 5 additional services,
- 6 • Review and comment on the area authority budget,
- 7 • Develop a collaborative and working relationship with the area authority's member
- 8 advisory committees to obtain input related to service delivery and system change issues,
- 9 and
- 10 • Submit to the State Consumer and Family Advisory Committee findings and
- 11 recommendations regarding ways to improve the delivery of mental health, intellectual
- 12 and developmental disabilities, substance use disorder, and traumatic brain injury
- 13 services, including statewide issues.

14 The attached Annual Report for FY 2023 describes the Orange County CFAC's goals and
15 accomplishments.

16
17 Carol Conway defined IDD (intellectual and/or developmental disabilities); AFL
18 (alternative family living); ICF (Intermediate care facility), and; SSI (Supplemental security
19 income). She said that her request to the Board today is for their support of the creation of deeply
20 affordable housing for adults with IDD. She said that she is the mother of a 36-year-old with a
21 very rare genetic disorder. She said that she also runs a group that has 300 families in a similar
22 situation. She said there is no standard data collection mechanism for the IDD community, but
23 there are estimates. She said no one collects the data. She said that 1% of those born in the US
24 have a developmental disability. She said that 75% of adults with intellectual disabilities still live
25 in a family home because there is nowhere for them to go. She said there are few services for
26 people with IDD after high school. She said that there are 17,000 on a waitlist across the state for
27 the Innovations Waiver. She said there are 225 in Orange County and the legislature gave the
28 whole state 350 and Orange County might see 1-2 spots. She said while waiting, there is an
29 eligibility for a program, but it is not enough hours to be helpful for caretakers. She said there is a
30 lack of DSPs---people are going without services because no one is willing to work for \$11.50 an
31 hour in these conditions with no benefits. She said the Legislature gave the DSPs a slight wage
32 bump, but it is not meeting the target of \$18 an hour but that will not solve the problem. She said
33 transportation for Orange County is pretty good but statewide it is a problem. She said that IDD
34 is lumped in with all other disabilities and gets lost in the affordable housing conversation. She
35 said that current options do not work and summarized why. She said typical affordable housing
36 providers target people earning above 60% AMI, not those with less than 30% AMI. She said
37 group homes are okay, but they have to have the innovation waiver to live in the group home to
38 provide the support. She said ICFs are designed for the severely affected ID population but there
39 is a huge waitlist, and they are being criticized for being too old school. She said that adults with
40 ID need permanent stable housing. She said that AFLs are like foster care, but that was designed
41 to be temporary care. She provided the following recommendations: give extra points for people
42 with disabilities, especially IDD. She asked that schools educate families about the innovation
43 waiver and be added to the waitlist as early as possible in the child's life. She asked them to
44 advocate with other state and local leaders about IDD. She asked the Board to grant some publicly
45 owned land to mixed-use housing for IDD and others with housing needs. She asked that schools
46 create vocational tracks to train more direct care workers. She said that the state supports this.
47 She said that the immigrants need to be welcomed. She said that they are in a population crash
48 and that once her generation is gone, there will be much fewer people and that immigrants will
49 likely be those that work in the fields that are needed. She said that Forsyth County spent

1 \$150,000 for a study and that there was nothing new discovered through the study. She said the
2 BOCC does not need to spend any money on that.

3 Commissioner Portie-Ascott asked for clarification on the waitlist.

4 Carol Conway said the waitlist for the Innovations Waiver includes 285 in the county. She
5 said that provides services. She said there is no date on housing needs.

6 Commissioner Fowler said she has a son with autism. She said that all of this is
7 inconceivable, and she appreciates her continuing to advocate. She said they will keep pushing
8 the legislature. She said last year she was on the Alliance Board, and they opened up more seats
9 and there are now similar services for TBI. She said that they are not using all the slots they have
10 and are getting more slots at the state level than there is known need. She said she is serving on
11 IDAL (HOPE), and they are working on a pilot for housing in this area that could be spread to the
12 rest of the state. She said that is slow going. She said that the percentage of points serving for
13 disabilities and there needs to be more and how much more points they should get. She said that
14 she learned it is best to ask for 20%.

15 Commissioner Hamilton said she is the current representative on Alliance Health. She
16 asked her to reach out to her because she is still learning about all of the services.

17 Chair Bedford said Carol Conway runs PASSIVE and an email list. She said if anyone
18 wants to be added to learn more about the needs, to let her know and she will make sure they
19 get added to the list. She recently led a local forum with leaders and parents with children with
20 needs regarding housing. She said that the BOCC advocates every year with their legislative
21 delegation. She said that the county has \$5 million available for affordable housing and nonprofits
22 to work with. She said that there is another \$5 million in the years going forward for Affordable
23 Housing. She said that at 14, that is when the transition starts to occur for services. She said that
24 the children need to be placed on the waitlist for the Innovations Waiver as soon as possible. She
25 said anyone can get on the Innovations Waiver listserv on Alliance's website. She said that her
26 son is in the type of facility that there was contention amongst the state leaders on if they should
27 shut down or not. She said that Alliance has been very responsive to community needs.

28 Commissioner Portie-Ascott asked what type of housing she hopes will be created.

29 Carol Conway said she is advocating for ICF's, group homes, and affordable housing.

30 Commissioner Portie-Ascott asked what is meant by affordable housing. She asked if that
31 is an apartment living program.

32 Carol Conway said yes.

33 Chair Bedford said she will give information to Commissioner Portie-Ascott for the listserv.
34

35 The Board returned to Announcements, Petitions, and Comments by Board Members on
36 the agenda.

37 Commissioner Richards said since the last meeting, she attended the Orange Partnership
38 for Young Children, the Orange Partnership for Alcohol and Drug-Free Youth, the Justice Advisory
39 Council, and several other meetings with local partners. She said that when she came onto the
40 Board, her priorities were focused on youth and justice. She said that she is proud of the
41 accomplishments of the Board since she came on. She said when they go through this time of
42 year she starts looking back, and they have made great progress as a Board. She said they have
43 many accomplishments and said today was the first day of filing. She announced that she will not
44 run for re-election, but she has another year on the Board. She said she would like to focus on
45 the implementation of the strategic plan, opioid funding with a focus on youth prevention, and she
46 can be a free person in her advocacy in 2024 and will do so. She thanked all of Orange County
47 staff for their help and working with her during her time on the Board.

48 Commissioner Fowler said she does plan to file for re-election. She said she attended the
49 ABC Board meeting and they have hired a grant management company to streamline the grant
50 application process for non-profits and the application will be online in January 2024. She said
51 she had a SWAG meeting where they heard an update on the zero-waste plan and the SWAG

1 elected members' consensus was to recommend scenario 3 with a caveat that the BOCC
2 mitigates the cost for low-income. She said they will come to the BOCC at a later meeting. She
3 said that Robert Williams gave an update on the waste facility and said there are other sites being
4 investigated before recommendations are brought to the Board. She said that she met with a
5 liaison from BCBS, and they talked about the need for a behavioral health diversion facility. She
6 said that the Youth Behavioral Health Center is open now and accepting youth patients. She said
7 the retreat planning committee met and they plan to discuss the strategic plan, the schools
8 facilities plan, a budget preview, a tax implementation, and planning. She said that the Clerk to
9 the Board will send a survey out for any other items Commissioners may want to discuss. She
10 said that related to the public comments, she petitioned staff to investigate and bring forward
11 information on watershed 2 vs. watershed 4.

12 Commissioner McKee said there will be another informational meeting on broadband and
13 the community meetings will continue as broadband phasing continues over the next year. He
14 said it needs to be completed by December 2024 and they are moving forward rapidly. He said
15 that he is glad he gets to work with Commissioner Richards for another year and they will miss
16 her when she is gone. He quoted former North Carolina Secretary of State Thad Eure and said
17 the only upside of Commissioner Richards not being on the Board would be that returns to being
18 "the oldest rat in the barn."

19 Chair Bedford said she attended the Board of Health subcommittee meeting on equity.
20 She said there are disproportionate health outcomes for people of color and Latino members of
21 the community. She said they are working with Alliance on that. She said that the following day
22 at 1:30 pm, there will be an unveiling of a portrait of Pauli Murray at the Sportsplex and everyone
23 is invited. She said the Human Rights Commission sponsored the portrait.

24 Vice-Chair Greene said she will also be at the community meeting about broadband. She
25 said she is a member of a subcommittee with DCHC-MPO that is paired with the CA-MPO and
26 they continue to have in depth discussions about rail planning in the region. She said that it is
27 unlikely it will occur in their lifetime. She said that the MPOs are working well together along with
28 GoTriangle. She said that UNC is working to transition from coal sourced energy and will be
29 decommissioning the rail line when that occurs. She said they will come to the Board with more
30 information when that happens. She said she watched the Town Council's discussion about
31 WASMPBA and there is a rule that no more stormwater leaves the property after development
32 than it did beforehand. She said that Planning Director Cy Stober said a state law has overridden
33 Chapel Hill's development rule. She petitioned planning staff to investigate this and confer with
34 Chapel Hill staff and report back on what they understand the stormwater rules to be.

35 Commissioner Portie-Ascott thanked Commissioner Richards for her service and her work
36 for the youth in Orange County. She said she attended the JCPC meeting and was surprised by
37 data presented there and how Orange County compared to other counties across the state. She
38 said some areas of concern for her were that Orange County youth are more likely than their
39 peers to: have prior felony referrals, less likely to attend school, more likely to have five or more
40 unexcused absences, to have an association with gangs, to have previous alcohol and drug use
41 starting at under 12, more likely to have mental health problems and less likely to be treatment,
42 more likely to be unengaged in structured activities. She said the committee noted that the largest
43 barrier to the youth receiving treatment is transportation. She said that she is grateful to the school
44 staff for being welcoming and accommodating during her recent tours. She said it was helpful for
45 her to see some of the capital needs in person.

46 Commissioner Hamilton said Commissioner Richards has been an invaluable member of
47 the Board and she has helped bring them to where they are. She said she attended the Central
48 Pines Executive Committee Meeting and works to understand regional initiatives and is also part
49 of the retreat planning committee. She said that she will be running for re-election.

50 Commissioner Portie-Ascott said she also filed for re-election.
51

1 **5. Public Hearings**

2 None.

3

4 **6. Regular Agenda**

5 **a. Orange County Public Schools Capital Needs Assessment Update**

6 The Board received a final presentation of the Public Schools Capital Needs Assessment as
7 performed by Woolpert, Inc.

8

9 **BACKGROUND:** At the Board of Commissioners’ March 21, 2023 Business meeting, the Board
10 approved a contract with Woolpert, Inc. totaling \$984,561 to provide a:

11

- 12 • Comprehensive Facility Condition Assessment (FCA)
- 13 • Optimization Plan of Existing Space Utilization; and
- 14 • Examination of Prioritization Models, Benchmarking Best Practices and Scenarios for both
- 15 school districts that recognize the distinct structure of the County allocating funds to the
- 16 two school districts.

17

18 The products of this study will help the County and School professionals better plan, manage and
19 fund new construction and maintenance of the thirty-one (31) school campuses and administrative
20 offices for the two (2) school districts.

21

22 At the September 26, 2023 Joint Meeting of the Board of County Commissioners, Chapel Hill
23 Carrboro City Schools Board of Education, and the Orange County Schools Board of Education,
24 representatives of Woolpert, Inc. provided an update on their efforts that included a summary of
25 the comprehensive facility condition assessment, an optimization plan of existing space utilization
26 and several funding scenarios options. The three governing bodies provided feedback, comments
27 and direction to the firm upon the completion of the presentation.

28

29 Woolpert, Inc. will be providing a final presentation, with recommendations, on the Public Schools
30 Capital Needs Assessment, as the effort nears completion (Attachment 1). A timeline of follow up
31 items necessary to implement the plan is provided at Attachment 2.

32

33 Steve Arndt, Asset Management Services Director, introduced Jessica Goodell, Rob
34 Olson, and David Sturtz and they gave the following PowerPoint presentation:

35

36 Slide #1



1 Slide #2

AGENDA

- Project Overview
- Assessment Findings
- Funding Scenarios
- Options
- Recommendation
- Project Timeline

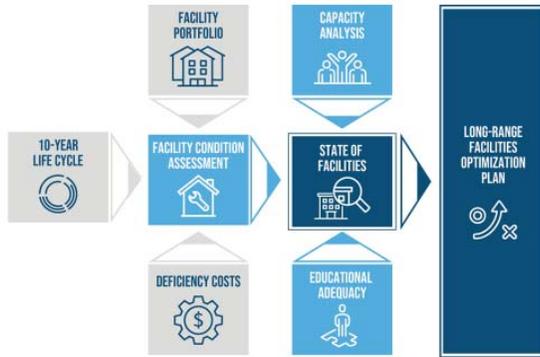


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4 Slide #3

PROJECT OVERVIEW



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7 Slide #4



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1 Slide #5

CONDITION ASSESSMENT FINDINGS

Chapel Hill-Carrboro City Schools

Total 5-Year Need - \$297.2 Million
Total 10-Year Need - \$573.8 Million
Replacement Value - \$1 Billion
Average 5-Year FCI - 28%
Average 10-Year FCI - 51%
Overall SAPFO Utilization Districtwide 90%: range from <70% to >100%
40%, 60% & 20% of ES, MS & HS classrooms are undersized

Orange County Schools

Total 5-Year Need - \$201.4 Million
Total 10-Year Need - \$389.7 Million
Replacement Value - \$743 Million
Average 5-Year FCI - 27%
Average 10-Year FCI - 50%
Overall SAPFO Utilization Districtwide 85%: range from <70% to >120%
50%, 25% & 20% of ES, MS & HS classrooms are undersized



2 Chair Bedford asked the difference between replacement value and the ten-year need.

3
4 Jessica Goodell said that the replacement value is the theoretical cost to replace facilities
5 on the cost by square foot. She said that does not include site acquisitions or utilities. She said
6 the ten-year need is where the consultants went into the schools and charted the things that might
7 need to be replaced or things that might fail within the next ten years that would need to be
8 replaced.

9 Commissioner Richards asked if the replacement value includes optimal sizing of
10 classrooms or the existing.

11 Jessica Goodell said it is based on the existing square footage.

12 Commissioner Richards asked if the utilization at the ten-year projection considers
13 population and need plus the cost.

14 Jessica Goodell said that utilization is the number that is currently in the facility divided by
15 how many should be in the facility.

16 Commissioner Richards asked if it assumes the population stays flat.

17 David Sturtz said no. He said that the utilization numbers are based on the last official
18 enrollment number and the preliminary projections they were provided were reviewed. He said
19 they have been able to see the long-term trend is enrollment decline in CHCCS and flat enrollment
20 in OCS.

21 Commissioner Richards said that the only thing that gives her a little pause on that is that
22 her understanding is that there are a lot of students in OCS going to charter schools and that has
23 accelerated in recent years.

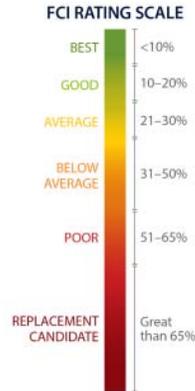
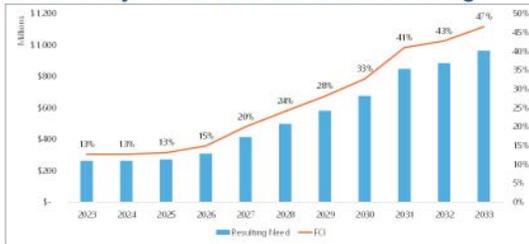
24 David Sturtz said projections were not in the scope to perform, but they do them relatively
25 often. He said that without doing the study he anticipates steady numbers simply based on his
26 observations and experience, but it was not part of the scope.

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1 Slide #6

FACILITY CONDITION INDEX (FCI)

- Ratio to compare dissimilar facilities
- Indicator of facility health
- Higher the FCI the greater the need
- FCI is only **one factor** in decision making



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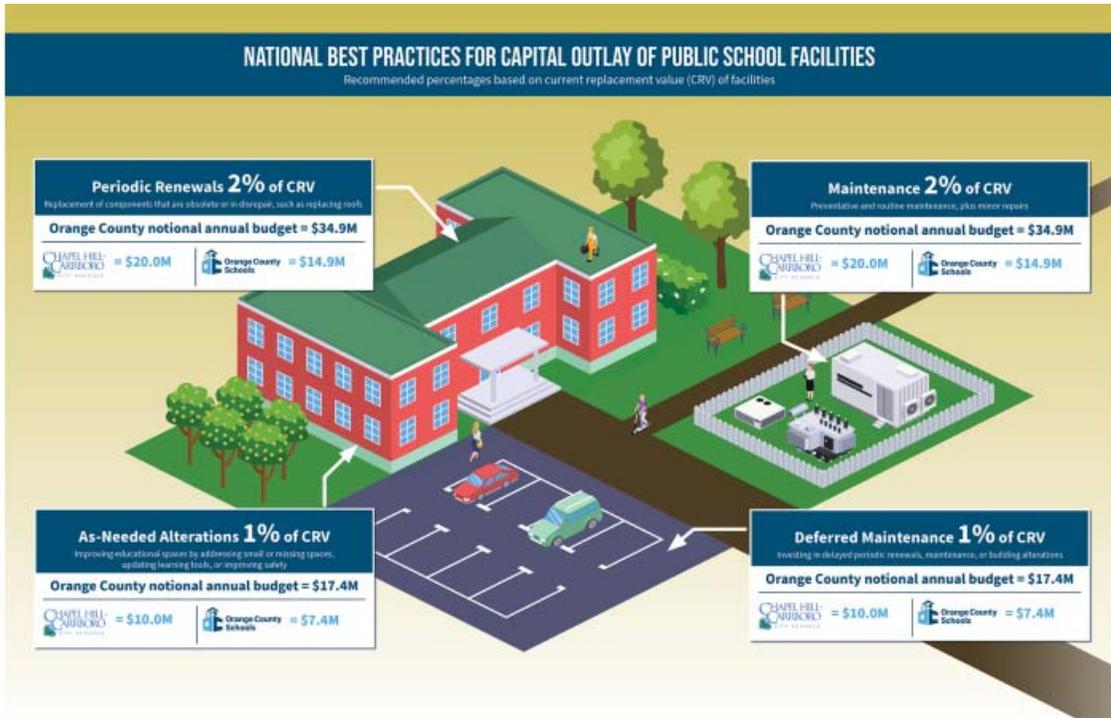
Jessica Goodell said that currently the schools are in good shape but in the next ten years the FCI more than doubles. She said if this gets out of hand now, they will be in a world of hurt in the next ten or so years.

Slide #7

BEST PRACTICES & ONGOING CAPITAL RENEWALS

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1 Slide #8

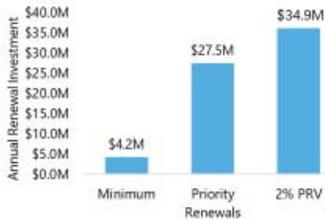


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4 Jessica Goodell said that there are no national best practices, but the investment percentages shown are a good practice and estimate based on current replacement value.
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Slide #9

ONGOING CAPITAL RENEWALS

- System replacements based on expected useful life
- Failing to address will increase deferred maintenance backlog



	FACILITY	BUDGET	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	
DCCS	Carleton ES	\$9,000																
	Carleton HS	\$16,000																
	Chapel Hill HS	\$91,700																
	Cashell MS (Priority 1 Needs)	\$9,000																
	East Chapel Hill HS	\$1,000																
	Ephesus ES	\$7,700																
	Kelton MS ES (Priority 1 Needs)	\$9,400																
	Frank Porter Graham ES (Priority 1 Needs)	\$9,000																
	Linwood ES	\$13,500																
	Lincold Center	\$8,700																
	McDiagle ES-MS	\$11,600																
	Meritt Grove ES	\$9,700																
	Northside ES	\$5,500																
	Phillips MS	\$6,200																
	Phoenix Academy	\$1,000																
	Rushin ES	\$29,500																
	Striggo ES	\$24,000																
	Surrey ES	\$11,200																
Sarah MS	\$10,100																	
DCCS TOTAL	\$270.2M	\$80.2M	\$8.0M	\$3.6M	\$21.1M	\$27.8M	\$14.0M	\$31.5M	\$19.7M	\$3.7M	\$6.5M	\$0.6M	\$32.0M	\$0.0M	\$0.1M	\$29.7M		
OCS	A.L. Steinhilber HS 304	\$1,100																
	Administrative Annex B (Transp Dispatch)	\$1,100																
	Center Ridge HS 300	\$1,200																
	Central Office	\$9,000																
	Edward Clarke ES 326	\$7,500																
	Earley A. Brown ES 328	\$14,500																
	Gravelly Hill MS 307	\$29,000																
	Hillborough ES 329 (Priority 1 Needs)	\$9,400																
	Maintenance Department	\$9,000																
	New Hope ES 320	\$5,200																
	Orange HS 310	\$18,100																
	Orange MS 306	\$9,000																
	Partnership Academy (Priority 1 Needs)	\$9,200																
	Pathways ES 305	\$12,200																
	Power Park ES 308	\$13,900																
	Transportation Department	\$3,300																
	Wellcome Center	\$4,700																
	OCS TOTAL	\$142.3M	\$42.6M	\$0.0M	\$2.0M	\$25.2M	\$1.3M	\$3.7M	\$12.7M	\$9.9M	\$7.7M	\$3.5M	\$0.6M	\$31.7M	\$0.0M	\$0.9M	\$20.3M	
ORANGE COUNTY TOTAL	\$412.4M	\$122.8M	\$8.0M	\$5.6M	\$46.3M	\$28.6M	\$17.7M	\$45.2M	\$29.5M	\$11.4M	\$10.0M	\$33.6M	\$0.0M	\$1.0M	\$50.0M			

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1 Chair Bedford asked the consultants to explain what minimum and PRV means.

2 David Sturtz said the PRV is the present replacement value. He said that it is similar to
3 figuring out when a maintenance or repair cost is more than a certain percentage of the
4 replacement cost, it might be time to consider replacement rather than repair. He said that they
5 identified that \$27.5 million should be budgeted per year. He said they recommend this is updated
6 every 5 years.

7 Commissioner McKee asked if \$27.5 million is above and beyond what is being spent
8 now.

9 David Sturtz said no, that is the total and would include what is being spent now and it is
10 a sum of the identified deficiencies. He said this is only for ongoing capital renewals and does not
11 include new builds. He said it is for repairs only.

12 Commissioner McKee said he realizes this is just to keep them afloat. He said that if they
13 increase the funds to spend what is recommended, they will need to have a .5 or .6 cent tax
14 increase per year.

15 David Sturtz said that the Commissioners have a big challenge in front of them.

16 Commissioner Fowler said the budget includes \$53.7 million for Chapel Hill High School
17 and it was just rebuilt.

18 David Sturtz said they will get into detail on the individual recommendations slide. He said
19 you can always expect the high schools to be more expensive. He said the larger schools, even
20 if newer, need major work on systems in the 20-25 year mark.

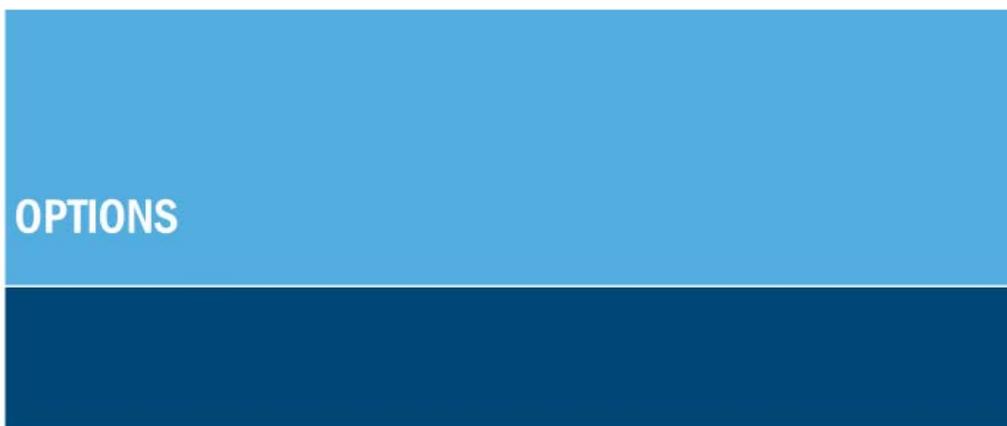
21 Chair Bedford said \$72 million was just invested into Chapel Hill High School.

22 Commissioner McKee said that it was at least \$50 million of rebuild and replace so they
23 will be curious at what needs to be done at the projected cost.

24 David Sturtz said he imagines, without looking at the details, is the legacy part of the
25 building having HVAC, roof, and mechanicals and those usually reflect the large numbers. He
26 said the truth is, you probably won't spend every dime in year 15 in a projection like this. He said
27 it assumes the life is 20 years on HVAC, and at that 20 year mark, it projects as due. He said this
28 assumes zero deferred maintenance on the needs. He said if it can be deferred, then great.

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30 Slide #10



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1 Slide #11

OPTIONS DEVELOPMENT

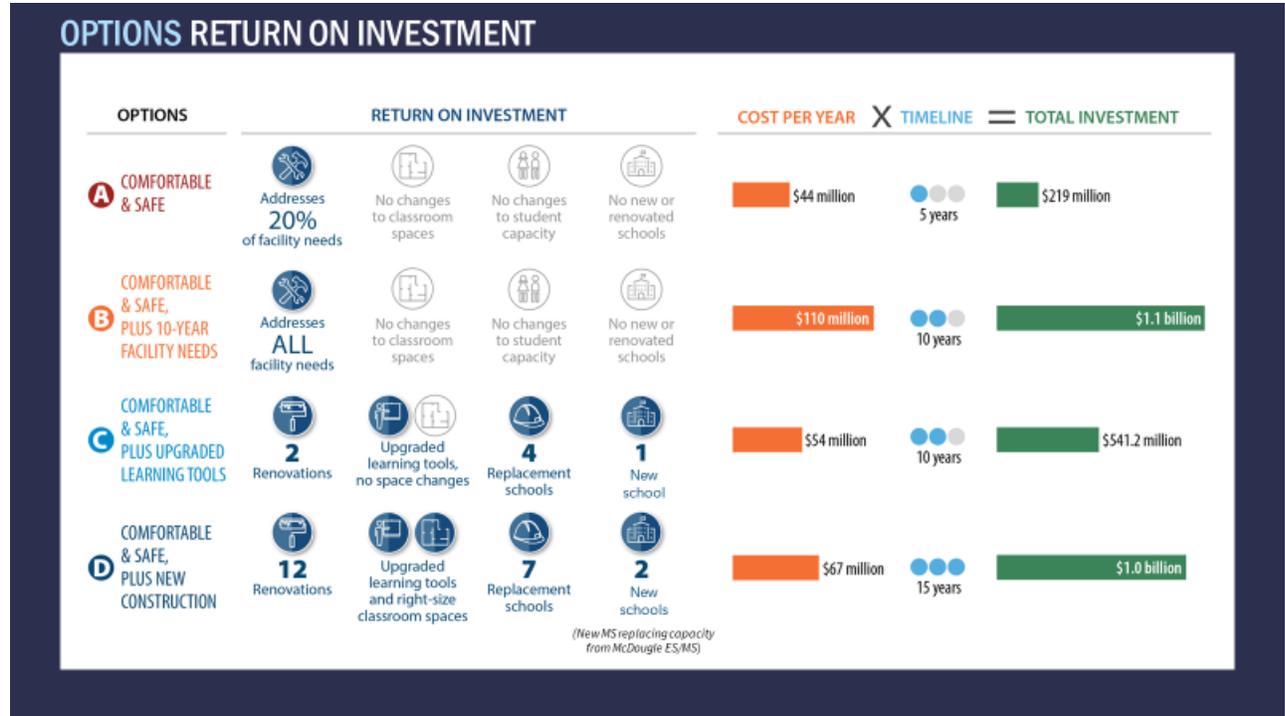
- Utilization
- FCI
- Portables
- Site constraints
- Educational Adequacy
- Survey
- What investments are best for students and best value in the long-term?



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Rob Olson said that he comes from a 20-year background in education, and he always approaches from a “what is best for the kids” standpoint.

Slide #12



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Chair Bedford asked what is meant by learning tools.

1 Rob Olson said it could be whiteboards, furniture, fixtures, equipment or other school
2 equipment. He said that he has heard it described as if you turn a building upside down, everything
3 that would fall out would be a learning tool.

4 Chair Bedford said she was under the impression that their schools have top of the line
5 learning tools.

6 David Sturtz said they do. He said they scored on average, a 9 of 10 in terms of everything
7 they would want to see in a classroom. He said the deficiencies are space and the significant
8 undersized classrooms, especially in the elementary schools.

9 Commissioner Portie-Ascott asked if the space issues at elementary schools is because
10 more kids are coming in with more needs.

11 Rob Olson said that is some of the space needs and making things accessible so that kids
12 can get around. He said that classrooms need different spaces than other rooms. He mentioned
13 that kindergarten rooms usually have bathrooms in them.

14 Chair Bedford said it is not children with special needs, it is just that older schools did not
15 have offices for learning specialists, ED teachers, occupational therapy, etc. She said they just
16 did not exist when the schools were built. She said that is why so much more space is needed
17 now.

18 Rob Olson said they hope to see learning change in the way that it has but they want to
19 provide the space that is necessary without having to have instruction in hallways.

20
21 Slide #13

RECOMMENDATION

Option D



1 Slide #14

RECOMMENDATION (OPTION D)

- **Enhanced teaching and learning environments**
 - advances educational outcomes and opportunities
- **Improved school utilization**
 - provides flexible spaces for multiple learning styles
- **Updated classroom spaces** and learning tools meet modern education standards
- Right-sized portfolio creates **operational efficiencies**
- Investing in community attracts and retains residents

—w—

2
3 Commissioner Richards asked if any assumptions were made for preschool
4 accommodations.

5 David Sturtz said they did not make any strategic change for preschools. He said that
6 would mean that the early childhood center is planned in capital needs. He said if they plan to
7 spread and push-in, it will increase the utilization of elementary schools 5%-10%. He said that
8 some specific schools are overutilized and some are underutilized.

9 Rob Olson said that until the state is at a funding standpoint for preschool children, the
10 Board would want to account for the cost of providing preschool.

11 Chair Bedford said new school construction indicates that there will be two new preschool
12 classrooms in each school.

13 David Sturtz said it is accounted for in the budget of renovated and replaced schools. He
14 said that the budget is projected by taking the latest construction and the gross square footage is
15 multiplied by the estimated construction cost.

16 Commissioner McKee said some Orange County schools are at capacity and some are
17 above. He said that would call for some redistricting, but asked if they recommend building the
18 school first before redistricting.

19 David Sturtz said the context of his comment was about the longevity of redistricting. He
20 said when you build a new elementary school, boundaries have to be adjusted because it adds a
21 new zone. He said so rather than redistricting twice, if they are able to do construction first, then
22 it would just be once. He said some schools have extra capacity, but it is not evenly geographically
23 spread so it would make transportation changes necessary and likely impossible.

24 Commissioner McKee asked if it would be a new school or replacing a school.

25 David Sturtz said they are recommending one new school for the western part of the
26 county.

27 Commissioner McKee said that unless the student population increases significantly, then
28 they are serving the same number of students in three schools and one is still undercapacity, and
29 maybe two.

30 David Sturtz said if he could recommend building a new school within the next three years
31 and plan the boundaries of that school before it comes online, then it should be a solution that
32 should not have to be revisited.

33 Chair Bedford asked if there would be a school taken offline.

1 David Sturtz said that a new school is needed on the western side and within the life of
 2 this plan, perhaps a school is taken offline. He said it would be likely be further east. He said at
 3 that point, you would close and then redistrict again.

4 Commissioner McKee said that there is a meeting going on elsewhere now that is
 5 contentious, and it is about redistricting.

6 David Sturtz said it is never fun, but if you can do it once, that is recommended. He said
 7 to walk Hillsborough Elementary after a rain and see the major capital needs that are needed.

8 Commissioner McKee said this Board has to focus on how they will fund these needs and
 9 not force the lower income residents out because of tax raises.

10 David Sturtz said they do not like to give reports that sit on a shelf. He said what they have
 11 presented is a very expensive plan. He said that he does not see big enough strategic changes
 12 that would get them out of paying for these large expenses. He said that they have proposed
 13 thinking about affording it over time and revisiting every five years. He said if it could be executed
 14 in fifteen years, which would be fantastic but if it is longer, then it needs to be planned for success.
 15 He said the piling up of deferred maintenance reaches a billion dollars, but it shows a whopping
 16 capital need, and it is growing regardless of the effort from the Board. He said that it is an uphill
 17 battle in North Carolina because of the amount of state funding compared to the level of need. He
 18 said that does not erase the need; it just makes it harder.

19 Slide #15
 20

RECOMMENDATION PHASE 1 (1-5 YEARS)

- Align facility capacity with enrollment
 - Consolidates one ES at CHCCS
 - Construct New ES west OCS



CHAPEL HILL-CARRBORO CITY SCHOOLS

Facility	Strategy	Budget
Carboro ES	Replacement School	\$49.5M
New MS	New School	\$71.5M
Estes Hills ES	Consolidate	\$1.3M
Frank Porter Graham ES	Consolidate	\$1.4M
Carboro High	High Priority Needs	\$37.7M
Culbreth MS	Replacement School	\$71.5M
Smith MS	Adequacy	\$16.3M
Total		\$249.2M

ORANGE COUNTY SCHOOLS

Facility	Strategy	Budget
Central ES (Partial Rebuild)	Replacement School	\$34.5M
New ES	New School	\$49.5M
Hillsborough ES	Consolidate	\$1.3M
Orange MS	Replacement School	\$71.5M
New Hope ES	Adequacy	\$13.0M
Partnership Academy	Replacement School	\$9.4M
Total		\$179.2M

21 David Sturtz said that McDougle would become just an elementary school and be a hub
 22 for all of the dual language programs in the elementary and middle schools. He said then the new
 23 middle school is reconfigured, and all of this can be done without temporary classrooms. He said
 24 that Chapel Hill High School has expensive needs and they settled on the high priority needs.
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1 Slide #16

RECOMMENDATION PHASE 2 (5-10 YEARS)

- Improve educational adequacy
- Address condition needs



CHAPEL HILL-CARRBORO CITY SCHOOLS

Facility	Strategy	Budget
Phoenix Academy	Renovation	\$5.7M
Chapel Hill High	High Priority Needs	\$10.9M
Ephesus ES	Renovation	\$28.9M
Morris Grove ES	Renovation	\$11.8M
Radhikis ES	Renovation	\$15.1M
E. Chapel Hill HS	Renovation	\$23.2M
Phillips MS	Replacement School	\$71.5M
Total		\$167.0M

ORANGE COUNTY SCHOOLS

Facility	Strategy	Budget
Eiland-Cheeks ES	Adequacy	\$3.4M
Grady Brown ES	High Priority Needs	\$4.8M
Pathways ES	High Priority Needs	\$4.7M
River Park ES	High Priority Needs	\$6.7M
Cedar Ridge HS	High Priority Needs	\$6.3M
Maintenance Department	High Priority Needs	\$0.0M
Orange HS	Replacement School	\$153.9M
Transportation Department	High Priority Needs	\$1.7M
Total		\$183.5M



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Commissioner Fowler asked if the mobile units would be replaced or if they would still be there.

David Sturtz said the mobile units can come offline as the population declines. He said that getting rid of them is more challenging than one might think because once they have a space of their own, it is hard to go back into the school.

Commissioner Fowler asked if would be consolidated.

David Sturtz said that option was looked at, but at this stage there is no clear and present direction. He said that in this case, consolidation may not be the appropriate term because it is two separate configurations that could be a consolidation or a conjoining. He said that Estes Hills is done after construction, and they did not prescribe what should be done with it. He said that in this phase, it just goes away.

1 Slide #17

RECOMMENDATION PHASE 3 (10-15 YEARS)

- Improve educational adequacy
- Address condition needs



CHAPEL HILL-CARRBORO CITY SCHOOLS

Facility	Strategy	Budget
McDougle ES-MS	Renovation	\$52.1M
Glenwood ES	Renovation	\$26.3M
Northside ES	Renovation	\$14.2M
Scroggs ES	Renovation	\$12.2M
Seawell ES	Renovation	\$25.9M
Total		\$130.7M

ORANGE COUNTY SCHOOLS

Facility	Strategy	Budget
Welcome Center	High Priority Needs	\$0.7M
A.L. Stanback MS	Renovation	\$54.0M
Gravelly Hill MS	Renovation	\$48.5M
Total		\$103.2M

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4 Slide #18

PHASE	FACILITY	STRATEGY	BUDGET	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	
				PHASE 1															
CHCCS	Carrboro ES	Replacement School	\$49.5M	\$5.9M	\$15.9M	\$10.6M													
	New MS	Replacement School	\$71.5M	\$14.3M	\$28.6M	\$28.6M													
	Estes Hills ES	Consolidate	\$1.3M			\$1.3M													
	Frank Porter Graham ES	Consolidate	\$1.4M			\$1.4M													
	Carrboro HS	High Priority Needs	\$37.7M			\$7.5M	\$15.1M	\$15.1M											
	Culbreth MS	Replacement School	\$71.5M			\$14.3M	\$28.6M	\$28.6M											
	Smith MS	Adequacy	\$16.2M				\$16.2M												
	Central ES (Partial Rebuild)	Replacement School	\$14.5M	\$17.2M	\$17.2M														
	New ES	New School	\$49.5M	\$9.9M	\$19.8M	\$19.8M													
	Hillsborough ES	Consolidate	\$1.3M			\$1.3M													
OCS	Orange MS	Replacement School	\$71.5M			\$7.1M	\$35.8M	\$28.6M											
	New Hope ES	Adequacy	\$13.0M					\$13.0M											
	Partnership Academy	Replacement School	\$6.4M					\$6.4M											
	TOTAL		\$428.4M	\$51.3M	\$86.8M	\$89.9M	\$95.7M	\$94.7M											
PHASE 2																			
CHCCS	Phoenix Academy	Renovation	\$5.7M						\$5.7M										
	Chapel Hill HS	High Priority Needs	\$10.0M							\$10.0M									
	Ephesus ES	Renovation	\$20.0M							\$14.4M	\$16.4M								
	Morris Grove ES	Renovation	\$11.8M							\$11.8M									
	Rashkis ES	Renovation	\$15.1M								\$15.1M								
	E. Chapel Hill HS	Renovation	\$23.2M									\$23.2M							
	Phillips MS	Replacement School	\$71.5M								\$14.3M	\$28.6M	\$28.6M						
	Elford-Cheeks ES	Adequacy	\$3.4M						\$3.4M										
	Grady Brown ES	High Priority Needs	\$4.8M						\$4.8M										
	Pathways ES	High Priority Needs	\$4.7M						\$4.7M										
OCS	River Park ES	High Priority Needs	\$6.7M						\$6.7M										
	Cedar Ridge HS	High Priority Needs	\$6.3M						\$6.3M										
	Maintenance Department	High Priority Needs	\$0.0M						\$0.0M										
	Orange MS	Replacement School	\$153.9M			\$7.7M				\$22.1M	\$41.4M	\$65.4M							
Transportation Department	High Priority Needs	\$1.7M										\$1.7M							
TOTAL		\$348.5M			\$7.7M				\$31.6M	\$48.4M	\$102.1M	\$105.2M	\$53.5M						
PHASE 3																			
CHCCS	McDougle ES-MS	Renovation	\$52.1M											\$52.1M					
	Glenwood ES	Renovation	\$26.3M											\$26.3M					
	Northside ES	Renovation	\$14.2M												\$14.2M				
	Scroggs ES	Renovation	\$12.2M												\$12.2M				
	Seawell ES	Renovation	\$25.9M												\$25.9M				
OCS	Welcome Center	High Priority Needs	\$0.7M										\$0.7M						
	A.L. Stanback MS	Renovation	\$54.0M							\$10.8M	\$21.6M	\$21.6M							
	Gravelly Hill MS	Renovation	\$48.5M											\$9.7M	\$19.4M	\$19.4M			
TOTAL		\$233.0M												\$11.5M	\$73.7M	\$47.9M	\$36.1M	\$45.3M	\$19.4M
GRAND TOTAL		\$1,010.0M	\$51.3M	\$86.8M	\$107.0M	\$95.7M	\$94.7M	\$31.6M	\$48.4M	\$102.1M	\$105.2M	\$85.0M	\$73.7M	\$47.9M	\$36.1M	\$45.3M	\$19.4M		

David Sturtz said this is not a readable slide, but it shows how the plan was constructed and laid out. He said that the high priority needs he has been talking about are shown on this slide.

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1 Slide #19



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CONTEXT FOR THE RECOMMENDATIONS

- State of North Carolina **contributes significantly less** than the national average to local district capital needs*
 - National average for state contributions to local district capital outlay = 22%
 - NC averages 10%
 - NC contribution to Orange County school capital outlay **averaged 5%** from 2015-present
 - NC districts average **half the long-term** debt per student,
 - Likely compounded by the lack of state investment,
 - Long-term debt is the standards means for major capital investment
 - NC has the **third lowest investment in M&O** per square feet of schools in the nation
- This context **increases the local burden** on NC counties to fund school facilities yet **does not change realities** of the need

* Filardo, Mary. 2021 State of Our Schools: America's PK-12 Public School Facilities 2021. Washington, D.C.: 21st Century School Fund.



5
6 David Sturtz said that he met with finance staff before the meeting. He said he wanted to
7 be prepared because this is an incredibly difficult task. He said the state contributes only 5% to
8 Orange County and that the national average is 50%. He said that NC has the third lowest
9 investment in maintenance and operation per square foot in the nation. He said that increases
10 the local burden, but it does not change the reality of the need.

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1 Slide #21

BENEFITS

- **Strategic investment**

- Removing high investment facilities through consolidations
- Replacing schools addresses condition and adequacy of older/outdated facilities
- Improve portfolio age

- **Address capacity**

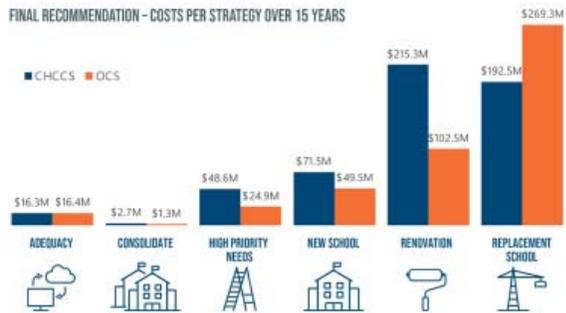
- CHCCS consolidating Elementary Schools
- Orange adding Elementary School at west side

- **Improve educational adequacy**

- Replace small outdated spaces

- **Gain operational efficiencies**

- Consolidation elementary schools CHCCS
- Opportunity to expand dual language program



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David Sturtz said that they would not be doing their job if they denied the reality of the need. He said that the strategic investments that are recommended are spread over 15 years.

Slide #22



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Chair Bedford asked what the assumptions were about inflation.

David Sturtz said normal inflation planning is 3% a year over the next seven years and then they plan to the midpoint. He said phase one was planned at 3% and then the midpoint was set afterwards.

1 Commissioner Fowler said 6% a year was planned for Chapel Hill High School and actual
2 inflation was around 30%. She asked how is 3% adequate.

3 David Sturtz said 3% is a low number but it is what average was prior to COVID. He said
4 that inflation can be adjusted and acknowledged that 3% is low, but it includes hard and soft costs.
5 He said if higher inflation needs to be modeled, it can be.

6 Commissioner McKee said he appreciates what the consulting team has done. He said
7 he is not interested in taxing residents out of the county. He said the Board will have to find some
8 middle ground. He said that he lived through 20-25 years of increases and that he remembers
9 what that did to homeowners. He said they are sitting in an old school building, and it was made
10 to be very nice and useful.

11 David Sturtz said that middle ground is practically the top priority in both districts. He said
12 if phase one needs to be 10, 15, 20 years, that it needs to be top priority.

13 Commissioner McKee said that they are in a catch 22.

14 David Sturtz said they have worked with others on revenue streams. He said that frankly,
15 they need help from the state coming in. He said that he understands they are in a conundrum.
16 He said major renovations, major construction, and bumping up the maintenance and operations
17 spending as much as they can.

18 Travis Myren said on December 12th the Board will run scenarios through debt models
19 and provide the tax equivalent analysis. He said they will show how that impacts debt to general
20 fund policy.

21 Commissioner Richards said at that point there will be a not to exceed number and then
22 they can go back and reprioritize to see what fits.

23 Chair Bedford said in early April the County Manager's CIP budget will be considered.

24 Commissioner McKee said the last time the Board talked about bonds there was a \$125
25 million limit. He said it was difficult because they had to decide if they focus it all on schools or
26 how it would be used. He said it ended up the need was so great for the schools, they majority
27 focused on using it at all for the schools.

28 Chair Bedford said it would be nice to see the schedule again to see revenue from
29 economic development.

30 Travis Myren said revenue assumptions are built into the debt model and they will go
31 through all of those assumptions.

32 Commissioner Hamilton thanked the Woolpert team for the presentation. She said a plan
33 is needed to try to start digging the county out of a hole. She said that she wants to get the full
34 number so the community can understand how much it really costs. She said that the Board still
35 needs to advocate to the state for more investment in school capital needs. She said this report
36 helps them make decisions while having all of the information. She said that investing in children
37 saves money in the future on other items. She said this starts them on the road to meet the needs
38 of children.

39 Chair Bedford asked if Phases 1 and 2 were part of option D.

40 David Sturtz said the difference between option C and D is timing. He said that once there
41 is a hard number to plan to, they can funnel down option D within that time.

42 Chair Bedford said she wants to see the state of the facilities conditions report. She said
43 she would also like to see the background report. She said that would help her understand the
44 recommendations better. She asked if they looked at taking Glenwood offline and place housing
45 for teachers there.

46 David Sturtz said no.

47 Chair Bedford asked if they would be willing to sit with a group of commissioners to go
48 over needs at each school.

49 David Sturtz said they could do a remote meeting.
50

1 **PUBLIC COMMENTS:**

2 Rani Dasi from the Chapel Hill Carrboro City Schools Board of Education said one of the
3 things that has been missing is information and now they have that. She asked the
4 Commissioners to move quickly because the longer they wait, the more expensive it becomes.
5 She said they need to think creatively about funding sources. She said that when they rebuilt
6 Chapel Hill High, there were three buildings that were not touched at all so when you get 15 years
7 out, that brings needs from the new part and the older parts of the building.
8

9 **7. Reports**

10 None.

11
12 **8. Consent Agenda**

- 13
14
- 15 • Removal of Any Items from Consent Agenda
 - 16 • Approval of Remaining Consent Agenda
 - 17 • Discussion and Approval of the Items Removed from the Consent Agenda

18 A motion was made by Commissioner Hamilton, seconded by Commissioner Fowler, to
19 approve the consent agenda.
20

21 **VOTE: UNANIMOUS**

22
23 **a. Minutes**

24 The Board approved the draft minutes from the October 10, 2023, October 17, 2023, and
25 November 2, 2023 BOCC Meetings as presented.

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

27 The Board adopted a resolution to release motor vehicle property tax values for five (5) taxpayers
28 with a total of five (5) bills that will result in a reduction of revenue.

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

30 The Board adopted a resolution to release property tax values for seven (7) taxpayers with a total
31 of twelve (12) bills that will result in a reduction of revenue.

32 **d. Late Applications for Property Tax Exemption/Exclusion**

33 The Board approved fourteen (14) untimely applications for exemption/exclusion from ad valorem
34 taxation for fourteen (14) bills for the 2023 tax year.

35 **e. Orange County Waterstone EMS Station Memorandum of Understanding**

36 The Board approved a Memorandum of Understanding (MOU) for the Orange County Emergency
37 Medical Station and Orange Rural Fire Department co-location Waterstone facility located at 350
38 College Park Road, Hillsborough and authorized the County Manager to execute the MOU,
39 subject to final review by the County Attorney, and any subsequent amendments on behalf of the
40 Board.

41 **f. End Point Protection – Managed Detection Response CrowdStrike Contract Renewal**

42 The Board approved the three-year contract renewal with Carahsoft Technology Corporation
43 (Carahsoft) and CrowdStrike in the amount of \$357,829.88 over three years and authorized the
44 Manager to execute all necessary contracts as well as any future amendments.

45 **g. Schools Adequate Public Facilities Ordinance (SAPFO) – Approval of Membership and
46 Capacity Numbers**

47 The Board approved and authorized the Chair to sign the November 15, 2023 Membership and
48 Capacity numbers provided at Attachment 1, as submitted by each school district.

49 **h. Approval of a Professional Services Contract with BGE, Inc. for the Lake Orange
50 Perimeter Survey**

1 The Board approved and authorized the Chair to execute the final professional services
 2 agreement with BGE, Inc. (Attachment 1) on behalf of the Board, contingent upon final review of
 3 the professional services agreement by the County Attorney; and authorized the County Manager
 4 to execute any subsequent professional services agreement amendments with BGE, Inc., on
 5 behalf of the Board, up to the approved and available CIP budget amount and subject to final
 6 review by the County Attorney.

7 **i. Changes in BOCC Meeting Schedule for 2024**

8 The Board amended its meeting calendar for 2024 to hold the Assembly of Governments meeting
 9 at the Southern Human Services Center at 7:00 pm on January 23, 2024, and the Legislative
 10 Breakfast at the Whitted Human Services Center at 8:30 am on March 21, 2024.

11 **j. Boards and Commissions – Appointments**

12 The Board approved Boards and Commissions appointments as reviewed and discussed during
 13 the November 9, 2023 Work Session.

14
 15 **9. County Manager's Report**

16 Travis Myren reviewed the information items in the packet and highlighted the
 17 memorandum from Solid Waste.

18
 19 **10. County Attorney's Report**

20 John Roberts had no report for the Board.

21
 22 **11. *Appointments**

23 None.

24
 25 **12. Information Items**

- 26
 27
 - November 14, 2023 BOCC Meeting Follow-up Actions List
 - Tax Collector's Report – Numerical Analysis
 - Tax Collector's Report – Measure of Enforced Collections
 - Tax Assessor's Report – Releases/Refunds under \$100
 - Memorandum – Equity and Inclusion Update
 - Memorandum – Update on Waste and Recycling Center Consolidation
 32

33
 34 **13. Closed Session**

35 None.

36
 37 **Adjournment**

38
 39 A motion was made by Commissioner Fowler, seconded by Vice-Chair Greene, to adjourn
 40 the meeting at 9:46 p.m.

41
 42 **VOTE: UNANIMOUS**

43
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 49
 Jamezetta Bedford, Chair

47 Recorded by Tara May, Deputy Clerk to the Board

48
 49 Submitted for approval by Laura Jensen, Clerk to the Board

1 DRAFT

2 **MINUTES**
3 **ORANGE COUNTY**
4 **BOARD OF COMMISSIONERS**
5 **BUSINESS MEETING**
6 **December 12, 2023**
7 **7:00 p.m.**

8 The Orange County Board of Commissioners met for a Business Meeting on Tuesday,
9 December 12, 2023, at 7:00 p.m. at the Southern Human Services Center in Chapel Hill, NC.

10
11 **COUNTY COMMISSIONERS PRESENT:** Chair Jamezetta Bedford, Vice-Chair Sally Greene
12 and Commissioners Amy Fowler, Jean Hamilton, Earl McKee (arrived at 7:16 p.m.), Phyllis
13 Portie-Ascott, and Anna Richards

14 **COUNTY COMMISSIONERS ABSENT:** None.

15 **COUNTY ATTORNEYS PRESENT:** John Roberts

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

19
20 Chair Bedford called the meeting to order at 7:01 p.m. All commissioners were present,
21 except for Commissioner McKee.

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

24 None.

25
26 **2. Public Comments (Limited to One Hour)**

27
28 Chair Bedford read the public charge:

29
30 *The Board of Commissioners pledges its respect to all present. The Board asks those attending*
31 *this meeting to conduct themselves in a respectful, courteous manner toward each other, county*
32 *staff and the commissioners. At any time should a member of the Board or the public fail to*
33 *observe this charge, the Chair will take steps to restore order and decorum. Should it become*
34 *impossible to restore order and continue the meeting, the Chair will recess the meeting until such*
35 *time that a genuine commitment to this public charge is observed. The BOCC asks that all*
36 *electronic devices such as cell phones, pagers, and computers should please be turned off or set*
37 *to silent/vibrate. Please be kind to everyone.*

38
39 **a. Matters not on the Printed Agenda**

40 Andrew Lindstrom said he was there to speak out against the proposed waste facility at
41 Orange Grove Road and Highway 54 intersection. He said his home is 2,000 feet away from the
42 proposed facility. He said he feels obligated to speak out on behalf of his community against the
43 proposal. He said he's lived over half of his life in Orange County. He said he has lived in 4
44 different residences in 34 consecutive years in the county. He said he does so because he wants
45 a higher quality of life. He said he wants better planning, better schools, better roads, better
46 services, more predictability and more transparency. He said it is more expensive, but it was well
47 worth it up until this point. He said the community is shocked and saddened that their quiet rural,
48 residential community may be forced to have an industrial waste handling facility inserted into a
49 space that is zoned rural residential. He said it will bring the devaluation of their homes and a
50 host of safety, traffic, pollution, and noise concerns. He said they strongly feel that a better site,

1 that doesn't impact a large residential community can be identified. He asked that the Board
2 withdraw this proposal.

3 Jessica Sheffield is the executive director of Eno River Association. She said they've been
4 working for nearly 60 years in the watershed to protect the natural, cultural, and historical
5 resources it provides to Orange County. She invited the Board to take a hike with the organization
6 on January 1, 2024 at 2 p.m. She shared the 2024 Eno River Association calendar with the
7 Board. She said the theme for 2024 is to highlight those who use the river.

8 Terri Buckner thanked the Board for asking staff to investigate the water supply watershed
9 boundary issue. She said that at the end of September, the storm water group came out to meet
10 with her and her neighbors to learn more about their growing storm water problems and what
11 actions they can take to mitigate the flooding. She said that they were great and did not talk
12 down to the community members and gave them helpful information. She said they have a
13 trusting relationship. She said that same night the Town of Chapel Hill held their in-person
14 information session on the water and sewer boundary extension. She said she could not
15 participate in that session, but was able to participate in the first forum, which was held over Zoom.
16 She said the forum contained very little information and was attended by fewer than 15 individuals
17 who were not employed by the town. She said after a very short presentation on WASMPBA
18 [Water and Sewer Management, Planning, and Boundary Agreement] the floor was open to
19 questions. She said one of the questions was whether the town plans to annex the affordable
20 housing community planned for the town-owned land south of Dogwood Acres and Southern
21 Community Park. She said the response was that voluntary annexation is generally part of that
22 kind of development. She said the town has not informed impacted residents of any annexation
23 plans associated with WASMPBA or the expansion. She said that a recent email to the Town
24 Council from Ralph Karpinos, the now retired long-time town attorney, makes clear that
25 annexation would be a likely next step. She provided copies of his email to the Board and asked
26 that the email be entered into the county's record for future reference:
27

Dear Mayor and Council Members:

I write to offer one comment about the possible policy changes to allow extension of water and utility services between the present Town limits and the Orange/Chatham County border.

I have not followed your discussion in detail on this subject, but, if this issue has not been raised before, I want to suggest that the Council consider making a condition of the extension of water and sewer service in this area that the property owners agree to and submit valid petitions for their properties to be annexed to the Town so that residents may receive all Town services and so that property owners may contribute to the provision of those services through Town ad valorem property taxes.

Thank you for your service to the Town.

Sincerely,

Ralph Karpinos
Town resident
112 Braswell Road

28 She asked the Board to not consider the town's request to expand the urban services boundary
29 until the county's comprehensive planning process is complete, and changes to the town's LUMO
30 [Land Use Management Ordinance] have been adopted, including an accurate water supply
31 watershed map with zoning aligned to the state standards that protect drinking water.
32

33 BJ Warshaw read from the following statement:

34 I'd like to first quickly thank you all for hearing us speak about WASMPBA at the last Board of
35 County Commissioners meeting, particularly Commissioner Fowler and Commissioner Greene
36 for recommending that County Staff conduct further research on the southern area watersheds
37 and environmental regulations. Those of us who live in the area had asked for an environmental
38 impact study before the Town Council voted on the extension and the watershed mapping error
39 we raised with you is evidence in favor of that request.

40 I'm glad that the County will be researching this issue, such that everyone – residents, developers,
41 and governments alike – can understand precisely what type of development would be allowed
42 in this area under the March 2023 rules, presuming we abide by state watershed protection

1 regulations. Without that information, Chapel Hill's too-vague plans of dense development along
2 15-501 are missing key data points which may, indeed, impact the suitability of extending urban
3 services.

4 Until the watershed issue is resolved, we can't know what kind of development will be allowed in
5 the Southern Area. The reason I, and others, have been requesting comprehensive planning and
6 environmental study is to have better insight around what works well for our community's growth
7 needs as well as the environment, our drinking water, wildlife, traffic and infrastructure, and the
8 livelihood of current residents.

9 I'm a member of the Southern Entryway Alliance, a small group of neighbors concerned about
10 development and its impacts, who have been communicating with you all for some time. We've
11 been trying to keep folks aware of the proposed WASMPBA amendment, but it's challenging and
12 time-consuming work. We have an email list with over 100 subscribers, most of whom live in the
13 Chapel Hill or Carrboro ETJs, and who have expressed deep concern to us about Chapel Hill's
14 recent WASMPBA amendment vote. Please remember that the Board of County Commissioners
15 remain the best and only direct representatives for those of us living in the ETJs. We are
16 collectively hoping for much better clarity around proposed development, before you decide to
17 take up the Town's request to amend the water and sewer boundaries.

18 Thanks in advance for your continued attention to this issue.

19 Julie McClintock read from the following statement:

20 One reason Orange County and its towns have experienced fewer growing pains than other
21 neighboring Counties is because we've planned ahead. Orange County engaged in joint planning
22 when they passed the 1986 Joint Land Use Plan and the WASMPBA agreement. Good joint
23 planning has allowed our County to protect its rural roots, grow urban densities without sprawl -
24 in an orderly sustainable way that protects our water supply watersheds.

25 It was alarming that the Chapel Hill Council proposed to modify the WASMPBA agreement in
26 November without any common understanding about what they wanted to accomplish when
27 utilities were added. What happens could vary from acres of townhouses to Bluehill - like
28 apartment buildings - to something else. We really have no idea, nor do the folks living in southern
29 Orange County.

30 Chapel Hill's action was taken in an illogical order. Why not allow full input of residents and
31 affected parties to comment on land use changes as part of the County's new Land Use Plan?
32 Why not allow Chapel Hill to complete its land use revisions as part of the Complete Communities
33 framework when there is a clear plan to propose? Utility map changes can follow.

34 These are all reasons why the Orange County Commission should await these outcomes and not
35 make premature changes to the joint planning boundary agreement.

36 Where did this utility agreement come from?

37 Julie McClintock continued her comments by stating that she was the OWASA Board Chair at the
38 time. She said that in the 1990's OWASA was starting to respond to public health emergencies
39 and requests to put in water and sewer. She said that infrastructure development was starting to
40 break down the land use plan. She said the local governments got together to create a plan for
41 where they would put water and sewer.

42 Julie McClintock continued reading from the following statement:

43 No one knows the consequences of placing utilities in a water supply watershed without studying
44 it first. Based on OWASA's calculations, as many as 2,200 residential units would turn Southern
45 Orange County from rural to urban overnight without any guarantee of BRT funding, missing
46 middle housing or a traffic free corridor enabling patients to get through to UNC hospitals.

47 A person identifying himself as Madden thanked the Board for what they do. He asked
48 the Board how they would they like some more money. He said before the US Constitution was
49 ratified, representatives came to Hillsborough and voted not to ratify the US constitution because
50 it wasn't good enough at the time. He wanted to know if it would be possible to appeal to historians
51 from outside of Orange County who would like to come visit and learn more about that and

1 possibly spend money. He said that he was informed that the magistrates, particularly in
2 Hillsborough, have too many requests to perform marriage ceremonies because it is an idyllic
3 location with plenty of parking. He said it brings in more money than it costs. He said that
4 magistrates are turning away people with marriage licenses from counties other than Orange or
5 Chatham because they don't have time to respond to all of the requests.

6
7 *(Commissioner McKee arrived at 7:16 p.m.)*
8

9 Scot Shepard said he lives in the Collins Creek neighborhood and wanted to speak on the
10 proposed solid waste facility process. He said it was hard to figure out where things were, and
11 he wants to know where things are going next. He said there are people doing work on the land
12 in the proposal. He asked what the status is and if they don't know, when will they know.

13
14 Chair Bedford said that the Board typically does not respond to public comments, but that
15 there was an information item in the agenda packet for the December 4, 2023 BOCC business
16 meeting that had an update on the solid waste facility proposal.

17
18 **b. Matters on the Printed Agenda**

19 *(These matters will be considered when the Board addresses that item on the agenda below.)*
20

21 **3. Announcements, Petitions and Comments by Board Members**

22 Commissioner Fowler had no comments.

23 Commissioner Hamilton said she attended the Alliance board meeting. She said that local
24 management for Alliance will be expanding with the addition of Harnett County. She said she
25 officially filed for re-election to the Board of County Commissioners.

26 Vice-Chair Greene said she along with several others attended the dedication of the Pauli
27 Murray mural on the side of the Sportsplex building, which was sponsored by the Racial Justice
28 Commission and the Office of Equity and Inclusion. She encouraged everyone to see it. She
29 said she and Commissioners McKee and Portie-Ascott attended a meeting of Justice United
30 where the topic was Lumos and broadband implementation. She said there were representatives
31 from Lumos who did a good job answering questions about the status of the implementation. She
32 said she and Commissioner Fowler attended the Master Aging Plan quarterly meeting. She said
33 the Department on Aging won an award from AARP. She said there is planning between the
34 DCHC MPO and the Capital Area MPO to develop the next metropolitan transportation plan called
35 Destination 2055. She said that the public can submit input and ideas at Destination2055nc.com.

36 Chair Bedford wished everyone happy holidays.

37 Commissioner Richards said she went to the Behavioral Health Task Force quarterly
38 meeting, where they received an update on the diversion facility and mental health plans. She
39 said she went to the Family Success Alliance advisory meeting, where they received a
40 presentation by Safe Kids Orange County. She said they have a gun cable lock program for gun
41 safety, a new safe driver program, and a medication disposal program. She said they have
42 educated 625 Orange County Schools students on fire and burn safety. She said she was very
43 happy to see on the consent agenda an amendment for the Housing Choice voucher program.
44 She said they are adding money because they have placed more housing clients on vouchers
45 than anticipated, which she congratulated them for.

46 Commissioner McKee said community meetings for Lumos will continue to occur as the
47 project moves through different phases. He wished everyone happy holidays.

48 Commissioner Portie-Ascott said she and Vice-Chair Greene and Commissioner Fowler
49 attended the Habitat for Orange five-year strategic planning presentation. She said since 1984
50 they have built over 350 homes and repaired over 250 in Orange County. She said they have a
51 plan to serve more families and advocate for housing access. She said their goal is to build 140

1 new homes and repair 200 homes in the next 5 years. She said she met with Kevin Leonard,
 2 Executive Director of the NC Association of County Commissioners [NCACC] and received an
 3 orientation on the different steering committees. She said that the Presidential Task Force's
 4 theme for the next year is "One More Thing." She said that the President of NCACC is challenging
 5 counties to do "one more thing" to help save the lives of those suffering from substance abuse
 6 disorder. She said he discussed the legislative goals process, which will take about 6 months to
 7 complete. She said Orange County is encouraged to approve a resolution establishing a goal for
 8 the association to work on.

9 Commissioner Fowler said she was impressed by the Master Aging Plan and how well
 10 organized it was and how the meeting was run. She said she served on the Housing group. She
 11 said one idea they came up with was the inclusion of universal design in the county's affordable
 12 housing rubric. She petitioned the affordable housing collaborative to add that to the rubric. She
 13 said Habitat for Orange has big plans for the county. She said she volunteered for Toys for Tots
 14 along with Commissioner Portie-Ascott. She said it was a joyful couple of hours. She wished
 15 everyone happy holidays.

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

18 None.

19 20 **5. Public Hearings**

21 None.

22 23 **6. Regular Agenda**

24 **a. Opioid Advisory Committee Settlement Use Recommendations and Approval of Budget** 25 **Amendment #4-B**

26 The Board:

- 27 1) received an update on the Opioid Advisory Committee and recommendations from the
- 28 Committee regarding the use of Opioid Settlement Funds that support Option A of the
- 29 Memorandum of Agreement (MOA) on the Allocation and Use of Opioid Settlement Funds
- 30 in North Carolina;
- 31 2) approved the resolution regarding the expenditure of Opioid Settlement Funds; and
- 32 3) approved Budget Amendment #4-B.

33
 34 **BACKGROUND:** In July 2021, a bipartisan coalition of state attorneys general announced the
 35 National Opioid Settlement – a historic \$26 billion agreement that will help bring desperately
 36 needed help to communities harmed by the opioid epidemic. The State of North Carolina and all
 37 100 counties, including Orange County, joined the agreement. Orange County is expected to
 38 receive \$6,799,780 over an 18-year period.

39
 40 In September 2022, the BOCC approved the appointment of the Orange County Opioid Advisory
 41 Committee with the following charge:

- 42 • Discuss opioid-related health concerns and issues impacting the residents of Orange
- 43 County;
- 44 • Advise the Board of Commissioners on options to expend funds to prevent opioid abuse
- 45 and remedy opioid impacts;
- 46 • Plan and host an annual meeting open to the public to receive input on proposed uses of
- 47 the settlement funds and to encourage collaboration between local governments.

1 The Board also voted on Option A for the use of the settlement funds per the NC Memorandum
2 of Agreement Opioid Settlement.

3 In January 2023, Orange County received an additional payment of \$44, 629 from the National
4 Opioid Abatement Trust II (NOAT II). NOAT II is separate and distinct from the National
5 Distributors/Janssen settlements. As of August 2, 2023, Orange County has received six (6)
6 deposits for the Opioid Special Revenue Account in the amount of \$1,337,170.67. The total
7 allocation for Fiscal Year 2023-24 is \$435,750.00. Fiscal Year 2024-25 allocations (Year 2 of
8 Lantern Project, Freedom House and NC FIT) equal \$374,902. A total of \$526,518.67 remains
9 for new opioid mitigation strategies.

10
11 The Opioid Advisory Committee met on August 14, 2023, and September 11, 2023, and received
12 and discussed a total of five proposals for use of Opioid Settlement Funds in Orange County.
13 New funding requests include:

14 **Reintegration Support Network (RSN)**

- 15 ▶ \$265,316 for a 2-Year Period (\$132,658.00/year)

16 **OC-EMS Post-Overdose Response Team (PORT)**

- 17 ▶ Option 1- \$1,060,132.75 (3-Year Period)
- 18 ▶ Option 2 - \$846,047.13 (3-Year Period)
- 19 ▶ Option 3 - \$582,378.50 (3-Year Period)

20 **Grow Your World**

- 21 ▶ \$186,770.64 (Year 1); \$192,170.64 (Year 2)
- 22 ▶ \$378,941.28 for a 2-Year Period

23 **Transition Support & Recovery**

- 24 ▶ \$165,170 (Year 1); \$165,630 (Year 2)

25 **Harm Reduction Coordinator**

- 26 ▶ \$108,025/year for a 2-Year Period

27
28 The Opioid Advisory Committee created a Funding Subcommittee to review each proposal in
29 detail using the following criteria:

- 30 • Must address one of the 12 mitigation strategies listed in Option A of the Settlement MOA
 - 31 ▶ 1. Collaborative strategic planning
 - 32 ▶ 2. Evidence-based addiction treatment
 - 33 ▶ 3. Recovery support services
 - 34 ▶ 4. Recovery housing support
 - 35 ▶ 5. Employment-related services
 - 36 ▶ 6. Early intervention
 - 37 ▶ 7. Naloxone distribution
 - 38 ▶ 8. Post-overdose response team
 - 39 ▶ 9. Syringe Service Program
 - 40 ▶ 10. Criminal justice diversion programs
 - 41 ▶ 11. Addiction treatment for incarcerated persons
 - 42 ▶ 12. Reentry programs
- 43 • Program serves Orange County residents; population served
- 44 • Government entity, 501c3, Non-profit Community Partner
- 45 • Equity Impact
- 46 • Evidence-Based Practices
- 47 • Project Need (Orange County Data Supported)
- 48 • Experience & Organizational Capacity
- 49 • Budget & Budget Narrative

The Advisory Committee recommends the following use of Opioid Settlement Funds:

Reintegration Support Network (RSN)

- ▶ \$20,000.00 – 1 Year

OC-EMS Post-Overdose Response Team (PORT)

- ▶ Option 2 - \$846,047.13 (3-Year Period)
- ▶ \$244,020.00 /1st year

Grow Your World

- ▶ \$20,000.00 – 1 Year

Transition Support & Recovery

- ▶ \$20,000.00 – 1 Year

Harm Reduction Coordinator

- ▶ \$108,025/year for a 2-Year Period

The total dollar amount of Opioid Settlement Funds appropriated across the above named and authorized strategies is \$412,045.

FINANCIAL IMPACT: Budget Amendment #4-B recognizes \$455,617 in new revenue for the Opioid Settlement Fund and authorizes projects for each of the named and authorized strategies. It also creates four (4) new time limited positions – three (3) Emergency Medical Services (EMS) Post-Overdose Response Team Members through December 31, 2026, and one new Harm Reduction Coordinator in the Health Department through December 31, 2025.

Opioid Settlement Fund (\$64,200) - Fund #27

Revenues for this project:

	Current FY 2023- 24	FY 2023-24 Amendmen t	FY 2023- 24 Revised
Opioid Settlement Funds	\$881,554	\$455,617	\$1,337,171
Total Project Funding	\$881,554	\$455,617	\$1,337,171

Appropriated for this project:

	Current FY 2023- 24	FY 2023-24 Amendmen t	FY 2023- 24 Revised
Evidence-based Addiction Treatment (Lantern Project)	\$164,862	\$173,105	\$337,967
Recovery Support Services (Freedom House)	\$122,188	\$128,297	\$250,485
Reentry Program (NC FIT)	\$70,000	\$73,500	\$143,500
Naloxone Distribution	\$14,500	\$0	\$14,500
Student Health Action Coalition (SHAC) Syringe Service Program	\$64,200	\$0	\$64,200
Reintegration Support Network (RSN)	\$0	\$20,000	\$20,000
Post-Overdose Response Team (PORT)	\$0	\$244,020	\$244,020
Grow Your World	\$0	\$20,000	\$20,000
Transition Support & Recovery	\$0	\$20,000	\$20,000
Harm Reduction Coordinator	\$0	\$108,025	\$108,025

Unallocated	\$445,804	(\$331,330)	\$114,474
Total Costs	\$881,554	\$455,617	\$1,337,171

Quintana Stewart, Public Health Director, made the following presentation:

Slide #1

ORANGE COUNTY, NC OPIOID ADVISORY COMMITTEE

December 12, 2023

Slide #2

NC Memorandum of Agreement (MOA)

- The MOA governs the allocation, use, and reporting of certain opioid settlement funds in North Carolina.
- To comply with the MOA, a local government receiving opioid settlement funds must do the following:
 - A. **Establish a fund.** A local government receiving opioid settlement funds must secure them in a special revenue fund. These funds are subject to audit and cannot be commingled with other funds.
 - B. **Authorize spending.** Before spending opioid settlement funds, a local government must authorize the expenditure of such funds. This must take place through a formal budget or resolution that includes certain details including the amount, time period, and specific strategy funded.
 - C. **Understand and follow the options.** A local government must spend opioid settlement funds on opioid remediation activities authorized under **Option A** or Option B as detailed in the MOA.
 - D. **Report spending and impact.** A local government that receives, spends, or holds opioid settlement funds during a fiscal year must file an annual financial report within 90 days of the end of the fiscal year. (This report is required if funds are received or held, even if they are not spent.) A local government that spends opioid settlement funds during a fiscal year must file an annual impact report within 90 days of the end of the fiscal year.
 - E. **Hold annual meeting.** The MOA requires that each county receiving opioid settlement funds hold at least one annual meeting open to the public, with all municipalities in the county invited to the meeting. The purpose of the meeting is to receive input from municipalities on proposed uses of the opioid settlement funds and to encourage collaboration between local governments.

<https://ncdoj.gov/wp-content/uploads/2022/03/NCACC-web-version-Final-Opioid-MOA-.pdf>

Quintana Stewart said this slide shows their agreed upon deliverables.

1 Slide #3

Orange County Opioid Advisory Committee Charge

- Discuss opioid-related health concerns and issues impacting the residents of Orange County;
- Advise the Board of Commissioners on options to expend funds to prevent opioid abuse and remedy opioid impacts;
- Plan and host an annual meeting open to the public to receive input on proposed uses of the settlement funds and to encourage collaboration between local governments.

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Slide #4

Current Opioid Settlement Funding

Orange County has received 6 total Deposits for the Opioid Special Revenue Account:

• June 30, 2022 -	\$261,244.68
• November 15, 2022 -	\$295,555.44
• November 15, 2022 -	280,123.59
• January 31, 2023 -	\$44,629.84
• July 20, 2023 -	\$163,816.78
• August 2, 2023 -	\$291,800.34
TOTAL	\$1,337,170.67

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Quintana Stewart said Orange County has received six deposits.

1 Slide #5



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4 Commissioner Richards asked if there was a public meeting in 2023.
5 Quintana Stewart said no and that they have to have one before June 30, 2024. She said
6 they have not spent any funds at this time. She said the report had been completed.

7 Slide #6

Option A- High-Impact Opioid Abatement Strategies

1. Collaborative Strategic Planning
2. Evidence-based addiction treatment
3. Recovery support services
4. Recovery housing support
5. Employment-related services
6. Early intervention
7. Naloxone distribution
8. Post-overdose response team
9. Syringe Service Program
10. Criminal justice diversion programs
11. Addiction treatment for incarcerated persons
12. Reentry Programs

<https://www.morepowerfulnc.org/wp-content/uploads/2021/10/Exhibit-A-to-NC-MOA-3.pdf>

1 Slide #7

**As of June 6, 2023, BOCC Approved
Funding Recommendations**

Lantern Project

- July 1, 2023 – June 30, 2025
- \$164,862.00 (Year 1) ; base funding +5% (Year 2)

Freedom House

- July 1, 2023 – June 30, 2025
- \$122,188 (Year 1) ; base funding +5% (Year 2)

NC FIT Program

- July 1, 2023 – June 30, 2025
- \$70,000 (Year 1) ; base funding +5% (Year 2)

County Vending Machines/First Responders

- July 1, 2023 – June 30, 2024
- \$14,500

UNC SHAC

- July 1, 2023 – June 30, 2024
- \$64,200

TOTAL ALLOCATION TO DATE FOR FY 2024 – \$435,750.00
REMAINING FUNDS - \$901,420.67

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Slide #8

Fiscal Year 2025 Commitments

Lantern Project

- July 1, 2024 – June 30, 2025
- \$173,105.00; base funding +5% (Year 2)

Freedom House

- July 1, 2024 – June 30, 2025
- \$128,297.00; base funding +5% (Year 2)

NC FIT Program

- July 1, 2024 – June 30, 2025
- \$73,500.00; base funding +5% (Year 2)

TOTAL ALLOCATION FOR FY 2025 – \$374,902.00
REMAINING FUNDS - \$526,518.67

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1 Slide #9

New Funding Requests

Reintegration Support Network (RSN)

- \$265,316 for a 2-Year Period (\$132,658.00/year)

OC-EMS Post-Overdose Response Team (PORT)

- Option 1- \$1,060,132.75 (3-Year Period)
- Option 2 - \$846,047.13 (3-Year Period)
- Option 3 - \$582,378.50 (3-Year Period)

Grow Your World

- \$186,770.64 (Year 1) ; \$192,170.64 (Year 2)
- \$378,941.28 for a 2-Year Period

Transition Support & Recovery

- \$165,170.00 (Year 1); \$165,630.00 (Year 2)

Harm Reduction Coordinator

- \$108,025.00/year for a 2-Year Period

2
3 Quintana Stewart discussed the challenges for the current round of funding. She said
4 the previous process was sustaining previous programs, but the second round was a change in
5 the process. She said that they are aware of the unintended consequences by moving forward.
6 She said they would not be recommending any further funding until they have had the public
7 meeting and had more discussion.

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9 Slide #10

Funding Subcommittee Criteria for Consideration of Funding

- Must address one of the 12 mitigation strategies listed in Option A of the Settlement MOA
- Program serves Orange County residents; population served (Intentional effort to support programs serving youth)
- Government entity, 501c3, Non-profit Community Partner
- Equity Impact
- Evidence-Based Practices
- Project Need (Orange County Data Supported)
- Experience & Organizational Capacity
- Budget & Budget Narrative

10
11 Quintana Stewart said the first round had a small group and they voted as a whole
12 committee. She said there was not a formal application process for the second round. She said
13 some meetings became tense. She said the subcommittee met in October and created the above
14 criteria for funding. She said they looked for programs that served Orange County residents and
15 youth.

16

1 Slide #11

Funding Recommendation

Reintegration Support Network (RSN)

- Option A, Strategies 3, and 6 (Recovery support services & Early Intervention)
- Funding Period – January 1, 2024 – June 30, 2024
- Funding recommendation - \$20,000.00
- Provider – Reintegration Support Network
- Description of Activity –
 - Increase the number of specially trained mentors (Certified Peer Support Specialist and/or Recovery Coach Academy Certified) providing evidence-informed support to youth experiencing challenges related to substance use, mental health, and justice-involvement.
 - Adapt an evidenced-based, adult peer-support model to meet the unique needs of youth in Orange, Durham, Chatham, and Alamance Counties. RSN uses specially trained mentors (NC certified peer support specialists, or Recovery Coach Academy trained) to interrupt the daily systemic and structural pressures that create gaps in opportunities for youth (ages 13-20) especially those with challenges related to mental health, substance use, and/or juvenile justice involvement.
 - Per the proposal narrative/budget, the committee would like to support some of the operating expenses and contractual needs.

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Quintana Stewart said that overhead costs were not an eligible use of settlement funds, which affected the amount of funding that could be recommended for Reintegration Support Network.

7 Slide #12

Funding Recommendations

OC-EMS Post-Overdose Response Team (PORT)

- Option A, Strategy 8 (Post-Overdose Response Team)
- Funding Period – January 1, 2024 – December 2026
- Funding recommendation - \$244,020.00/1st year (Option 2 - \$846,047.13 for a 3-Year Period)
- Provider – Orange County Emergency Services
- Description of Activity –
 - Development and implementation of a PORT within the geographic constraints of Orange County, NC; funds will support staff salary, supplies and needed software.
 - PORTs are specialized teams that respond to opioid overdoses in real time or within 24-72 hours of the overdose event. Upon implementation, the OC-EMS PORT will meet individuals where they are at in their addiction by providing harm reduction resources, linkage to treatment services, and medication-assisted treatment (MAT) induction and administration.
 - This service will be available to all eligible individuals that OC-EMS interfaces with during EMS incidents and will be provided as a referral for collaborating departments, emergency departments, organizations and the community at-large. PORTs have become the standard of care in post-overdose services nationally and locally, with 41 North Carolina counties currently having an active PORT in place.

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Quintana Stewart said Orange County EMS is applying for funding from other sources, so the compromise was to recommend funding for the first year while the department seeks other funding.

1 Slide #13

Funding Recommendations

Grow Your World

- Option A, Strategy 6 (Early Intervention)
- Funding Period – January 1, 2024 – June 30, 2024
- Funding recommendation - \$20,000
- Provider – Grow Your World
- Description of Activity –
 - Provide materials and training to youth-serving community members to equip them to better support youth facing the opioid crisis.
 - Per the proposal narrative/budget, the committee would like to support the naloxone, CPR and Mental Health First Aid community training program.

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3
4 Quintana Stewart said that the Grow Your World proposal had activities that were not
5 specific to opioid use mitigation. She said they tried to pull out parts of the proposal that funds
6 could be used to cover. She said there were parts they could use and they were able to cover
7 those for two years.

8 Slide #14

Funding Recommendations

Transition & Support Recovery Collaboration

- Option A, Strategy 3 and 12 (Recovery Support Services and Reentry Programs)
- Funding Period – January 1, 2024 – June 30, 2024
- Funding recommendation - \$20,000.00
- Provider – Transition & Support Recovery Collaboration
- Description of Activity –
 - The Transition Recovery and Support Collaborative (TSRC) is a five-partner mutual effort to provide direct *Recovery Support Services* and *Reentry Programs* to those with opioid use disorders, related substance use disorders and other comorbidities. TSRC's role is to collaboratively augment and extend clinical and other traditional evidence-based addiction treatment services for these disorders and comorbidities. The Collaborative is led by Wounded Healers of North Carolina (a 501(c)(3)).
 - Per the proposal narrative/budget, the committee would like to support the purchase of the Reentry Peer Support Specialist Curriculum from Texas.

9
10 Quintana Stewart said it is a collaboration and not just one program. She said it is a five-
11 partner mutual collaboration. She said they will purchase training to train other peer support
12 specialists.
13

1 Slide #15

Funding Recommendations

Harm Reduction Coordinator

- Option A, Strategy 1 (Collaborative Strategic Planning)
- Funding Period – January 1, 2024 – December 31, 2025
- Funding recommendation - \$108,025/year
- Provider – Orange County Health Department
- Description of Activity –
 - The Orange County Opioid Program Manager (Harm Reduction Coordinator) will be responsible for overseeing the development, administration, budget, grant management, and reporting for Orange County’s Opioid Settlement Program. This position will work closely with Orange County staff and community partners involved in community overdose prevention, education, harm reduction, treatment opportunities and recovery support. They will ensure all reporting requirements are met for the Opioid Settlement Fund and pursue additional resources to advance this work.

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Quintana Stewart said her department was requesting funds for a new employee to manage the opioid settlement program.

6 Slide #16

BOCC Funding Recommendations

REMAINING FUNDS after FY 2025 Commitments- \$526,518.67

Reintegration Support Network (RSN)

- \$20,000.00 – 1 Year

OC-EMS Post-Overdose Response Team (PORT)

- Option 2 - \$846,047.13 (3-Year Period)
- \$244,020.00/1st year

Grow Your World

- \$20,000.00 – 1 Year

Transition Support & Recovery

- \$20,000.00 – 1 Year

Harm Reduction Coordinator

- \$108,025.00/year for a 2-Year Period

Total Allocation- \$412,045.00

Remaining Funds - \$114,473.67

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1 Slide #17

Additional Committee Deliverables

Plan the Annual Community Meeting

- The MOA requires that each county receiving opioid settlement funds hold at least one annual meeting open to the public, with all municipalities in the county invited to the meeting.
- The purpose of the meeting is to receive input from municipalities on proposed uses of the opioid settlement funds and to encourage collaboration between local governments.

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4 Quintana Stewart said there was a significant need in the community and that there was
5 a desire to begin allocating funds quickly. She said that they are going to pause and create a
6 plan for future funds.

7 Slide #18

Additional Committee Deliverables

- Set Date for next RFP Process
 - Advertise time frame for Proposals (August- September 2024)
 - Develop application to include Evaluation Process and Criteria, Eligibility, and any project requirements;
 - Develop Training Material for Applicants; schedule training webinars.
- Strategic Planning
 - Sequential Intercept Mapping for Substance Use Disorder

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1 Slide #19



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3 Commissioner Richards asked how long it would take to get an employee to manage the
4 process.
- 5 Quintana Stewart said she wasn't sure because several surrounding counties have the
6 position and she does not think it would take too long.
- 7 Commissioner Richards discussed the timeline and asked if there was a way to either compress
8 the cycle or wait and get the strategic part first before more funding is allocated.
- 9 Quintana Stewart said yes and that it could be done together.
- 10 Commissioner McKee asked if new organizations can participate in future funding
11 requests.
- 12 Quintana Stewart said yes.
- 13 Chair Bedford asked how hiring a coordinator is not administrative overhead.
- 14 Quintana Stewart said it is listed on the deliverables in the MOA and included for the
15 county.
- 16 Commissioner Fowler asked if prior awardees would have to apply again for year three.
- 17 Quintana Stewart said yes.
- 18 Commissioner Fowler asked if they require reports from the recipients to see how the
19 funds are being spent.
- 20 Quintana Stewart said yes that is a requirement for the award.
- 21 Commissioner Hamilton asked who looks at the outcome measures that are reported to
22 the county.
- 23 Quintana Stewart said that would be part of the coordinator's job. She said it would be
24 reported to the state and back to the committee. She said that the metrics are also in the contracts
25 for those organizations that are funded.
- 26 Commissioner Portie-Ascott asked Quintana Stewart to review the formula for deciding
27 how much each organization would receive.
- 28 Quintana Stewart said there wasn't a formula.
- 29 Commissioner Portie-Ascott asked how \$20,000 was decided for Grow Your World.
- 30 Quintana Stewart said it was based on the allowable requested expenses.
- 31 Commissioner McKee asked if the coordinator position would be more than part time.
- 32 Quintana Stewart said yes because they will be working with all partners and making sure
33 that efforts are not being duplicated.
- 34 Commissioner Richards asked how the committee was formulated and how the roles were
35 determined.
- 36 Quintana Stewart said the committee is appointed by the Board. She said that a
37 subcommittee was created to review applications and then their analysis was brought back to the
38 full committee. She said there is another subcommittee that works on the public meeting.

1 Chair Bedford asked if the curriculum being purchased by the awardee can be shared with
2 other partners or if part of the purchase includes a license.

3 Quintana Stewart said the organization purchasing the training would have to answer that.
4 She said that she gets the impression it is licensed since they must pay for it.

5
6 PUBLIC COMMENTS:

7 Edward Scott said he works with several organizations but is there to speak for Wounded
8 Healers of North Carolina. He said that they applied for funding. He said that reentry program
9 funding is critical. He said it provides resources for housing, mental health, treatment, healthcare
10 and even more. He said they did not receive funding for their application. He said they need
11 money to be able to help individuals coming out of incarceration. He said that funding for reentry
12 has been proven to reduce the recidivism rate. He asked for increased funding for Wounded
13 Healers of North Carolina.

14 Tom McQuiston said his son was addicted to opioids at 17. He died of a drug overdose at
15 age 18. He contended that the limited amount of funds awarded to the re-entry program were
16 intended for the purchase of curriculum materials. He said that the re-entry program had
17 proposed that they purchase those out their own funds, which means that the program essentially
18 receives zero funding. He said they have worked for years with hardly any support. He said this
19 was an opportunity to fund programs that work. He said someone who comes out of prison is 18
20 times more likely to die of an opioid overdose.

21 Lucy Battles said she was in support of the three community organizations Grow Your
22 World, Reentry Housing, and Reintegration Support Network. She said she is in long-term
23 recovery from opioid addiction. She said she is an employee of RSN. She said that her daughter
24 receives tutoring support from Grow Your World and her daughter's main request is that she gets
25 to keep going. She said her brother has been incarcerated multiple times and is an addict. She
26 has tried to get him reentry assistance. She said all of the agencies work to help the community
27 end the school to prison pipeline and to help people like her daughter not go down the same path.
28 She asked for more funding.

29 Terence Johnson said he is the executive director of the Re-integration Support Network.
30 He said he had a bad experience with the advisory committee, but Quintana Stewart did a great
31 job. He said that she set clear criteria for what is being reviewed. He said that tonight was the
32 first time that they had received direct feedback on their proposal. He said when the Board looks
33 at the process, they should consider if it aligns with their values. He said the Board should
34 consider the outcomes. He said most of the funding is being used for county supported programs.

35 Doug Peterson, president of Re-entry House Plus, said it is their goal to work with men
36 and women during their transition from incarceration back into society. He said they have a
37 residential home that houses five men in Hillsborough. He said that they also hold classes that
38 offer success while in transition. He said that it is run by two men that were previously
39 incarcerated. He said that it engages participants in a reentry program that helps them develop
40 self-worth and they can stand against opioid abuse and addiction. He said that it also helps
41 patients that are prescribed opioids to educate them on the danger of addiction. He said they
42 have been in operation for four years. He said they are looking for funding for a paid employee.
43 Mr. Peterson's time expired during his comments. Chair Bedford asked that the comments be
44 emailed to the Board.

45 Ran Hamner said he is vice present of the Re-entry House. He said that there are literally
46 hundreds of thousands of people incarcerated across the country and 97% of all those
47 incarcerated today are going to come back to our communities. He said absent a place like Re-
48 entry house, they face a very familiar road back to their old habits, addictions, and new struggles.
49 He said 40% of those that do not receive support will wind up back in prison within one year. He
50 said that 80% of graduates from the Re-entry House never go back into incarceration.

1 Kelly Fox said she wanted to show her support for Grow Your World and the other re-entry
2 youth organizations. She said she is involved with Grow Your World and helped organize a
3 summer camp. She said as an educator, she has seen the need for providing opportunities for
4 children. She said she thinks that more children are affected by opioids than we might realize.
5 She said they are surrounded by opioid addicted parents. She said that early intervention is
6 needed.

7 Avergine RL spoke in support of Grow Your World. She said that prevention for
8 adolescents and youth that use opioids is necessary. She said students work together and create
9 a family when they are with programs like Grow Your World. She said she has three children and
10 she said she volunteers with Chapel Hill. She said when children are paid attention to, they grow
11 up better. She said that everyone in Orange County helps make little parts better.

12 Bridget Pemberton-Smith said she works in art therapy, and they do amazing work. She
13 said she has an intimate understanding of what it takes to run a nonprofit. She said that a major
14 struggle for non-profit is paying employees an adequate wage. She said she has always felt her
15 staff was underpaid and she asked that the Board review allowing the funds to be used for
16 capacity building. She said that the children are the youngest victims of the opioid epidemic. She
17 said this problem needs a lot more than a Band-Aid.

18 Shady Kimzey is an art mentor with Grow Your World. She read from the following
19 statement:

20 I am currently working with Grow Your World on an opioid abuse awareness project. I saw the
21 impacts of over-prescription as a child. I had to be the adult in the room. That is just one reason
22 that it matters to me to speak on this issue. In this collaborative project with GYW we have worked
23 with the community on each component, using art to get our message across. For DEAH Day of
24 Service at UNC, I worked with community members to create a 4 foot by 6-foot two-tone face
25 created entirely of child-safety pill bottle lids, to put a face to the opioid crisis. I then worked with
26 a justice-involved high school student in an art mentorship, where we wrote out DBT skills that
27 help us manage our mental health.

28 DBT is a behavior skills therapy that is used in substance abuse treatment and has a special
29 protocol that is effective for those with substance use disorder called DBT-SUD.

30 American Addiction Centers use DBT because "DBT clients showed reduced substance abuse,
31 and they were more likely to continue therapy than those in traditional treatment."

32 I am now working on part 2 of that project, which is getting those DBT skills into the hands of
33 teenagers and community members through interactive art projects that are still in process. Art
34 is not only an effective method for spreading awareness, starting conversations, and informing
35 the public, but the community members participating are engaging in positive social and emotional
36 activities that relieve stress and build a sense of purpose.

37 Shady Kimzey showed a list of helpful skills created by one of her students, such as taking a night
38 walk, stargazing, making art, talking to someone, cooking, or going for a car ride. She said these
39 skills keep people from going into distress and prevent people from engaging in destructive
40 behaviors.

41 Shady Kimzey continued her statement:

42 According to the Mayo Clinic, risk of opioid addiction is greater for people who:

- 43 • In their teens or early 20s.
- 44 • Have a personal or family history of substance misuse
- 45 • Are living with stress, including being unemployed or living below the poverty
- 46 line
- 47 • Have a history of problems with work, family and friends
- 48 • Have a history of taking part in crimes or having legal issues, including DUIs
- 49 • Have serious depression, anxiety or post-traumatic stress disorder
- 50 • Have a history of physical or sexual abuse
- 51 • Take part in risky or thrill-seeking behavior

- 1 • Perform poorly in school
- 2 • Use tobacco heavily

3 These are all populations that I have worked with personally through Grow Your World.
4 We talk with our community one-on-one about these issues.

5 Shady Kimzey asked that the Board increase funding for Grow Your World.

6 Veronica Petrick said Grow Your World has helped her child with anger management,
7 improving her grades, and getting her back on track. She said that the organization has
8 encouraged her daughter to avoid getting involved with drugs. She said Grow Your World teaches
9 her daughter skills that she cannot. She said she appreciates what Grow Your World has done
10 for her family and wants those opportunities for other families. She said that Grow Your World is
11 consistent with reaching out and providing opportunities for her child.

12 Courtney McWilliams said she is the program manager for Grow Your World. She said
13 one thing that stands out for her is that they do not just give tools to families and then send them
14 on their way. She said they continue to check in and work with families. She said \$10,000 to
15 purchase materials is absolutely absurd, to say the least. She said she spent 10-20 hours a week
16 volunteering with Grow Your World and there are dozens more doing the same thing. She said to
17 expect community members to have full responsibility, bear the brunt of the effort, and the
18 financial burden, but the county can pay for their staff did not make sense to her. She said there
19 are dozens of volunteers and dozens of families who work to take care of their community and
20 put resources back into the community. She questioned whether the county could say the same
21 thing. She said they cannot grow and change unless they are given the instructions to do so.
22 She said in order to support children they need to keep checking in with them. She said many
23 volunteers work with families at Grow Your World.

24 TJ Mundy said she is a volunteer with Grow Your World. She read the instructions for
25 how to use Narcan during an overdose. She also read the instructions for how to use Naloxone,
26 which is administered through the nose.

27 Sophie Suberman continued to read the instructions for administering Naloxone. She then
28 read advice for self-care for those who have administered Narcan or Naloxone. She said that she
29 would distribute Narcan to anyone in attendance who would like to have it. She said there is no
30 prevention anymore. She said anything they do to build communities cannot happen in a one-
31 time moment.

32 Will Elmore said the work that all of the organizations do is priceless. He said the funds
33 are not enough to get the job done. He said he has worked shoulder to shoulder with people
34 overdosing, people who have relapsed, people who have come out of incarceration. He said they
35 need more funds to do the work.

36 Kari Hamel asked the Board to schedule another meeting to make sure all of the applicants
37 have a rubric in advance and an understanding of the criteria. She asked for a public presentation
38 on the rubric as they make these important decisions. She said the three organizations under
39 discussion are the ones getting people to shelter and helping children stay in an academic setting.
40 She said transparency is making sure everyone has quality information, and it did not happen this
41 time. She asked the Board to schedule another meeting and make sure the providers have the
42 rubric.

43
44 Commissioner Portie-Ascott said that the county and nation face a loneliness and isolation
45 crisis. She said that transparency is important to the Board and that the process is important. She
46 said there was a breakdown this time. She asked if there was a way to take another look at the
47 process.

48 Commissioner Richards said she is concerned about the process and the lack of firm
49 criteria that was understood by the community. She asked the Board to consider what they can
50 do to pause and regroup. She said there are always things they can and cannot pay for based
51 on what's allowed and what's not. She said that the community indicated a lack of understanding

1 about the criteria and that bothers her. She said she has a concern about funding county
2 programs instead of community programs. She said the PORT program sounds like a good
3 program. She noted that other county programs have already been funded with opioid settlement
4 funds.

5 Commissioner Fowler asked if there is legal clarity on the use of funds.

6 John Roberts said the MOA with the state does not define administrative or operational
7 costs. He said the prohibition comes from documents from the Attorney General's office. He said
8 according to the Attorney General they are not allowed to expend funds on those types of costs
9 other than the first priority under option A. He said that option was not listed in the proposals that
10 were rejected by the committee. He said that the only definition is the dictionary and that includes
11 employment, salary, benefits, and those items. He said that is the extent of the clarity.

12 Commissioner Fowler said it seemed to her that they need a program manager to create
13 the rubric and that it is included in the RFP so the applicants can be aware. She said that she
14 thinks that should be acted on so they can move the process forward.

15 Chair Bedford asked Quintana Stewart if they could pause in funding.

16 Quintana Stewart said those programs in the first round of funding have already been
17 allocated.

18 Commissioner Fowler said she was only interested in pausing on allocating funds that
19 were up for consideration at the meeting.

20 Chair Bedford clarified that it was for funding for the new round and not the first and said
21 she agrees that funding should be allocated for the coordinator position to assist with the process.

22 Commissioner McKee asked how much money is left in the social justice fund.

23 Bonnie Hammersley said about \$90,000.

24 Commissioner McKee said the county often funds positions through different funding
25 sources. He asked if \$60,000 could be reallocated from the Social Justice Fund to fund the Harm
26 Reduction Coordinator, and then each of the other community organizations receive an additional
27 \$20,000. He asked if the opioid funding could be revisited each budget year and more funds
28 allocated to the coordinator position as it is available.

29 Bonnie Hammersley said that is possible.

30 Commissioner McKee said he supports the PORT organization, but these community
31 organizations are boots on the ground. He said he would like to find more funding for these
32 projects.

33 Bonnie Hammersley said there are remaining funds in the Opioid Fund that have not been
34 expended.

35 Chair Bedford said that it would have to be the other way around, because several of the
36 requests were not allowable expenses. She said the \$60,000 would have to come from the Social
37 Justice Fund and go to the community organizations.

38 Vice-Chair Greene said that is her thought too. She said it would be ok to take funds from
39 the Social Justice Fund to give to those organizations. She said it was unfortunate that there was
40 a process issue and she appreciates the effort. She said it was unfortunate that the NCACC did
41 not come through with their promised funds. She said she supports the coordinator position and
42 the PORT proposal. She asked if they could go with the original amount and then hope for the
43 grant award to come in.

44 Quintana Stewart said the \$244,000 amount is not the full amount because it did not have
45 the vehicle added. She said if they could have the vehicle included that would be the preference.

46 Vice-Chair Greene said she was in favor of the coordinator position, the PORT proposal
47 and adding extra funds for the community organizations.

48 Commissioner Hamilton said this situation underlines the lack of overall funding in the
49 country for mental health and substance abuse programs. She said they struggle with how to
50 divide the available funds. She acknowledged that the process is not ideal. She said she is open
51 to the ideas expressed by the rest of the Board. She said she saw the benefits of pausing. She

1 said there are lots of needs, and their job is to balance and try to get the most needs met with the
2 funds that they have.

3 Commissioner Richards said the process was not ideal and to be fair, she thought that
4 there should be more information shared with the public and give everyone who applied another
5 chance after viewing a rubric. She said that she thought there needed to be a coordinator. She
6 said she worries about the other groups that weren't recommended at all.

7 Chair Bedford said she has concerns that if there is a pause, that the three community
8 organizations will get nothing. She said she has concerns of duplication of efforts with the
9 Transition-Support Network. She said she wants to move ahead with the harm reduction
10 coordinator, and then turn it over to the committee. She said Grow Your World did not seem
11 directly tied to opioids. She wanted community organizations to think about other options for
12 funding, such as ABC funding, DSS foster care funding for afterschool, and the non-county
13 agency funding program. She said the county has to focus on the mandated services and
14 requirements first and determine if it is pertinent to the work the county is doing. She also
15 suggested seeking funds from Orange County Arts Commission and Juvenile Crime Prevention
16 Council (JCPC).

17 Vice-Chair Greene said in rethinking everything, she would like to support the
18 recommendation as is, and then everyone can reapply for future funding. She said they can then
19 clearly identify what additional things they can fit into the grant.
20

21 A motion was made by Vice-Chair Greene, seconded by Chair Bedford, to approve the
22 resolution regarding the expenditure of Opioid Settlement Funds and to approve Budget
23 Amendment #4-B.
24

25 Commissioner McKee asked if Vice-Chair Greene would consider adding an amendment
26 to add \$60,000 from social justice funds for those three agencies.

27 Vice-Chair Greene and Chair Bedford said no.

28 Commissioner Portie-Ascott said she struggles with approving the motion and would still
29 like to pause.

30 Commissioner Fowler clarified that PORT requested a vehicle but that is not included in
31 the motion.

32 Chair Bedford said they would all have to apply again.

33 Commissioner Fowler said they are approving just one year.
34

35 **VOTE: Ayes, 4 (Chair Bedford, Vice-Chair Greene, Commissioner McKee, Commissioner**
36 **Fowler), Nays, 3 (Commissioner Portie-Ascott, Commissioner Hamilton, Commissioner**
37 **Richards)**
38

39 MOTION PASSES

40

41 Bonnie Hammersley noted that it was after 9 p.m. and suggested that the Board consider
42 item 7-a at a later date.
43

44 Commissioner Hamilton made a motion to amend the agenda and postpone item 7-a due
45 to the lateness of the hour. Commissioner McKee seconded the motion.
46

47 **VOTE: UNANIMOUS**
48
49

1 **b. Community Climate Action Grant (CCAG) – FY 2023-24 Project Selection for General**
 2 **Applicants and Schools**

3 The Board:

- 4 1) received the grant project funding recommendations from the Commission for the
 5 Environment (CFE) and the Human Relations Commission (HRC) for the FY 2023-24
 6 Orange County Community Climate Action Grant Program; and
 7 2) considered approving funding for the recommended Community Climate Action Grant
 8 projects for FY 2023-24 as outlined in the attached report.
 9

10 **BACKGROUND:** As part of the FY 2019-20 budget, the Board of Orange County Commissioners
 11 (BOCC) created the Orange County Climate Action Fund dedicated to accelerating climate
 12 change mitigation actions in Orange County. This decision was motivated in part to help the
 13 County meet the climate change mitigation goals set by the Board in recent years:

- 14 • Reduce greenhouse gas emissions community-wide by 26 percent by 2025 (from 2005
 15 levels).
 16 • Transition to a 100% renewable energy-based economy by 2050
 17 • Newly adopted Climate Action Plan (November 2023)
 18

19 For the 2023-24 funding cycle, \$564,085 in funding was budgeted to support climate action
 20 projects that will benefit Orange County residents both socially and financially. Following the
 21 direction of the Board of Orange County Commissioners (BOCC), the process for soliciting and
 22 selecting projects to receive funding was conducted through a formal Community Climate Action
 23 Grant (CCAG) program.
 24

25 For this grant cycle, the BOCC reserved half of the total funding for this grant program
 26 (\$282,042.50) to be awarded to projects submitted by either of Orange County's two public school
 27 districts. The remaining half (\$282,042.50) was to be made available to all other eligible general
 28 applicants in this round.
 29

30 The Community Climate Action grant program received eleven (11) applications in this round from
 31 a variety of general applicants representing non-profit and public organizations whose total
 32 requests added up to \$614,540. Two (2) projects totaling \$557,959 were submitted from the
 33 Chapel Hill Carrboro City Schools and Orange County Schools districts.
 34

35 Grant applications were completed over the summer and reviewed and scored by the Commission
 36 for the Environment (CFE) and the Human Relations Commission (HRC). In fall 2023, each of
 37 these Commissions voted to forward their final scoring and comments to the BOCC.
 38

39 The following is a rank-order summary table of the combined project scoring and
 40 recommendations. More details on each project are available in Attachment 1:
 41

General Applications:						
Name	Project Name	Description	Amount Requested	Recommended Funding level	Rank	Total Score out of 26 Points
Habitat for Humanity	Supplemental Weatherization	Habitat’s Home Preservation program support.	\$55,000	\$55,000	1	21
Urban Sustainability Solutions	Growing More than Rain Gardens	Create a Green Infrastructure Workforce Development Apprenticeship Program	\$69,156	\$69,156	2	21
Town of Chapel Hill	LED Lighting Upgrades	LED Lighting Upgrade for Hargraves Community Center Basketball Court	\$95,000	\$0	3	20
Hillsborough United Church of Christ	Solar Panel Project	Rooftop Solar Installation	\$10,000	\$10,000	4	20
Binkley Baptist Church	Let There Be (clean energy) Light!	Install 50 solar panels	\$49,046	\$49,036	5	18
<u>EMPOWERment</u>	Rooftop solar on PEACH apartments	Rooftop solar installation	\$134,562	\$61,623	6	18
Club Nova	Big Impact Small Footprint	Support Installation of garden, greenhouse, terrace.	\$37,227	\$37,227	7	17
Eco-Institute at Sanctuary Farm	Community Garden Cooperative	Expand Community Garden Cooperative and create a new Training Program	\$50,800	\$0	8	17
The Arts Center	Haven for Outdoor Eco-Classroom	Solar Powered Shelter with 16 places to charge up, explore, create, and learn.	\$41,729	\$0	9	17
St. Thomas More Catholic Church	EV Charging Station	EV Charging Station Installation	\$22,030	\$0	10	16
Triangle <u>ECycling</u>	The e is for Equity.	Discount <u>eBike</u> with Voucher Pilot Program	\$50,000.00	\$0	11	13
School Applications:						
Name	Project	Description	Amount Requested	Recommended Funding Level	Rank	Total Score out of 26 Points
Chapel Hill Carrboro City Schools	LED Lights	LED Campus Lighting Changeover	\$270,000	\$94,014	1	17
Orange County Schools	Solar	54 Panel Solar Pedestal with Battery Storage	\$287,959	\$188,029	2	11

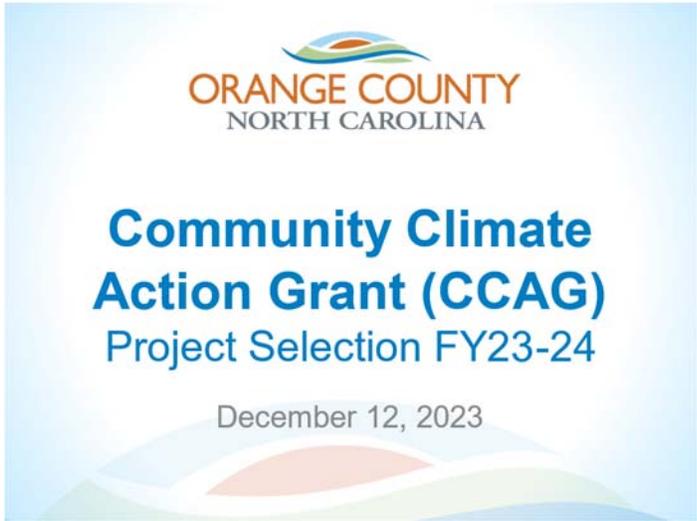
* All projects were placed in rank order by CFE and HRC voting.

Attachment 2 provides a status summary including estimates of GHG emissions avoided annually from projects that have been approved by the Community Climate Action Grant program to date.

Amy Eckberg, Sustainability Projects Manager, made the following presentation:

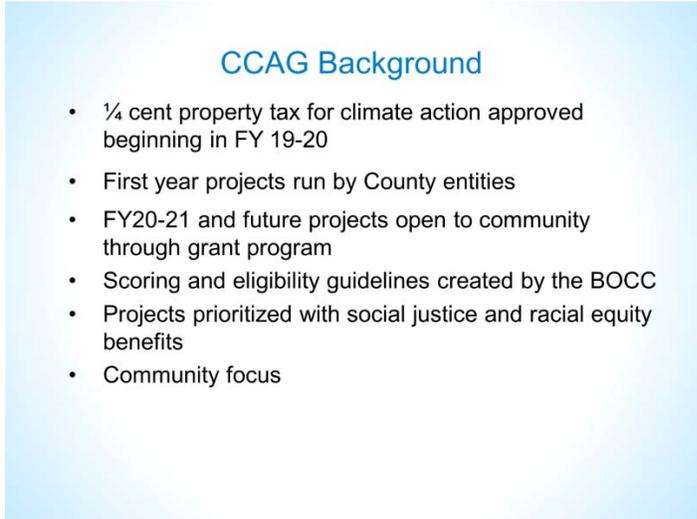
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1 Slide #1



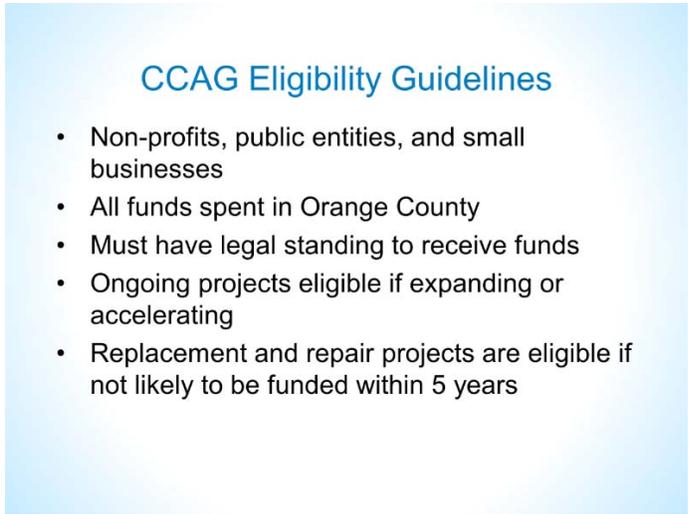
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Slide #2



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Slide #3



8

1 Amy Eckberg said the guidelines are pretty straightforward.

2

3 Slide #4

CCAG Scoring Criteria

- 26-point scale
 - **Social Justice and Racial Equity (6pts)**
 - **GHG emissions reduced (4 pts)**
 - **Efficient use of Funds (4 pts)**
 - **Capacity of Applicant (3 pts)**
 - **Local Economic Development (3 pts)**
 - **Amount and Duration of Engagement (3 pts)**
 - **Time to complete (3 pts)**

****All applications are reviewed and scored by the Commission for the Environment and the Human Relations Commission***

4

5

6 Slide #5

New This Year

- Extensive community outreach
- 13 applications – most ever received in one grant cycle
- Both school districts submitted applications
- Wide variety of projects – solar, weatherization, LED lights, community gardens and green infrastructure projects involving youth
- CCAG “Success Stories” page continues to grow on website
 - Projects highlighted in our Climate Connection newsletter and other medial channels
- Almost \$1.2 million in grant funding requested (\$564,085 available – ½ for community and ½ for schools)



7

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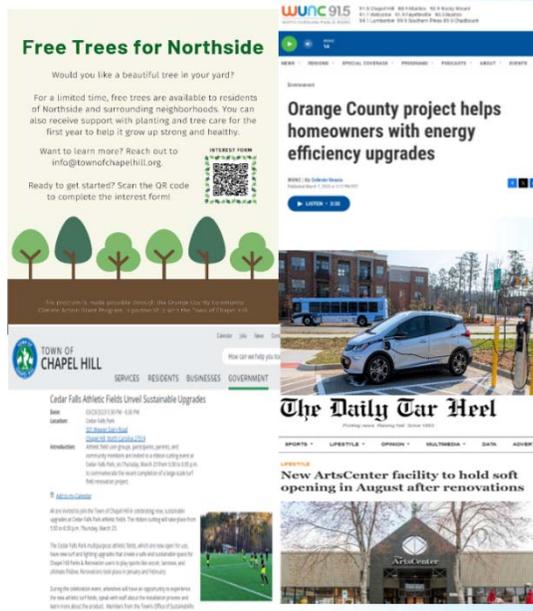
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1 Slide #6

2023 Project Highlights

- Town of Chapel Hill planting 80 trees in Northside neighborhood this fall
- Town of Chapel Hill completed new LED lights project at Cedar Falls Multipurpose field
- Chapel Hill installed accessible EV charger at Eubanks park and ride
- Solar installed on renovated ArtsCenter building; bike rack, e-bike and EV charging station chargers also installed
- NCSEA's Neighborhood Energy Resilience energy efficiency project featured on WUNC; served as model and inspiration for EECBG grant funding award



2
3
4

Slide #7

FY 23-24 CCAG – Timeline



Amy Eckberg said they hope to get the projects started at the beginning of the year.

5
6
7
8

1 Slide #8

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Orange County Schools	Solar	54 Panel Solar Pedestal with Battery Storage	\$287,959	\$188,029	2	11

2
3 Vice-Chair Greene asked why the Town of Chapel Hill was ranked third, but received zero
4 funding.

5 Amy Eckberg said they liked the project but the town has received several hundred
6 thousand dollars over the years and there were so many new applications, they wanted to provide
7 the opportunity to other applicants. She said they might have resources that other groups might
8 not have.

9 Commissioner Fowler asked why Orange County Schools received more than the Chapel
10 Hill Carrboro City Schools.

11 Amy Eckberg said it was because this is the first time Orange County Schools has applied
12 and Chapel Hill Carrboro City Schools has received a large share of funds over the years.

13 Commissioner Fowler asked why several scored 17 and only one received funding.

14 Amy Eckberg said greenhouse gas emission reduction was a factor in the decisions and
15 that is true for this one.

16 Commissioner Hamilton said it's important to spread around funding, but she also wants
17 to consider impact. She said she looks at the reduction of greenhouse gas emissions.

18 Amy Eckberg said that reductions in greenhouse gas emissions is ranked 4 in the rubric.

19 Commissioner Richards said she was pleased to see the higher number of applications.

20 Chair Bedford said with the Inflation Reduction Act, non-profits will file a 990T and if they
21 are paying people living wages, it is between 6%-30% cash back from the US government. She
22 said that whoever ends up owning the solar at the end is the one that has to file the tax return and
23 get the cash back. She had asked if EMPOWERment and churches had factored that into their
24 budgets.

25 Amy Eckberg said she does not know about EMPOWERment but the other two had it
26 factored in. She said she would make sure EMPOWERment knows about this.

27
28 A motion was made by Chair Bedford, seconded by Commissioner Hamilton, to approve
29 funding for the recommended Community Climate Action Grant projects for FY 2023-24.
30

1 **VOTE: UNANIMOUS**

2
3 *The Board took a brief break for three minutes and reconvened at 9:35.*

4
5 **c. BOCC Boards and Commissions Assignments**

6 The Board selected the boards and commissions Board members would like to serve on in 2024.

7
8 **BACKGROUND:** BOCC members serve on various County and County-related boards and
9 commissions. On an annual basis, BOCC members indicate their desire to continue serving on
10 specific boards or commissions or their desire to make changes.

11 Tara May, Deputy Clerk to the Board, introduced the item.

12 The Board made the following boards and commissions selections:

Board Name	2024 Commissioner(s)
ABC Board	Commissioner Richards
Alliance Health Board of Directors	Commissioner Hamilton
Board of Health	Commissioner Fowler
Board of Social Services	Commissioner Greene
Burlington/Graham MPO Transportation Advisory Committee	Commissioner Richards-Member Commissioner Fowler-Alternate
Central Pines Regional Council	Commissioner Hamilton-Member Commissioner Greene-Alternate
Central Pines Rural Planning Organization (CPRPO) Rural Transportation Advisory Committee (formerly TARPO TAC)	Commissioner Portie-Ascott-Member Commissioner Fowler-Alternate
Climate Council	Commissioner Fowler
Cooperative Extension Leadership Council	Commissioner Portie-Ascott
Durham-Chapel Hill-Carrboro Metropolitan Planning Organization Board	Commissioner Bedford-Member Commissioner Fowler-Alternate
Durham Tech Board of Trustees	Commissioner McKee
Family Success Alliance Advisory Council	Commissioner Hamilton
Fire Chief's Association of Orange County	Commissioner McKee
Go Triangle Board of Trustees	Commissioner Greene
Go Triangle Special Tax Board	Commissioner Bedford-Member Commissioner Hamilton-Alternate
Go Triangle Transit Advisory Committee	Commissioner Hamilton
Healthy Carolinians	Commissioner Bedford
Intergovernmental Parks Work Group	Commissioner Fowler-Member Commissioner McKee-Alternate
JCPC (Orange County Juvenile Crime Prevention Council)	Commissioner Portie-Ascott
Jordan Lake One Water Coalition	Commissioner Richards

Justice Advisory Council	Commissioner Greene Commissioner Bedford
Legislative Issues Work Group (LIWG)	Commissioner Fowler Commissioner Hamilton
Orange County Behavioral Health Task Force	Commissioner Richards
Orange County Local Government Affordable Housing Collaborative	Commissioner Portie-Ascott
Orange County Partnership for Young Children	Commissioner Richards
Orange County Partnership to End Homelessness	Commissioner Portie-Ascott
Piedmont Food Processing Center	Commissioner Bedford
Research Triangle Regional Partnership Executive Board	Commissioner Portie-Ascott
Solid Waste Advisory Group (SWAG)	Commissioner McKee Commissioner Fowler
Strategic Communications Work Group	Commissioner Richards Commissioner McKee
The Chamber For a Greater Chapel Hill-Carrboro Board of Directors	Commissioner McKee
UNC Coal Transition Project	Commissioner Bedford
Upper Neuse River Basin Association	Commissioner Greene-member Commissioner Bedford-alternate
Visitor's Bureau Advisory Board	Commissioner Richards

1
2 A motion was made by Commissioner Fowler, seconded by Commissioner Hamilton, to
3 approve the assignments for BOCC boards and commissions.
4

5 **VOTE: UNANIMOUS**
6

7 **7. Reports**

8 **a. Discussion on School and County Capital Planning and Financing Scenarios**

9 This item was removed from the agenda and will be taken up a later date.
10

11 **8. Consent Agenda**
12

- 13 • Removal of Any Items from Consent Agenda
- 14 • Approval of Remaining Consent Agenda
- 15 • Discussion and Approval of the Items Removed from the Consent Agenda
16

17 A motion was made by Commissioner McKee, seconded by Vice-Chair Greene, to
18 approve the consent agenda.
19

20 **VOTE: UNANIMOUS**
21
22

1 **a. Minutes**

2 None.

3 **b. Property Tax Release/Refund**

4 The Board adopted a resolution to release property tax value for one (1) taxpayer with a total of
5 one (1) bill that will result in a reduction of revenue.

6 **c. Late Application for Property Tax Exemption/Exclusion**

7 The Board considered one (1) untimely application for exemption/exclusion from ad valorem
8 taxation for one (1) bill for the 2023 tax year.

9 **d. Fiscal Year 2023-24 Budget Amendment #4**

10 The Board considered approving budget, grant, and capital project ordinance amendments for
11 Fiscal Year 2023-24.

12 **e. North Carolina Governor's Highway Safety Program: Orange County Sheriff's Office**
13 **Police Traffic Services and Approval of Budget Amendment #4-A**

14 The Board:

- 15 1) adopted a Resolution recognizing federal funding for police traffic services to the Sheriff's
- 16 Office;
- 17 2) authorized the Chair to sign the Resolution; and
- 18 3) approved Budget Amendment #4-A.

19 **f. Approval of Participation in Conservation Easement – Terry Road Farm, LLC**

20 The Board approved participation in and the co-holding of a conservation easement in conjunction
21 with Triangle Land Conservancy for the Terry Road Farm property.

22 **g. Amendments to the Orange County Staff Working Group (SWG) By-Laws and Operating**
23 **Procedures**

24 The Board approved amendments to the Orange County Staff Working Group (SWG) By-Laws.

25 **h. Approval of the Orange County Transportation Services Public Involvement Plan**

26 The Board approved the Orange County Transportation Services (OCTS) Public Involvement
27 Plan.

28 **i. Computer Surplus Declaration and Donation to Triangle Ecycling**

29 The Board approved and authorized the Chair to sign a resolution declaring items listed in the
30 abstract as surplus and authorized the donation of those items to the non-profit Triangle Ecycling.

31 **j. Request for Road Additions to the State Maintained Secondary Road System for Red**
32 **Maple Lane and Eno Ridge Drive in the Cates Landing Subdivision**

33 The Board approved a recommendation to the North Carolina Department of Transportation
34 (NCDOT) and the North Carolina Board of Transportation (NC BOT) concerning a petition to add
35 Red Maple Lane and Eno Ridge Drive in the Cates Landing Subdivision to the State Maintained
36 Secondary Road System.

37 **k. Construction Contract with HGS, LLC T/A RES Environmental Operating Company,**
38 **LLC for the Gravelly Hill Middle School (GHMS) Stormwater Wetland Retrofit Project**

39 The Board approved a construction contract in the amount of \$286,820.84 with HGS, LLC T/A
40 RES Environmental Operating Company, LLC for the Gravelly Hill Middle School Stormwater
41 Wetland Retrofit Project.

42
43 **9. County Manager's Report**

44 Bonnie Hammersley said they could set up separate meetings to go over the information
45 in item 7-a before the January 16, 2024 meeting. She said they would also extend that invitation
46 to the schools. She wished the Board a happy holiday.

47
48 **10. County Attorney's Report**

49 John Roberts said he would send a brief overview of the administrative overhead cost
50 requirements for the opioid settlement funding and would make sure that information is shared
51 with non-profits before the next opportunity for opioid settlement funding.

1 **11. *Appointments**

2 None.

3

4 **12. Information Items**

5

- 6 • December 4, 2023 BOCC Meeting Follow-up Actions List
- 7 • Memorandum Regarding Other Post-Employment Benefits Cash Flow

8

9 **13. Closed Session**

10 None.

11

12 **Adjournment**

13

14 A motion was made by Commissioner Fowler, seconded by Commissioner Hamilton, to
15 adjourn the meeting at 10:10 p.m.

16

17 **VOTE: UNANIMOUS**

18

19

20

21

22 Laura Jensen,
23 Clerk to the Board

24

25 Submitted for approval by Laura Jensen, Clerk to the Board

Jamezetta Bedford, Chair

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: February 6, 2024

**Action Agenda
Item No. 8-b**

SUBJECT: Motor Vehicle Property Tax Releases/Refunds

DEPARTMENT: Tax Administration

ATTACHMENT(S):

Resolution
Release/Refund Data Spreadsheet
Reason for Adjustment Summary

INFORMATION CONTACT:

Nancy Freeman, Tax Administrator,
(919) 245-2735

PURPOSE: To consider adoption of a resolution to release motor vehicle property tax values for two (2) taxpayers with a total of two (2) bills that will result in a reduction of revenue.

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

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

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

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

FINANCIAL IMPACT: Approval of these release/refund requests will result in a net reduction of \$435.02 to Orange County, the towns, and school and fire districts. Financial impact year to date for FY 2023-2024 is \$10,432.27.

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

ENVIRONMENTAL IMPACT: There is no Orange County Environmental Responsibility Goal impact associated with this item.

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

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

NORTH CAROLINA

RES-2024-006

ORANGE COUNTY

REFUND/RELEASE RESOLUTION (Approval)

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

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

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

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

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

Ayes: Commissioners _____

Noes: _____

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

WITNESS my hand and the corporate seal of said County, this _____ day of _____, 2024

Clerk to the Board of Commissioners

**BOCC REPORT - REGISTERED MOTOR VEHICLES
FEBRUARY 6, 2024**

NAME	ACCOUNT NUMBER	BILLING YEAR	ORIGINAL VALUE	ADJUSTED VALUE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT	ADDITIONAL EXPLANATION
Duhaime, Beth	75683720	2023	12,050	0	(227.34)	County changed to Chatham (illegal tax)	
Summerville, Gregory	69519084	2023	59,553	46,616	(207.68)	Value adjustment (appraisal appeal)	
					(435.02)	TOTAL	

Adjustment Descriptions

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

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

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

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

**Situs error: An incorrect rate code was used to calculate bill. Value remains constant but bill amount changes due to the change in specific tax rates applied to that physical Classification GS 105-330-9(b): e.g. Antique automobiles are designated a special class of property under the NC Constitution.*

The spreadsheet represents the financial impact that approval of the requested release or refund would have on the principal amount of taxes.

Approval of the release or refund of the principal tax amount also constitutes approval of the release or refund of all associated interest, penalties, fees, and costs appurtenant to the released or refunded principal tax amount.

Military Leave and Earning Statement (LES): Is a document given on a monthly basis to members of the United States military which reports their pay, home of record and service status. The LES is required when applying for exemption from Motor Vehicle Property Taxes. Active duty, non-resident military personnel may be exempt from North Carolina motor vehicle property tax as allowed by United States Code, Title 50, Service members' Civil Relief Act of 1940. (Amended in 2009 by The Military Spouse's Residency Relief Act)

Titles and Brands: Section 1, Chapter 7
NCDMV Title Manual 14th Edition Revised January 2016

Title: Document that records the ownership of vehicles and the liens against them.

Custom-Built: A vehicle that is completely reconstructed or assembled from new or used parts. Will be branded "Specially Constructed Vehicle"

Flood Vehicles: A motor vehicle that has been submerged or practically submerged in water to the extent that damage to the body, engine, transmission or differential has occurred.

Reconstructed Vehicles: A motor vehicle required to be registered that has been materially altered from original construction due to the removal addition or substitution of essential parts.

Salvaged Motor Vehicles: Is a vehicle that has been damaged by collision or other occurrence to the extent that the cost of repairs exceeds 75% of fair market value, whether or not the motor vehicle has been declared a total loss by an insurer. Repairs shall include the cost of parts and labor, or a vehicle for which an insurance company has paid a claim that exceeds 75% of the Fair Market Value. If the salvaged vehicle is six model years old or newer, an Anti-Theft Inspection by the License and Theft Bureau is required.

Salvage Rebuilt Vehicle: A salvaged vehicle that has been rebuilt for title and registration.

Junk Vehicle: A motor vehicle which is incapable of operation or use upon the highways and has no resale value except as scrap or parts. The vehicle shall not be titled.

Antique Vehicle: A motor vehicle manufactured in 1980 and prior

Commercial Trucking (IRP): The International Registration Plan is a registration reciprocity agreement among jurisdictions in the US and Canada which provides for payment of license fee on the basis of fleet miles operated in various jurisdictions.

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

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

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

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: February 6, 2024

**Action Agenda
Item No. 8-c**

SUBJECT: Property Tax Releases/Refunds

DEPARTMENT: Tax Administration

ATTACHMENT(S):

Resolution
Release/Refund Data Spreadsheet

INFORMATION CONTACT:

Nancy Freeman, Tax Administrator,
(919) 245-2735

PURPOSE: To consider adoption of a resolution to release property tax values for six (6) taxpayers with a total of seven (7) bills that will result in a reduction of revenue.

BACKGROUND: The Tax Administration Office has received six (6) taxpayer requests for release or refund of property taxes. North Carolina General Statute 105-381(b), "Action of Governing Body" provides that "upon receiving a taxpayer's written statement of defense and request for release or refund, the governing body of the Taxing Unit shall within 90 days after receipt of such a request determine whether the taxpayer has a valid defense to the tax imposed or any part thereof and shall either release or refund that portion of the amount that is determined to be in excess of the correct liability or notify the taxpayer in writing that no release or refund will be made". North Carolina law allows the Board to approve property tax refunds for the current and four previous fiscal years.

FINANCIAL IMPACT: Approval of this change will result in a net reduction in revenue of \$3,040.92 to the County, municipalities, and special districts. The Tax Assessor recognized that refunds could impact the budget and accounted for these in the annual budget projections.

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

ENVIRONMENTAL IMPACT: There is no Orange County Environmental Responsibility Goal impact associated with this item.

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

NORTH CAROLINA

RES-2024-007

ORANGE COUNTY

REFUND/RELEASE RESOLUTION (Approval)

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

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

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

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

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

Ayes: Commissioners _____

Noes: _____

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

WITNESS my hand and the corporate seal of said County, this _____ day of _____, 2024

Clerk to the Board of Commissioners

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

**BOCC REPORT - REAL/PERSONAL
 FEBRUARY 6, 2024**

NAME	ACCOUNT NUMBER	BILLING YEAR	ORIGINAL VALUE	ADJUSTED VALUE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT	ADDITIONAL INFORMATION
Davari, Danielle Rose	3210314	2023	12,650	0	(169.22)	Assessed in error (illegal tax)	Gap Bill: located in South Carolina during gap period
Livesay, Gareth Robert	3208218	2023	7,800	0	(187.82)	Assessed in error (illegal tax)	Gap Bill: located in Georgia during gap period
Meganck, Glenn Eric	3210212	2023	32,928	0	(403.04)	Assessed in error (illegal tax)	Gap Bill: located in Florida during gap period
Smith, Lucia Lopes Fischer	3210729	2023	12,090	0	(646.94)	Assessed in error (illegal tax)	Gap Bill: located in Arizona during gap period.
Smith, Lucia Lopes Fischer	3210825	2023	9,980	0	(520.68)	Assessed in error (illegal tax)	Gap Bill: located in Arizona during gap period.
Stewart-Ginsburg, Jared Herschel	3210537	2023	26,860	0	(524.95)	Assessed in error (illegal tax)	Gap Bill: located in South Carolina during gap period
Young, Michael Wiltsee	3212333	2023	17,960	17,960	(588.27)	Assessed in error (illegal tax)	Gap Bill: located in Virginia during gap period.
				Total	(3,040.92)		
Gap Bill: A property tax bill that covers the months between the expiration of a vehicle's registration and the renewal of that registration or the issuance of a new registration.							
The spreadsheet represents the financial impact that approval of the requested release or refund would have on the principal amount of taxes.							
Approval of the release or refund of the principal tax amount also constitutes approval of the release or							
refund of all associated interest, penalties, fees, and costs appurtenant to the released or refunded principal tax amount.							

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: February 6, 2024

**Action Agenda
Item No.** 8-d

SUBJECT: Late Applications for Property Tax Exemption/Exclusion

DEPARTMENT: Tax Administration

ATTACHMENT(S):

Exempt Status Resolution
Spreadsheet
Requests for Exemption/Exclusion

INFORMATION CONTACT:

Nancy Freeman, Tax Administrator,
(919) 245-2735

PURPOSE: To consider eight (8) untimely applications for exemption/exclusion from ad valorem taxation for eight (8) bills for the 2023 tax year.

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

Six applicants are applying for homestead exclusion based on NCGS 105-277.1, which allows exclusion of the greater of \$25,000 or 50% of the appraised value of the residence.

One applicant is applying for Circuit Breaker exclusion based on NCGS 105-277.1B which allows for tax relief based on income. The Circuit Breaker exclusion is a tax deferral program.

One applicant is applying for disabled veteran exclusion based on NCGS 105-277.1C, which allows for an exclusion of \$45,000 for an honorably discharged Disabled American Veteran.

Including these eight (8) applications, the Board will have considered a total of sixty-two (62) untimely applications for exemption of 2023 taxes since the 2023 Board of Equalization and Review adjourned on June 22, 2023. Taxpayers may submit an untimely application for exemption of 2023 taxes to the Board of Commissioners through December 31, 2023.

FINANCIAL IMPACT: The reduction in the County's tax base associated with approval of the exemption application will result in a reduction of FY 2023/2024 taxes due to the County, municipalities, and special districts in the amount of \$6,284.07.

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

ENVIRONMENTAL IMPACT: There is no Orange County Environmental Responsibility Goal impact associated with this item.

RECOMMENDATION(S): The Manager recommends that the Board approve the attached resolution for the above-listed applications for FY 2023/2024 exemption.

NORTH CAROLINA

RES-2024-008

ORANGE COUNTY

EXEMPTION/EXCLUSION RESOLUTION

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

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

Whereas, the Tax Administrator has determined that the applicants could have been approved for 2023 had applications been timely.

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

COMMISSIONERS OF ORANGE COUNTY THAT the properties applying for exemption for 2023 are so approved as exempt.

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

Ayes: Commissioners _____

Noes: _____

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

WITNESS my hand and the corporate seal of said County, this ____ day of _____, 2024.

Clerk to the Board of Commissioners

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

**BOCC REPORT - REAL/PERSONAL
LATE EXEMPTION/ EXCLUSION
FEBRUARY 6, 2024**

NAME	ACCOUNT NUMBER	BILL YEAR	ORIGINAL VALUE	TAXABLE VALUE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT
Alvis, Erskine	248443	2023	240,900	195,900	(640.03)	Late application for exemption General Statute 105-277.1C (disabled veteran)
Barnes, Misty	218323	2023	98,300	65,924	(294.36)	Late application for exemption General Statute 105-277.1 (homestead exemption)
Briggs, Joyce Marie	1053641	2023	54,600	27,300	(256.68)	Late application for exemption General Statute 105-277.1 (homestead exemption)
Clark, Rubin	288120	2023	123,700	61,850	(580.21)	Late application for exemption General Statute 105-277.1 (homestead exemption)
Kalstein, Madeline	268627	2023	304,100	304,100	(2,531.85)	Late application for exemption General Statute 105-277.1B (circuit breaker)
Pittman, Deborah	202349	2023	141,400	70,700	(649.03)	Late application for exemption General Statute 105-277.1 (homestead exemption)
Raines, Jesse	245115	2023	90,400	52,300	(357.42)	Late application for exemption General Statute 105-277.1 (homestead exemption)
Ward, Margo	313186	2023	161,700	80,850	(974.49)	Late application for exemption General Statute 105-277.1 (homestead exemption)
Total					(6,284.07)	

*Circuit Breaker does not result in a reduction in value. The exemption received is based on the income of the taxpayer.

The spreadsheet represents the financial impact that approval of the requested release or refund would have on the principal amount of taxes.
Approval of the release or refund of the principal tax amount also constitutes approval of the release or refund of all associated interest, penalties, fees, and costs appurtenant to the released or refunded principal tax amount.

Late Application For Exemption Good Cause Information
February 6, 2024

NAME	ACCOUNT NUMBER	BILL YEAR	Exemption Information	Good Cause Reason
Alvis, Erskine	248443	2023	Veteran Exemption	Not aware of the deadline
Barnes, Misty	218323	2023	Homestead Exemption	Memory Loss
Briggs, Joyce	1053641	2023	Homestead Exemption	Misplaced applications
Clark, Rubin	288120	2023	Homestead Exemption	Medical issues
Kalstein, Madeline	268627	2023	Circuit Breaker Exemption	Didn't know about the program
Pittman, Deborah	202349	2023	Homestead Exemption	Medical issues
Raines, Jesse	245115	2023	Homestead Exemption	Didn't know about the program
Ward, Margo	313186	2023	Homestead Exemption	Medical issues

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: February 6, 2024

**Action Agenda
Item No. 8-e**

SUBJECT: Orange County FY 2024 Annual Work Program Amendment #1 – FAST 2 Study Commitment

DEPARTMENT: Orange County Transportation Services (OCTS)

ATTACHMENT(S):

1. FAST 2 Draft Scope
2. FAST 2 Commitment

INFORMATION CONTACT:

Nishith Trivedi, Transportation Director,
919-245-2007

PURPOSE: To approve Amendment #1 to the Orange County Fiscal Year 2024 Annual Work Program regarding the County's contribution to the NCDOT FAST (Freeway, Arterial, Street and Tactical) 2 Study.

BACKGROUND: The North Carolina Department of Transportation (NCDOT), in partnership with Go Triangle and Regional Transportation Alliance (RTA) completed the Freeway, Arterial, Street-Based Transit (FAST) study in 2021 ([link](#)). NCDOT is building upon its success with a FAST 2 Study with detail express design and expanding the scope to include other regional corridors like US 70, NC 54, NC 86 and others (Attachment 1). NCDOT manages the study, which seeks to:

- Make freeways and regional boulevards "transit ready"
- Elevate and identify multiple Bus Rapid Transit (BRT) corridors that directly link with RDU Airport
- Advance SMART (Systematic Management of Adaptable Roadways through Technology) freeway corridors
- Use targeted strategies improving transit accessibility and opportunities on existing transportation corridors in Orange County.

This effort is a 12-month study managed by NCDOT, with assistance from WSP USA, a consulting firm. This is being pursued in coordination and collaboration with local governments, regional agencies, state partners and private businesses to make existing freeways and regional roads transit ready. The following list of cities and counties have financial commitments towards the study:

- State and Regional Agencies – North Carolina Department of Transportation, GoTriangle, Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO), Capital Area Metropolitan Planning Organization (CAMPO)
- Counties – Durham, Orange and Wake
- Cities – Durham, Chapel Hill, Raleigh and Cary

RTA, through all of these local, regional and state partners, has garnered over \$650,000 in public financial commitments towards the study. More information on FAST 2 is at this [link](#), including a list of private partners supporting regional transit planning.

The total financial commitment for the FY24 Annual Work Program Amendment #1 is \$155,000 for FAST 2, with a net zero financial impact on the annual work program or local transit services. This action reallocates existing reimbursement funds from the three transit providers to the regional study with no impact on the financial model or operations. The Orange County Staff Work Group proposed that Orange County and Chapel Hill Transit commit at total of \$100,000 (\$50,000 per transit agency) from its annual reimbursement towards the study while Go Triangle will allocate \$5,000 from one of its transit surveys.

Orange County - \$50,000

- From (19OPTS1) Orange County's Continuation of Transit Services
- There is no impact on current services. The proposal reallocates \$50,000 already approved in continuation of transit services and to FAST 2.

Chapel Hill Transit - \$50,000

- From (24CHT_TS1) HS Route – Weekend Service
- There is no impact on current services. The proposal reallocates \$50,000 already approved in continuation of transit services and to FAST 2.

GoTriangle - \$5,000

- From (21GOTCOO1) Regional Origin-Destination Survey

On November 15, 2023, the GoTriangle Board approved the FY24 Annual Work Program Amendment #1 for the full \$155,000, including Orange County, Chapel Hill Transit and Go Triangle.

Key Deliverable for Orange County

- Potential transit infrastructure recommendations for Freeway and Arterial roads, including all US and NC routes and some secondary roads that cross County lines.

While Durham County may use the FAST 2 study to feed the Countywide BRT study, it will help Orange County's transit improvements along major regional corridors like US 70, NC 57, NC 49, NC 10, NC 54, US 15/501, etc. Orange County could have potential BRT or enhancing non-BRT roadway segments with varying degrees of transit advantage infrastructure along those corridors through FAST 2, rather than a single North-South BRT. These efforts would help Orange County with County specific transit projects with extensions into Durham, Alamance, and Chatham counties.

As one of the signatories of the Interlocal Government Agreement, Orange County must approve any changes to the Annual Work Program. The Staff Work Group recommended approval of this amendment at its September meeting following a 21-day public review period.

FINANCIAL IMPACT: There is no immediate financial impact associated with this item.

SOCIAL JUSTICE IMPACT: The following Orange County Social Justice Goals are applicable to this item:

- **GOAL: FOSTER A COMMUNITY CULTURE THAT REJECTS OPPRESSION AND INEQUITY**

The fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender, or sexual orientation; national origin or ethnic background; age; military service; disability; and familial, residential, or economic status.

- **GOAL: ENSURE ECONOMIC SELF-SUFFICIENCY**

The creation and preservation of infrastructure, policies, programs, and funding necessary for residents to provide shelter, food, clothing and medical care for themselves and their dependents.

ENVIRONMENTAL IMPACT: The following Orange County Environmental Responsibility Goal impact is applicable to this item:

- **CLEAN OR AVOIDED TRANSPORTATION**

Implement programs that monitor and improve local and regional air quality by: 1) promoting public transportation options; 2) decreasing dependence on single-occupancy vehicles, and 3) otherwise minimizing the need for travel.

RECOMMENDATION(S): The Manager recommends Board approve the FY 2024 Annual Work Program Amendment #1 for the NCDOT FAST 2 Study (Attachment 2).

DRAFT SCOPE OF SERVICES

As requested by North Carolina Department of Transportation (“Client”), WSP USA Inc. (“Consultant”) proposes the scope of services listed in subsequent sections below and includes professional services for the Freeway, Arterial, Street, and Tactical (FAST) 2.0 Study (“Project”).

SCOPE ASSUMPTIONS

The work tasks described in this scope assume the following:

1. The Client will provide the Consultant with all supporting segment traffic counts, turning movement counts, bicycle and pedestrian counts, travel demand, transit ridership, travel time data, etc. The availability of data will be discussed during the initial conference call with the Client Project Manager.
2. The Client will provide the Consultant with all available plans and studies within and adjacent to the study area, including but not limited to land use plans, transportation plans, design standards, special studies, and recent traffic impact analysis studies.
3. The Client will provide all supporting GIS data files.
4. The Consultant will not collect any new traffic, environmental, survey or other data for this project.
5. The Consultant will provide opportunities for meetings with project stakeholders to provide “over the shoulder review” of interim work products, without having to wait for formal review periods.
6. Deliverables will be actionable in nature and will primarily include executive summary-style memos with maps and graphics supported by technical reports. Some materials will be global in nature, and others will be tailored to individual agencies – municipalities, regional planning agencies, different NCDOT departments and divisions - and include a specific roadmap for implementation, funding, and further planning/design projects. The actionable materials should be presented so that they may be modified by the ongoing implementation group as future conditions change.
7. The Client will be responsible for the translation of materials and making materials 508-compliant, as needed.
8. This scope of work assumes a twelve (12) month Project schedule that will begin upon receipt of a signed contract or Notice to Proceed letter.

Task A – Project Management

The Consultant Project Manager will lead, coordinate and monitor planning and design of the Project for general conformance with standards and policies established at the beginning of the projects. The Project Manager will provide the management, coordination and direction to its team to complete the scope of work. The Project Manager will coordinate with the various subconsultants and task leads to provide timely delivery of qualified products. The Consultant will notify the Client of any subconsultant or task lead changes.

Project Management efforts will include the following:

- Project control and administration
- Resource allocation to facilitate simultaneous production of different tasks
- Day to day communication among task leaders
- Coordination in development of change orders and modifications
- Coordination to comply with contract provisions
- Meeting facilitation, participation, and documentation
- Monthly progress reports and invoices per Client formats and criteria
- Management, coordination and direction to subconsultants
- Maintain current records of Disadvantaged Business Enterprise (DBE) utilization
- Processing invoices, subconsultant contract management
- Documenting scope, objectives, and deliverables
- Project coordination meetings (including consultant, NCDOT, and/or contributing partners)

The Consultant will participate in up to twenty-four (24) project coordination meetings, including preparing agenda and meeting minutes for each meeting, as needed.

The Consultant will prepare and submit one (1) Project Management Plan (PMP) with a detailed description of project tasks to be undertaken, a labor and cost budget for each task, a project schedule, and project administrative procedures such a project communications protocol.

Task A Deliverables:

- *Up to twelve (12) monthly progress reports and invoices*
- *Up to twenty-four (24) project coordination meetings (agendas and minutes, as needed)*
- *One (1) project management plan*
 - *One (1) draft*
 - *One (1) final*

Task B – Vision & Brand Development

The Consultant will work with the Client and Stakeholders to develop a regional vision for multimodal mobility in the Triangle Region that will be inclusive, data-driven, and responsive to the community's needs. Based on client input and data analysis, including collecting existing regional/local vision statements and branding approaches in the region, a clear and inspiring regional vision for multimodal mobility will be formulated. The vision will articulate long-term goals and aspirations, emphasizing the importance of promoting equitable, efficient, and sustainable transportation options for all users. The vision will serve as a guiding star, driving decision-making throughout the planning process. The Consultant will prepare and submit one (1) high-level memorandum to summarize the vision and goals.

The Consultant will work with the Client and stakeholders to develop project branding that reflects the project purpose, supports current regional branding efforts, and focuses on a unified identity for the region. The branding will be used on all deliverables, including outreach and engagement materials, and project documentation to provide a consistent look for project materials that is recognizable to the public. The Consultant will provide one round of concepts to the Client for review, and the Client will coordinate internal review of the draft concepts to ensure all necessary departments provide feedback, which will be consolidated and provided to the Consultant.

The Consultant will refine the initial concepts to develop several brand options for the client and stakeholders to review and will revise and finalize the brand up to one (1) time following a concept review meeting with stakeholders. The Consultant will use the Delphi method to collect feedback from stakeholders on the brand options, a process used to arrive at a group opinion or decision by surveying a panel of regional transportation experts. The experts will respond to several rounds of questionnaires, and the responses will be aggregated and shared with the group after each round. This process is regularly used to build consensus among a large audience and a similar approach will be used to finalize the vision and branding.

Following the approval of the brand by the Client, the Consultant will prepare and submit one (1) memorandum of the brand standards to the Client, which will include a branding guidance document and Word and PowerPoint templates.

Task B Deliverables

- *One (1) vision and goals memorandum*
 - *One (1) draft*
 - *One (1) final*
- *One (1) brand standards memorandum*
 - *One (1) draft*
 - *One (1) final*
- *One (1) Delphi Method memorandum*
 - *One (1) draft*
 - *One (1) final*
- *Branding files*

Task C – Public and Stakeholder Engagement

Public Engagement and Outreach Plan (PEOP)

The Consultant will prepare and submit one (1) Public Engagement and Outreach Plan to detail public engagement efforts throughout the project. The Consultant will work with both the NCDOT Public Involvement, Community Studies & Visualization Group and the NCDOT Communication Group to develop the PEOP, in order to outline Department standard procedures and integrate national best practices. The PEOP will detail:

- the goals for engagement and outreach,
- target audiences and stakeholders based on a demographic analysis of the study area with a focus on equitable engagement,
- an approach to stakeholder and elected official engagement,
- an outline for steering committee/technical coordinating committees
- the potential stakeholders and committee members invitation list,
- an outline for public engagement/outreach methods, and
- milestones for feedback at various phases of study development.

Public Outreach

Public outreach will focus on promoting an understanding of the Project and garnering public support for the Project. At up to three (3) milestones, the consultant will provide materials for public promotion. It is envisioned that the milestones may include:

- Development of the vision and branding
- Selection of priority corridors

- Final study outcomes (i.e. implementation roadmap)

Materials for public promotion may include:

Education Campaign

This multi-faceted educational campaign will be a coordinated and strategic effort, with close participation from the NCDOT Communications Unit, to disseminate information, raise awareness, and promote understanding and support for a FAST transit network, particularly along SMART (Systematic Management of Adaptable Roadways through Technology) freeway and arterial corridors. Campaign materials will be designed to achieve specific educational objectives, convey important messages, and drive behavioral change among the target population as necessary. The campaign plan will outline clear objectives, the target audiences, messaging and creative content to be used, and measurement and evaluation of the campaign. Specific tools that can be used include:

- NCDOT webpage content
- Short educational videos
- Fact sheets
- Email campaigns
- Social media
- Press releases
- Posters and printed ads for use at transit centers, DMVs, community centers, etc.
- Study business cards

“Meeting in a Box” Kits

A “Meeting in a Box” concept is meant for stakeholders and agency or institution leaders (such as MPO or RPO staff) who want to encourage participation of their members in FAST 2.0 outreach activities. The “Meeting in a Box” includes a set of PowerPoint slides, briefing materials, and sample outreach content that stakeholders throughout the region can use to provide updates and share information about the FAST 2.0 process and outcomes. The Consultant will develop a set “Meeting in a Box” materials for up to three study milestones and will provide training as necessary to agencies who receive the “Meetings in a Box.”

The Consultant may also provide staff to support these meetings or other stakeholder facilitated events in the community to provide the public with an in-person opportunity to engage with the study team, learn about the recommendations, and will use “Meeting in a Box” materials. The Consultant will provide one staff member to participate in up to ten (10) pop-up events which will be organized and attended by stakeholder members.

Stakeholder Engagement

The Client has established two committees that will participate in guiding the FAST 2.0 project:

- Steering Committee – Comprised of leadership from study partners, who will be responsible for adopting any project recommendations and deliverables, along with championing the project throughout the life of the project.
- Technical Committee – Comprised of technical staff from study partners, who will be responsible to provide technical input.

The Consultant will participate in, and document project-specific information, for

- up to four (4) Steering committee meetings,
- up to four (4) technical committee meetings, and

The Consultant will be responsible for issuing invitations to participating committee members and providing meeting accommodations or web meeting platform. The Consultant will prepare committee meeting agendas, presentation materials, and develop meeting minutes, as needed.

In addition to the established project committees, the project process and outcomes are expected to be presented at up to three (3) milestones to key regional transportation agencies, local governments, and community leaders for endorsement and support. The Consultant will prepare up to three (3) presentations (one for each milestone) and will participate in up to fifteen (15) presentations.

Governance Framework

The Consultant will work with the Client to develop a governance framework for the project. It will include the structure, function, and responsibilities of the partner agencies. The most important part of the governance framework will be defining a quick decision-making process to maintain the tight schedule. An ongoing working group will be established to monitor, evaluate, and alter, if needed, the implementation of FAST and SMART projects.

Task C Deliverables:

- *One (1) Public engagement/outreach plan*
 - *One (1) draft*
 - *One (1) final*
- *Public engagement materials at up to three (3) milestones*
 - *One (1) draft package of materials for each round*
 - *One (1) final package of materials for each round*
- *Participation in up to ten (10) pop-up events*
- *Participation in up to four (4) Steering Committee meetings (agendas, materials and minutes, as needed)*
- *Participation in up to four (4) technical committee meetings (agendas, materials and minutes, as needed)*
- *Participation in up to 15 presentations to other/regional stakeholders*
- *Preparation of up to 3 presentations (one for each milestone) for other/regional stakeholders*
 - *One (1) draft*
 - *One (1) final*
- *One (1) Governance plan/framework*
 - *One (1) draft*
 - *One (1) final*

Task D – Needs Assessment/Analysis & Primary Corridor Identification

In order to identify new (since Phase I FAST Study) transportation challenges, opportunities, and gaps in current system, the Consultant will:

- Review existing transportation data, planning documents, and relevant policies, including, but not limited to:
 - Phase I FAST Study, NCDOT Complete Streets & Roadway Design Manual, CAMPO BOSS Study, CAMPO RED lanes study, Wake Transit Plan and updates, City of Raleigh & Town of Chapel Hill BRT studies, CAMPO BRT studies, Durham BRT studies, Durham Transit Plan and updates, Orange Transit Plan and updates, Triangle Bikeway Study, and the current NCDOT TIP.
- Gather existing quantitative and qualitative data related to transportation infrastructure, existing transit services, population demographics, traffic patterns, transit services, and land use patterns.
- Review existing/planned projects in the region, with the goal to ensure regional network coordination and to identify where project investments may be leveraged.

The Consultant will prepare and submit one (1) memorandum summarizing the existing plans that were reviewed, and will prepare and submit one (1) high-level needs assessment memorandum summarizing the challenges, opportunities, and gaps in current system.

The Consultant will prepare and submit one (1) high-level project equity plan that will evaluate and recommend how equity considerations can be incorporated into the priority corridor identification and overall regional network recommendations.

After identifying the needs that exist in the current system, the Consultant will work to identify primary corridors within the regional network. As part of that identification process, the Consultant will conduct, up to twenty (20), one-on-one interviews with study partners' senior leadership, or senior technical staff. Incorporating feedback from stakeholder one-on-one interviews, along with the needs data analysis and plan review, the Consultant will use the Delphi technique to identify primary corridors. The Consultant will prepare and submit one (1) high-level memorandum identifying the regional network and primary corridors.

Task D Deliverables:

- *One (1) high-level needs assessment memorandum*
 - *One (1) draft*
 - *One (1) final*
- *One (1) existing plans memorandum*
 - *One (1) draft*
 - *One (1) final*
- *One (1) high-level regional network and primary corridor identification memorandum*
 - *One (1) draft*
 - *One (1) final*
- *One (1) high-level project equity plan*
 - *One (1) draft*
 - *One (1) final*

Task E – Project/Improvement Evaluation & Recommendations

The Consultant will evaluate a suite of options which may be appropriate for implementation along primary corridors and the network overall. This may include:

- Explore opportunities for improved transit rider experience for existing and expanded Bus On Shoulder System (BOSS), selected operational or other low-cost improvements that may improve travel for transit and/or all users
- Dynamic transit priority shoulders adjacent to freeway medians, including potential toll opportunities.
- Express lanes with transit priority
- Direct access ramps for enhanced freeway transit
- Queue jump lanes or RED transit lanes
- Transit facilities on the outside or in the median of arterials with alternative designs like reduced conflict intersections or median u-turns
- BRT or FAST transit linkage between I-40 and relocated regional transit center
- On-ramp signals and freeway connector ramp signals for area freeways
- Variable speed limits along area freeways
- Transit signal priority standardization
- Example bus stop/station designs or layouts for various transit priority shoulder or lane options
- Example bicycle and pedestrian access improvements to complement bus stop/station designs
- Mobility-as-a-service and single digital ticketing solutions.

- Mobility Hubs, complete streets, TOD opportunities and micromobility solutions as a part of a robust regional multimodal transportation network especially in relation to already planned BRT corridors and proposed GoTriangle site in RTP
- Through/regional lane separation options for existing freeways
- Selected tactical transit opportunities for freeways and arterials; e.g., short busway segments or linkages

As part of the evaluation, the Consultant will analyze traffic at the corridor level. The Consultant will use commercial probe data to identify bottlenecks and reliability within a given corridor. Volume capacity ratio (v/c) output from the adopted Triangle Regional Model (TRM) horizon years, supplemented by critical lane analysis at key intersections where more refined turning movement data are available, will be reviewed to identify projected roadway network capacity constraints.

The Consultant will perform a high-level screening of up to four (4) direct BRT linkages to RDU International Airport from Raleigh, Durham, Chapel Hill, Cary (with the understanding that sections of Chapel Hill and Durham would potentially run on concurrent routes as would certain sections of Cary and Raleigh), which will link multiple downtowns to the interconnected transit priority network of dynamic transit priority shoulders and/or express lanes. This level of analysis will consider all aspects of BRT infrastructure, operations planning, and vehicle needs along with a transfer location on the RDU property. The Consultant will prepare a feasibility study for the BRT transfer location at RDU, which could be used for a regional transit hub, in addition to serving the airport. This work would include space programming, test fits on preferred site, workshop to select a concept and NEPA red flag analysis.

The Consultant will prepare and submit one (1) technical memorandum and plans summarizing the feasibility of the suite of options and potential treatments.

After evaluating the suite of options, the Consultant will recommend infrastructure improvements for the priority corridors, including the high-level design concepts on up to three (3) selected project corridors, envisioned to include one (1) interstate segment (i.e. Interstate 40 from NC 54 to Wade Avenue) and two (2) arterial segments. The Consultant will prepare and submit one (1) memorandum that summarize the recommended infrastructure improvements and include the high-level design concepts.

The Consultant will advance one high-level concept for each of the three (3) selected project corridors through the NCDOT Express Design process. The limits, complexity, and deliverables of the express design work will be through discussions between the Client and Consultant. The Consultant will have a set budget for express design work; the Client may increase funding for the express design work, as determined necessary.

In addition to the infrastructure improvements for the priority corridors, the Consultant will provide recommendations for the overall regional network. As part of the overall recommendations, the Consultant will identify infrastructure improvements that can potentially be integrated with planned/programmed/anticipated projects (STIP projects, etc.). The Consultant will prepare and submit one (1) memorandum outlining the recommendations infrastructure improvements for the overall regional network.

Task E Deliverables:

- *One (1) technical memorandum and plans summarizing the feasibility of potential treatments*
 - *One (1) draft*
 - *One (1) final*
- *One (1) memorandum summarizing recommended infrastructure improvements for selected corridors, including /high-level design concepts for up to three (3) selected project corridors*
 - *One (1) set of draft high-level design concepts*
 - *One (1) draft memorandum of recommended infrastructure improvements*
 - *One (1) set of final set of draft high-level design concepts*

- *One (1) final memorandum of recommended infrastructure improvements*
- *One (1) express design package for up to three (3) selected project corridors*
 - *One (1) set of draft express design materials*
 - *One (1) set of final express design materials*
- *One (1) memorandum summarizing the recommendations for the overall regional network*
 - *One (1) draft*
 - *One (1) final*

Task F – Implementation Plan & Prioritized Recommendations

The Consultant will use the collected study data and vision to develop an actionable plan for implementing the FAST transit priority infrastructure and SMART freeway corridor activation. The action plan will consider a phased approach to prioritizing projects based on feasibility, impact, timeframe and equity considerations. The plan will identify potential funding mechanisms and opportunities to leverage funds and resources.

The plan will also consider how the recommendations align with NCDOT's strategic prioritization process and evaluation criteria and IMD's goals. The plan will also make recommendations on how NCDOT's *Complete Streets Policy* could further institutionalize (a) the prioritization of transit within the highway project planning and design process and (b) the prioritization of transit within operations and maintenance activities.

The Consultant will prepare and submit one (1) implementation plan, that will include funding resources aligned with infrastructure recommendations and a prioritized list of recommended projects.

Task F Deliverables:

- *One (1) implementation plan*
 - *One (1) draft*
 - *One (1) final*

Task G – Final Report

The Consultant will prepare and submit one (1) final report that consolidates the previous task deliverables into a final report.

The Consultant will prepare and submit one (1) package of project files from the course of the project, including memorandums, plans, slide decks, and branding materials.

Task G Deliverables:

- *One (1) final report*
 - *One (1) draft*
 - *One (1) final*

REQUEST #
19OPTS1

FY 2024

FY START DATE
2024

**Orange Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

Type of Amendment Minor Major

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be over one percent (1%) over the life of the plan;
- d. Changes in scope for implementation elements programmed in current and future fiscal years;
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Orange County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Orange Transit Estimated Operating Cost	
Continuation of Transit Services	Orange County	Darlene Weaver dweaver@orangecountync.org	Base Year	\$ 50,000
			FY 2026	\$ 50,000
			Cumulative	\$ -
Estimated Start Date	Estimated Completion	Notes	Orange Transit Estimated Capital Cost	
January 1, 2023	June 30, 2024		Base Year	\$ -
			Cumulative	\$ -
Project Description/Scope	Enter below a summary of the project amendment and impact on approved plan.			
Orange County financial commitment to NCDOT FAST 2 Study.				
1. Enter Orange Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
19OPTS1	Orange County Fast 2 Study Commitment		\$50,000		Reallocate \$50,000 from Continuation of Transit Services to support NCDOT FAST 2 Study Origin Destination Survey
TOTAL			\$ 50,000	\$ -	

2. Orange Transit Project ID(s) to Reduce					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TOTAL			\$ -	\$ -	

3. Impact on Transit Plan Project Costs			
From above, indicate whether amounts impact operating or capital budgets in Orange Transit Plan.	Estimated Operating Cost	Current Year	\$ -
		Recurring	\$ -
	Estimated Capital Cost	Base Year	\$ -
		Cumulative	\$ -

4. Is this project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

FY24, full year

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

Reallocation of funding from a project, that will have net zero impact on transit plan.

7. List any other relevant information not addressed.

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour							
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other (Describe)			-	-	-	-	-
Other (Describe)			-	-	-	-	-
TOTAL OPERATING COSTS	-	-	-	-	-	-	-

9. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects.

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning							
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
TOTAL CAPITAL COSTS	-	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

10. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above. (include details)

REQUEST #

FY 2024

FY START DATE
Jul 2023

**Orange Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

Type of Amendment Minor Major

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be over one percent (1%) over the life of the plan;
- d. Changes in scope for implementation elements programmed in current and future fiscal years;
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Orange County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Orange Transit Estimated Operating Cost	
HS Route- Weekend Service	Chapel Hill Transit	Caroline Dwyer cdwyer@townofchapelhill.org	Base Year	\$ 164,039
			FY 2025	\$ 168,100
			Cumulative	\$ 1,237,639
Estimated Start Date	Estimated Completion	Notes	Orange Transit Estimated Capital Cost	
Jan-24	N/A		Base Year	\$ -
			Cumulative	\$ -
Project Description/Scope	Enter below a summary of the project amendment and impact on approved plan.			
Improvements to the HS route add weekend transit services and provides connections to higher-density neighborhoods and multifamily housing. The HS route covers a large area of Chapel Hill and this project improves transit access to key destinations along Martin Luther King Jr. Boulevard. The service improvement benefits lower-income communities and fulfills a stated public need for weekend service in transit reliant neighborhoods.				
1. Enter Orange Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
19OPT_TS1	Orange County Fast 2 Study Commitment	Operations - Planning	\$ 50,000		Reallocate \$50,000 From HS Route – Weekend Service (Project ID 24CHTTS1) to Orange County Fast 2 Study Commitment (Project ID 19OPT_TS1)
TOTAL			\$ 50,000	\$ -	

2. Orange Transit Project ID(s) to Reduce					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
24CHT_TS1	HS Route - Weekend Service	Operations - Bus Operations	\$ 50,000		Reallocate \$50,000 From HS Route – Weekend Service (Project ID 24CHTTS1) to Orange County Fast 2 Study Commitment (Project ID 19OPT_TS1)
TOTAL			\$ 50,000	\$ -	

3. Impact on Transit Plan Project Costs			
From above, indicate whether amounts impact operating or capital budgets in Orange Transit Plan.	Estimated Operating Cost	Current Year	
		Recurring	
Estimated Capital Cost	Base Year		
	Cumulative	\$ -	

4. Is this project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

FY24 Q2

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

Reallocation of funding from a project that can't currently be implemented to a project with more immediate funding needs.

7. List any other relevant information not addressed.

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other (Describe)			-	-	-	-	-
Other (Describe)			-	-	-	-	-
TOTAL OPERATING COSTS	-	-	-	-	-	-	-

9. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects.

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning							
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
TOTAL CAPITAL COSTS	-	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

10. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above. (include details)

REQUEST #
21GOTCOO1

FY 2024

FY START DATE
2024

**Orange Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

Type of Amendment Minor Major

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be over one percent (1%) over the life of the plan;
- d. Changes in scope for implementation elements programmed in current and future fiscal years;
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Orange County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Orange Transit Estimated Operating Cost	
Origin Destination Survey	GoTriangle	Jay Heikes jheikes@gotriangle.org	Base Year	\$ -
			FY 2026	\$ -
			Cumulative	\$ -
Estimated Start Date	Estimated Completion	Notes	Orange Transit Estimated Capital Cost	
Jan 1 2023	June 30 2024		Base Year	\$ -
			Cumulative	\$ -
Project Description/Scope	Enter below a summary of the project amendment and impact on approved plan.			
Orange County share of Regional Transit On-board Origin Destination Survey for GoTriangle, Chapel Hill Transit, and OCPT. Regional Survey led by GoRaleigh.				
1. Enter Orange Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TOTAL			\$ -	\$ -	

2. Orange Transit Project ID(s) to Reduce					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
21GOTCOO1		Capital Other	\$ 5,000		\$5,000 to be used to support GoTriangle Share of consolidated Orange County Transit Plan FAST 2 study funding to be administered by Orange County
TOTAL			\$ 5,000	\$ -	

3. Impact on Transit Plan Project Costs			
From above, indicate whether amounts impact operating or capital budgets in Orange Transit Plan.	Estimated Operating Cost	Current Year	\$ -
		Recurring	\$ -
	Estimated Capital Cost	Base Year	\$ -
		Cumulative	\$ -

4. Is this project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

FY24, full year.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

Regional Transit On Board Survey to continue as planned; \$5,000 to support consolidated Orange County Transit Plan contribution to FAST 2 study.

7. List any other relevant information not addressed.

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other (Describe)			-	-	-	-	-
Other (Describe)			-	-	-	-	-
TOTAL OPERATING COSTS	-	-	-	-	-	-	-

9. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects.

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning	5,000						
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
TOTAL CAPITAL COSTS	5,000	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

10. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above. (include details)

**ORANGE COUNTY
BOARD OF COMMISSIONERS**

ACTION AGENDA ITEM ABSTRACT

Meeting Date: February 6, 2024

**Action Agenda
Item No.** 8-f

SUBJECT: Enhanced Voluntary and Voluntary Agricultural District Designation – Multiple Farms

DEPARTMENT: Environment, Agriculture, Parks & Recreation (DEAPR) – Soil and Water Conservation

ATTACHMENT(S):
1) Applications and Maps

INFORMATION CONTACT:
Jessica Perrin, (919) 245-2753
Peter Sandbeck, (919) 245-2517

PURPOSE: To consider applications from two (2) landowners/farms to certify qualifying farmland within the Caldwell and High Rock/Efland Agricultural District Regions; and enroll the lands in the Orange County Farmland Preservation Program's Enhanced Voluntary Agricultural District or Voluntary Agricultural District program.

BACKGROUND: Orange County's Voluntary Farmland Preservation Program was started in 1992. To date there are 151 farms in both the Voluntary Agricultural District (VAD) and the Enhanced Voluntary Agricultural District (EVAD) program – totaling 17,433 acres.

The County's Voluntary Farmland Protection Ordinance (VFPO) outlines a procedure for the Agricultural Preservation Board to review and approve applications for qualifying farmland, and to make recommendations to the Board of Commissioners concerning the establishment and modification of agricultural districts. Section VII of the VFPO contains the requirements for inclusion in a voluntary agricultural district. To be certified as qualifying farmland, a farm must:

- (1) Be located in the unincorporated area of Orange County;
- (2) Be used for bona fide farm purposes, as that term is defined in G.S. 106-743.4(a) and G.S. 160D-903;
- (3) Be in accordance with the minimum size requirements, which are as follows:
 - (a) Consist of at least (i) one contiguous acre of land in production for horticultural or agricultural purposes; or (ii) at least twenty total acres of land under management for forestry;
 - (b) In the event that a landowner has multiple tracts of qualifying farmland that are eligible, and those tracts are located within one mile or less of each other, then they may comprise a Voluntary Agricultural District.
- (4) Be managed in accordance with the Natural Resources Conservation Service and N.C. Division of Soil and Water Conservation defined erosion-control practices and have a current conservation farm plan and/or forestry management plan associated with the current usages and owner; and
- (5) Be the subject of a conservation agreement, as defined in N.C. Gen. Stat. § 121-35, between the County and the owner of such land that prohibits non-farm use or development of such land for a period of at least

ten years, except for the creation of not more than three lots that meet applicable County zoning and subdivision regulations.

The Orange County Agricultural Preservation Board reviewed the findings of the staff assessments for the attached applications for the Orange County Voluntary Agricultural District program at its regular meeting in January 2024. All farm applications were reviewed and verified to have met or exceeded the minimum criteria for certification into the program.

The Agricultural Preservation Board voted to recommend approval of the certification for these two (2) farms, and their inclusion in the Voluntary and/or the Enhanced Voluntary Agricultural District programs. The certification documentation is on file in the DEAPR/Soil and Water Conservation District office. The farms are described briefly below:

Brief Farm Descriptions:

- 1) Owners Andy and Debra Gates submitted an application to enroll two (2) additional parcels of land totaling 47.2 acres as qualifying farmland for a Voluntary Agricultural District in the Caldwell Agricultural District Region. The farm operation includes the production of corn, wheat, and soybeans along with hay and managed forest land.
- 2) Owners Daniel Lee Miller and Emily Sloss submitted an application to enroll two (2) parcels of land totaling 20.26 acres as qualifying farmland for a Voluntary Agricultural District in the High Rock/Efland Agricultural District Region. The farm operation includes pasture for sheep and honey production.

FINANCIAL IMPACT: There is no financial impact associated with this item. Voluntary Agricultural Districts are non-monetary and require a non-binding 10-year conservation agreement. Enhanced Voluntary Agricultural Districts are non-monetary and require a binding 10-year conservation agreement.

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

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

The Orange County Voluntary Agricultural District Program ordinance conserves, protects and encourages the preservation and improvement of agricultural land within the County boundaries as a critical component of the County's cultural and rural character and its economy by virtue of the production of food, fiber and other products. The purpose of this Ordinance is to reduce the loss of productive and existing farmland by promoting agricultural values and the general welfare of the County, recognize the existence of important farmlands by seeking to minimize risks of nuisance suits that arise from the onset of other land uses, encourage participation in voluntary programs to preserve and protect farmland from non-farm development and increase identity and awareness of the agricultural community, and its role in the economic and cultural quality of life for all County residents (from the Orange County Farmland Preservation/VAD program ordinance).

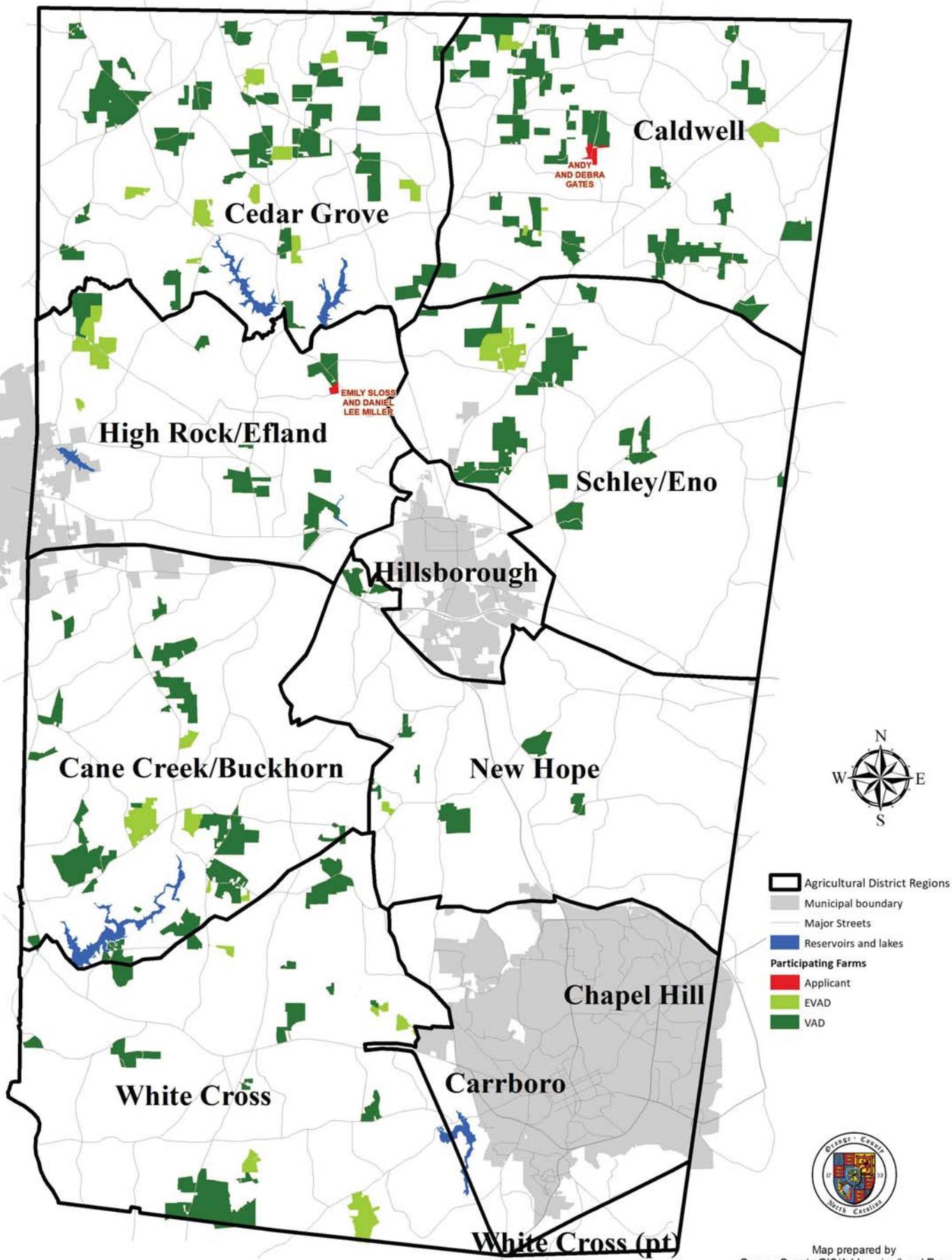
ENVIRONMENTAL IMPACT: There is no Orange County Environmental Responsibility Goal impact associated with this item.

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

- 1) certify the two (2) farm properties noted above totaling 67.46 acres;
- 2) designate the Gates and Miller/Sloss farms as Voluntary Agricultural District farms within the Caldwell and High Rock/Efland Agricultural District Regions; and
- 3) enroll the lands in the Orange County Farmland Preservation Program's Voluntary Agricultural District (VAD) program as designated.

With approval of these farms, the Orange County Farmland Preservation program will have enrolled 153 farms, totaling 14,786 acres in the VAD and 2,714 acres in the EVAD for a total of 17,500 acres in the program.

2024 Voluntary Agricultural Districts and Enhanced Voluntary Agricultural Districts



- Agricultural District Regions
- Municipal boundary
- Major Streets
- Reservoirs and lakes
- Participating Farms**
- Applicant
- EVAD
- VAD



Map prepared by
Orange County GIS/Addressing/Land Records
S:\MXD_Projects\DEAPR-VoluntaryAgDistricts\VAD_Designations_CURRENT.mxd

Date: 1/18/2024

0 12,500 25,000 50,000 Feet

Application for Orange County
Farmland Preservation Program
Voluntary and Enhanced Voluntary Agricultural District Program

INSTRUCTIONS:

Before completing the application, please review the VAD/EVAD brochure provided;
Complete the form as completely as possible; sign and date the form, and return to:

Orange County Dept. of Environment, Agriculture, Parks and Recreation
Soil and Water Conservation Division
P.O. Box 8181 (1020 US 70 West)
Hillsborough, NC 27278 Phone: 919-245-2750

APPLICANT:

Name: Andy G Gates III
Address: 3720 Jefferson Gates PL
City: Hurdle Mills State: NC Zip Code: 27541
Phone Number (Day): 919 210 4386 (Evening): _____
E-Mail: andy@handyandys.us

PROPERTY INFORMATION:

Property Location/Address(s): Gates Rd Hurdle Mills

Agriculture District /Township: _____

- Parcel Identification Number (PIN): 988 950 8999 Acres 25.47
- Parcel Identification Number (PIN): 988 951 3520 Acres 21.73
- Parcel Identification Number (PIN): _____ Acres _____

Total Number of Acres on all tracts of land: _____

Does this land have a plan on file with the USDA-Natural Resources Conservation Service or the NC Forest Service?

Yes: No: _____ If "No", please complete last page of form

Is the land enrolled in Present Use Value taxation program with Orange County Tax Office?

Yes: No: _____ If "No", please complete last page of form

CONSERVATION AGREEMENT DETAIL of VAD and EVAD:

Voluntary Agricultural District (VAD) conservation agreements are for a period of ten years. The landowner may revoke the agreement through a written request to the Orange County Agricultural Preservation Board. A Conservation Agreement for land within a Voluntary Agricultural District shall be automatically renewed for an additional term of ten years unless either the Agricultural Preservation Board or the landowner(s) gives written notice to the contrary prior to the termination date of the Conservation Agreement. At the end of each ten-year term, the Conservation Agreement shall automatically renew for an additional ten-year term unless notice of termination is given.

Enhanced Voluntary Agricultural District (EVAD) conservation agreements are for a period of ten years, but cannot be revoked during the term of the agreement. EVAD enrollment, however, offers landowners additional benefits such as a higher percentage of cost-share funds under the Agricultural Cost Share Program. A Conservation Agreement for an Enhanced Voluntary Agricultural District shall be deemed automatically renewed for an additional term of three years unless either the Agricultural Preservation Board or the landowner(s) gives written notice to the contrary prior to the termination date of the Conservation Agreement. At the end of each three-year term the Conservation Agreement shall automatically renew for an additional three-year term unless notice of termination is given.

I [We] have read the Conservation Agreement details above and I [we] understand the benefits of the VAD and/or EVAD program.

Please mark which designation you are requesting enrollment and sign below.

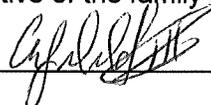
I [WE] ARE SEEKING DESIGNATION AS A **VOLUNTARY AGRICULTURAL DISTRICT**

I [WE] ARE SEEKING DESIGNATION AS AN **ENHANCED VOLUNTARY AGRICULTURAL DISTRICT**

Signature:  DATE 12/4/2023
Print name: Andy G. Gates III

OWNER[S] CERTIFICATION:

I [We], the applicant[s] and landowner(s), hereby certify that, to the best of my [our] knowledge, the foregoing application is complete and accurate. (All landowners or a designated representative of the family may sign this application.)

Signature:  Date: 12/4/2023
Signature: _____ Date: _____
Signature: _____ Date: _____
Signature: _____ Date: _____
Signature: _____ Date: _____

**Please complete this section for general information about your farm and to help staff
Update or develop a conservation plan for the farm.**

1. How long have you owned your farm? 2 years *Recent Purchase*
2. How long have you lived on your farm? 2 years
3. How many acres on your farm are under cultivation? 25 acres (estimate)
4. What are the major crops you plant each year?
Soybeans / Hay
6. How many acres on your farm are used for pasture? 0 acres (estimate)
7. How many acres on your farm are used for woodland/forestry? 20 acres (estimate)
8. If your family has owned and operated the farm over 100 years, would you be interested in the Century Farm Program? This is an Orange County and NC Dept. of Agriculture recognition program for family farms that have continued to farm for over 100 years. yes no

Volunteer opportunity:

The Orange County Agricultural Preservation Board (APB) is made up of volunteers, who are interested in the counties' agricultural concerns: protection, preservation, economic sustainability, and the future of farming and agricultural in Orange County.

If you are interested in being a potential member of the Agricultural Preservation Board, please indicate and signing below.

- Yes, please inform me when a position on the APB is available.
 No, thank you- not at this time.

Signature: _____

For questions or more information, please contact:

Orange County Department of Environment, Agriculture, Parks and Recreation
 Soil and Water Conservation Division
 P.O. Box 8181 (306 Revere Road)
 Hillsborough, NC 27278 (919) 245-2750 (Office) (919) 644-3351 (fax)

For more detailed information about the Voluntary Farmland Program:

Please refer to the Orange County Voluntary Farmland Preservation Program Ordinance, which can be found in Chapter 48 of the Orange County Code of Ordinances, at the following link: <http://library.municode.com/index.aspx?clientId=14983> or staff can provide a copy for you.



**Andy and Debra Gates
 Voluntary Agricultural District
 PIN 9889508999 (25.47 acres)
 PIN 9889513520 (21.73 acres)
 Aerial Map**

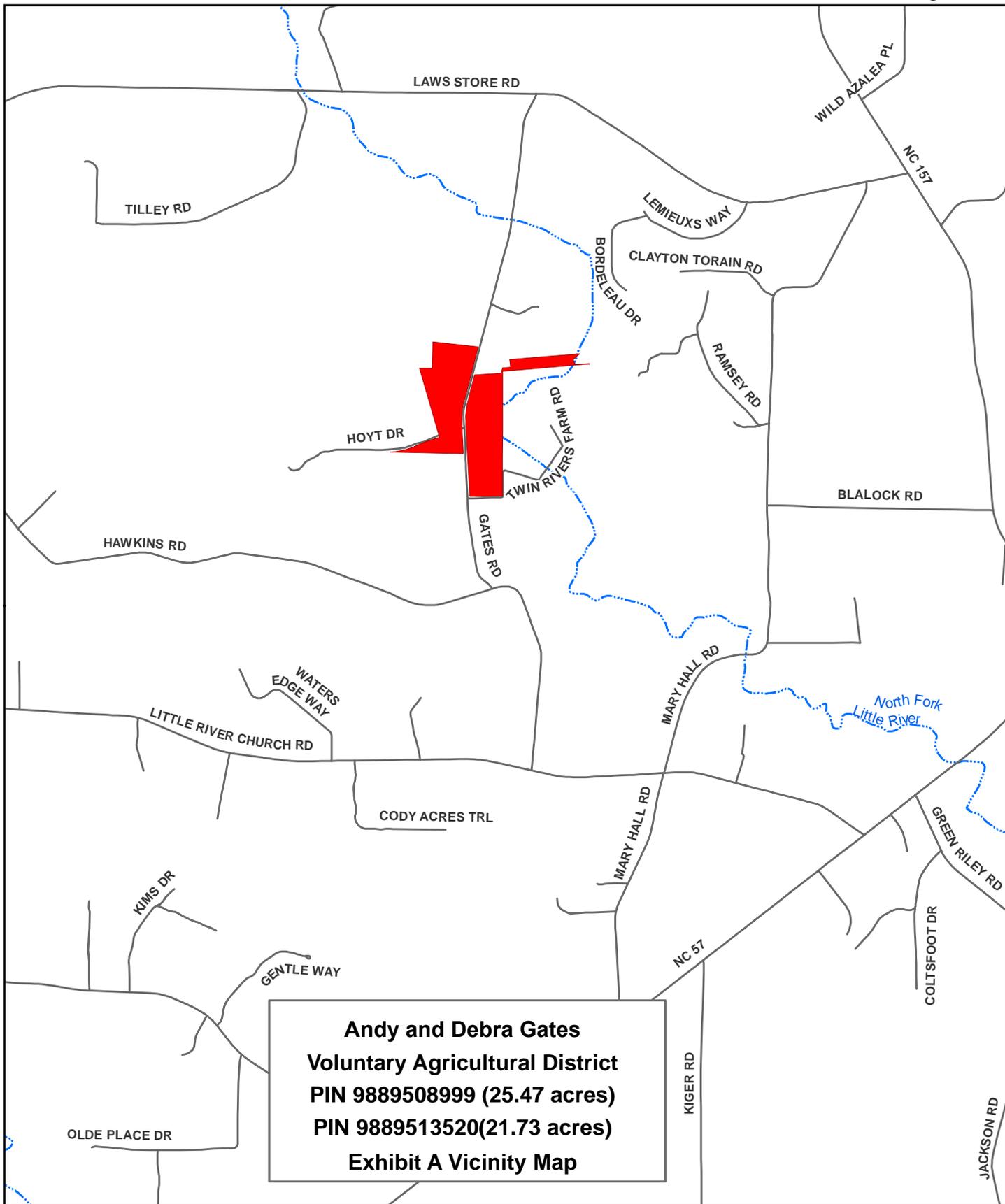
1 inch = 500 feet

 Andy and Debra Gates (47.2 acres)

2021 aerials

DEAPR
 Land Records GIS Div.
 Date: 1/11/2024





Andy and Debra Gates
Voluntary Agricultural District
PIN 9889508999 (25.47 acres)
PIN 9889513520(21.73 acres)
Exhibit A Vicinity Map



Andy and Debra Gates (47.2 acres)

1 inch = 2,000 feet



DEAPR
 Land Records GIS Div.
 Date: 1/11/2024



**Application for Orange County
Farmland Preservation Program
Voluntary and Enhanced Voluntary Agricultural District Program**

INSTRUCTIONS:

Before completing the application, please review the VAD/EVAD brochure provided;
Complete the form as completely as possible; sign and date the form, and return to:

Orange County Dept. of Environment, Agriculture, Parks and Recreation
Soil and Water Conservation Division
P.O. Box 8181 (1020 US 70 West)
Hillsborough, NC 27278 Phone: 919-245-2750

APPLICANT:

Name: Emily Sloss and (Daniel) Lee Miller

Address: 1515 Halls Mill Road

City: Hillsboro State: NC Zip Code: 27278

Phone Number (Day): (919) 264-0856 (Evening): _____

E-Mail: leemiller09@gmail.com and emilysloss@gmail.com

PROPERTY INFORMATION:

Property Location/Address(s): 1515 Halls Mill Road Hillsborough, NC 27278

Agriculture District /Township: High Rock/Efland

Parcel Identification Number (PIN): 9856647825 Acres 10.02

Parcel Identification Number (PIN): 9856750105 Acres 10.24

Parcel Identification Number (PIN): _____ Acres _____

Total Number of Acres on all tracts of land: 20.26 acres

Does this land have a plan on file with the USDA-Natural Resources Conservation Service or the NC Forest Service?

Yes: _____ No: _____ If "No", please complete last page of form

Is the land enrolled in Present Use Value taxation program with Orange County Tax Office?

Yes: _____ No: _____ If "No", please complete last page of form

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Enhanced Voluntary Agricultural District (EVAD) conservation agreements are for a period of ten years, but cannot be revoked during the term of the agreement. EVAD enrollment, however, offers landowners additional benefits such as a higher percentage of cost-share funds under the Agricultural Cost Share Program. A Conservation Agreement for an Enhanced Voluntary Agricultural District shall be deemed automatically renewed for an additional term of three years unless either the Agricultural Preservation Board or the landowner(s) gives written notice to the contrary prior to the termination date of the Conservation Agreement. At the end of each three-year term the Conservation Agreement shall automatically renew for an additional three-year term unless notice of termination is given.

I [We] have read the Conservation Agreement details above and I [we] understand the benefits of the VAD and/or EVAD program.

Please mark which designation you are requesting enrollment and sign below.

I [WE] ARE SEEKING DESIGNATION AS A **VOLUNTARY AGRICULTURAL DISTRICT**

I [WE] ARE SEEKING DESIGNATION AS AN **ENHANCED VOLUNTARY AGRICULTURAL DISTRICT**

Signature: *Daniel Lee Miller* *Emily Sloss* DATE 1/16/24
Print name: Daniel Lee Miller Emily Sloss

OWNER[S] CERTIFICATION:

I [We], the applicant[s] and landowner(s), hereby certify that, to the best of my [our] knowledge, the foregoing application is complete and accurate. (All landowners or a designated representative of the family may sign this application.)

Signature: *Daniel Lee Miller* Date: 1/16/24
Signature: *Emily Sloss* Date: 1/16/24
Signature: _____ Date: _____
Signature: _____ Date: _____
Signature: _____ Date: _____

Please complete this section for general information about your farm and to help staff Update or develop a conservation plan for the farm.

1. How long have you owned your farm? 2 years
2. How long have you lived on your farm? 6 years
3. How many acres on your farm are under cultivation? 0 acres (estimate)
4. What are the major crops you plant each year?

6. How many acres on your farm are used for pasture? 15 acres (estimate)
7. How many acres on your farm are used for woodland/forestry? 2 acres (estimate)
8. If your family has owned and operated the farm over 100 years, would you be interested in the Century Farm Program? This is an Orange County and NC Dept. of Agriculture recognition program for family farms that have continued to farm for over 100 years. yes no

Volunteer opportunity:

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If you are interested in being a potential member of the Agricultural Preservation Board, please indicate and signing below.

Yes, please inform me when a position on the APB is available.

No, thank you- not at this time.

Signature: *Daniel LeMiller* *Emily Sun*

For questions or more information, please contact:

Orange County Department of Environment, Agriculture, Parks and Recreation
Soil and Water Conservation Division
P.O. Box 8181 (306 Revere Road)
Hillsborough, NC 27278 (919) 245-2750 (Office) (919) 644-3351 (fax)

For more detailed information about the Voluntary Farmland Program:

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<http://library.municode.com/index.aspx?clientId=14983> or staff can provide a copy for you.



Emily Sloss and Daniel Lee Miller
Voluntary Agricultural District
PIN 9856647825 (10.02 acres)
PIN 9856750105 (10.24 acres)
Aerial Map

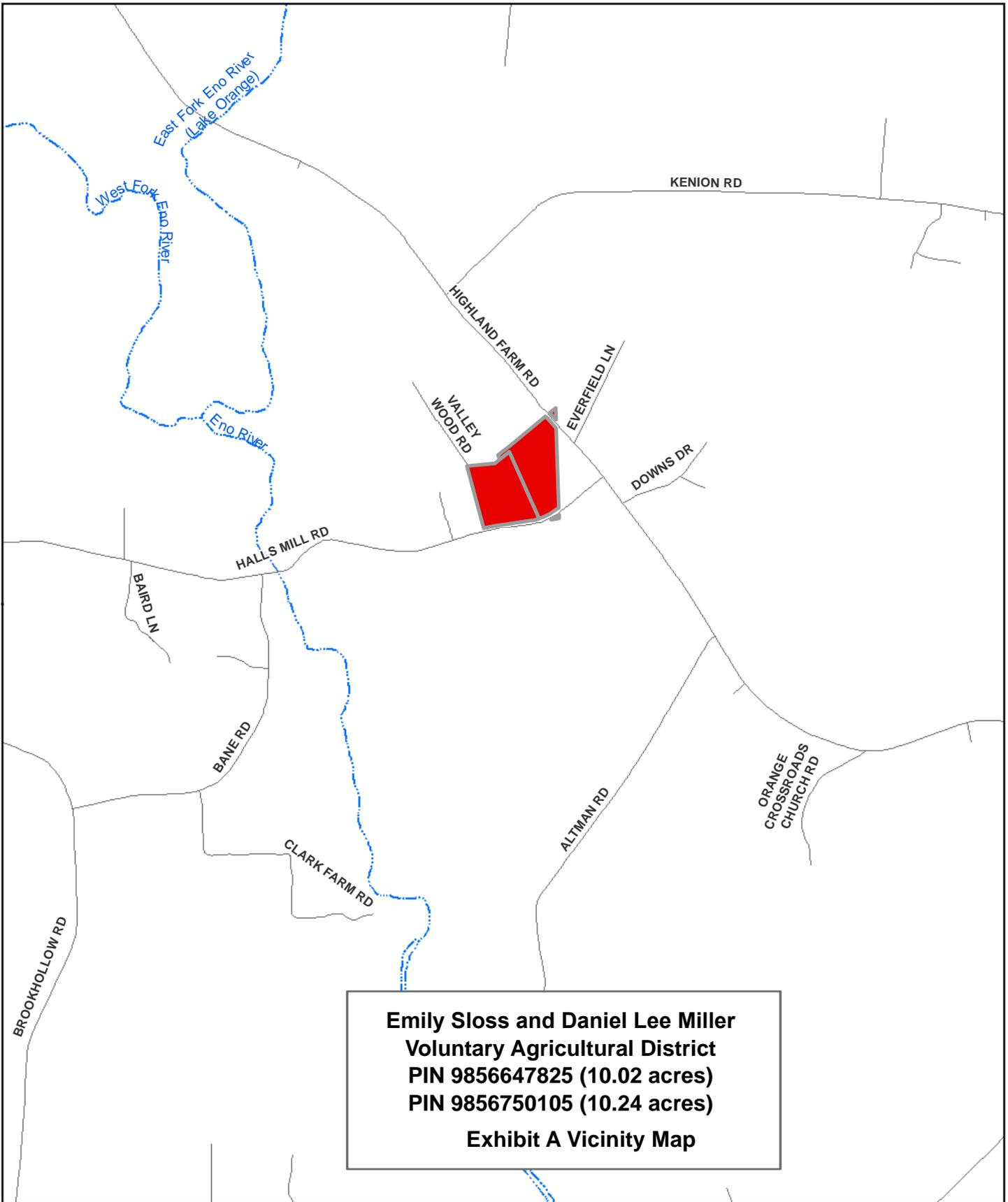
1 inch = 317 feet

 Emily Sloss and Daniel Lee Miller (20.26 acres)
 2021 aerial



DEAPR
 Land Records GIS Div.
 Date: 1/9/2024





Emily Sloss and Daniel Lee Miller
Voluntary Agricultural District
PIN 9856647825 (10.02 acres)
PIN 9856750105 (10.24 acres)
Exhibit A Vicinity Map

 Emily Sloss and Daniel Lee Miller (20.26 acres)

1 inch = 1,500 feet



DEAPR
 Land Records GIS Div.
 Date: 1/9/2024



DRAFT

INFORMATION ITEM

Date Prepared: 01/17/24

Date Revised: 01/24/24

BOCC Meeting Follow-up Actions

Meeting Date	Commissioner/ Sponsor	Description	Target Date	Department	Department Director Assigned	Status	Date Completed
1/16/2024	Board	Schedule a work session discussion to review the scoring matrix for housing projects, and discuss naturally occurring affordable housing, appropriate projects for consideration, and other identified concerns	Sep-24	Housing	Blake Rosser	Discussion at a work session to be scheduled, potentially for September 2024	
1/16/2024	Board	Follow-up on requests, questions and comments related to capital planning and financing scenarios in preparation for further discussion at the Board Retreat, including developing and reviewing impacts of additional requested financing/bond scenarios	Jan-24	County Manager	Travis Myren	Requests were followed up and information provided at the Board Retreat	DONE Information provided on 1/19/2024

INFORMATION ITEM

Tax Collector's Report - Numerical Analysis

Property Tax Collection - Tax Effective Date of Report January 19, 2024						
Tax Year 2023	Amount Charged in FY 23-24	Amount Collected	Accounts Receivable	Amount Budgeted in FY 23-24	Remaining Budget	% of Budget Collected
Real and Personal Current Year Taxes	\$ 175,878,940.00	\$ 173,307,124.56	5,375,472.70	175,878,940.00	\$ 2,571,815.44	98.54%
Real and Personal Prior Year Taxes	\$ 3,754,961.95	\$ 588,447.80	2,050,007.22	\$ 1,161,702.00	\$ 573,254.20	50.65%
Total	\$ 179,633,901.95	\$ 173,895,572.36	\$ 7,425,479.92	\$ 177,040,642.00	\$ 3,145,069.64	98.22%
Registered Motor Vehicle Taxes		\$6,986,463.71	\$6,875.03	\$ 12,730,990.00	\$ 5,744,526.29	54.88%
Tax Year 2022	Amount Charged in FY 22-23	Amount Collected	Accounts Receivable	Amount Budgeted in FY 22-23	Remaining Budget	% of Budget Collected
Real and Personal Current Year Taxes	\$ 172,417,590.00	\$ 167,814,041.19	6,069,235.01	172,417,590.00	\$ 4,603,548.81	97.33%
Real and Personal Prior Year Taxes	\$ 3,454,470.67	\$ 866,968.79	2,208,962.29	\$ 1,161,702.00	\$ 294,733.21	74.63%
Total		\$ 168,681,009.98	\$ 8,278,197.30	\$ 173,579,292.00	\$ 4,898,282.02	97.18%
Registered Motor Vehicle Taxes		\$6,664,685.59	\$5,446.37	\$ 11,451,880.00	\$ 4,787,194.41	58.20%
2023 Current Year Overall Collection Percentage - Real & Personal			96.99%			
2023 Current Year Overall Collection Percentage - with Registered Motor Vehicles			97.10%			
2022 Current Year Overall Collection Percentage - Real & Personal			96.51%			
2022 Current Year Overall Collection Percentage - with Registered Motor Vehicles			96.64%			

INFORMATION ITEM

Tax Collector's Report - Measures of Enforced Collections

-
Fiscal Year 2023-2024

Effective Date of Report: NOVEMBER 30, 2023

	July	August	September	October	November	December	January	February	March	April	May	June	YTD
Wage garnishments	50	17	28	98	45	5							
Bank attachments	21	5	7	10	10	-							
Certifications	-	-	-	-	-	-							
Rent attachments	-	-	-	-	-	-							
Housing/Escheats/Monies	25	3	11	38	23	3							
Levies	-	-	-	-	-	-							
Foreclosures initiated	6	1	4	1	1	-							
NC Debt Setoff collections	\$641.77	\$ 1,245.20	\$ 578.71	\$ 409.13	\$ 5,913.23	\$ 1,847.48							

This report shows the Tax Collector's efforts to encourage and enforce payment of taxes for the fiscal year 2023-24. It gives a breakdown of enforced collection actions by category, and it provides a year-to-date total.

The Tax Collector will update these figures once each month, after each month's reconciliation process.

NAME	ACCOUNT NUMBER	BILLING YEAR	ORIGINAL VALUE	ADJUSTED VALUE	TAX	FEE	FINANCIAL IMPACT	REASON FOR ADJUSTMENT	TAX CLASSIFICATION	ACTION	Approved by CFO	Additional Explanation	Submitted to CFO	CLERK	DATE
Alderson, Phillip W	1058812	2023	6,540	4,456	(19.55)		(19.55)	Assessed in error (illegal tax)	Personal	Approved		Equipment was incorrectly listed	01/18/2024	CC	12/28/2023
Euler, Joseph Elmer	3196625	2021	6,510	0	(78.41)		(78.41)	Assessed in error (illegal tax)	Personal	Approved		Gap Bill: located in Buncombe County during gap period	01/18/2024	JPB	01/02/2024
Gibson, Linda C	44912	2023	950	0	(9.83)		(9.83)	Assessed in error (illegal tax)	Personal	Approved		Property not in Orange County January 1	01/18/2024	KLW	01/09/2024
Kim, David Junggho	3210861	2023	9,010	0	(21.35)		(21.35)	Assessed in error (illegal tax)	Personal	Approved		Gap Bill: located in Virginia during gap period	01/18/2024	JPB	01/02/2024
Loflin, William P	227988	2018	2,030	0	(20.79)		(20.79)	Double billed (illegal tax)	Personal	Approved		Mobile home is being assessed on account 247215	01/18/2024	MC	01/02/2024
Loflin, William P	227988	2019	1,920	0	(20.05)		(20.05)	Double billed (illegal tax)	Personal	Approved		Mobile home is being assessed on account 247215	01/18/2024	MC	01/02/2024
Loflin, William P	227988	2020	1,780	0	(16.89)		(16.89)	Double billed (illegal tax)	Personal	Approved		Mobile home is being assessed on account 247215	01/18/2024	MC	01/02/2024
Loflin, William P	227988	2021	1,720	0	(16.93)		(16.93)	Double billed (illegal tax)	Personal	Approved		Mobile home is being assessed on account 247215	01/18/2024	MC	01/02/2024
Loflin, William P	227988	2022	1,670	0	(16.67)		(16.67)	Double billed (illegal tax)	Personal	Approved		Mobile home is being assessed on account 247215	01/18/2024	MC	01/02/2024
Loflin, William P	227988	2023	1,610	0	(16.38)		(16.38)	Double billed (illegal tax)	Personal	Approved		Mobile home is being assessed on account 247215	01/18/2024	MC	01/02/2024
Rodewald, Frederick	67766183	2023	27,828	23,663	(66.87)		(66.87)	Value adjustment (appraisal appeal)	RMV-VTS	Approved			01/18/2024	DMM	12/29/2023
Scurlock, Charles	75716678	2023	2,190	0	(15.28)	(\$30.00)	(45.28)	*Situs error (illegal tax)	RMV-VTS	Approved			01/18/2024	JMM	01/03/2024
Thompson Sarah W dba Pa Ma Jo Farm	141290	2023	18,744	16,224	(23.13)		(23.13)	Assessed in error (clerical error)	Personal	Approved		Keying error: \$10,000 disposal keyed as \$1,000	01/18/2024	KA	01/11/2024
							\$ (372.13)	Total							
*Situs error: An incorrect rate code was used to calculate bill. Value remains constant but bill amount changes due to the change in specific tax rates applied to that physical location.															
Gap Bill: A property tax bill that covers the months between the expiration of a vehicle's registration and the renewal of that registration or the issuance of a new registration.															
The spreadsheet represents the financial impact that approval of the requested release or refund would have on the principal amount of taxes.															
Approval of the release or refund of the principal tax amount also constitutes approval of the release or refund of all associated interest, penalties, fees, and costs appurtenant to the released or refunded principal tax amount.															

**MEMORANDUM**

TO: Board of County Commissioners
Bonnie Hammersley, Orange County Manager
Travis Myren, Orange County Deputy Manager

FROM: Cy Stober, AICP, Planning & Inspections Director

CC: Perdita Holtz, AICP, Deputy Director, Long-Range Planning & Administration

DATE: January 19, 2024

SUBJECT: Water Supply Watershed and Stormwater Concerns Related to the Proposed Orange County Water And Sewer Management, Planning, and Boundary Agreement (WASMPBA) Amendment

ATTACHMENTS:

1. Water Supply Watershed Map of the Proposed Amendment Area
2. Detail of Affected Properties within Both the Proposed Amendment Area and the University Lake Protected Watershed

At its November 15, 2023, meeting the Town of Chapel Hill Council voted to adopt a resolution to amend the Water And Sewer Management, Planning, and Boundary Agreement (WASMPBA) to allow for Orange Water And Sewer Authority (OWASA) utilities along the US 15-501 corridor to the Chatham County boundary (Attachment 1). Per the WASMPBA, all other signatories need to vote on a resolution whether or not to allow for the amendment. The Town of Carrboro considered the matter as a report at their January 9 meeting and are scheduling a vote on the resolution for their February 7 meeting.

At the public meetings held as part of informing the public of the proposed amendment and the Chapel Hill meeting where the council voted, the public shared the observation that the Town's water supply watershed (WSW) maps do not match those of the State of North Carolina. The relevant watersheds for this area are the Jordan Lake protected watershed and the University Lake protected watershed. WSW regulations are State laws that are locally enforced and should be, minimally, the delineated watersheds identified by the NC Department of Water Resources (DWR). Orange County has identified the same watershed geographies as the NC DWR for these water supplies and expects that the Town will comply with State laws that apply within the delineated areas. Most of the properties omitted from the Town's University Lake protected WSW maps are the twelve (12) properties east of Smith Level Road. There are four (4) properties east of US 15-501 that have very small areas within the University Lake protected watershed that are unlikely to be affected by the University Lake watershed regulations.

WSWs are classified numerically (using Roman numerals), with lower-numbered watersheds have greater regulation: University Lake is a WSW-II and Jordan Lake is a WSW-V. NC DWR has established density, impervious cover, and stream buffer standards for water supply protections within the WSWs. The Town of Chapel Hill and Orange County both apply more stringent regulations than the State requirements to the University Lake watershed, but they do differ, with Orange County's being more restrictive for residential density and impervious surface allowances (see table below).

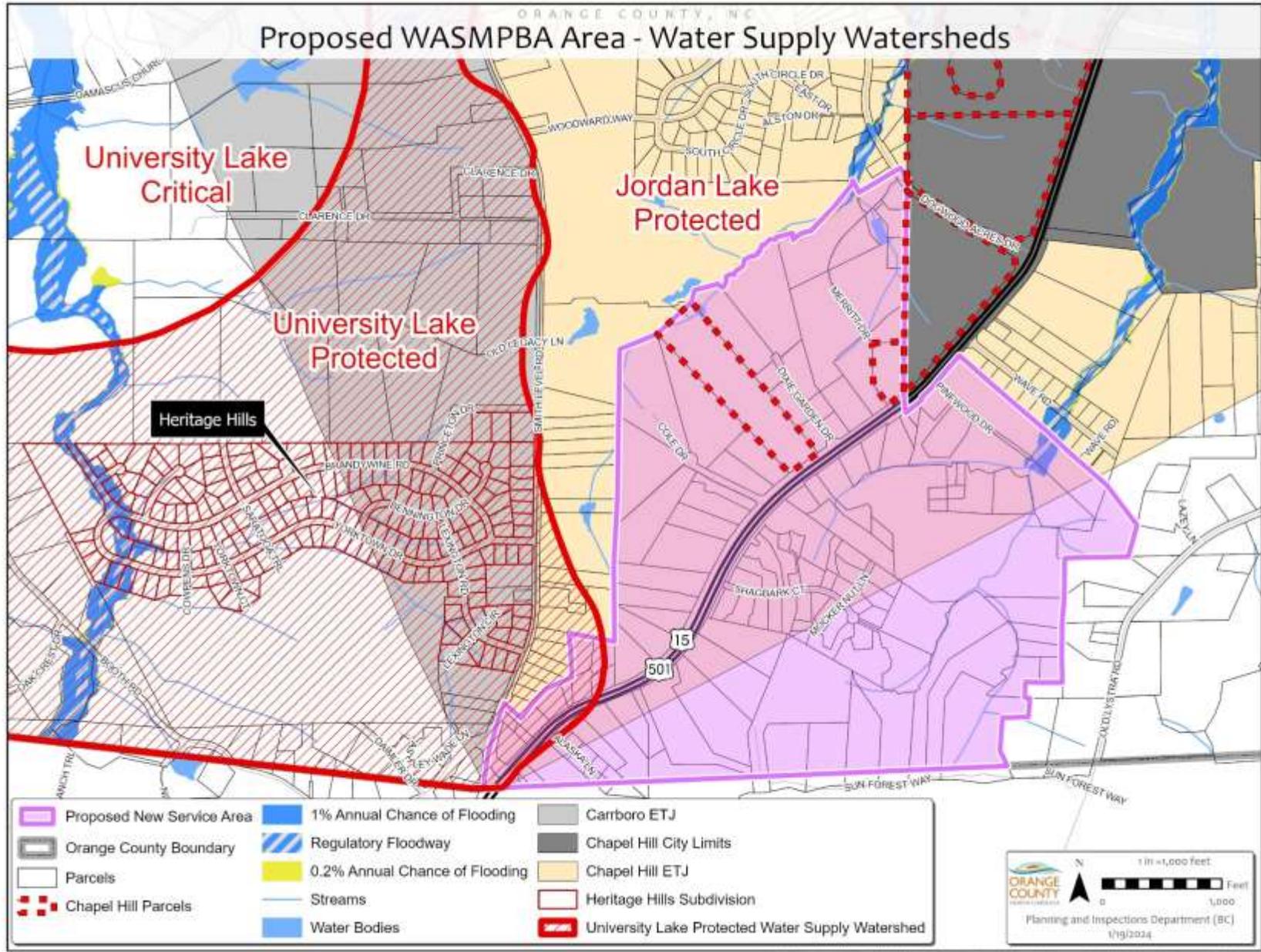
WASMPBA Amendment: Orange County / Chapel Hill Comparison of Development Regulations		
	Orange County	Chapel Hill
Max. Density (Residential)	University Lake: 1 DU/5 acres Jordan Lake: 1 DU/acre <i>Does not include 25-50% Affordable Housing Density Bonus per UDO 6.18.3</i>	1 DU/acre (RLD-1 zoning). <i>Small portion zoned Neighborhood Commercial (NC) near Starpointe.</i>
Min. Lot Size (Residential)	<u>Zoning Districts</u> Rural Buffer: 1-2 Acres Rural Residential & Agricultural Residential: 10-40,000 sq. ft.	1 acre (43,560 sq. ft.)
Max. Impervious (Residential)	University Lake: 6%, 9% with SCMs Jordan Lake: 24%	Low Density option w/C&G: 2 DU/acre Low Density option w/No C&G: 3 DU/acre High density option w/SCMs: 50% of site
Max. Impervious (Non-residential)	University Lake: 12%, 50% for Fire Stations and Solid Waste Facilities Jordan Lake: 24% with SCMs	<u>Multifamily/Commercial</u> Low Density option w/C&G: 24% of site Low Density option w/No C&G: 36% High density option w/SCMs : 70%
Stormwater Threshold (Non-residential)	University Lake: 1/2 acre Jordan Lake: 1 acre for Multi-family and Recreational uses	All new and redevelopment
Erosion Control Threshold (Residential and Non-residential)	University Lake: 10,000 sq. ft. Jordan Lake: 20,000 sq. ft.	University Lake: 10,000 sq. ft. Jordan Lake: 20,000 sq. ft.
<p><i>DU = "Dwelling Unit"</i> <i>SCM = Stormwater Control Measure (aka Best Management Practice (BMP))</i> <i>C&G = Curb and Gutter</i></p>		

The differences between the jurisdictions reflect, in part, the Town's status as a federally-regulated stormwater community in the US Environmental Protection Agency's National Pollutant Discharge Elimination System's Municipal Separate Storm Sewer System (MS4) program. This requires effective treatment of stormwater runoff that allows for more intensive development, as would be typical for a municipality served by urban services. It also reflects expected policy differences between the incorporated, densely-populated Town and the largely-rural Orange County, which does not offer urban services, namely water and sewer utility service. With properties generally being smaller and structures built closer together, the Town allows for larger relative development footprints (impervious surfaces) than the County, especially for multifamily and non-residential developments. The County, on the other hand, allows for single- and two-family residential development by-right without stormwater treatment, while the Town requires all new development to have stormwater treatment. Under State laws, overtreatment of stormwater to redress impacts from past unregulated development is not permitted, but it can be incentivized and encouraged, particularly through a conditional zoning process.

The North Carolina 2023 “Regulatory Reform Act” (RRA; [NCSL23-137](#), ratified in October 2023) had two impacts on the development potential in WSWs. Both changes better enable higher-density residential redevelopment projects, including all developed properties in this area of consideration. Section 1 of the RRA introduces a somewhat complex change that allows for WSW density regulations to be eliminated when a non-residential property is redeveloped for residential purposes. This process presumes a publicly-noticed hearing to review either a rezoning or special use application, and does not affect height or parking regulations or stormwater regulations. RRA Section 2 clarifies that, for development that existed prior to the introduction of stormwater regulations around 2008, the existing stormwater runoff does not need to be treated in a redevelopment project. For example, if a property has a 10,000-square foot building on it, that 10,000-s.f. footprint cannot be required to be included in the stormwater treatment of a redevelopment project.

Please contact Perdita Holtz, Deputy Director, at pholtz@orangecountync.gov or at (919) 245-2578 with any questions on this topic.

Attachment 1:



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