

# ORANGE COUNTY BOARD OF COMMISSIONERS

## AGENDA

BOCC Work Session  
September 13, 2022  
Meeting – 7:00 p.m.  
Whitted Meeting Room  
300 West Tryon Street  
Hillsborough, NC 27278

- |               |     |   |
|---------------|-----|---|
| (7:00 – 8:00) | 1.  | Property Tax Assessment Presentation from UNC School of Government  |
| (8:00 – 9:00) | 2.  | School Capital Needs Work Group Final Report                        |
| (9:00 – 9:05) | 3.  | Animal Services Advisory Board – Appointment Discussion             |
| (9:05 – 9:10) | 4.  | Arts Commission – Appointment Discussion                            |
| (9:10 – 9:15) | 5.  | Board of Health – Appointment Discussion                            |
| (9:15 – 9:20) | 6.  | Commission for the Environment – Appointments Discussion            |
| (9:20 – 9:25) | 7.  | Durham Technical Community College – Appointment Discussion         |
| (9:25 – 9:30) | 8.  | Human Relations Commission – Appointments Discussion                |
| (9:30 – 9:35) | 9.  | Orange County Board of Adjustment – Appointment Discussion          |
| (9:35 – 9:40) | 10. | Orange County Parks and Recreation Council – Appointment Discussion |
| (9:40 – 9:45) | 11. | Orange Unified Transportation Board – Appointments Discussion       |
| (9:45 – 9:50) | 12. | Workforce Development Board – Appointment Discussion                |

Orange County Board of Commissioners’ meetings and work sessions are available via live streaming video at [orangecountync.gov/967/Meeting-Videos](https://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:** September 13, 2022

**Action Agenda  
Item No. 1**

**SUBJECT:** Property Tax Assessment Presentation from UNC School of Government

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**DEPARTMENT:** Tax Administration

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**ATTACHMENT(S):**

PowerPoint Presentation (To Be Provided  
Prior to or at the Meeting)

**INFORMATION CONTACT:**

Nancy T. Freeman, Tax Administrator,  
(919) 245-2735  
Bonnie Hammersley, County Manager,  
(919) 245-2300  
Travis Myren, Deputy County Manager,  
(919) 245-2300

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**PURPOSE:** To receive a presentation on Property Tax Assessment from staff with the UNC School of Government, including basic information on the purposes of a revaluation.

**BACKGROUND:** The Tax Administration office conducts a County-wide revaluation every four years. The most recent revaluation was effective January 1, 2021. Revaluation is a process where all property within a taxing jurisdiction is revalued to its current market value as of an established date. The purpose is to fairly reflect the value of all property and to help ensure that property owners pay equitable tax based on the value of their property.

Due to unparalleled increases in the market prior to the January 1, 2021 revaluation date, properties county-wide saw a substantial increase in their property tax values upon the revaluation. In addition, community leaders shared information previously unknown to the Tax Assessor concerning a neighborhood conservation district in Chapel Hill. Under the direction of the Board of Equalization and Review, the Tax Assessor's office reviewed and made changes to the values of many of the properties in the district. These unique situations have increased the amount of contact between constituents and members of the Board of Commissioners concerning property values. This presentation will provide additional information to Board members about Property Tax Assessment and Revaluation to assist the Commissioners in responding to the concerns of taxpayers.

The presenters are from the School of Government at the University of North Carolina. The presenters are **Christopher B. McLaughlin**, *Professor of Public Law and Government*, and **Kirk F. Boone**, *Teaching Assistant Professor in Public Finance and Government*.

Professor of Public Law and Government Christopher B. McLaughlin has worked with the School of Government since 2008. Mr. McLaughlin works in the area of local government tax and finance, along with ethics for government attorneys. Mr. McLaughlin has written books on property tax

collections, tax foreclosures, and occupancy taxes, and has published over 200 blog posts, including on subjects such as local taxes and legal ethics.

Teaching Assistant Professor in Public Finance and Government Kirk F. Boone has worked with the School of Government since 2014, and began his governmental career in 1992 working with the North Carolina Department of Revenue as a Property Valuation Specialist. Mr. Boone holds designations from the North Carolina Association of Assessing Officers and the International Association of Assessing Officers. Mr. Boone is a national instructor for the IAAO International Association of Assessing Officers.

**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 that the Board receive the presentation and provide any comments or questions.

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** September 13, 2022

**Action Agenda  
Item No.   2**

**SUBJECT:** School Capital Needs Work Group Final Report

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**DEPARTMENT:** County Manager and Finance  
and Administrative Services

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**ATTACHMENT(S):**  
Capital Needs Work Group Final Report

**INFORMATION CONTACT:**  
Jean Hamilton, Chair, Capital Needs  
Work Group, (919) 245-2130  
Gary Donaldson, Chief Financial Officer,  
(919) 245-2453

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**PURPOSE:** To receive the Final Report from the School Capital Needs Work Group and provide direction on next steps.

**BACKGROUND:** The Capital Needs Work Group (the work group) was established in Fall 2021 as a result of a petition by Commissioner Jean Hamilton of the Orange County Board of County Commissioners (BOCC). The petition requested the work group address the capital needs of the two public school systems in Orange County – Orange County Schools (OCS) and Chapel Hill Carrboro City Schools (CHCCS) – especially the older schools, such that an actionable plan (over 10 years) would be developed that would dedicate funds and a process to address the needs.

The work group sees value in collaboration and coordinating capital efforts across the BOCC, County staff and two school districts. The County is responsible for allocating capital funds amongst the schools and County capital needs. The school districts are responsible for managing their individual facilities to best meet local needs. In that context, the work group is interested in continuing to explore ways to improve efficiencies and transparency, and to better inform decision-making around the capital needs for all its schools.

The work group agreed to present the three recommendations listed below (and as detailed in Appendix 1) to each of the three elected boards represented on the work group for consideration and approval:

- Hire a consultant to evaluate the County's approach to school capital planning, design, contracting, and financing.
- Research alternative funding sources for school capital improvements.
- County and both school districts commit to continue working together on school capital planning through the existing work group.

If both school boards and the County agree, and the County moves forward with the consulting assessment, the work group should shift to an advisory role working with the consultant. School districts and the County should appoint board and staff leaders to continue.

**FINANCIAL IMPACT:** There is no financial impact associated with receiving the Final Report from the School Capital Needs Work Group. There may be potential future impacts based on the next steps in the Board's consideration of this matter.

**SOCIAL JUSTICE IMPACT:** There is no Orange County Social Justice Goal impact associated with receiving the Final Report from the School Capital Needs Work Group. There may be potential future impacts based on the next steps in the Board's consideration of this matter.

**ENVIRONMENTAL IMPACT:** There is no Orange County Environmental Responsibility Goal impact associated with receiving the Final Report from the School Capital Needs Work Group. There may be potential future impacts based on the next steps in the Board's consideration of this matter.

**RECOMMENDATION(S):** The Manager recommends the Board receive the report and provide feedback and comments as appropriate.

### ***Executive Summary***

*In the fall of 2021, in response to a petition from Commissioner Jean Hamilton, the Orange County Board of County Commissioners (BOCC) created the Capital Needs Work Group (the work group). The work group included elected officials and staff from the county and both school districts (Orange County Schools (OCS) and Chapel Hill-Carrboro City Schools (CHCCS) and was charged with focusing on school facilities.*

*Orange County operates 32 school campuses and seven school administrative offices. Over half of the school buildings in both districts are over 50 years old and all are in need of updating and repair. Many of the newer schools are more than 20 years old and need maintenance and repair. Today more than 2,500 teachers and staff, and nearly 20,000 students work and learn in these school buildings every day.*

*Orange County funds both school districts. The county's local contribution to per pupil funding ranks Orange County's schools first (CHCCS) and third (OCS) in the state for operating funding. On the other hand, school facilities, like in so many other districts, are chronically underfunded. By state law, Orange County is solely responsible for funding school capital (construction, repair and maintenance). The county's two school districts are responsible for developing facilities plans that are submitted to the county for funding. School capital is included in the county's 10-year capital planning process, where schools compete with county projects for scarce capital funds and access to debt financing.*

*The work group reviewed current Orange County capital financing policies, planning and design practices and identified issues and obstacles to building and maintaining high quality schools. Current and projected funding sources are not adequate to address the backlog of unfunded school capital needs that are estimated at over \$500 million.*

*A significant issue is funding availability. The work group is aware that the current county funding model funds based on available funds and debt capacity rather than actual school needs. This restricts the county's ability to adequately fund school construction. Additionally, Orange County often does not qualify for state funded capital and grants that are available to other districts across the state. This is because Orange County is considered a high wealth county based on the formula that includes the median household income of its residents. Given the scale of school facility needs, we recommend that BOCC and county staff immediately begin to explore alternative funding sources to generate additional resources to support this work.*

*The work group main recommendation is to engage an independent outside consultant that specializes in school facilities issues to assess the current situation and provide recommendations that will help Orange County and both school districts improve their approach to planning, priority management, design and construction and funding of school facilities. These improvements would be integrated into a 10-year plan to address school facility needs that both school districts have begun. In addition, the work group recommends that Orange County update SAPFO to more accurately reflect how school buildings are used.*

## Report and Recommendations

## BACKGROUND

The Capital Needs Work Group (the work group) was established in Fall 2021 as a result of a petition by Commissioner Jean Hamilton of the Orange County Board of County Commissioners (BOCC). The petition requested that the work group address the capital needs of the two public school systems in Orange County: Orange County Schools (OCS) and Chapel Hill Carrboro City Schools (CHCCS), especially the older schools, such that an actionable plan (over 10 years) would be developed that would dedicate funds and a process to address the needs.

The work group was designed to include representatives from the elected boards and staff of Orange County, Orange County Schools, and Chapel Hill Carrboro City Schools. Commissioner Jean Hamilton was designated as the chair and Orange County School Board member Bonnie Hauser was designated as vice-chair. (See table A for the list of participants and their titles.)

**Table A: Work Group Participants**

Entity Name	Participant Name	Participant Title
Orange County	Renee Price	Board Chair
	Jean Hamilton	Board Member , Work Group Chair
	Gary Donaldson	Chief Financial Officer
	Steven Arndt	Asset Management Director
	Greg Wilder	Assistant to County Manager, Legislative Affairs
	Rebecca Crawford	Deputy Director of Financial Services
	Kirk Vaughn	Budget Analyst II
Chapel Hill Carrboro City Schools	Deon Temne	Board Chair
	Dr. Jillian La Serna	Board Member
	Rani Dasi	Board Vice Chair
	Dr. Nyah Hamlett	Superintendent
	Andre' Stewart	Chief Operations Officer
	Jonathan Scott	Chief Financial Officer
	Eric Allen	Former Director of Capital and School Facilities
	Al Ciarochi	Deputy Superintendent of Operations
Orange County Schools	Carrie Doyle	Board Member
	Bonnie Hauser	Board Member, Work Group Vice Chair
	Brenda Stephens	Former Board Member – served through June 30, 2022
	Dr. Monique Felder	Superintendent
	Patrick Abele	Deputy Superintendent of Operations
	Rhonda Rath	Chief Finance Officer

The work group had its first meeting on November 29, 2021. It generally meets on the third Wednesday of the month and is open to the public to attend remotely. It has met virtually seven times. (Meeting notes can be found in Appendix 1.)

There are 32 K-12 school campuses in Orange County operated by two school districts. These campuses serve nearly 20,000 students and 2,500 employees every day. Over half of the campuses are over 50 years old. Some date back to the 1950s. (See Appendix 2 with lists of all school buildings and their age.)

Funding for school capital needs is included in the Orange County Capital Investment Plan (CIP). Starting in fiscal year 2022, the CIP projects capital projects for 10 years (an increase from the 5 years in prior years). Each year the BOCC approves the capital funding for the current fiscal year providing flexibility for re-prioritization as necessary.

School capital funding sources include the following:

- General obligations bonds that require voter approval
- Limited obligation bonds that are secured with assets
- Lottery funds
- Pay as you go funding (PAYGO). PAYGO funding is funding that comes from general fund revenues.
- 50% of Article 46 quarter-cent sales tax revenue for capital/ technology needs.

Funding is allocated to the two school systems based on average daily membership (ADM) that is set by the North Carolina Department of Public Instruction. While state law requires school operating funds to be allocated by ADM, state law does not require capital expenditures to be allocated the same way.

Over the past 5 years \$154.6 million has been spent on school capital needs. (See table C for a breakdown by category). The last general obligation bond was in 2016 for \$125 million while the school district capital needs were \$232 million. The amount of unfunded school capital needs is estimated at over \$500 million. Both school districts are currently developing updated 10-year plans. The CIP has \$307.3 million planned for schools for the next ten years. The county’s current capital plan and financing does not anticipate funding major improvements to schools through new bond funding before 2027.

**Table B: 5 Year Historical Capital Expenditures by Category**

<b>Category</b>	<b>Total</b>
Deferred Maintenance	\$3,122,950
Supplemental Deferred Maintenance	\$1,808,999
Vehicles	\$167,971
Rental Space	\$663,705
Safety/Security Improvements	\$2,537,832
Construction	\$91,663,739
Chapel Hill HVAC	\$791
Athletic Facilities	\$713,786

Roofing	\$5,065,404
Equipment	\$15,621,950
General Renovations	\$1,473,743
Emergency/Security System	\$989,370
Door & Window Replacement	\$245,201
Energy Management	\$474,347
Technology	\$13,564,939
Abatement	\$688,333
Other (Recurring Capital)	\$15,832,253
<b>Total</b>	<b>\$154,635,310</b>

Orange County is not alone in dealing with aging school facilities. Wake, Guilford, and Durham Counties have undertaken substantial initiatives to comprehensively address the capital needs of schools.

The work group sees value in collaboration and coordinating capital efforts across the BOCC, county staff and two school districts. The county is responsible for allocating capital funds amongst the schools and county capital needs. The school districts are responsible for managing their individual facilities to best meet local needs. In that context, the workgroup is interested in continuing to explore ways to improve efficiencies and transparency, and to better inform decision-making around the capital needs for all its schools.

## FINDINGS

- Facility Planning/Standards
  - Updated facilities studies are needed for our public schools. OCS is planning to start a new study in the coming school year. CHCCS is currently undertaking an updated facility study to be completed in Spring 2023.
  - There are no county standards/guidelines for renovating or replacing aging school buildings. The work group discussed concerns about over-investing in buildings that should be replaced. The work group discussed how a facility condition index (FCI), which is a ratio of deferred maintenance to replacement cost, is one way to determine when a school needs to be replaced.
  - Orange County's School Construction Standards were last updated in 2007. These standards focus on new school construction and include traditional and non-traditional models.
  - School Adequate Public Facilities Ordinance (SAPFO) was adopted in 2003 between BOCC, school boards, and towns (except Mebane) as an attempt to ensure school capacity can meet the population growth. SAPFO has not been updated to meet the current conditions including taking into account Pre-K classrooms, space for special needs students, non-standard room sizes, model capacity assumptions, and growth in the western part of county.
  - Our aging school buildings do not reflect modern building standards and therefore provide sub-optimal learning environments for children with many of them

- lacking natural light,
  - having air quality challenges, including mold
  - not having flexible spaces, e.g. for break-out rooms
  - having small classrooms
  - not meeting modern safety standards including having modular classrooms and open classrooms
  - having heating and cooling system failures,
- Our aging school buildings are energy inefficient and expensive to maintain.
- Facility Maintenance
  - OCS and CHCCS are challenged to recruit and retain facilities staff due to the high demand for those occupations and the relatively low salaries that are offered by the school systems. The pandemic has made these challenges worse.
  - Material costs and delays have increased due to the pandemic.
  - Cost and timing efficiencies may be possible by coordinating the capital and maintenance expenditures of OCS and CHCCS.
  - Major capital projects like new construction and major renovations require time commitments that school facility staff may not have and so these projects may benefit from contracted construction professionals that can be part of the capital budget.
  - There are no standards or funding for ongoing school maintenance.
- Policy/Funding
  - Capital school funding is impacted by BOCC guidelines that limit total (county and schools) debt capacity to about 15 percent of general revenues
  - The target to maintain total school funding (capital debt service, PAYGO, and operations) at 48.1% of the county's general revenue constrains school capital spending given other school needs.
  - Policies have not been developed for how much money needs to be allocated for on-going maintenance needs. Looking at other industries would be helpful to inform policy for school facilities.
  - There is no county-wide plan to land bank for future school needs.
  - State funding sources have not kept up with the school capital needs. Historically, from the late 1940s, North Carolina voters approved state obligation bonds on average every 10 years to help counties with school construction projects. They have not done so since 1996.

## RECOMMENDATIONS

- Hire a consultant to evaluate the county's approach to school capital planning, design, contracting, and financing including:
  - Examine the planning, design/build, and maintenance process for both school districts and identify areas for improvement.
  - Work with school districts to evaluate every school campus and administrative building and highlight those that should be urgently replaced or renovated
  - Evaluate the county's school capital funding approach
  - Identify ways to plan and fund ongoing school maintenance.

- Provide insight about approaches, opportunities, and risks around emerging practices for contracting and program management, including projects that could cross campuses and districts.
- Recommend how the county and two school districts can prioritize projects within a 10 year plan to address school facility needs in a transparent way.
- Research alternative funding sources for school capital improvements:
  - Revisit county capital plans and financing to identify potential funding sources for school capital
  - Work with state and federal legislators and the public to advocate for funds for school capital.
- County and both school districts commit to continue working together on school capital planning through the existing work group:
  - Review and update the county's policies governing school facilities planning and financing
  - Work with both school districts to develop a 10 year plan for school facilities – building upon the work that's already been done by both school districts.
  - In parallel, the county should work with the two school districts to update SAPFO to better reflect school capacity characteristics.

#### NEXT STEPS

If both school boards and the county agree, and the county moves forward with the consulting assessment, the work group should shift to an advisory role working with the consultant. School districts and the county should appoint board and staff leaders to continue.

The work group should also work with the SAPFO Technical Advisory Committee (TAC) to review changes to SAPFO or other capacity planning standards.

## Appendix 1: Work Group Meeting Notes

### **ORANGE COUNTY BOARD OF COMMISSIONERS CHAPEL HILL-CARRBORO BOARD OF EDUCATION ORANGE COUNTY BOARD OF EDUCATION**

#### **Capital Needs Work Group**

November 29, 2021  
Meeting – 8:00am

Due to current public health concerns, the Capital Needs Work Group is conducting a Virtual Meeting on November 29, 2021. Members of the Group will be participating in the meeting remotely.

1. Welcome, Introductions, and Purpose
2. Designate Officers
3. FY 2022-32 Capital Budget Kickoff
4. Deferred Maintenance Planning
5. Schedule Next Meeting

Adjourn

Capital Needs Work Group virtual meetings are open to the public to attend remotely. Should any member of the public wish to view this meeting, please click the following link to register:

[https://orangecountync.zoom.us/webinar/register/WN\\_7QDnY\\_E4RK-zV3vuAQxtPQ](https://orangecountync.zoom.us/webinar/register/WN_7QDnY_E4RK-zV3vuAQxtPQ)

After registering, you will receive a follow-up email which will allow you to access and view the meeting. If you have any comments or questions, would like to submit any written comments to the group, or would like an emailed copy of the entire agenda package for this meeting, please email Rebecca Crawford at [rcrawford@orangecountync.gov](mailto:rcrawford@orangecountync.gov) before 3:00 pm on November 26, 2021.

**ORANGE COUNTY BOARD OF COMMISSIONERS  
CHAPEL HILL-CARRBORO BOARD OF EDUCATION  
ORANGE COUNTY BOARD OF EDUCATION**

**Capital Needs Work Group**

November 29, 2021  
Meeting – 8:00am

Due to current public health concerns, the Capital Needs Work Group is conducting a Virtual Meeting on November 29, 2021. Members of the Group will be participating in the meeting remotely.

1. Welcome, Introductions, and Purpose
2. Designate Officers
  - a. Commissioner Jean Hamilton – Chair
  - b. OCS Board of Education member Bonnie Hauser – Vice Chair
3. FY 2022-32 Capital Budget Kickoff
  - a. Gary Donaldson, Orange County Chief Financial Officer and Rebecca Crawford, Orange County Deputy Financial Services Director shared a powerpoint presentation for the FY 2022-32 Capital Budget process kick-off (attached to these notes).
4. Deferred Maintenance Planning
  - a. Work Group members had the following comments:
    - i. Bonnie Hauser – 30 aging buildings in system – missing from the conversation
      1. Is there a way to move some of the costs to PAYGO? Debt is alarming.
    - ii. Patrick Abele – would like to look at feasibility of funding going into old buildings vs building new schools and replacing old ones
      1. Concerned with forecasting 6-10 years based on short time frame and existing facility study is older from 2012 – will need an updated facility study in order to ensure information is accurate – proposed a Phase I for 1-5 years of needs and Phase II 6-10 years of needs, which would be presented after the initial budget period.
      2. Asked the status of land banking for new schools – inventory of sites is low and predicts tremendous growth is coming

- a. SAPFO results will share timeline of when to build new schools
  - b. Will have a need but no land – need to plan 20-30 years from now
- 3. Is there an opportunity for county CIP support to include planning for capital project staff and construction staff to move the projects forward? (now can only move projects ahead when have capacity)
- iii. Renee Price – how definitive is planning for 6-10 years actually?
  - 1. Likes the idea of a plan
  - 2. A lot of maintenance and repair issues, especially in OCS – can't put a bandaid on all of the issues – when do we construct something new?
    - a. Maintenance costs on Chapel Hill High School will be huge – did we plan for those?
      - i. Gary shared we do plan for that
- iv. Jean Hamilton – goal for this group is to look at long term without putting extra work on staff (20 years out)
  - 1. Need to update facility studies – but cost effectively
    - a. can schools piggy-back on county facility study?
- v. Rani Dasi - maintenance needs fresh eyes – what is the right level of maintenance to avoid between 3-6% of asset value
  - 1. CHCCS=less than 1%, which causes big problems
- vi. Bonnie Hauser – how do other counties fund ongoing school maintenance?
  - 1. In-house vs outsource?
  - 2. Can we check with other jurisdictions such as Alamance, Durham, Chatham, Guilford, and Wake?
  - 3. Find new ways to do it in OC
  - 4. All campuses should be on regular, funded schedule
- vii. Renee Price – seeing increased costs for projects and supplies – could the purchases be done across both systems to find savings?
  - 1. Patrick said this is possible
  - 2. Align projects like roofs – did this during COVID on pre-bids and found great results

3. Can do the same with county projects such as tennis courts
- viii. Bonnie Hauser – debt service is in operation budget and rolled into 48% for school funding
  1. Can we uncouple debt service from operating budget %
  2. Wake Co. keeps it separate
  3. Operating is distributed per pupil – capital doesn't have to be since some schools are in worse shape than others
    - a. Can we revisit these policies?
    - b. SAPFO was focused on rapid growth, which we don't have any more – should we focus more on maintenance now?
- ix. Renee Price – no stuck on 48%, just a guideline/target and can be adjusted
  1. Gary Donaldson shared we have been above this in some years
- x. Eric Allen – meeting with architect about CHCCS facility study today and should have an estimated timeline
  1. At a point where need to replace major systems, which will be a bandaid, when go in should replace full systems to make best investment
- xi. Patrick Abele – OCS would need to put out an RFP for facility study – will take 6-8 months
  1. Can easily do years 1-5 now and 3<sup>rd</sup> week of January is ok for CIP submissions
  2. Echoed Eric's comments – we need to do a better job communicating all of that to public and officials
- xii. Bonnie Hauser – Guilford's CIP increased in cost because focused on school modernization
  1. Can we contract out maintenance so it's off of our financial books?
- xiii. Renee Price – have some unsafe campuses – especially elementary schools
  1. "open" and need to be more safe
  2. Keep seeing school shootings and need to secure our campuses
  3. Would like to see maintenance need list even if don't know when or how much can plan better
    - a. Eric Allen mentioned a roof management plan would help with that – are doing that now with consultants on facility maintenance plan

- b. Rani Dasi mentioned it's reasonable to do with windows, HVAC, etc.
  - 4. Can we share these slides with the BOCC?  
Would be really helpful
- xiv. Jean Hamilton – Recap of To Do List:
  - 1. Need for updated facility study
  - 2. Need for updated facility maintenance plan
  - 3. Coordinated capital projects
  - 4. Benchmark how other districts handle ongoing maintenance (share at next meeting)
    - a. When fix vs when replace (County and districts will work on)
  - 5. Long range capital plan
  - 6. Complete normal budget cycle
  - 7. Review state of individual schools and needs (use same format)
    - a. % spent on maintenance right now (Finance can say impact on models – 2019 template?)

## 5. Schedule Next Meeting

- a. Renee Price and Rani Dasi – would like to see all projects and needs – schools bring requests for next 10 years
- b. Meet Monday mornings
  - i. January 10<sup>th</sup> from 8am-9:30am

## Adjourn

Capital Needs Work Group virtual meetings are open to the public to attend remotely. Should any member of the public wish to view this meeting, please click the following link to register:

[https://orangecountync.zoom.us/webinar/register/WN\\_7QDnY\\_E4RK-zV3vuAQxtPQ](https://orangecountync.zoom.us/webinar/register/WN_7QDnY_E4RK-zV3vuAQxtPQ)

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**ORANGE COUNTY BOARD OF COMMISSIONERS  
CHAPEL HILL-CARRBORO BOARD OF EDUCATION  
ORANGE COUNTY BOARD OF EDUCATION**

**Capital Needs Work Group**

January 27, 2022  
Meeting – 8:30am

Due to current public health concerns, the Capital Needs Work Group is conducting a Virtual Meeting on January 27, 2022. Members of the Group will be participating in the meeting remotely.

1. Welcome – Commissioner Jean Hamilton, Chair of Work Group
2. Review School Maintenance Needs Reports
3. Peer Jurisdiction School Maintenance Report Outs
4. Discussion and Next Steps
5. Schedule Next Meeting

Adjourn

Capital Needs Work Group virtual meetings are open to the public to attend remotely. Should any member of the public wish to view this meeting, please click the following link to register:

[Capital Needs Workgroup Registration Link](#)

After registering, you will receive a follow-up email which will allow you to access and view the meeting. If you have any comments or questions, would like to submit any written comments to the group, or would like an emailed copy of the entire agenda package for this meeting, please email Rebecca Crawford at [rcrawford@orangecountync.gov](mailto:rcrawford@orangecountync.gov) before 3:00 pm on January 25, 2022.

**ORANGE COUNTY BOARD OF COMMISSIONERS  
CHAPEL HILL-CARRBORO BOARD OF EDUCATION  
ORANGE COUNTY BOARD OF EDUCATION**

**Capital Needs Work Group**

January 27, 2022  
Meeting – 8:30am

Due to current public health concerns, the Capital Needs Work Group is conducting a Virtual Meeting on January 27, 2022. Members of the Group will be participating in the meeting remotely.

Joining are: Jean Hamilton, Bonnie Hauser, Andre Stewart, Brenda Stephens, Monique Felder, Nyah Hamlett, Eric Allen, Gary Donaldson, Rebecca Crawford, Kirk Vaughn, Greg Wilder, Jonathan Scott, Patrick Abele, Rani Dasi, Renee Price, Rhonda Rath, Steve Arndt, and resident Kari Hamel

1. Welcome – Commissioner Jean Hamilton, Chair of Work Group
  - Jean to provide opening remarks, introduce the panelists and topics
    - Group settles on first names for discussion
    - Staff will rotate note taking
    - Use GARE framework
    - Wants action items and final product to come from this group
    - Jean, Rani, Brenda, Renee, Monique, Gary, Patrick discuss frequency of meetings – Monthly, with ability to drop meetings
    - Jean, Rani, Bonnie discuss outcome of this process – Bond, or other aspects of the CIP process
  - Review School Maintenance Needs Reports
    - Patrick to present Orange County's School Maintenance
      - Breaking down bond projects –
        - Expanded Parking & Ag Building not complete at CRHS
        - Roof projects complete save one roof, under budget
        - Mechanical projects in process
          - See attached slides
        - School safety projects mostly complete
        - Purchased property OC Welcome Center
      - Break down major projects by school
        - Broken down by safety, new construction, Major Systems 10 year service life, Other Major Building Improvements
        - Total needs of \$142 M over next ten years
        - Shows Grady Brown Major Projects Summary
      - Stresses cost increases and delays for supplies in pandemic.

- Suggests combining projects between county and school districts to mitigate this issue
    - Question: Renee asks if older schools are being bandaided, if they match the needs of the 21<sup>st</sup> century
      - Patrick discusses the increased costs for new schools – says \$40 M for Elem \$100 M for High School
    - Question: Bonnie asks if costs of schools are driven by being designed to last 50 years. Is there a model where we build schools for 20 years?
    - Renee and Bonnie point out the design of Grady Brown do not match the modern safety standards
  - Andre to present CHCCS report slideshow
    - 9 structures that are over 50 years, newer structures are 10 – 30 years old
    - Worked with external consultant to plan different structures determined 3 options
    - Eric to discuss difference between repair v new schools
      - New structures may cost more but can save costs in long run
      - Wake County high school building 2200 kids \$176 M costs
    - Question: Jean asks about the cost of land, and how do you move kids from structure in repair?
      - Eric suggests different models, both moving into swing space - building temporary facility - vs keep students on site. Both add costs.
    - Question: Bonnie asked about charter school's cheaper construction costs. How can we use those efficiencies?
      - Eric discuss meeting with construction, generating efficiencies in constructions and operating costs.
    - Question: Bonnie wants group to review innovations in building standards and structures to make efficiencies
      - Patrick discussed getting best practices session from other entities. SOG, other schools.
2. Peer Jurisdiction School Maintenance Report Outs
- Patrick to discuss OCS construction standards, notes other counties that use DPI standards. Orange County standards are out of date and drive up costs. Discuss how schools need to construct for growth, i.e. larger elementary schools.
    - Patrick discussed hiring and retention in trade staff, turnover drives costs, delays
  - Eric shows slide on CHCCS classified employee study, to determine proper salary ranges.
    - Discuss hiring construction professionals as project managers, can be costed in the project budgets.
  - Question: Bonnie asks about hiring versus contracting for this staff.

- Eric discussed how for major construction, school needs to have manager that represents the schools, not the construction company.
  - Question: Bonnie asks about maintenance, and how both are in the CIP process
    - Patrick talks about how construction and maintenance are two different skill sets, and we have same staff doing both.
    - Weakness in maintenance drives costs in CIP, parts not lasting full length.
    - Patrick includes conversation on sustainability possibly built into projects, and how that can drive up costs.
  - Question: Jean asks about maintenance costs, are they capital costs or operating costs
  - Patrick states that they are costs in both. Staff in operating, both school systems use recurring capital for projects
4. Discussion and Next Steps
- Jean wants to get those costs in our meeting, both operating and capital costs
  - Bonnie ask about capital versus operating. County puts schools in tension of deciding between using per-pupil on instructional versus maintenance needs. Should we use separate funding sources
  - Jean wants to know total costs, then we can decide how to get there. Believes this group is the basis to determine the need.
  - Renee points out that we have a CIP budget, separate from operating budget. Should CIP budget be set up differently? Especially since Orange County Schools does not have extra funding source.
  - Rani states that the county has all these assets, between county and two school systems.
  - Renee wants to make sure maintenance costs in new construction are considered
  - Patrick wants to look at other counties that have county/city schools. How do they allocate in timing between systems?
5. Schedule Next Meeting & Next Topics
- Jean wanted to ask about next meeting: timing and items. Suggests 3<sup>rd</sup> Wednesday of the month in mornings. 8:30 to 10am
    - February 16<sup>th</sup> at 8:30am – 10am will be next meeting
  - Eric asks timing for construction. Takes 18 months to advertise, plan, get DPI approval. Wants to make sure that construction time is built in.
    - Gary stated that that is built into county CIP
  - Bonnie wants invite an outsider to upcoming meeting to learn about best practices. Wants to ask about different financing methods.

- Steve asked about facility condition index. Ratio of deferred maintenance to replacement cost. Can use that to rank the schools to make decisions on which can be replaced.
  - Eric states Mosley to update report to include that detail.
  - Patrick states that facility study can include that metric.
- Bonnie asks if we have two different frameworks, how can we standardize reports?
  - Eric states we don't have design guideline for school systems, rely on firm. Next step can be merging guidelines.
- Jean made closing statement and requested that CIP budget requests be shared at the next meeting to understand the impact on debt.
  - Gary stated both School District Finance Officers have received the necessary forms and timeline to provide their CIP requests to the county.

### Adjourn

Capital Needs Work Group virtual meetings are open to the public to attend remotely. Should any member of the public wish to view this meeting, please click the following link to register:

[Capital Needs Workgroup Registration Link](#)

After registering, you will receive a follow-up email which will allow you to access and view the meeting. If you have any comments or questions, would like to submit any written comments to the group, or would like an emailed copy of the entire agenda package for this meeting, please email Rebecca Crawford at [rcrawford@orangecountync.gov](mailto:rcrawford@orangecountync.gov) before 3:00 pm on January 25, 2022.

2106 EDUCATION BOND					
Project	Budget	Expenditures	% Exp	Balance	Notes
CRHS Classroom Addition	\$14,500,000.00	\$12,984,021.00	89.54%	\$1,515,979.00	Classroom addition completed. Expanded parking and AG building not completed.
Transportation Joint Facility	\$0.00	\$0.00	0.00%	\$0.00	Removed from the projects by CHCCS/OCS
Roof Replacements	\$4,038,889.00	\$3,040,560.00	75.28%	\$998,329.00	See below
Mechanical Systems	\$24,096,118.00	\$14,264,360.92	59.20%	\$9,831,757.08	See below
School Safety	\$2,156,993.00	\$1,940,205.97	89.95%	\$216,787.03	Vesitbules installed all locations except HES.
Purchase Real Property OC-Welcome Center	\$3,100,000.00	\$3,100,000.00	100.00%	\$216,787.03	
	\$47,892,000.00	\$35,329,147.89	73.77%	\$12,562,852.11	
<b>Bond Sales by Orange County Dates</b>					
Year 1 Funding FY'18 (2017-2018)	\$15,964,000				
Year 3 Funding FY'20 (2019-2020)	\$15,964,000				
Year 5 Funding FY'22 (2021-2022)	\$15,964,000				
	\$47,892,000				

<b>BOND PROJECTS 2016</b>		
<b>Mechanical Projects</b>	<b>Status Update</b>	
<b>River Park Elementary Phase II Ongoing</b>	50% complete	
<b>Central Elementary</b>	100% design, rebid in Feb/Mar '22	
<b>Efland Cheeks</b>	100% design, bid in Feb/Mar '22	
<b>AL Stanback</b>	85% design, bid in Feb/Mar '22	
<b>New Hope</b>	Partial complete, working with DPI on replacement schedule	
<b>Hillsborough</b>	Not started	
<b>Grady A Brown</b>	Not started	

<b>BOND PROJECTS 2016</b>	
<b>Roof Projects</b>	<b>Status Update</b>
AL Stanback Middle	Completed
River Park Elementary	Completed
Efland-Cheeks Elementary	Completed
Grady A Brown Elementary	Completed
Hilsborough Elementary	Not completed-TBC '2023

School Name	Safety	New Construction or Additions	Major Systems < 10 Years Service Life	Other Major Building Improvements	Total Projected Cost
Central ES	\$140,000	\$5,707,090	\$5,269,961	\$4,313,469	\$15,430,520
Efand-Cheeks Global ES	\$140,000	\$4,027,933	\$3,780,204	\$1,252,864	\$9,201,001
Grady A Brown ES	\$140,000	\$1,358,930	\$2,792,961	\$5,659,457	\$9,951,348
Hillsborough ES	\$186,948	\$26,848,000	\$5,229,972	\$6,078,122	\$38,343,042
New Hope ES	\$140,000	\$0	\$3,034,092	\$1,300,000	\$4,474,092
Pathways ES	\$140,000	\$0	\$2,567,101	\$643,604	\$3,350,705
River Park ES	\$140,000	\$18,276,225	\$1,724,746	\$778,632	\$20,919,603
A L Stanback MS	\$140,000	\$0	\$1,781,607	\$2,728,768	\$4,650,375
Gravelly Hill MS	\$222,701	\$0	\$2,533,034	\$1,334,593	\$4,090,328
Orange MS	\$184,827	\$0	\$1,908,865	\$3,872,360	\$5,966,052
Cedar Ridge HS	\$325,719	\$0	\$7,285,461	\$523,650	\$8,134,830
Orange HS	\$975,000	\$5,491,775	\$3,922,766	\$5,336,208	\$15,725,749
Partnership	\$47,479	\$2,500,000	\$45,449	\$77,869	\$2,670,797
<b>DISTRICT TOTALS</b>	<b>\$2,922,674</b>	<b>\$64,209,953</b>	<b>\$41,876,219</b>	<b>\$33,899,596</b>	<b>\$142,908,442</b>



 <b>AL STANBACK MIDDLE SCHOOL</b> Major Capital Projects Requiring Additional Funding		School Capacity <sup>1</sup>		
		SAPFO CAPACITY:	740	
		MEMBERSHIP COUNT:	653	
<b>AGE OF SCHOOL/BUILDINGS</b>		1995		
<b>PROJECT PRIORITY &amp; CATEGORY</b>		<b>ESTIMATED RANGE OF COST</b>		<b>CAPACITY IMPACT<sup>2</sup></b>
<b>Option</b>	<b>SAFETY</b>	<b>LOW</b>	<b>HIGH</b>	
1	IMPLEMENT SECURITY RECOMMENDATIONS	\$100,000	\$140,000	N
<b>Subtotal</b>		<b>\$100,000</b>	<b>\$140,000</b>	<b>0</b>
<b>Option</b>	<b>NEW CONSTRUCTION &amp; BUILDING ADDITIONS</b>	<b>LOW</b>	<b>HIGH</b>	
<b>Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>0</b>
<b>Option</b>	<b>MAJOR SYSTEMS RECOMMENDED FOR REPLACEMENT WITH &lt;10 YEARS OF USABLE LIFE</b>	<b>LOW</b>	<b>HIGH</b>	
1	NEW BOILER	\$242,396	\$302,994	N
3	ENERGY MANAGEMENT SYSTEM UPGRADE	\$515,091	\$721,127	N
1	NEW CHILLER	\$605,989	\$757,486	N
<b>Subtotal</b>		<b>\$1,363,475</b>	<b>\$1,781,607</b>	<b>0</b>
<b>Option</b>	<b>MAJOR BUILDING IMPROVEMENTS</b>	<b>LOW</b>	<b>HIGH</b>	
3	RENOVATE 6TH GRADE CLASSROOM WING	\$136,348	\$166,647	N
1	FOOD SERVICE RENOVATIONS	\$9,090	\$10,908	N
3	INTERIOR FACILITIES UPGRADES AND REPAIRS: SCIENCE ROOM	\$252,495	\$378,743	N
1	LIGHTING: ENERGY EFFICIENT LIGHTING UPGRADE	\$745,366	\$975,642	N
1	NEW EMERGENCY GENERATOR LIGHTING	\$309,054	\$515,091	N
1	EXTERIOR RECOMMENDED REPAIRS	\$605,989	\$681,738	N
<b>Subtotal</b>		<b>\$2,058,342</b>	<b>\$2,728,768</b>	<b>0</b>
<b>Grand Total<sup>3</sup> (2024 cost estimate):</b>		<b>\$3,521,818</b>	<b>\$4,650,376</b>	<b>0</b>
<b>Number of classrooms below DPI minimums sf:</b>		<b>TBD</b>	<b>Number of mobile units:</b>	<b>0</b>

**Note: The above cost estimates include major projects that were identified in the 2013-2014 Schools Comprehensive Facilities Assessment as well as projects that have been identified since that study. None of the projects listed have been fully funded.**

<sup>1</sup> School Capacity: Orange County NC Schools Adequate Public Facilities Ordinance (SAPFO). Annual membership count November 15, 2019. Option of Service (LOS) means the amount (level) of students that can be accommodated (serviced) at certain school system grade group. [i.e., Elementary Option(K-5), Middle Option(6-8), High School Option(9-12)] Standards for LOS: Elementary 105%, Middle 107%, High School 110%. Source: Orange County NC SAPFO Annual Report. Class size reduction phase-in based on House Bill 90 (SL 2017). Allotment and average class size in grades K-3 shall be at the following ratios for 2021-2022: Kindergarten (1:18), 1st Grade (1:16), 2nd & 3rd Grade (1:17).

<sup>2</sup> Impact: Y/N (number indicates number of potential seats gained or lost.)

<sup>3</sup> Annual inflationary construction cost is calculated at 6%.

#### Priority Ranking Key

<b>Option1</b>	Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintenance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)
<b>Option2</b>	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf and/or meet future capacity needs and the Orange County School Building Standards of 585 students for elementary schools.
<b>Option3</b>	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf

REVISED DATE: 2/20/20

 <b>CEDAR RIDGE HIGH SCHOOL</b> Major Capital Projects Requiring Additional Funding		School Capacity <sup>1</sup>		
		SAPFO CAPACITY:	1,500	
		MEMBERSHIP COUNT:	1,067	
<b>AGE OF SCHOOL/BUILDINGS</b>		2002		
<b>PROJECT PRIORITY &amp; CATEGORY</b>		<b>ESTIMATED RANGE OF COST</b>		<b>CAPACITY IMPACT<sup>2</sup></b>
<b>Option</b>	<b>SAFETY</b>	<b>LOW</b>	<b>HIGH</b>	
1	IMPLEMENT SECURITY RECOMMENDATIONS	\$287,845	\$325,719	N
	<b>Subtotal</b>	<b>\$287,845</b>	<b>\$325,719</b>	<b>0</b>
<b>Option</b>	<b>NEW CONSTRUCTION &amp; BUILDING ADDITIONS</b>	<b>LOW</b>	<b>HIGH</b>	
	<b>Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>500</b>
<b>Option</b>	<b>MAJOR SYSTEMS RECOMMENDED FOR REPLACEMENT WITH &lt;10 YEARS OF USABLE LIFE</b>	<b>LOW</b>	<b>HIGH</b>	
1	MECHANICAL HVAC SYSTEM	\$1,856,750	\$2,542,124	N
1	ROOF COATING/SEALING (20 yr)	\$2,000,000	\$3,500,000	
1	ENERGY MANAGEMENT SYSTEM UPGRADE	\$626,896	\$940,343	N
1	NEW BOILER	\$242,396	\$302,994	N
	<b>Subtotal</b>	<b>\$4,726,041</b>	<b>\$7,285,461</b>	<b>0</b>
<b>Option</b>	<b>MAJOR BUILDING IMPROVEMENTS</b>	<b>LOW</b>	<b>HIGH</b>	
1	FOOD SERVICE RENOVATIONS	\$42,419	\$53,024	N
1	INTERIOR FACILITIES UPGRADES AND REPAIRS: SCIENCE ROOM	\$183,312	\$226,488	N
1	LIGHTING: ENERGY EFFICIENT LIGHTING UPGRADE	\$149,111	\$244,138	N
	<b>Subtotal</b>	<b>\$374,842</b>	<b>\$523,650</b>	<b>0</b>
<b>Grand Total (2024 Costs w/increased capacity)</b>		<b>\$5,388,728</b>	<b>\$8,134,831</b>	<b>0</b>
<b>Number of mobile units currently on site</b>				<b>0</b>
<b>Note: The above cost estimates include major projects that were identified in the 2013-2014 Schools Comprehensive Facilities Assessment as well as projects that have been identified since that study. None of the projects listed have been fully funded.</b>				
<small>1 School Capacity: Orange County NC Schools Adequate Public Facilities Ordinance (SAPFO). Annual membership count November 15, 2019. Level of Service (LOS) means the amount (level) of students that can be accommodated (serviced) at certain school system grade group. [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)] Standards for LOS: Elementary 105%, Middle 107%, High School 110%. Source: Orange County NC SAPFO Annual Report. Class size reduction phase-in based on House Bill 90 (SL 2017). Allotment and average class size in grades K-3 shall be at the following ratios for 2021-2022: Kindergarten (1:18), 1st Grade (1:16), 2nd &amp; 3rd Grade (1:17).</small>				
<small>2Capacity Impact: Y/N (number indicates number of potential seats gained or lost.)</small>				
<b>Priority Ranking Key</b>				
<b>Option 1</b>	Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintenance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)			
<b>Option 2</b>	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf			
<b>Option 3</b>	Repair and long-range improvements that extend a minimum of twenty-five years of additional operation to a facility and meet			

REVISED DATE: 1/8/2022

 <b>CENTRAL ELEMENTARY SCHOOL</b> Major Capital Projects Requiring Additional Funding		School Capacity <sup>1</sup>		
		SAPFO CAPACITY:		428
		MEMBERSHIP COUNT:		286
<b>AGE OF SCHOOL/BUILDINGS</b>		<b>1953</b>		
<b>PROJECT PRIORITY &amp; CATEGORY</b>		<b>ESTIMATED RANGE OF COST</b>		<b>CAPACITY IMPACT<sup>2</sup></b>
<b>Option</b>	<b>SAFETY</b>	<b>LOW</b>	<b>HIGH</b>	
1	IMPLEMENT SECURITY RECOMMENDATIONS	\$100,000	\$140,000	N
<b>Subtotal</b>		<b>\$100,000</b>	<b>\$140,000</b>	<b>0</b>
<b>Option</b>	<b>NEW CONSTRUCTION &amp; BUILDING ADDITIONS</b>	<b>LOW</b>	<b>HIGH</b>	
2	CLASSROOM EXPANSION (UNIT PRICES INCLUDE PROJECT COSTS)	\$3,306,427	\$4,133,034	TBD
3	MEDIA CENTER EXPANSION (upgrades completed without SF expansion in 2018)	\$757,486	\$946,858	N
3	OFFICE EXPANSION	\$545,390	\$627,199	N
<b>Subtotal</b>		<b>\$4,609,303</b>	<b>\$5,707,090</b>	<b>TBD</b>
<b>Option</b>	<b>MAJOR SYSTEMS RECOMMENDED FOR REPLACEMENT WITH &lt;10 YEARS OF USABLE LIFE</b>	<b>LOW</b>	<b>HIGH</b>	
1	NEW BOILER	\$121,198	\$151,497	N
1	ENERGY MANAGEMENT SYSTEM UPGRADE	\$325,472	\$418,464	N
1	MECHANICAL HVAC EQUIPMENT/ELECTRICAL UPGRADES	\$2,100,000	\$4,700,000	N
<b>Subtotal</b>		<b>\$2,546,670</b>	<b>\$5,269,961</b>	<b>0</b>
<b>Option</b>	<b>MAJOR BUILDING IMPROVEMENTS</b>	<b>LOW</b>	<b>HIGH</b>	
1	FOOD SERVICE RENOVATIONS	\$151,497	\$181,797	N
1	INTERIOR FINISHINGS (VCT, CABINETS, SINKS, RESTROOM UPGRADES, PAINTING, GYM RENOVATIONS)	\$1,500,000	\$3,000,000	
1	PRE-K PLAYGROUND SURFACE REPLACEMENT	\$348,444	\$475,000	N
1	PLAYGROUND FENCE INSTALLATION	\$121,198	\$166,647	N
1	LIGHTING: ENERGY EFFICIENT LIGHTING UPGRADE	\$212,096	\$257,545	N
1	NEW EMERGENCY GENERATOR LIGHTING	\$139,488	\$232,480	N
<b>Subtotal</b>		<b>\$2,472,723</b>	<b>\$4,313,469</b>	<b>0</b>
<b>Grand Total (2024 Costs w/increased capacity)</b>		<b>\$9,728,696</b>	<b>\$15,430,521</b>	<b>TBD</b>
<b>Number of mobile units currently on site</b>				<b>0</b>

**Note: The above cost estimates include major projects that were identified in the 2013-2014 Schools Comprehensive Facilities Assessment as well as projects that have been identified since that study. None of the projects listed have been fully funded.**

<sup>1</sup> School Capacity: Orange County NC Schools Adequate Public Facilities Ordinance (SAPFO). Annual membership count November 15, 2019. Level of Service (LOS) means the amount (level) of students that can be accommodated (serviced) at certain school system grade group. [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)] Standards for LOS: Elementary 105%, Middle 107%, High School 110%. Source: Orange County NC SAPFO Annual Report. **Class size reduction phase-in based on House Bill 90 (SL 2017). Allotment and average class size in grades K-3 shall be at the following ratios for 2021-2022: Kindergarten (1:18), 1st Grade (1:16), 2nd & 3rd Grade (1:17).**

<sup>2</sup>Capacity Impact: Y/N (number indicates number of potential seats gained or lost.)

#### Priority Ranking Key

<b>Option 1</b>	Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintenance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)
<b>Option 2</b>	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf
<b>Option 3</b>	Repair and long-range improvements that extend a minimum of twenty-five years of additional operation to a facility and meet

REVISED DATE: 1/8/20

 <b>EFLAND CHEEKS GLOBAL ELEMENTARY SCHOOL</b> Major Capital Projects Requiring Additional Funding		School Capacity <sup>1</sup>		
		SAPFO CAPACITY:		455
		MEMBERSHIP COUNT:		499
<b>AGE OF SCHOOL/BUILDINGS</b>		1952		
<b>PROJECT PRIORITY &amp; CATEGORY</b>		<b>ESTIMATED RANGE OF COST</b>		<b>CAPACITY IMPACT<sup>2</sup></b>
<b>Option</b>	<b>SAFETY</b>	<b>LOW</b>	<b>HIGH</b>	
1	IMPLEMENT SECURITY RECOMMENDATIONS	\$100,000	\$140,000	N
<b>Subtotal</b>			<b>\$140,000</b>	<b>0</b>
<b>Option</b>	<b>NEW CONSTRUCTION &amp; BUILDING ADDITIONS</b>	<b>LOW</b>	<b>HIGH</b>	
2	CLASSROOM EXPANSION	\$2,485,502	\$2,982,602	126
2	PRE-K ADDITION	\$908,983	\$1,045,331	TBD
<b>Subtotal</b>		<b>\$3,394,485</b>	<b>\$4,027,933</b>	<b>TBD</b>
<b>Option</b>	<b>MAJOR SYSTEMS RECOMMENDED FOR REPLACEMENT WITH &lt;10 YEARS OF USABLE LIFE</b>	<b>LOW</b>	<b>HIGH</b>	
3	ROOF REPLACEMENT	\$318,144	\$363,593	N
1	ENERGY MANAGEMENT SYSTEM UPGRADE	\$345,102	\$443,702	N
1	NEW BOILER	\$121,198	\$151,497	N
1	NEW COOLING TOWER	\$48,479	\$60,599	N
1	TOTAL HVAC REPLACEMENT	\$2,366,411	\$2,760,813	N
<b>Subtotal</b>		<b>\$3,199,334</b>	<b>\$3,780,204</b>	<b>0</b>
<b>Option</b>	<b>MAJOR BUILDING IMPROVEMENTS</b>	<b>LOW</b>	<b>HIGH</b>	
1	FOOD SERVICE RENOVATIONS	\$278,906	\$332,385	N
1	EXTERIOR RECOMMENDED REPAIRS	\$181,797	\$206,036	N
1	LIGHTING: ENERGY EFFICIENT LIGHTING UPGRADE	\$357,221	\$467,942	N
1	NEW EMERGENCY GENERATOR LIGHTING	\$147,901	\$246,501	N
<b>Subtotal</b>		<b>\$965,825</b>	<b>\$1,252,864</b>	<b>0</b>
<b>Grand Total (2024 Costs w/increased capacity)</b>		<b>#VALUE!</b>	<b>\$9,201,001</b>	<b>TBD</b>
<b>Number of mobile units currently on site</b>				<b>0</b>

**Note: The above cost estimates include major projects that were identified in the 2013-2014 Schools Comprehensive Facilities Assessment as well as projects that have been identified since that study. None of the projects listed have been fully funded.**

<sup>1</sup> School Capacity: Orange County NC Schools Adequate Public Facilities Ordinance (SAPFO). Annual membership count November 15, 2019. Level of Service (LOS) means the amount (level) of students that can be accommodated (serviced) at certain school system grade group. [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)] Standards for LOS: Elementary 105%, Middle 107%, High School 110%. Source: Orange County NC SAPFO Annual Report. Class size reduction phase-in based on House Bill 90 (SL 2017). Allotment and average class size in grades K-3 shall be at the following ratios for 2021-2022: Kindergarten (1:18), 1st Grade (1:16), 2nd & 3rd Grade (1:17).

<sup>2</sup>Capacity Impact: Y/N (number indicates number of potential seats gained or lost.)

#### Priority Ranking Key

<b>Option 1</b>	Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintenance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)
<b>Option 2</b>	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf
<b>Option 3</b>	Repair and long-range improvements that extend a minimum of twenty-five years of additional operation to a facility and meet

REVISED DATE: 1/8/2022

 <b>GRADY BROWN ELEMENTARY SCHOOL</b> Major Capital Projects Requiring Additional Funding		School Capacity <sup>1</sup>		
		SAPFO CAPACITY		490
		MEMBERSHIP COUNT		442
AGE OF SCHOOL/BUILDINGS		1974		
PROJECT PRIORITY & CATEGORY		ESTIMATED RANGE OF COST		CAPACITY IMPACT <sup>2</sup>
Option	SAFETY	LOW	HIGH	
1	IMPLEMENT SECURITY RECOMMENDATIONS	\$100,000	\$140,000	N
<b>Subtotal</b>		<b>\$100,000</b>	<b>\$140,000</b>	<b>0</b>
Option	NEW CONSTRUCTION & BUILDING ADDITIONS	LOW	HIGH	
1	MAIN ENTRANCE ADDITION	\$1,181,678	\$1,358,930	N
<b>Subtotal</b>		<b>\$1,181,678</b>	<b>\$1,358,930</b>	<b>0</b>
Option	MAJOR SYSTEMS RECOMMENDED FOR REPLACEMENT WITH <10 YEARS OF USABLE LIFE	LOW	HIGH	
1	BOILER UPGRADES	\$166,647	\$212,096	N
1	NEW COOLING TOWER	\$48,479	\$60,599	N
1	NEW ENERGY MANAGEMENT SYSTEM	\$397,765	\$511,412	N
1	MECHANICAL HVAC UPGRADE	\$1,702,829	\$2,008,853	N
<b>Subtotal</b>		<b>\$2,315,720</b>	<b>\$2,792,961</b>	<b>0</b>
Option	MAJOR BUILDING IMPROVEMENTS	LOW	HIGH	
3	MEDIA CENTER/TEACHER SUPPORT RENOVATIONS	\$2,461,830	\$2,954,196	N
1	PARKING LOT REPAVING AND CANOPY REPAIR	\$300,000	\$600,000	N
1	HAZARDOUS MATERIALS REMOVAL	\$250,000	\$600,000	N
1	FOOD SERVICE RENOVATIONS	\$202,022	\$251,561	N
3	MOVE FRONT PLAYGROUND/NEW PARKING/QUEUE LINE	\$681,738	\$833,235	N
1	LIGHTING: ENERGY EFFICIENT LIGHTING UPGRADE	\$106,048	\$136,348	N
1	NEW EMERGENCY GENERATOR LIGHTING	\$170,471	\$284,118	N
<b>Subtotal</b>		<b>\$4,172,108</b>	<b>\$5,659,457</b>	<b>0</b>
<b>Grand Total (2024 Costs w/increased capacity)</b>		<b>\$7,769,507</b>	<b>\$9,951,348</b>	<b>0</b>
<b>Number of mobile units currently on site</b>				<b>1</b>

**Note: The above cost estimates include major projects that were identified in the 2013-2014 Schools Comprehensive Facilities Assessment as well as projects that have been identified since that study. None of the projects listed have been fully funded.**

<sup>1</sup> School Capacity: Orange County NC Schools Adequate Public Facilities Ordinance (SAPFO). Annual membership count November 15, 2019. Level of Service (LOS) means the amount (level) of students that can be accommodated (served) at certain school system grade group. [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)] Standards for LOS: Elementary 105%, Middle 107%, High School 110%. Source: Orange County NC SAPFO Annual Report. Class size reduction phase-in based on House Bill 90 (SL 2017). Allotment and average class size in grades K-3 shall be at the following ratios for 2021-2022: Kindergarten (1:18), 1st Grade (1:16), 2nd & 3rd Grade (1:17).

<sup>2</sup>Capacity Impact: Y/N (number indicates number of potential seats gained or lost.)

#### Priority Ranking Key

<b>Option 1</b>	Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintenance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)
<b>Option 2</b>	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf
<b>Option 3</b>	Repair and long-range improvements that extend a minimum of twenty-five years of additional operation to a facility and meet

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 <b>GRAVELLY HILL MIDDLE SCHOOL</b> Major Capital Projects Requiring Additional Funding		School Capacity <sup>1</sup>		
		SAPFO CAPACITY		700
		MEMBERSHIP COUNT		468
AGE OF SCHOOL/BUILDINGS		2006		
PROJECT PRIORITY & CATEGORY		ESTIMATED RANGE OF COST		CAPACITY IMPACT <sup>2</sup>
<b>Option</b>	<b>SAFETY</b>	<b>LOW</b>	<b>HIGH</b>	
1	IMPLEMENT SECURITY RECOMMENDATIONS	\$199,976	\$222,701	N
Subtotal		\$199,976	\$222,701	0
<b>Option</b>	<b>NEW CONSTRUCTION &amp; BUILDING ADDITIONS</b>	<b>LOW</b>	<b>HIGH</b>	
Subtotal		\$0	\$0	0
<b>Option</b>	<b>MAJOR SYSTEMS RECOMMENDED FOR REPLACEMENT WITH &lt;10 YEARS OF USABLE LIFE</b>	<b>LOW</b>	<b>HIGH</b>	
1	NEW BOILER	\$242,396	\$302,994	N
1	NEW CHILLER	\$605,989	\$757,486	N
1	NEW HVAC COMPONENTS (DOAS, AHU, FCU)	\$1,042,301	\$1,472,553	N
Subtotal		\$1,890,685	\$2,533,034	0
<b>Option</b>	<b>MAJOR BUILDING IMPROVEMENTS</b>	<b>LOW</b>	<b>HIGH</b>	
3	INTERIOR RENOVATIONS: UPGRADE SCIENCE CLASSROOMS TO DPI STANDARDS	\$90,000	\$180,000	N
1	NEW GENERATOR	\$60,599	\$75,749	N
1	PAVING/SIDEWALK REPAIR; PAVE REAR GRAVEL LOT	\$502,994	\$840,994	N
1	STORMDRAIN BMP REFURBISHING AND TOPSOIL/SEEDING	\$151,497	\$196,946	N
1	LIGHTING: AUDITORIUM ENERGY EFFICIENT LIGHTING UPGRADE	\$26,815	\$40,904	N
Subtotal		\$831,905	\$1,334,593	0
<b>Grand Total (2024 Costs w/increased capacity)</b>		<b>\$2,922,567</b>	<b>\$4,090,328</b>	<b>0</b>
<b>Number of mobile units currently on site</b>				<b>0</b>
<b>Note: The above cost estimates include major projects that were identified in the 2013-2014 Schools Comprehensive Facilities Assessment as well as projects that have been identified since that study. None of the projects listed have been fully funded.</b>				
<sup>1</sup> School Capacity: Orange County NC Schools Adequate Public Facilities Ordinance (SAPFO). Annual membership count November 15, 2019. Level of Service (LOS) means the amount (level) of students that can be accommodated (served) at certain school system grade group. [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)] Standards for LOS: Elementary 105%, Middle 107%, High School 110%. Source: Orange County NC SAPFO Annual Report. Class size reduction phase-in based on House Bill 90 (SL 2017). Allotment and average class size in grades K-3 shall be at the following ratios for 2021-2022: Kindergarten (1:18), 1st Grade (1:16), 2nd & 3rd Grade (1:17).				
<sup>2</sup> Capacity Impact: Y/N (number indicates number of potential seats gained or lost.)				

Priority Ranking Key	
<b>Option 1</b>	Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintenance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)
<b>Option 2</b>	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf
<b>Option 3</b>	Repair and long-range improvements that extend a minimum of twenty-five years of additional operation to a facility and meet

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 <b>HILLSBOROUGH ELEMENTARY SCHOOL</b> Major Capital Projects Requiring Additional Funding		School Capacity <sup>1</sup>		
		SAPFO CAPACITY:	420	
		MEMBERSHIP COUNT:	444	
AGE OF SCHOOL/BUILDINGS		1952		
PROJECT PRIORITY & CATEGORY		ESTIMATED RANGE OF COST		CAPACITY IMPACT <sup>2</sup>
Option	SAFETY	LOW	HIGH	
1	IMPLEMENT SECURITY RECOMMENDATIONS	\$143,922	\$186,948	N
<b>Subtotal</b>		<b>\$143,922</b>	<b>\$186,948</b>	<b>0</b>
Option	NEW CONSTRUCTION & BUILDING ADDITIONS	LOW	HIGH	
2	REPLACE BUILDING 100	\$22,500,000	\$26,848,000	TBD
<b>Subtotal</b>		<b>\$22,500,000</b>	<b>\$26,848,000</b>	<b>TBD</b>
Option	MAJOR SYSTEMS RECOMMENDED FOR REPLACEMENT WITH <10 YEARS OF USABLE LIFE	LOW	HIGH	
1	NEW HVAC SYSTEM	\$1,735,837	\$2,433,176	N
1	ENERGY MANAGEMENT SYSTEM UPGRADE	\$386,397	\$496,796	N
1	ROOF REPLACEMENT (BLDG 200/300/100/LC)	\$1,800,000	\$2,300,000	N
<b>Subtotal</b>		<b>\$3,922,234</b>	<b>\$5,229,972</b>	<b>0</b>
Option	MAJOR BUILDING IMPROVEMENTS	LOW	HIGH	
1	BUILDING CONNECTORS	\$2,500,000	\$3,500,000	N
1	OUTDOOR UPGRADE	\$545,390	\$621,139	N
1	SEWER LINE REPAIR	\$340,869	\$393,893	N
1	HAZARDOUS MATERIAL REMOVAL	\$525,492	\$618,987	N
1	FOOD SERVICE RENOVATIONS	\$209,596	\$281,709	N
1	LIGHTING: ENERGY EFFICIENT LIGHTING UPGRADE	\$331,197	\$386,397	N
1	NEW EMERGENCY GENERATOR LIGHTING	\$165,708	\$275,998	N
<b>Subtotal</b>		<b>\$4,618,253</b>	<b>\$6,078,122</b>	<b>0</b>
<b>Grand Total (2024 Costs w/increased capacity)</b>		<b>\$31,184,409</b>	<b>\$38,343,042</b>	<b>TBD</b>
2	OPTION: REMOVE 100,200 AND 300 BUILDINGS AND REPLACE WITH NEW BUILDING BUILT TO NCDPI SPECIFICATIONS	\$28,000,000	\$32,000,000	TBD
<b>Note: The above cost estimates include major projects that were identified in the 2013-2014 Schools Comprehensive Facilities Assessment as well as projects that have been identified since that study. None of the projects listed have been fully funded.</b>				
<sup>1</sup> School Capacity: Orange County NC Schools Adequate Public Facilities Ordinance (SAPFO). Annual membership count November 15, 2019. Level of Service (LOS) means the amount (level) of students that can be accommodated (served) at certain school system grade group. [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)] Standards for LOS: Elementary 105%, Middle 107%, High School 110%. Source: Orange County NC SAPFO Annual Report. <b>Class size reduction phase-in based on House Bill 90 (SL 2017). Allotment and average class size in grades K-3 shall be at the following ratios for 2021-2022: Kindergarten (1:18), 1st Grade (1:16), 2nd &amp; 3rd Grade (1:17).</b>				
<sup>2</sup> Capacity Impact: Y/N (number indicates number of potential seats gained or lost.)				
Priority Ranking Key				
Option 1	Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintenance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)			
Option 2	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf and/or meet future capacity needs and the Orange County School Building Standards of 585 students for elementary schools.			
Option 3	Repair and long-range improvements that extend a minimum of twenty-five years of additional operation to a facility and meet future capacity needs or capacity standards of 637 students for elementary schools.			

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 <b>NEW HOPE ELEMENTARY SCHOOL</b> Major Capital Projects Requiring Additional Funding		School Capacity <sup>1</sup>		
		SAPFO CAPACITY		526
		MEMBERSHIP COUNT		579
<b>AGE OF SCHOOL/BUILDINGS</b>		1991		
<b>PROJECT PRIORITY &amp; CATEGORY</b>		<b>ESTIMATED RANGE OF COST</b>		<b>CAPACITY IMPACT<sup>2</sup></b>
<i>Option</i>	<b>SAFETY</b>	LOW	HIGH	
1	IMPLEMENT SECURITY RECOMMENDATIONS	\$100,000.00	\$140,000.00	N
<b>Subtotal</b>		<b>\$100,000.00</b>	<b>\$140,000.00</b>	<b>0</b>
<i>Option</i>	<b>NEW CONSTRUCTION &amp; BUILDING ADDITIONS</b>	LOW	HIGH	
<b>Subtotal</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>0</b>
<i>Option</i>	<b>MAJOR SYSTEMS RECOMMENDED FOR REPLACEMENT WITH &lt;10 YEARS OF USABLE LIFE</b>	LOW	HIGH	
1	NEW HVAC SYSTEM	\$1,727,825.97	\$2,351,237.09	N
1	ENERGY MANAGEMENT SYSTEM UPGRADE	\$531,109.92	\$682,855.61	N
<b>Subtotal</b>		<b>\$2,258,935.88</b>	<b>\$3,034,092.70</b>	<b>0</b>
<i>Option</i>	<b>MAJOR BUILDING IMPROVEMENTS</b>	LOW	HIGH	
1	FOOD SERVICE RENOVATIONS	\$18,937.15	\$26,057.52	N
1	HAZARDOUS MATERIAL REMOVAL: CARPET AND MASTIC	\$340,868.78	\$378,743.09	N
1	LIGHTING: ENERGY EFFICIENT LIGHTING UPGRADE	\$409,669.73	\$515,835.97	N
1	NEW EMERGENCY GENERATOR LIGHTING	\$227,618.54	\$379,364.23	N
<b>Subtotal</b>		<b>\$997,094.20</b>	<b>\$1,300,000.81</b>	<b>0</b>
<b>Grand Total (2024 Costs w/increased capacity)</b>		<b>\$3,356,030.09</b>	<b>\$4,474,093.50</b>	<b>0</b>
<b>Number of mobile units currently on site</b>				<b>2</b>

**Note: The above cost estimates include major projects that were identified in the 2013-2014 Schools Comprehensive Facilities Assessment as well as projects that have been identified since that study. None of the projects listed have been fully funded.**

<sup>1</sup> School Capacity: Orange County NC Schools Adequate Public Facilities Ordinance (SAPFO). Annual membership count November 15, 2019. Level of Service (LOS) means the amount (level) of students that can be accommodated (serviced) at certain school system grade group. [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)] Standards for LOS: Elementary 105%, Middle 107%, High School 110%. Source: Orange County NC SAPFO Annual Report. Class size reduction phase-in based on House Bill 90 (SL 2017). Allotment and average class size in grades K-3 shall be at the following ratios for 2021-2022: Kindergarten (1:18), 1st Grade (1:16), 2nd & 3rd Grade (1:17).

<sup>2</sup>Capacity Impact: Y/N (number indicates number of potential seats gained or lost.)

#### Priority Ranking Key

<b>Option 1</b>	Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintenance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)
<b>Option 2</b>	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf
<b>Option 3</b>	Repair and long-range improvements that extend a minimum of twenty-five years of additional operation to a facility and meet

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 <b>ORANGE HIGH SCHOOL</b> Major Capital Projects Requiring Additional Funding		School Capacity <sup>1</sup>		
		SAPFO CAPACITY		1,399
		MEMBERSHIP COUNT		1,296
<b>AGE OF SCHOOL/BUILDINGS</b>		<b>1962</b>		
<b>PROJECT PRIORITY &amp; CATEGORY</b>		<b>ESTIMATED RANGE OF COST</b>		<b>CAPACITY IMPACT<sup>2</sup></b>
<b>Option</b>	<b>SAFETY</b>	<b>LOW</b>	<b>HIGH</b>	
1	IMPLEMENT SECURITY RECOMMENDATIONS	\$524,180	\$975,000	N
<b>Subtotal</b>		<b>\$524,180</b>	<b>\$975,000</b>	<b>0</b>
<b>Option</b>	<b>NEW CONSTRUCTION &amp; BUILDING ADDITIONS</b>	<b>LOW</b>	<b>HIGH</b>	
3	REPLACE WORKFORCE DEVELOPMENT BUILDING	\$4,393,420	\$5,491,775	TBD
<b>Subtotal</b>		<b>\$4,393,420</b>	<b>\$5,491,775</b>	<b>TBD</b>
<b>Option</b>	<b>MAJOR SYSTEMS RECOMMENDED FOR REPLACEMENT WITH &lt;10 YEARS OF USABLE LIFE</b>	<b>LOW</b>	<b>HIGH</b>	
1	ROOF REPLACEMENTS (400/AUX GYM)	\$350,000	\$525,000	N
1	NEW BOILER- FIELD HOUSE	\$121,198	\$151,497	N
1	ENERGY MANAGEMENT SYSTEM UPGRADE	\$1,132,112	\$1,455,572	N
1	ELECTRICAL SYSTEMS UGRADE	\$1,375,595	\$1,790,697	N
<b>Subtotal</b>		<b>\$2,978,904</b>	<b>\$3,922,766</b>	<b>0</b>
<b>Option</b>	<b>MAJOR BUILDING IMPROVEMENTS</b>	<b>LOW</b>	<b>HIGH</b>	
1	FOOD SERVICE RENOVATIONS	\$266,938	\$348,065	N
1	BACK DRIVEWAY REPAIR	\$1,363,475	\$1,666,470	N
1	INTERIOR RENOVATIONS: NON-ACCESSIBLE GROUP RESTROOMS	\$699,917	\$769,606	N
1	INTERIOR RENOVATIONS: WOOD GYM FLOORS REFURBISH	\$143,922	\$159,072	N
1	LIGHTING: ENERGY EFFICIENT LIGHTING UPGRADE	\$1,222,252	\$1,584,344	N
1	NEW EMERGENCY GENERATOR LIGHTING	\$485,191	\$808,651	N
<b>Subtotal</b>		<b>\$4,181,696</b>	<b>\$5,336,208</b>	<b>0</b>
<b>Grand Total (2024 Costs w/increased capacity)</b>		<b>\$12,078,201</b>	<b>\$15,725,749</b>	<b>TBD</b>
<b>Number of mobile units currently on site</b>				<b>8</b>
<b>Note: The above cost estimates include major projects that were identified in the 2013-2014 Schools Comprehensive Facilities Assessment as well as projects that have been identified since that study. None of the projects listed have been fully funded.</b>				
<sup>1</sup> School Capacity: Orange County NC Schools Adequate Public Facilities Ordinance (SAPFO). Annual membership count November 15, 2019. Level of Service (LOS) means the amount (level) of students that can be accommodated (serviced) at certain school system grade group. [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)] Standards for LOS: Elementary 105%, Middle 107%, High School 110%. Source: Orange County NC SAPFO Annual Report. Class size reduction phase-in based on House Bill 90 (SL 2017). Allotment and average class size in grades K-3 shall be at the following ratios for 2021-2022: Kindergarten (1:18), 1st Grade (1:16), 2nd & 3rd Grade (1:17).				
<sup>2</sup> Capacity Impact: Y/N (number indicates number of potential seats gained or lost.)				
<b>Priority Ranking Key</b>				
<b>Option 1</b>	Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintenance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)			
<b>Option 2</b>	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf			
<b>Option 3</b>	Repair and long-range improvements that extend a minimum of twenty-five years of additional operation to a facility and meet			

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 <b>ORANGE MIDDLE SCHOOL</b> Major Capital Projects Requiring Additional Funding		School Capacity <sup>1</sup>		
		SAPFO CAPACITY:		726
		MEMBERSHIP COUNT:		642
<b>AGE OF SCHOOL/BUILDINGS</b>		1968		
<b>PROJECT PRIORITY &amp; CATEGORY</b>		<b>ESTIMATED RANGE OF COST</b>		<b>CAPACITY IMPACT<sup>2</sup></b>
<b>Option</b>	<b>SAFETY</b>	<b>LOW</b>	<b>HIGH</b>	
1	IMPLEMENT SECURITY RECOMMENDATIONS	\$162,102	\$184,827	N
<b>Subtotal</b>		<b>\$162,102</b>	<b>\$184,827</b>	<b>0</b>
<b>Option</b>	<b>NEW CONSTRUCTION &amp; BUILDING ADDITIONS</b>	<b>LOW</b>	<b>HIGH</b>	
<b>Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>0</b>
<b>Option</b>	<b>MAJOR SYSTEMS RECOMMENDED FOR REPLACEMENT WITH &lt;10 YEARS OF USABLE LIFE</b>	<b>LOW</b>	<b>HIGH</b>	
1	NEW BOILER	\$242,396	\$302,994	N
1	NEW CHILLER	\$393,893	\$454,492	N
1	REPLACE ALL AIR HANDLERS	\$1,060,481	\$1,151,379	N
<b>Subtotal</b>		<b>\$1,696,769</b>	<b>\$1,908,865</b>	<b>0</b>
<b>Option</b>	<b>MAJOR BUILDING IMPROVEMENTS</b>	<b>LOW</b>	<b>HIGH</b>	
1	REPLACE CANOPIES CAMPUS-WIDE	\$1,724,039	\$1,896,745	N
1	FOOD SERVICE RENOVATIONS	\$268,908	\$309,736	N
1	INTERIOR RENOVATIONS: UPGRADE SCIENCE CLASSROOMS TO DPI STANDARDS	\$325,719	\$356,019	N
1	LIGHTING: ENERGY EFFICIENT LIGHTING UPGRADE	\$655,066	\$859,542	N
1	NEW EMERGENCY GENERATOR LIGHTING	\$270,354	\$450,318	N
<b>Subtotal</b>		<b>\$3,244,086</b>	<b>\$3,872,360</b>	<b>0</b>
<b>Grand Total (2024 Costs w/increased capacity)</b>		<b>\$5,102,957</b>	<b>\$5,966,052</b>	<b>0</b>
<b>Number of mobile units currently on site</b>				<b>0</b>
<b>Note: The above cost estimates include major projects that were identified in the 2013-2014 Schools Comprehensive Facilities Assessment as well as projects that have been identified since that study. None of the projects listed have been fully funded.</b>				
<small><sup>1</sup> School Capacity: Orange County NC Schools Adequate Public Facilities Ordinance (SAPFO). Annual membership count November 15, 2019. Level of Service (LOS) means the amount (level) of students that can be accommodated (serviced) at certain school system grade group. [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)] Standards for LOS: Elementary 105%, Middle 107%, High School 110%. Source: Orange County NC SAPFO Annual Report. Class size reduction phase-in based on House Bill 90 (SL 2017). Allotment and average class size in grades K-3 shall be at the following ratios for 2021-2022: Kindergarten (1:18), 1st Grade (1:16), 2nd &amp; 3rd Grade (1:17).</small>				
<small><sup>2</sup>Capacity Impact: Y/N (number indicates number of potential seats gained or lost.)</small>				
<b>Priority Ranking Key</b>				
<b>Option 1</b>	Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintenance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)			
<b>Option 2</b>	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf			
<b>Option 3</b>	Repair and long-range improvements that extend a minimum of twenty-five years of additional operation to a facility and meet			

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 <b>PARTNERSHIP ACADEMY</b> Major Capital Projects Requiring Additional Funding		School Capacity <sup>1</sup>		
		SAPFO CAPACITY		40
		MEMBERSHIP COUNT		34
AGE OF SCHOOL/BUILDINGS		2006		
PROJECT PRIORITY & CATEGORY		ESTIMATED RANGE OF COST		CAPACITY IMPACT <sup>2</sup>
Option	SAFETY	LOW	HIGH	
1	IMPLEMENT SECURITY RECOMMENDATIONS (CURRENT LOCATION)	\$39,389.28	\$48,479.12	N
Subtotal		\$39,389.28	\$48,479.12	0
Option	NEW CONSTRUCTION & BUILDING ADDITIONS	LOW	HIGH	
1	RELOCATION WELCOME CENTER WITH ADMIN AND CAFÉ ADDITION	\$1,200,000.00	\$2,500,000.00	
Subtotal		\$1,200,000.00	\$2,500,000.00	0
Option	MAJOR SYSTEMS RECOMMENDED FOR REPLACEMENT WITH <10 YEARS OF USABLE LIFE	LOW	HIGH	
1	HVAC SYSTEM REPLACEMENTS (CURRENT LOCATION)	\$38,480.30	\$45,449.17	N
Subtotal		\$38,480.30	\$45,449.17	0
Option	MAJOR BUILDING IMPROVEMENTS	LOW	HIGH	
1	EXTERIOR DRAINAGE WORK (CURRENT LOCATION)	\$45,449.17	\$68,173.76	N
1	LIGHTING: EXTERIOR LIGHTING UPGRADE (CURRENT LOCATION)	\$4,847.91	\$9,695.82	N
Subtotal		\$50,297.08	\$77,869.58	0
Grand Total (2024 Costs w/increased capacity)		\$1,328,166.66	\$2,671,797.86	0
Number of mobile units currently on site				0
<b>Note: The above cost estimates include major projects that were identified in the 2013-2014 Schools Comprehensive Facilities Assessment as well as projects that have been identified since that study. None of the projects listed have been fully funded.</b>				
<sup>1</sup> School Capacity: Orange County NC Schools Adequate Public Facilities Ordinance (SAPFO). Annual membership count November 15, 2019. Level of Service (LOS) means the amount (level) of students that can be accommodated (serviced) at certain school system grade group. [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)] Standards for LOS: Elementary 105%, Middle 107%, High School 110%. Source: Orange County NC SAPFO Annual Report. Class size reduction phase-in based on House Bill 90 (SL 2017). Allotment and average class size in grades K-3 shall be at the following ratios for 2021-2022: Kindergarten (1:18), 1st Grade (1:16), 2nd & 3rd Grade (1:17).				
<sup>2</sup> Capacity Impact: Y/N (number indicates number of potential seats gained or lost.)				
<b>Priority Ranking Key</b>				
Option 1	Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintenance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)			
Option 2	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf			
Option 3	Repair and long-range improvements that extend a minimum of twenty-five years of additional operation to a facility and meet			

REVISED DATE: 1/8/2022

 <b>PATHWAYS ELEMENTARY SCHOOL</b> Major Capital Projects Requiring Additional Funding		School Capacity <sup>1</sup>		
		SAPFO CAPACITY:		540
		MEMBERSHIP COUNT:		381
<b>AGE OF SCHOOL/BUILDINGS</b>		2000		
<b>PROJECT PRIORITY &amp; CATEGORY</b>		<b>ESTIMATED RANGE OF COST</b>		<b>CAPACITY IMPACT<sup>2</sup></b>
<b>Option</b>	<b>SAFETY</b>	<b>LOW</b>	<b>HIGH</b>	
1	IMPLEMENT SECURITY RECOMMENDATIONS	\$100,000	\$140,000	N
<b>Subtotal</b>		<b>\$100,000</b>	<b>\$140,000</b>	<b>0</b>
<b>Option</b>	<b>NEW CONSTRUCTION &amp; BUILDING ADDITIONS</b>	<b>LOW</b>	<b>HIGH</b>	
<b>Subtotal</b>		<b>\$0</b>	<b>\$0</b>	<b>0</b>
<b>Option</b>	<b>MAJOR SYSTEMS RECOMMENDED FOR REPLACEMENT WITH &lt;10 YEARS OF USABLE LIFE</b>	<b>LOW</b>	<b>HIGH</b>	
1	NEW BOILER	\$242,396	\$302,994	N
1	NEW CHILLER	\$605,989	\$757,486	N
1	MECHANICAL HVAC EQUIPMENT	\$714,309	\$1,054,421	N
1	ENERGY MANAGEMENT SYSTEM UPGRADE	\$323,000	\$452,200	N
<b>Subtotal</b>		<b>\$1,885,694</b>	<b>\$2,567,101</b>	<b>0</b>
<b>Option</b>	<b>MAJOR BUILDING IMPROVEMENTS</b>	<b>LOW</b>	<b>HIGH</b>	
1	FOOD SERVICE RENOVATIONS	\$7,120	\$10,605	N
1	PARKING LOT EXPANSION	\$252,000	\$310,000	N
1	NEW EMERGENCY GENERATOR LIGHTING	\$193,800	\$323,000	N
<b>Subtotal</b>		<b>\$452,920</b>	<b>\$643,604</b>	<b>0</b>
<b>Grand Total (2024 Costs w/increased capacity)</b>		<b>\$2,438,614</b>	<b>\$3,350,705</b>	<b>0</b>
<b>Number of mobile units currently on site</b>				<b>0</b>

**Note: The above cost estimates include major projects that were identified in the 2013-2014 Schools Comprehensive Facilities Assessment as well as projects that have been identified since that study. None of the projects listed have been fully funded.**

<sup>1</sup> School Capacity: Orange County NC Schools Adequate Public Facilities Ordinance (SAPFO). Annual membership count November 15, 2019. Level of Service (LOS) means the amount (level) of students that can be accommodated (serviced) at certain school system grade group. [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)] Standards for LOS: Elementary 105%, Middle 107%, High School 110%. Source: Orange County NC SAPFO Annual Report. **Class size reduction phase-in based on House Bill 90 (SL 2017). Allotment and average class size in grades K-3 shall be at the**

<sup>2</sup>Capacity Impact: Y/N (number indicates number of potential seats gained or lost.)

#### Priority Ranking Key

<b>Option 1</b>	Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintainance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)
<b>Option 2</b>	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf
<b>Option 3</b>	Repair and long-range improvements that extend a minimum of twenty-five years of additional operation to a facility and meet

REVISED DATE: 1/8/2022

 <b>River Park Elementary School</b> Major Capital Projects Requiring Additional Funding		School Capacity <sup>1</sup>		
		SAPFO CAPACITY		502
		MEMBERSHIP COUNT		601
<b>AGE OF SCHOOL/BUILDINGS</b>		1956		
<b>PROJECT PRIORITY &amp; CATEGORY</b>		<b>ESTIMATED RANGE OF COST</b>		<b>CAPACITY IMPACT<sup>2</sup></b>
<b>Option</b>	<b>SAFETY</b>	<b>LOW</b>	<b>HIGH</b>	
1	IMPLEMENT SECURITY RECOMMENDATIONS	\$100,000	\$140,000	N
<b>Subtotal</b>		<b>\$100,000</b>	<b>\$140,000</b>	<b>0</b>
<b>Option</b>	<b>NEW CONSTRUCTION &amp; BUILDING ADDITIONS</b>	<b>LOW</b>	<b>HIGH</b>	
2	RENOVATE/EXPAND EXISTING 2-4 WING	\$4,999,409	\$5,732,655	Y
2	DECONSTRUCT/EXPAND EXISTING 4-5 WING	\$6,665,878	\$8,332,348	Y
3	NEW CONNECTOR	\$587,052	\$733,815	N
3	RENOVATE EXISTING K-1 WING	\$2,670,139	\$3,076,000	N
3	RENOVATE EXISTING OFFICE SUITE	\$348,444	\$401,407	N
<b>Subtotal</b>		<b>\$15,270,921</b>	<b>\$18,276,225</b>	<b>TBD</b>
<b>Option</b>	<b>MAJOR SYSTEMS RECOMMENDED FOR REPLACEMENT WITH &lt;10 YEARS OF USABLE LIFE</b>	<b>LOW</b>	<b>HIGH</b>	
1	NEW BOILER	\$242,396	\$302,994	N
1	HVAC MECHANICAL UPGRADES (CLASSROOM WINGS)	\$439,000	\$939,000	
3	ENERGY MANAGEMENT SYSTEM UPGRADE	\$375,474	\$482,752	N
<b>Subtotal</b>		<b>\$1,056,869</b>	<b>\$1,724,746</b>	<b>0</b>
<b>Option</b>	<b>MAJOR BUILDING IMPROVEMENTS</b>	<b>LOW</b>	<b>HIGH</b>	
1	LIGHTING: ENERGY EFFICIENT LIGHTING UPGRADE	\$370,326	\$510,437	N
1	NEW EMERGENCY GENERATOR LIGHTING	\$160,917	\$268,196	N
<b>Subtotal</b>		<b>\$531,243</b>	<b>\$778,632</b>	<b>150</b>
<b>Grand Total3 (2024 cost estimate):</b>		<b>\$16,959,034</b>	<b>\$20,919,604</b>	<b>TBD</b>
<b>Number of classrooms below DFL minimum sq. ft.</b>				<b>2</b>
<b>TBD</b>				<b>Number of mobile</b>
<b>Note: The above cost estimates include major projects that were identified in the 2013-2014 Schools Comprehensive Facilities Assessment as well as projects that have been identified since that study. None of the projects listed have been fully funded.</b>				
<sup>1</sup> School Capacity: Orange County NC Schools Adequate Public Facilities Ordinance (SAPFO). Annual membership count November 15, 2019. Level of Service (LOS) means the amount (level) of students that can be accommodated (serviced) at certain school system grade group. [i.e., Elementary level (K-5), Middle Level (6-8), High School Level (9-12)] Standards for LOS: Elementary 105%, Middle 107%, High School 110%. Source: Orange County NC SAPFO Annual Report. Class size reduction phase-in based on House Bill 90 (SL 2017). Allotment and average class size in grades K-3 shall be at the following ratios for 2021-2022: Kindergarten (1:18), 1st Grade (1:16), 2nd & 3rd Grade (1:17).				
<sup>2</sup> Capacity Impact: Y/N (number indicates number of potential seats gained or lost.)				
<sup>3</sup> Annual inflationary construction cost increased is calculated at 6%				
<b>Priority Ranking Key</b>				
<b>Option 1</b>	Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintenance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)			
<b>Option 2</b>	Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf			
<b>Option 3</b>	Repair and long-range improvements that extend a minimum of twenty-five years of additional operation to a facility and meet			

REVISED DATE: 1/8/2022



Date

# Joint Taskforce Facilities Report

*Andre' Stewart and Eric Allen*

# Aging Structures

37

CHCCS has 9 structures that are 50 years or older.

- Carrboro ES (1957)
- Glenwood ES (1952)
- Estes Hills ES (1958)
- Seawell ES (1969)
- Culbreth MS (1969)
- Phillips MS (1962)
- FP Graham ES (1963)
- Ephesus ES (1972)
- Lincoln Center (1950)

Our newer structures range between 10 and 30 years old.

- McDougle MS
- McDougle ES
- East CHHS
- Scroggs ES
- Smith MS
- Rashkis ES
- Carrboro HS
- Morris Grove ES
- Phoenix Academy
- Northside



Aging Infrastructure



ADA Egress Issues



Campus Security Issues



Lighting

# Options for Structure Renovation or Replacement

## Option One

Repair, replacement or renovation of items, components or systems that are important to the health and safety of the students and staff and to sustain the overall operation of the facility. General maintenance and system service life upgrades. (state building code violations, health department violations, handicapped accessibility issues, removal of hazardous material, security issues not being met by current systems)

## Option Two

Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf and/or meet future capacity needs and the Orange County School Building Standards of 585 students for elementary schools. (OC standard at 585 currently: New standard =517 with class size changes) INTERIOR RENOVATIONS BUILDING ADDITION AND SITE IMPROVEMENT MECHANICAL SYSTEM UPGRADES MAJOR BUILDING IMPROVEMENTS

## Option 3

Repair and renovation of long-range items that also bring the class size square footage of elementary classrooms to 1,200 sf and/or meet future capacity needs and the Orange County School Building Standards of 637 students for elementary schools. Utilize sustainable approaches to extend building life while reducing overall maintenance and operation costs. (DPI building size old standard=700 students/ new standard with class size changes =637 students)

# Estimated Renovation Cost

## Structures with Option 1 & 3

School Name	Option 1 (cost est. 2024) cost range	Option 3 (cost est. 2024) cost range
Carrboro Elementary School	\$12.3 - \$15.7 million	\$31.5 - \$40.7 million
Estes Hills Elementary School	\$5.2 - \$6.9 million	\$34.9 - \$45.1 million
Ephesus Elementary School	\$5.6 - \$7.3 million	\$35.6 - \$44.4 million

## Structures with Option 1

School Name	Option 1 (cost est. 2024) cost range
Glenwood Elementary School	\$5 - \$6.4 million
Frank Porter Graham Elementary School	\$5 - \$6.2 million
Seawell Elementary School	\$6 - \$7.5 million
Phillips Middle School	\$8.5 - \$10.6 million
Culbreth Middle School	\$10 - \$12.9 million
Lincoln Center	\$44.5 - \$46.9 million

# Ways in which other counties fund Renovation/Reconstruction

Bonds  
Sales Tax

**ORANGE COUNTY BOARD OF COMMISSIONERS  
CHAPEL HILL-CARRBORO BOARD OF EDUCATION  
ORANGE COUNTY BOARD OF EDUCATION**

**Capital Needs Work Group**

February 16, 2022  
Meeting – 8:30-10am

Due to current public health concerns, the Capital Needs Work Group is conducting a Virtual Meeting on February 16, 2022. Members of the Group will be participating in the meeting remotely.

1. Welcome – Commissioner Jean Hamilton, Chair of Work Group
2. Review School Facilities Definitions (Orange County Finance staff)
  - a. Capital Project
  - b. Maintenance
  - c. Deferred Maintenance
  - d. Recurring Capital
  - e. Operating Costs
3. Current (FY22-23) School Facilities Planning and Budgeting Process (OCS and CHCCS staff)
  - a. Explain how facility needs are planned, and how they are submitted to the county in capital and operating budgets.
  - b. Preview of 2022-23 Capital budgets that are currently under development.
  - c. How are capital and maintenance projects prioritized?
  - d. What needs are excluded from the capital budget request?
  - e. For longer term planning, what if we had a CIP with details for 10 years?
4. Discussion and Next Steps
5. Next Meeting is Wednesday, March 16, 2022

Adjourn

Capital Needs Work Group virtual meetings are open to the public to attend remotely. Should any member of the public wish to view this meeting, please click the following link to register:

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After registering, you will receive a follow-up email which will allow you to access and view the meeting. If you have any comments or questions, would like to submit any written comments to the group, or would like an emailed copy of the entire agenda package for this meeting, please email Rebecca Crawford at [rcrawford@orangecountync.gov](mailto:rcrawford@orangecountync.gov) before 3:00 pm on February 14,

2022

**ORANGE COUNTY BOARD OF COMMISSIONERS  
CHAPEL HILL-CARRBORO BOARD OF EDUCATION  
ORANGE COUNTY BOARD OF EDUCATION**

**Capital Needs Work Group**

February 16, 2022  
Meeting – 8:30-10am

Due to current public health concerns, the Capital Needs Work Group is conducting a Virtual Meeting on February 16, 2022. Members of the Group will be participating in the meeting remotely.

Panelist Attendees: Jean Hamilton, Bonnie Hauser, Andre' Stewart, Carrie Doyle, Dr. Nyah Hamlett, Eric Allen, Greg Wilder, Jonathan Scott, Patrick Abele, Rani Dasi, Renee Price, Rhonda Rath, Steve Arndt, Rebecca Crawford, Kirk Vaughn

Public Attendee: Kari Hamel

1. Welcome – Commissioner Jean Hamilton, Chair of Work Group
  - a. Jean asked if we needed to open the meeting with a motion but the group determined that wasn't necessary for a workgroup
  - b. Jean reviewed the agenda and requested that the definition section last no longer than 20 minutes.
  - c. Jean requested no introductions but that if you are presenting to share your name first for those viewing.
  - d. Jean requested that you submit your slides from previous meetings to Rebecca to share with the group.
  
2. Review School Facilities Definitions (Orange County Finance staff)
  - a. Capital Project
  - b. Maintenance
  - c. Deferred Maintenance
  - d. Recurring Capital
  - e. Operating Costs
  - Notes: Gary Donaldson shared that the Orange County Finance staff shared this presentation ahead of time for all to review and proceeded to define the items listed on the agenda through PowerPoint slides.
  - Gary clarified that some operating costs can be debt financed as approved by the Local Government Commission such as those related to architectural design, engineering, and project management related to capital expenditures

- LGC wants to prevent a change in scope such that we don't finance soft costs and then don't follow through with the related construction/capital project
  - Operating Cost Impacts are projected to understand the impact of capital projects to our operating budget
    - Ex: Southern Branch Library staff, utilities, etc.
- Patrick shared that SAPFO frequently discusses how to fund future growth and renovations of schools
- Bonnie requested that we review the Finance definitions from the school usage perspective
  - Are computers considered capital equipment? Gary shared that we have financed them in the past
- Bonnie shared that she still has questions about deferred maintenance. District CFOs had no comments. Bonnie asked why are maintenance items deferred rather than being funded and pursued? Requested that we discuss further when we talk about specific priorities.
- Jean commented that she wondered when we get caught-up? What are the actual costs to do everything and how do we do know the funding gap so we can catch up?
- Jean asked about the definition of recurring capital vs capital asset – are they the same?
  - Gary clarified they are different and have different useful life
    - Recurring capital items that are debt financed always match the useful life of the assets with the bond principal amortization schedule.
    - The County delineates recurring capital items separate from longer term projects in its NC Local Government Commission application.
    - Ex: vertical building = capital asset but the furniture inside is recurring capital (shorter useful life)
    - The county would like to shift towards using more PAYGO funding for recurring capital rather than financing
  - Would like to have a better idea of school needs and then figure out how to finance
- Bonnie asked if ongoing maintenance staff are considered operating or capital?
  - Gary shared they should be operating. If you hire a project manager for a specific capital project, that could be financed as a part of the construction cost
  - Bonnie shared that if we aren't making improvements that are needed, it will overinflate our operating budget causing more needs for handymen to fix ongoing

problems. Could that be a savings if we did the renovations in the capital budget?

- Patrick responded that is an issue, especially when you're operating older buildings. More costly to keep older systems up and running. Harder to replace – have to bring other systems up to code at the same time.
- Agrees with Gary that we should try to shift recurring capital off of debt financing so we have as much flexibility as possible about how to use those funds
  - The restrictions cause a burden on schools and parents, especially athletics for paint, grass seed, etc., which don't meet the definition for debt financing and have to be covered in school budgets
- Eric shared that utility usage also contributes to higher operating costs – the longer you use a system, the more costly it is to run vs replace

3. Current (FY22-23) School Facilities Planning and Budgeting Process (OCS and CHCCS staff)

a. Explain how facility needs are planned, and how they are submitted to the county in capital and operating budgets.

i. OCS

1. Patrick shared there is no formal presentation but in the past planning is done through county CIP

a. We are aligning to a new format for a 10 year plan so everyone looks at the same format and will be helpful for ongoing meetings with county staff and both systems

b. Use reports to divide up categories and then analyze projects from there

i. Roof systems, windows, etc. that impact operating costs (mechanical systems such as HVAC, boilers, chillers, fire alarm systems, etc.), sustainability projects, learning environments (need adequate furnishings, bathrooms, learning equipment)

ii. Do assessments, then review available funding both from system and from county

- ii. CHCCS
  - 1. Andre' and Eric shared a PowerPoint presentation
    - a. Partner with Mosley Architects for facility needs study
      - i. Have 9 older buildings and continuously have to band aid systems
      - ii. Eric echoed that failing older units are definitely an issue – there is a point where a system is costing more to fix than to replace
        - 1. Andre' shared that is also true of roofing projects
- b. Preview of 2022-23 Capital budgets that are currently under development.
  - i. CHCCS
    - 1. Athletic field upgrades, abatement projects, building improvements, electrical/lighting and HVAC upgrades, roofing and pavement, security upgrades, technology upgrades
  - ii. OCS
    - 1. Completing HVAC renovation projects, Elfand Cheeks, River Park, Stanback, Grady Brown, Hillsborough (mechanical plus projects – upgrade classrooms and buildings when go in to replace HVAC such as flooring, lighting, ceiling tiles, bathrooms, etc. since they will be impacted by the mechanical system replacements)
      - a. No swing space in OCS – renovations can't necessarily be completed over the summer any more (buildings are in use, not enough time) so have to bring in mobile units for swing space for students during times of renovations while school is in session
- c. How are capital and maintenance projects prioritized?
  - i. CHCCS – Andre'
    - 1. Use Facility Condition Assessment and FCI to determine the prioritization and order of projects to be taken on – structural safety and sustainability come first
  - ii. OCS - Patrick
    - 1. Don't have a sustainability coordinator but will be looking into it

2. Would like to use FCI to prioritize and help with feasibility and planning
- d. What needs are excluded from the capital budget request?
  - i. CHCCS – Andre’
    1. New school construction, swing space needed during renovations not included in request
  - ii. OCS - Patrick
    1. School growth from west (Mebane) – difficult to project increases
- e. For longer term planning, what if we had a CIP with details for 10 years?
  - i. CHCCS
    1. Have shifted to 10 year framework and submitted request to county
  - ii. **Note from Orange County Manager and Finance: It is critical to have detail in years 6 through 10 of the 10 year CIP in order to best understand the implications on debt service and predict next bond issuance.**

#### 4. Discussion and Next Steps

- a. Jean:
  - i. Example of template used for submitting CIP requests to county
  - ii. If there were no funding limits what would that look like?
    1. Patrick and Andre’ shared that if funding wasn’t a limit, would build new schools rather than renovate old schools (would still need swing space to house students while build and demolish older buildings)
      - a. Eric shared that he would engage with Green Tract site to build a new elementary site, land next to Morris Grove for more swing space for Phillips Middle school to start renovate it, and start working on more renovations at other middle schools
  - iii. Could we construct the “aspirational” CIP so we can talk about how could we make it work and look at the priorities countywide?
    1. BOCC will hear the long term financial plan presentation and debt model this Thursday evening so this is good timing
- b. Bonnie:
  - i. Loves the idea of an aspirational CIP.

- ii. Would like to review the idea of standards. Are our useful life standards of buildings too long? How do we build schools cheaper like Eno River Academy and make that consistent across the school district?
  - iii. Can we do maintenance across campuses? Is it currently done at the same time or should we do it that way for economies?
- c. Renee: Both school systems have told us previously what they need but the funding isn't there. Mandates coming from the state have been hard
  - i. Schools and BOCC have had goals with the bonds, but then weather catastrophes and cost increases came up and we had to re-prioritize, The same with state mandated class sizes.
    - 1. Definitely should look at needs but be prepared for things to derail that are unanticipated
    - 2. How can we plan these together? Especially since the state won't give us our lottery money.
- d. Carrie:
  - i. When we do delay replacing school buildings, we do lose ADM when kids go to charter schools and private schools and then lose funding
- e. Rani:
  - i. It's important that we consider the elements of the plan and the funding elements. Renee is right that there are local funding limitations but maybe we can all advocate for more funding on the state level
    - 1. State has a surplus of excess revenue receipts
    - 2. Likes the idea of the aspirational plan to work towards while advocating for other funding from the state
- f. Renee:
  - i. Do you still have your list of capital needs from the last bond? That might help as a starting point
    - 1. Patrick: those are the mechanical projects that we're working on – larger parts are complete and additional funding from the county will be used against escalating costs from the pandemic
      - a. The only project not funded, was the joint transportation facility. Everything else the district intended to fund will be funded with the bond \$
    - 2. Eric: Have the 2013/2014 Facility Commission report – what could do/have to do/like to do
      - a. Updated in 2018 and in the process now to update the last version

- b. CHCCS will use that to create the aspirational list, especially for Lincoln Center and Transportation building (erosion problems)
    - 3. Rani:
      - a. Basic needs vs aspirational
      - b. Walked through an older school yesterday and was very apparent how much better it would be to rebuild it vs renovating
        - i. Still constrained by time and energy even if had money
  - g. Bonnie
    - i. Our building and construction standards are too outdated and don't match between the two districts
      - 1. Eric asked if Bonnie was referring to joint design standards between both districts? Could draft them but would be up to boards to review and approve
        - a. DPI standards vs Orange County building standards
      - ii. It takes too long to get projects completed
      - iii. Need to take weather conditions into account, too
  - h. Jean – Next agenda:
    - i. Discuss difference between OC standards and DPI design standards?
      - 1. Implications on costs?
    - ii. Joint bidding/shared contractors for projects across both districts
      - 1. Implications on costs?
    - iii. Outsourcing of maintenance for assets
    - iv. Someone to present on best practices for construction, design, and maintenance standards
  - i. Patrick
    - i. Could they have longer than a month – lots of topics discussed
    - ii. Eric said he could reach out to experts to come back and present about construction standards but would need longer than a month (the group agreed upon May as the target date for the subject matter expert to share information)
      - 1. The group agreed this would be helpful
  - j. Jean
    - i. When could we get a spreadsheet with the “aspirational” CIP? To be kept in mind when making decisions about funding?

- k. Bonnie – it’s hard to imagine doing aspirational or the next round of bond funding before we have design standards
- l. Rani isn’t sure that it’s going to change the scale of the needs and the first priorities may need to be to create the list and then break down how we confront each need
  - i. The CHCCS needs assessment is underway and that will help determine needs. Will be completed in April and it may be June at the earliest before can put together the list.
- m. Jean – both districts may not want to have the same standards so we can’t let that slow down the work that needs to be done
  - i. Ok if we have to delay if we need the time to do it right and be prepared for the future
- n. Renee – reminded the group about SAPFO and the implications of Pre-K, which is not included in SAPFO numbers
  - i. Providing universal Pre-K may need to be added and ask Planning staff to redo formula to anticipate that
- o. Carrie – agree with Renee, we really need to integrate Pre-K, was discussed pre-COVID
  - i. At what time do we need to garner stakeholder input for this?
  - ii. Jean responded that she see that coming from the boards – recommendations will go to the boards for their review then
- p. Bonnie – standards are important to her because they would change the urgency for replacing schools and accelerate renovations if we have a plan
  - i. Not having standards is harming our efficiency and not working
  - ii. Would like to see maintenance timelines standards that we should use
- q. Jean – Draft timeline
  - i. March - talk about SAPFO – understand what is SAPFO, how it limits and impacts our decisions
    - 1. Gary shared we could coordinate with Planning Office (Ashley Moncado)
    - 2. How we move forward with funding advocacy
  - ii. April – no meeting
  - iii. May – plan to discuss standards and having a subject matter expert (Eric volunteered to contact a Subject Matter Expert) to share about industry standards, standards for design, efficiencies in contracting and maintenance
  - iv. June/July – have aspirational CIP drafted for review

5. Next Meeting is Wednesday, March 16, 2022

## Adjourn

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2022



# **School Capital Needs Work Group Terms and Definitions**

**Prepared by Department of Finance**

**February 16, 2022**

# Capital Asset and Capital Project

**Capital Asset** - An item with a value exceeding \$5,000 and a useful life of one year or greater; includes motor vehicles, furniture, fixtures and equipment.

**Capital Project** - A project with an estimated cost exceeding \$100,000 or more and useful life exceeding ten years or greater. Capital projects include the construction, purchase, or major renovation of buildings, parks, utility systems, or other structures and sites; and purchase of land and major landscaping projects.

**Source** - Page 375 of the FY 21-22 Commissioner Approved Budget – the preface to the CIP document.

# Maintenance & Deferred Maintenance

**Maintenance** – Regular repair to county and school assets, such as HVACs, Fire Alarm Systems, Roofs, and Electrical systems. To maintain and extend the useful lives of these assets.

**Deferred Maintenance** – Supplemental Funding provided by the county to fund the backlog of school maintenance needs. In FY 2020-21, the County funded \$30 million over 3 years to the school systems to expedite the list of deferred maintenance projects. Extended to 4 years at school request.

**Source** – School deferred maintenance projects are found on pages 462 and 479 of the FY 21-22 Commissioner Approved Budget. Similar county maintenance projects can be found on page 389-391 for Facility Safety, 392-393 for HVACs, and 405-406 for Roofs.

# Deferred Maintenance

## Deferred Maintenance Projects - CHCCS

<b>Project Category</b>	School	<b>Project Status:</b>	Active	<b>Project Type</b>	
<b>Functional Service Area:</b>	Education	<b>Proposed Bid Date:</b>	TBD	New	
<b>School System:</b>	CHCCS	<b>Starting Date:</b>	7/1/2021	Expansion	
<b>Project Number:</b>	54022	<b>Completion Date:</b>	TBD	Renovation	X
				Replacement	X

### Project Description/Justification:

The FY 2020-21 CIP included a supplemental funding program for deferred maintenance and life/safety improvements. The program would involve a total of \$30 million over the next three (3) years to expedite each School District's backlog of deferred maintenance projects. Based on the FY 2020-21 Average Daily Membership (ADM) percentage, CHCCS share will be \$17,997,000 over the three (3) year period.

The Supplemental Deferred Maintenance program described above would use debt financing to supplement an additional \$3 million that is recommended to be funded using bond premiums that was earned when the County issued \$85.4 million in General Obligation Bonds in FY 2017-18. The \$3 million appropriation in FY2020-21 will exhaust the bond premium earned in FY 2017-18. CHCCS share of this \$3 million was \$1,799,700 in FY2020-21.

## FINANCIAL SUMMARY

Project Budget	Prior Years Funding	Current Fiscal Year 2020-21	Year 1 Fiscal Year 2021-22	Year 2 Fiscal Year 2022-23	Year 3 Fiscal Year 2023-24	Year 4 Fiscal Year 2024-25	Year 5 Fiscal Year 2025-26	Five Year Total	Year 6 to Year 10
<b>Appropriation</b>									
<i>Professional Services</i>		1,300,000							
<i>Construction/Repairs/Renovations</i>	1,804,200	2,299,700	10,000,000	6,197,000			16,197,000	49,207,493	
<b>Appropriation Total</b>	1,804,200	3,599,700	10,000,000	6,197,000			16,197,000	49,207,493	
<b>Revenues/Funding Source</b>									
<i>Debt Financing - School Improvements</i>		1,800,000	10,000,000	6,197,000			16,197,000	49,207,493	
<i>From Capital Reserve Funds</i>	1,804,200	1,799,700							
<b>Revenues/Funding Source Total</b>	1,804,200	3,599,700	10,000,000	6,197,000			16,197,000	49,207,493	

# Deferred Maintenance

## Deferred Maintenance Projects - OCS

<b>Project Category</b>	School	<b>Project Status:</b>	Active	<b>Project Type</b>	
<b>Functional Service Area:</b>	Education	<b>Proposed Bid Date:</b>	TBD	New	
<b>School System:</b>	OCS	<b>Starting Date:</b>	7/1/2020	Expansion	
<b>Project Number:</b>	51045	<b>Completion Date:</b>	TBD	Renovation	X
				Replacement	X

### Project Description/Justification:

The FY2020-21 CIP included a supplemental funding program for deferred maintenance and life/safety improvements. The program would involve a total of \$30 million over the next three (3) year to expedite each School District's backlog of deferred maintenance projects. Based on the FY 2021-22 Average Daily Membership (ADM) percentage, OCS share will be \$12,003,000 over the three (3) year period.

The Supplemental Deferred Maintenance program described above would use debt financing to supplement an additional \$3 million that is recommended to be funded using bond premiums that were earned when the County issued \$85.4 million in General Obligation Bonds in FY 2017-18. The \$3 million appropriation in FY2020-21 will exhaust the bond premium earned in FY 2017-18. OCS share of this \$3 million was \$1,200,300 in FY2020-21.

### FINANCIAL SUMMARY

Project Budget	Prior Years Funding	Current Fiscal Year 2020-21	Year 1 Fiscal Year 2021-22	Year 2 Fiscal Year 2022-23	Year 3 Fiscal Year 2023-24	Year 4 Fiscal Year 2024-25	Year 5 Fiscal Year 2025-26	Five Year Total	Year 6 to Year 10
<b>Appropriation</b>									
<i>Construction/Repairs/Renovations</i>	1,195,800	5,350,300	3,600,000	4,253,000				7,853,000	44,303,065
<b>Appropriation Total</b>	1,195,800	5,350,300	3,600,000	4,253,000				7,853,000	44,303,065
<b>Revenues/Funding Source</b>									
<i>Debt Financing - School Improvements</i>		4,150,000	3,600,000	4,253,000				7,853,000	44,303,065
<i>From Capital Reserve Funds</i>	1,195,800	1,200,300							
<b>Revenues/Funding Source Total</b>	1,195,800	5,350,300	3,600,000	4,253,000				7,853,000	44,303,065

# Recurring Capital

**Recurring Capital** - Recurring capital outlay funding supports Category I (facility improvements), Category II (equipment and furnishings), and Category III (vehicles and bus purchases) expenditures. The equal per pupil allocations required by law for current expense appropriations are not applicable to this category of local school funding. However, Orange County splits \$3 million between the school districts by current ADM.

**Source** – Definition found on 332 of the FY 21-22 Commissioner Approved Budget – the education section of the budget. Project pages found on 471 and 482.

# Recurring Capital

## Recurring Capital Projects - CHCCS

<b>Project Category:</b>	School	<b>Project Status:</b>	Active	<b>Project Type</b>	
<b>Functional Service Area:</b>	Education	<b>Proposed Bid Date:</b>	TBD	New	
<b>School System:</b>	CHCCS	<b>Starting Date:</b>	7/1/2021	Expansion	
<b>Project Number:</b>	54010	<b>Completion Date:</b>	TBD	Renovation	X
				Replacement	X

### Project Description/Justification:

To address recurring capital projects as identified by the school system each fiscal. The \$1,810,800 each fiscal year represents CHCCS portion, based on the current ADM, of the \$3,000,000 provided schools each year for recurring capital projects. The funding source for these annual projects used to be pay-as-you-go, but beginning in FY 2018-19, they changed to debt financing. Examples of FY 2021-22 projects include: furnishings and equipment at schools district-wide, drainage improvements, carpet/tile installation, roof repairs, and mechanical and plumbing repairs/renovations.

### FINANCIAL SUMMARY

Project Budget	Prior Years Funding	Current Fiscal Year 2020-21	Year 1 Fiscal Year 2021-22	Year 2 Fiscal Year 2022-23	Year 3 Fiscal Year 2023-24	Year 4 Fiscal Year 2024-25	Year 5 Fiscal Year 2025-26	Five Year Total	Year 6 to Year 10
<b>Appropriation</b>									
<i>Construction/Repairs/Renovations</i>	3,626,100	1,799,700	1,810,800	1,810,800	1,810,800	1,810,800	1,810,800	9,054,000	9,054,000
<b>Appropriation Total</b>	3,626,100	1,799,700	1,810,800	1,810,800	1,810,800	1,810,800	1,810,800	9,054,000	9,054,000
<b>Revenues/Funding Source</b>									
<i>Debt Financing - School Improvements</i>	3,626,100	1,799,700	1,810,800	1,810,800	1,810,800	1,810,800	1,810,800	9,054,000	9,054,000
<b>Revenues/Funding Source Total</b>	3,626,100	1,799,700	1,810,800	1,810,800	1,810,800	1,810,800	1,810,800	9,054,000	9,054,000

# Recurring Capital

## Recurring Capital Projects - OCS

<b>Project Category</b>	School	<b>Project Status:</b>	New	<b>Project Type</b>	
<b>Functional Service Area:</b>	Education	<b>Proposed Bid Date:</b>	TBD	New	
<b>School System:</b>	OCS	<b>Starting Date:</b>	7/1/2021	Expansion	
<b>Project Number:</b>	51009	<b>Completion Date:</b>	TBD	Renovation	X
				Replacement	X

### Project Description/Justification:

To address recurring capital projects as identified by the school system each fiscal. The \$1,189,200 each fiscal year represents OCS portion, based on the current ADM, of the \$3,000,000 provided schools each year for recurring capital projects. The funding source for these annual projects used to be pay-as-you-go, but beginning in FY 2018-19, they changed to debt financing. Examples of FY 2021-22 projects include: mobile units, HVAC replacements, roof repairs, new classroom set-up, computer equipment maintenance, and environmental maintenance.

## FINANCIAL SUMMARY

Project Budget	Prior Years Funding	Current Fiscal Year 2020-21	Year 1 Fiscal Year 2021-22	Year 2 Fiscal Year 2022-23	Year 3 Fiscal Year 2023-24	Year 4 Fiscal Year 2024-25	Year 5 Fiscal Year 2025-26	Five Year Total	Year 6 to Year 10
<b>Appropriation</b>									
<i>Construction/Repairs/Renovations</i>	2,373,900	1,200,300	1,189,200	1,189,200	1,189,200	1,189,200	1,189,200	5,946,000	5,946,000
<b>Appropriation Total</b>	2,373,900	1,200,300	1,189,200	1,189,200	1,189,200	1,189,200	1,189,200	5,946,000	5,946,000
<b>Revenues/Funding Source</b>									
<i>Debt Financing - School Improvements</i>	2,373,900	1,200,300	1,189,200	1,189,200	1,189,200	1,189,200	1,189,200	5,946,000	5,946,000
<b>Revenues/Funding Source Total</b>	2,373,900	1,200,300	1,189,200	1,189,200	1,189,200	1,189,200	1,189,200	5,946,000	5,946,000

# Operating Cost

**Operating Cost** – Per the NC Local Government Commission and U.S. Public Finance laws. A limited amount of operating costs tied to capital projects can be capitalized. These specific operating costs are generally restricted to architecture design, engineering and project management costs related to the capital expenditures being debt financed.

The majority of County staff costs to manage the capital projects are funded with operating revenues. Education operating costs are provided by the County through the current expense appropriation. The current expense is funded through taxes and is the primary funding source for capital staff requirements.

**Source** – The Education funding section of the FY 2021-22 Commissioner Approved Budget begins at page 329.

# Operating Cost Impact

**Operating Impact** – The estimated impact of completing a project on the county’s operating budget in upcoming years. Estimated operating impacts are included in the Long Term Financial Model to better anticipate upcoming budget costs.

**Source** – Examples of operating impact in the FY 2021-22 Commissioner Approved budget:

Page 399 – The cost to staff and operate the Orange County Southern Branch Library.

Page 412 – The annual subscription costs for IT software in the IT Governance Council Initiatives.

Page 445 – the revenue generated by enclosing the field house for the Sportsplex.

# County Example:

## Operating Cost Impact – Southern Branch Library

### FINANCIAL SUMMARY

Project Budget	Prior Years Funding	Current Fiscal Year 2020-21	Year 1 Fiscal Year 2021-22	Year 2 Fiscal Year 2022-23	Year 3 Fiscal Year 2023-24	Year 4 Fiscal Year 2024-25	Year 5 Fiscal Year 2025-26	Five Year Total	Year 6 to Year 10
<b>Appropriation</b>									
<i>Professional Services</i>	1,172,500	400,000	414,993					414,993	
<i>Construction/Repairs/Renovations</i>									
<i>Parking Construction</i>	1,000,000	950,000	2,125,335					2,125,335	
<i>Construction w/ Contingency</i>	4,625,000		5,339,052					5,339,052	
<i>Equipment/Furnishings</i>			802,225					802,225	
<b>Appropriation Total</b>	<b>6,797,500</b>	<b>1,350,000</b>	<b>8,681,605</b>					<b>8,681,605</b>	
<b>Revenues/Funding Source</b>									
<i>Debt Financing</i>	6,533,500	1,350,000	8,681,605					8,681,605	
<i>Available Project Balances</i>	264,000								
<b>Revenues/Funding Source Total</b>	<b>6,797,500</b>	<b>1,350,000</b>	<b>8,681,605</b>					<b>8,681,605</b>	
<b>Impact on Operating Budget</b>									
<i>Personnel</i>				385,668	385,668	385,668	385,668	1,542,672	1,928,340
<i>Operations</i>				152,000	152,000	152,000	152,000	608,000	760,000
<b>Impact on Operating Budget Total</b>				<b>537,668</b>	<b>537,668</b>	<b>537,668</b>	<b>537,668</b>	<b>2,150,672</b>	<b>2,688,340</b>

# QUESTIONS



Date

# CHCCS CIP for the Facilities Work Group

February 16, 2022

Presented by: Andre' Stewart and Eric Allen

# Question One

Explain how facility needs are planned, and how they are submitted to the county in capital and operating budgets.

Our process begins as a part of the budget process in conjunction with principal and operational department considerations. We analyze the facilities assessments and index to prioritize projects.

Text

# Question Two

Preview of 2022-23  
Capital budgets that are  
currently under  
development.

- Athletic field upgrades at CHS
- Abatement Projects
- Building Improvements
- Electrical, lighting and HVAC upgrades
- Roofing and pavement
- Security upgrades
- Technology upgrades

Text

## Question Three

How are capital and maintenance projects prioritized?

After collaborating with our outside partners, the prioritization is made by the Facility Condition Assessment and FCI (facilities condition index) on the order of projects. Structural safety and sustainability are taken into account.

Text

# Question Four

What needs are excluded from the capital budget request?

New school construction

Text

## Question Five

For longer term planning, what if we had a CIP with details for 10 years?

Our plan has been developed on the ten year cycle.

Text

**ORANGE COUNTY BOARD OF COMMISSIONERS  
CHAPEL HILL-CARRBORO BOARD OF EDUCATION  
ORANGE COUNTY BOARD OF EDUCATION**

**Capital Needs Work Group**

March 16, 2022  
Meeting – 8:30-10am

Due to current public health concerns, the Capital Needs Work Group is conducting a Virtual Meeting on March 16, 2022. Members of the Group will be participating in the meeting remotely.

1. Welcome – Commissioner Jean Hamilton, Chair of Work Group
2. Orange County Schools Adequate Public Facilities Ordinance (SAPFO)  
Discussion – Craig Benedict, Orange County Planning and Inspections
  - a. Delayed – Please send Rebecca any questions you have about SAPFO
3. School Funding Advocacy
4. Discussion and Next Steps
5. Next Meeting is Wednesday, May 18, 2022

Adjourn

Capital Needs Work Group virtual meetings are open to the public to attend remotely. Should any member of the public wish to view this meeting, please click the following link to register:

[Capital Needs Workgroup Registration Link](#)

After registering, you will receive a follow-up email which will allow you to access and view the meeting. If you have any comments or questions, would like to submit any written comments to the group, or would like an emailed copy of the entire agenda package for this meeting, please email Rebecca Crawford at [rcrawford@orangecountync.gov](mailto:rcrawford@orangecountync.gov) before 3:00 pm on March 14, 2022

## Mar 16, 2022 | [Capital Needs Work Group](#)

Attendees:

**OC:** Renee Price, Jean Hamilton, Gary Donaldson, Rebecca Crawford, Kirk Vaughn, Alan Dorman, and Greg Wilder

**OCS:** Carrie Doyle, Bonnie Hauser, Dr. Monique Felder, Rhonda Rath, Catherine Mau, and Nick Mincey

**CHCCS:** Rani Dasi, Jillian Laserna, Dr. Nyah Hamlett, Eric Allen, Andre Stewart, and Jonathan Scott

Notes:

1. Welcome – Commissioner Jean Hamilton, Chair of Work Group
2. Orange County Schools Adequate Public Facilities Ordinance (SAPFO) Discussion – Craig Benedict, Orange County Planning and Inspections

*Skipped due to County staff scheduling conflict.*

3. School Funding Advocacy

*Rani Dasi suggested a collaboration in advocacy between the County and School Districts with the State. Engaging the community in the form of a campaign. Engaging State organizations.*

*Lobby the State for lottery funds and an additional State bond.*

*Bonnie Hauser asked if the County raised taxes could they be earmarked for the schools capital needs exclusively? Schools need a recurring revenue stream for capital needs. What is happening with the light rail funds? [Gary Donaldson](#) advised they are for public transportation and administered by Go Triangle.*

*Rani Dasi asked Gary Donaldson about the timing of the next school bond. Opportunity for \$120 million in fiscal year 2027. There is another opportunity for limited obligation bonds prior to (\$30 million 2024)*

*Rene Price advised the County does not earmark funds on tax rate increases.*

*Jean Hamilton suggested the possibility of increasing the Article 46 Sales Tax Revenue percentage to school districts.*

*Jean Hamilton asked about the status of the original \$30 million limited obligation bonds. Covid Issues, supply chain, lack of central services, contractors would not bid on equipment replacement for materials they could not access.*

*Dr. Hamlett asked for clarification on deferred maintenance vs. larger renovation projects.*

*Bonnie Hauser suggested the need for a model or set of standards to dictate renovation timelines.*

#### 4. Discussion and Next Steps

May meeting 18th: Presentation on building standards,

June, when to reschedule the (SAPFO), IT allocations,

What is the expectation of the Task Force's work? (Report to the Boards, Plan of Action – discuss at July meeting)

#### 5. Next Meeting is Wednesday, May 18, 2022

## Active Chapel Hill Carrboro City Schools Capital Projects as of 3/10/22

Note: () = negative available balance

Project # and Name	Expenditure Budget 3/10/22	Actual Expenditures 3/10/22	Available Balance (including prior year carry overs)	Percent Complete
53001 - CHAPEL HILL HIGH SCHOOL	\$72,295,024.00	\$73,562,288.10	(\$1,267,264.10)	101.75%
53003 - CHHS - MAJOR RENOVATIONS	\$598,478.00	\$598,477.65	\$0.35	100.00%
53018 - TRANSPORTATION CENTER	\$300,508.00	\$300,508.18	(\$0.18)	100.00%
53019 - CARRBORO HIGH SCHOOL	\$75,000.00	\$75,000.15	(\$0.15)	100.00%
53023 - DOORS, HARWARE, CANOPIES	\$678,000.00	\$493,963.27	\$184,036.73	72.86%
53025 - CLASSROOM/ACADEMIC IMPROVEMENTS	\$3,953,227.00	\$3,342,122.81	\$611,104.19	84.54%
53026 - ELECTRICAL SYSTEMS	\$1,683,852.00	\$1,331,398.73	\$352,453.27	79.07%
53027 - WINDOW REPLACEMENTS	\$508,691.00	\$417,647.10	\$91,043.90	82.10%
53040 - LINCOLN CENTER CONVERSION	\$760,868.00	\$796,868.19	(\$36,000.19)	104.73%
53050 - MORRIS GROVE ELEMENTARY	\$38,911.00	\$38,911.36	(\$0.36)	100.00%
53051 - NORTHSIDE ELEMENTARY	\$23,108,762.00	\$23,119,562.29	(\$10,800.29)	100.05%
53052 - CARRBORO HIGH ARTS WING	\$4,048,028.00	\$4,048,027.33	\$0.67	100.00%
54000 - ADA REQUIREMENTS	\$515,616.00	\$248,765.43	\$266,850.57	48.25%
54001 - ABATEMENT PROJECTS	\$1,390,080.00	\$1,037,211.48	\$352,868.52	74.62%
54002 - ATH FACILITIES/PLAYGROUNDS	\$2,424,053.00	\$1,888,297.44	\$535,755.56	77.90%
54003 - ENERGY EFFICIENCY RENOVOS	\$1,125,088.00	\$399,322.55	\$725,765.45	35.49%
54004 - FIRE/SAFETY/SECURITY	\$1,961,053.00	\$1,869,307.73	\$91,745.27	95.32%
54005 - INDOOR AIR QUALITY	\$881,340.00	\$775,246.16	\$106,093.84	87.96%
54006 - MECHANICAL SYSTEMS	\$4,879,359.00	\$4,073,517.91	\$805,841.09	83.48%
54007 - MOBILE CLASSROOMS	\$883,696.00	\$846,616.22	\$37,079.78	95.80%
54008 - PARKING LOT IMPROVEMENTS	\$980,000.00	\$848,318.69	\$131,681.31	86.56%
54009 - PLANNING FOR FUTURE PROJECTS	\$1,200,000.00	\$1,145,550.80	\$54,449.20	95.46%
54010 - RECURRING CAPITAL	\$7,236,600.00	\$6,633,000.00	\$603,600.00	91.66%
54012 - ROOFING PROJECTS	\$6,709,001.00	\$6,303,268.92	\$405,732.08	93.95%
54013 - TECHNOLOGY	\$17,935,839.00	\$17,341,512.95	\$594,326.05	96.69%
54017 - BATHROOM RENOVATIONS	\$193,406.00	\$193,406.00	\$0.00	100.00%
54018 - CULBRETH SCIENCE WING	\$4,971,676.00	\$4,971,676.00	\$0.00	100.00%
54019 - RENTAL SPACE	\$840,000.00	\$688,251.12	\$151,748.88	81.93%
54020 - STORMWATER MANAGEMENT	\$250,000.00	\$160,555.85	\$89,444.15	64.22%
54021 - SUSTAINABILITY INVESTMENT	\$250,000.00	\$177,126.29	\$72,873.71	70.85%
54022 - DEFERRED MAINTENANCE*	\$6,369,224.00	\$2,822,888.32	\$3,546,335.68	44.32%
<b>Total</b>	<b>\$169,045,380.00</b>	<b>\$160,548,615.02</b>	<b>\$8,496,764.98</b>	<b>94.97%</b>

\* Only includes funding approved for FY 20-21 and FY 21-22 of the supplemental deferred maintenance plus a prior year balance from previously

## Article 46 Sales Tax Projects

Project # and Name	Expenditure Budget 3/10/22	Expenditures 3/10/22	Available Balance (including prior year carry overs)	Percent Complete	
53025 - CLASSROOM/ACADEMIC IMPROVEMENTS - CONSTRUCTION	\$ 380,000.00	\$ 350,281.41	\$ 29,718.59	92.18%	
54006 - MECHANICAL SYSTEMS	890000 - EQUIPMENT	\$1,988,587.00	\$1,614,135.80	\$374,451.20	81.17%
54012 - ROOFING PROJECTS	882000 - ROOFING	\$135,966.00	\$0.00	\$135,966.00	0.00%
54013 - TECHNOLOGY	897100 - TECHNOLOGY	\$6,121,418.00	\$6,097,400.56	\$24,017.44	99.61%
54016 - RENOVATIONS & SITE IMPROVEMENTS	892000 - GENERAL RENOVATIONS	\$2,020,922.00	\$2,029,562.51	(\$8,640.51)	100.43%
54021 - SUSTAINABILITY INVESTMENT	892021 - ENERGY MANAGEMENT	\$90,000.00	\$0.00	\$90,000.00	0.00%
<b>Total</b>		<b>\$10,736,893.00</b>	<b>\$10,091,380.28</b>	<b>\$645,512.72</b>	<b>93.99%</b>

## Active Orange County Schools Capital Projects as of 3/10/22

Note: ( ) = negative available balance

Project # and Name	Expenditure Budget 3/10/22	Expenditures 3/10/22	Available Balance (including prior year carry overs)	Percent Complete
50000 - A.L. STANBACK MIDDLE SCHOOL	\$5,795.00	\$5,794.25	\$0.75	99.99%
50001 - CAMERON PARK ELEMENTARY	\$525,468.00	\$524,921.82	\$546.18	99.90%
50003 - EFLAND CHEEKS ELEMENTARY	\$448,423.00	\$443,646.69	\$4,776.31	98.93%
50004 - GRADY BROWN ELEMENTARY	\$54,023.00	\$54,022.65	\$0.35	100.00%
50005 - HILLSBOROUGH ELEMENTARY	\$362,899.00	\$320,300.53	\$42,598.47	88.26%
50006 - ORANGE HIGH SCHOOL	\$558,481.00	\$558,481.22	(\$0.22)	100.00%
50008 - STANFORD MIDDLE SCHOOL	\$686,939.00	\$686,938.00	\$1.00	100.00%
50009 - ALTERNATIVE SCHOOL	\$361,653.00	\$307,043.61	\$54,609.39	84.90%
50010 - NEW HOPE ELEMENTARY RENOVATIONS	\$264,917.00	\$264,917.01	(\$0.01)	100.00%
50011 - ELEMENTARY #8	\$300,000.00	\$0.00	\$300,000.00	0.00%
51002 - ELECTRIC SERVICE UPGRADES	\$83,000.00	\$0.00	\$83,000.00	0.00%
51005 - HANDICAP ACCESSIBILITY	\$483,300.00	\$168,234.02	\$315,065.98	34.81%
51007 - PLANNING FOR FUTURE PROJECTS	\$778,000.00	\$744,269.60	\$33,730.40	95.66%
51009 - RECURRING CAPITAL	\$4,763,400.00	\$4,367,000.00	\$396,400.00	91.68%
51010 - ROOFING PROJECTS	\$6,913,130.00	\$4,678,217.05	\$2,234,912.95	67.67%
51011 - TECHNOLOGY PLAN	\$4,619,893.00	\$3,476,226.17	\$1,143,666.83	75.24%
51013 - HVAC UPGRADE/IMPROVEMENTS	\$1,614,361.00	\$1,533,484.60	\$80,876.40	94.99%
51016 - CENTRAL ELEMENTARY AIR	\$118,584.00	\$111,439.11	\$7,144.89	93.97%
51019 - INDOOR AIR QUALITY	\$4,807.00	\$4,806.33	\$0.67	99.99%
51021 - DISTRICT WIDE IMPROVEMENTS	\$247,487.00	\$234,781.97	\$12,705.03	94.87%
51022 - ORANGE HIGH TRACK REPAIRS	\$495,634.00	\$495,633.97	\$0.03	100.00%
51023 - BATHROOM RENOVATIONS	\$105,314.00	\$105,313.05	\$0.95	100.00%
51024 - FIRE/SAFETY UPGRADES	\$1,224,918.00	\$379,500.53	\$845,417.47	30.98%
51025 - CLASSROOM/BUILDING IMPROVEMENTS	\$6,800,521.00	\$3,860,419.61	\$2,940,101.39	56.77%
51026 - WINDOW REPLACEMENTS	\$575,348.00	\$305,656.70	\$269,691.30	53.13%
51027 - ATHLETIC FACILITIES	\$1,089,931.00	\$561,780.64	\$528,150.36	51.54%
51028 - ENERGY EFF/LIGHTING IMPROVEMENTS	\$259,918.00	\$246,382.27	\$13,535.73	94.79%
51029 - MECHANICAL SYSTEMS	\$1,347,013.00	\$348,934.28	\$998,078.72	25.90%
51030 - PAVING/PARKING LOT IMPROVEMENTS	\$818,000.00	\$256,810.15	\$561,189.85	31.39%
51031 - CEDAR RIDGE AUXILIARY GYM	\$2,846,949.00	\$2,846,948.95	\$0.05	100.00%
51032 - VEHICLE REPLACEMENTS	\$255,000.00	\$267,441.76	(\$12,441.76)	104.88%
51033 - FOOD SERVICES	\$1,047,704.00	\$450,211.00	\$597,493.00	42.97%
51034 - SCHOOL SAFETY/SECURITY	\$2,075,602.00	\$908,815.55	\$1,166,786.45	43.79%
51035 - PROPERTY ACQUISITION	\$3,100,000.00	\$3,104,352.78	(\$4,352.78)	100.14%
51036 - ROOFING PROJECTS - 2016 BONDS	\$4,363,579.00	\$1,876,868.33	\$2,486,710.67	43.01%
51038 - MECHANICAL SYSTEMS - 2016 BONDS	\$22,909,574.00	\$11,783,759.08	\$11,125,814.92	51.44%
51039 - SCHOOL SAFETY/SECURITY - 2016 BONDS	\$2,500,000.00	\$1,508,192.34	\$991,807.66	60.33%
51040 - CEDAR RIDGE AGRICULTURE ADDITION	\$481,801.00	\$45,904.58	\$435,896.42	9.53%
51041 - CRHS CLASSROOM ADDITION-2016 BONDS	\$14,500,000.00	\$13,419,916.56	\$1,080,083.44	92.55%
51042 - CLASSROOM/BLD IMPROV - 2016 BONDS	\$1,284,250.00	\$882,094.06	\$402,155.94	68.69%
51045 - DEFERRED MAINTENANCE*	\$10,712,699.00	\$1,067,210.79	\$9,645,488.21	9.96%
<b>Total</b>	<b>\$101,988,315.00</b>	<b>\$63,206,671.61</b>	<b>\$38,781,643.39</b>	<b>61.97%</b>

\* Only includes funding approved for FY 20-21 and FY 21-22 of the supplemental deferred maintenance plus a prior year balance from

## Article 46 Sales Tax Projects

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Project # and Name	Expenditure Budget 3/10/22	Expenditures 3/10/22	Available Balance (including prior year carry overs)	Percent Complete
51011 - TECHNOLOGY PLAN    897100 - TECHNOLOGY	\$6,975,510.00	\$5,996,115.68	\$979,394.32	85.96%
<b>Total</b>	<b>\$6,975,510.00</b>	<b>\$5,996,115.68</b>	<b>\$979,394.32</b>	<b>85.96%</b>

**\$30M Schools Deferred Maintenance Update**

District	Bonds Authorized	Bonds Issued	Bonds Authorized but Un-Issued	% Split by ADM (FY 2020-21)
OCS	12,003,000	0	12,003,000	41.10%
CHCCS	17,997,000	631,740	17,365,260	58.90%
<b>Total</b>	<b>30,000,000</b>	<b>631,740</b>	<b>29,368,260</b>	<b>100.00%</b>

BOCC Authorized \$30M to both school systems on an ADM basis in FY 20-21. Bonds issued to date: \$0 for OCS and \$631,740 for CHCCS.

**Timing of Original Funding Tranches:**

District	FY 2020-21	FY 2021-22	FY 2022-23	Total
OCS	4,150,000	3,600,000	4,253,000	12,003,000
CHCCS*	1,800,000	10,000,000	6,197,000	17,997,000
<b>Total</b>	<b>5,950,000</b>	<b>13,600,000</b>	<b>10,450,000</b>	<b>30,000,000</b>

\*Requested to delay Year 2 and Year 3 Tranches for 1 year due to pandemic

K-12 Supplemental Deferred Maintenance Funding	FY 2020-21	FY 2021-22	FY 2022-23	FY 2023-24	Total
Initial Allocation	\$ 5,950,000	\$ 3,600,000	\$ 14,253,000	\$ 6,197,000	\$ 30,000,000
Proposed Additional Allocation			\$ 3,000,000	\$ 27,000,000	\$ 30,000,000
<b>Total</b>	<b>\$ 5,950,000</b>	<b>\$ 3,600,000</b>	<b>\$ 17,253,000</b>	<b>\$ 33,197,000</b>	<b>\$ 60,000,000</b>

**ORANGE COUNTY BOARD OF COMMISSIONERS  
CHAPEL HILL-CARRBORO BOARD OF EDUCATION  
ORANGE COUNTY BOARD OF EDUCATION**

**Capital Needs Work Group**

May 18, 2022  
Meeting – 8:30-10am

Due to current public health concerns, the Capital Needs Work Group is conducting a Virtual Meeting on May 18, 2022. Members of the Group will be participating in the meeting remotely.

1. Welcome – Commissioner Jean Hamilton, Chair of Work Group
2. Best Practices in School Building Standards
3. Discussion and Next Steps
4. Next Meeting is Wednesday, June 15, 2022

Adjourn

Capital Needs Work Group virtual meetings are open to the public to attend remotely. Should any member of the public wish to view this meeting, please click the following link to register:

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**ORANGE COUNTY BOARD OF COMMISSIONERS  
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**Capital Needs Work Group**

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Meeting – 8:30-10am

Due to current public health concerns, the Capital Needs Work Group is conducting a Virtual Meeting on May 18, 2022. Members of the Group will be participating in the meeting remotely.

1. Welcome – Commissioner Jean Hamilton, Chair of Work Group
  - a. Steve Arndt, Bonnie Hauser, Greg Wilder, Jean Hamilton, Kirk Vaughn, Patrick Abele, Carrie Doyle, Gary Donaldson, Rani Dasi, Jonathan Scott, Rebecca Crawford, Eric Allen, Thomas Hughes, Nyah Hamlett, Andre Stewart, Renee Price, Jillian La Serna
  
2. Best Practices in School Building Standards (45 minutes) – Thomas Hughes - sfl@a principle architect
  - a. Tom shared there are lots of state funding sources for school capital right now:
    - i. ESSER, lottery, needs based school funding
  - b. Subheadings
    - i. Education
      1. Sfl&A
        - a. Strong schools create vibrant communities which create sustainable futures
      2. Technology is an important advancement in schools
        - a. Distance learning, etc.
        - b. Computers are a mainstay in education now
        - c. The jobs of architects are to put all of the pieces together (furniture is especially important – kids learn better when they move around and not just sitting at a desk)
      3. Student-Centered collaborative learning environments, natural materials and controlled daylighting, environmental awareness and stewardship, sustainable approach to learning for future generations

## ii. Environment

1. Natural light (absolute key to a creative environment)
2. Learning commons
3. Visual transparency (see what's going on in the world around you)
4. Controlled access
5. Appealing interior finishes
6. Flexible space for collaboration
7. Mechanical
8. Technology – wireless hardware (including locks), cameras, lighting controls, etc.
9. Spaces are designed in advance for expansion when necessary
10. Horry County
  - a. Used a lot of pre-manufactured mechanical systems assembled offsite – construction time is minimized as a result
  - b. Net-positive energy (geothermal and solar panels)
  - c. This is the future of school design
  - d. 1,100 students in this middle school
  - e. Sfl&a operates the schools for first 5 years to make sure work to design-build standards

## iii. Process

1. Have had to tear down a lot of buildings built in the '80's that aren't sustainable but also have worked on a lot of really well built schools
2. Need to invest and build sustainable facilities
3. \$ not used on facilities can be put back on education
4. The #1 cost savings is on energy efficiency (air-tight, operationally sensitive to the environment they're in)
5. Doing 3 dimensional modeling now when building schools – coordination at every step (REVIT system)
6. Concrete based, spray foam insulation, brick/metal panel veneer – proven construction technology
7. Solar panels are really expensive but key for the payback (8-12 years) for energy efficiency
8. Daylighting reduces need for artificial lighting and saves costs

9. Sharing tech of the building with students so they understand
10. All LED lighting, need for specific color,
11. Have to have bottle fillers (kids are demanding them)
12. Doing less LEED certified focus since much of that technology is now standard in school design/build

iv. Construct

1. Seeing a lot more construction manager at risk (larger districts with multiple projects)
2. Eliminating energy costs over 20 years and can put the savings back into the construction of the building
  - a. Tom can provide this comparative data
3. Procore is the project management system of the day
  - a. Web based, can schedule, document and photo management, communications, quality control access, monthly drone flights to record progress – really helpful for documentation and avoids conflict
4. Supply chain issues
  - a. 56-58 weeks to order a generator
  - b. Steel vs concrete plank because couldn't find steel (or gluelam)
  - c. Have to do lots of work ahead of time to understand availability of workforce and materials for the project
  - d. Be sensitive to having to push schedules out because the supply chain is so limited (pushes costs out and general conditions)
  - e. Have to be able to adapt to the new construction environment (not the same as it was 5 years ago and have to be really flexible)

v. Community

1. Design looks to match the pedagogy of the clients/residents of community (both exterior and interior)

c. Questions:

- i. Renee Price: Concern about safety in schools – some of the slides show how open the campuses are – what do you do about safety?

1. Law enforcement typically prefer wide open areas to be able to see everything going on outside and inside
2. Work with them on hard entrances/exits (LE can get there within 5-6 minutes)
3. Lots of cameras – school administrators and law enforcement can see cameras at any time
- ii. Renee Price: Schools look to be large with multiple levels – how are the fire exits integrated to quickly get large numbers of people out of the building
  1. Tom – line of sight is integrated with purposeful of intersections (avoid hidden corners)
  2. Can close off sections for fire and can control access in an emergency
  3. Exits are all within 250 feet (part of code) but do try to limit exterior exits (all controlled by remote access systems)
- iii. Bonnie Hauser: Do kids do better academically in these facilities?
  1. Tom – they are polling to understand that (especially around performance with more collaborative spaces)
  2. Eric – kids treat buildings differently – when they're new and nice they treat them better and stop each other from mistreating it
- iv. Bonnie Hauser: have about 30 schools between the 2 districts and most are obsolete – how do you build so that these new schools will last 100 years?
  1. Tom - Design is key – have to be built to be flexible (can be easily renovated or reconstructed)
    - a. Concrete base - have to be able to withstand hurricanes (natural environment and the wear and tear schools get)
    - b. Terrazzo floors almost exclusively are added to the schools
    - c. Floors are ground and don't have to be waxed and stripped
    - d. Use carpet tiles so only have to replace the tile, not the whole room
    - e. 100 years may be overstating but 50-60 years is reasonable
- v. Jean Hamilton: how do these compare to the DPI standards and what is required in a school?

1. Tom – work closely with DPI – they require classroom sizes and the building “program”
  - a. DPI tends to be more appreciative of the designs rather than discerning
  - b. More of a dialogue than a review (use DPI as a resource rather than a management structure)
  - c. Department of Insurance does all of the code review
  - d. DPI standards are a minimum but don’t capture new design standards
- vi. Jean Hamilton: cost – pre pandemic what would be the cost per square footage compared to now
  1. Tom - Inflation is driving the market right now. No such thing as a credit
    - a. Have seen an upwards trend in cost
    - b. Used to be upper \$300’s per sq foot, now closer to \$500’s
    - c. Seeing some decrease now (steel almost doubled a few months ago – had to look at alternative products)
    - d. Thinks will stabilize – chip shortage is still out there
    - e. Just bid out a project and it came in under budget – may be a litmus test for the market

### 3. Discussion and Next Steps

- a. Is SAPFO still possible for June?
  - i. Rebecca will work with Planning team to see if can get a combination of staff to present
- b. Is technology still an area of interest for the group?
- c. What should we be planning for maintenance of buildings? Should we have a guideline for cost per square foot that is shared between districts?
  - i. Next Meeting – discussion of a design standard policy for both districts?
  - ii. Patrick Abele – could we focus on one or 2 systems such as mechanical systems or roof design
    1. New school construction is completely different from renovating older facilities (harder to standardize)
  - iii. Steve Arndt – spent a lot of time in higher ed facilities management
    1. It’s important to understand that we should take the operating costs into account when build new

buildings – lots of info about there about how to standardize – don't have to start from scratch

a. Steve will provide info

iv. Eric Allen- if we have design standard guidelines could use them for bidding (and life cycle management guidelines)

1. This group could construct along with consultants

4. Next Meeting is Wednesday, June 15, 2022

a. SAPFO

5. Meeting after that

a. Design Standard Policy/Guidelines for both Districts Discussion

Adjourn

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## EDUCATIONAL FACILITIES PLANNING AND DESIGN



### PRINCIPAL-IN-CHARGE

#### Thomas W. Hughes, AIA, REFP, LEED AP

Within the educational facilities planning and design community, Tom is recognized for supporting a collaborative and interactive approach to educational planning and design. His approach starts with your educational program, promotes an understanding of your vision and goals for curriculum and instruction, and works with your communities as a whole to develop innovative and creative learning environments for students and teachers. Tom has over 35 years of educational facilities planning and design, specialized in K-12 facilities, and is a Recognized Educational Facilities Professional (REFP) as accredited by the Association for Learning Environments (formerly CEFPI). AS a LEED AP, he is well-versed in the design of High Performance educational facilities and LEED certification. Tom has provided leadership on over 100 school projects in his career and brings a unique perspective on the design of educational environments for the 21st century learner.

**Registered Architect - NC, SC**

#### Professional Affiliations & Awards:

- American Institute of Architects
- Association for Learning Environments (A4LE)
- A4LE NC Chapter, Board Member/Past President
- NCARB Certified
- Construction Specifications Institute (CSI)
- Recognized Educational Facilities Professional (REFP)
- LEED® Accredited Professional

#### Education

- University of Richmond, Bachelor of Arts
- Syracuse University, Master of Architecture

#### Project Experience

- Northwest Harnett Elementary School, New Construction, Harnett County Schools
- Erwin Elementary School, New Construction, Harnett County Schools
- McDeed's Creek Elementary School, New Construction, Moore County Schools
- Aberdeen Elementary School, New Construction, Moore County Schools
- Southern Pines Elementary School, New Construction, Moore County Schools
- Harding HS Renovations/Additions, Charlotte Mecklenburg Schools
- South Mecklenburg HS Renovations/Additions, Charlotte Mecklenburg Schools
- Pinecrest HS and Union Pines HS gymnasium/cafeteria additions, Moore County Schools
- Westmoore ES Addition, Moore County Schools
- Johnsonville ES Phase I & Phase II Add/Reno, Harnett County Schools
- Highland/Overhills/Harnett Primary Additions, Harnett County Schools
- Highland Middle School, New Construction, Harnett County Schools
- Penderlea K-8 School, New Construction, Pender Public Schools
- Ahoskie Elementary School, New Construction, Hertford County Public Schools
- West Rowan Elementary School, New Construction, Rowan-Salisbury School System
- Blair Elementary School, New Construction, New Hanover County Schools
- Turrentine Middle School, Walkway Renovation, Alamance-Burlington Schools
- Boone Trail Elementary School, New Construction, Harnett County Schools
- Poplar Springs ES, New Construction, Stokes County Schools
- Southeastern Middle School Addition/Renovation, Stokes County Schools
- Bleinheim Elementary/Middle School, New Construction, Marlboro County Schools
- Dillon Auditorium/Admin Offices, New Construction, Dillon School District 4, SC
- \*Dillon Middle School, New Construction, Dillon School District 4, SC
- Clio Elementary/Middle School Addition & Renovation, Marlboro County Schools, SC
- \*Rocky Mount HS, New Construction, Nash-Rocky Mount School System
- Southeastern Middle School Addition/Renovation, Stokes County Schools
- \*Career & Technical Education Center, Alamance-Burlington School System
- New Century International ES & Regional Public Library, Cumberland County Schools, NC
- Lakeview High School/Middle School Addition, Dillon School District 4, SC
- Lakeview Elementary Addition/Renovation, Dillon School District 4, SC
- Latta Early Childhood Center, New Construction, Dillon School District 3, SC
- \*Snipes Academy of Arts and Design, New Hanover County Schools
- Wagram Classroom Addition/PE Classroom Addition, Scotland County Schools
- Clio Elementary/Middle School Addition & Renovation, Marlboro County Schools, SC
- Croatan HS Auditorium Addition, Carteret County Schools
- East Carteret HS Addition & Renovation, Carteret County Schools, NC
- Knightdale ES Additions, Wake County Public School System
- Newport ES Addition & Renovations, Carteret County Schools
- Fred A. Smith ES Addition & Renovations, New Hanover County Schools
- White Oak ES Addition & Renovations, Carteret County Schools**
- With Other Firm**
- Highland ES, Alamance-Burlington School System**
- Nation Ford High School, Fort Mill School District, SC**
- Northern ES, Guilford County Schools**
- Chapel Hill-Carrboro High School**
- India Hook Elementary School, Rock Hill, SC**
- Whitesides ES, Charleston County Schools, SC**
- \*WG Pearson ES, Durham Public School System**
- \* LEED Certified facility**

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**Capital Needs Work Group**

June 15, 2022  
Meeting – 8:30-10am

Due to current public health concerns, the Capital Needs Work Group is conducting a Virtual Meeting on June 15, 2022. Members of the Group will be participating in the meeting remotely.

1. Welcome – Commissioner Jean Hamilton, Chair of Work Group
2. Orange County Schools Adequate Public Facilities Ordinance (SAPFO)  
Discussion – Orange County Planning and Inspections
3. Discussion and Next Steps
4. Next Meeting is Wednesday, July 20, 2022
  - a. Design Standard Policy/Guidelines for Both Districts

Adjourn

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Due to current public health concerns, the Capital Needs Work Group is conducting a Virtual Meeting on June 15, 2022. Members of the Group will be participating in the meeting remotely.

1. Welcome – Commissioner Jean Hamilton, Chair of Work Group

Attendees: Bonnie Hauser, Jonathan Scott, Jean Hamilton, Gary Donaldson, Rani Dasi, Perdita Holtz, Travis Myren, Greg Wilder, Patrick Abele, Rhonda Rath, Renee Price, Andre Stewart, Eric Allen, Carrie Doyle, Kirk Vaughn, Steve Arndt, Dr. Nyah Hamlett, Dr. Monique Felder

2. Orange County Schools Adequate Public Facilities Ordinance (SAPFO)

Discussion – Orange County Planning and Inspections

- a. Perdita Holtz from OC Planning and Inspections shared a presentation explaining the purpose, administration, and history of SAPFO
- b. Patrick Abele
  - i. For OCS, Mebane is not a participant of the SAPFO process or MOUs and OCS is facing a tremendous amount of growth from the part of the county – those students aren't considered until they come to school
    1. There are other mechanisms the schools are having to use in addition to SAPFO
    2. OCS approved spot ordinances for some new developments in that part of the county – will have to update GIS maps, etc. since advertised as districted in OC
      - a. Send updates to new Planning Director, Perdita, and Brian Carson
    3. Travis – we've had discussions with Mebane to be a part of SAPFO – they are reluctant to be tied to the CAPS process but send us their numbers
      - a. If capacity didn't exist in district, wouldn't approve the development
    4. Jean – would be helpful to put the Mebane data into our model so we know ahead of time what's happening and when we need to build new

schools or renovate since CAPS is unlikely to be used

- ii. Pre-K: how is SAPFO addressing Pre-K given that those numbers aren't addressed in the numbers used for capacity?
  - 1. Perdita: a committee of elected officials from BOCC and BOE were working on it prior to COVID but it was paused
  - 2. Pre-K numbers are now tracked in the SAPFO report
- iii. Bonnie: special set-asides and special settings aren't included in SAPFO either
- iv. Bonnie: SAPFO doesn't predict school replacement – both districts are facing declining enrollment so don't need new capacity but about when we need maintenance and school replacements
  - 1. Jean: let's get the capacity correct (including pre-K, Mebane, etc.) and then maintenance/replacement is outside of SAPFO
- c. Patrick: as people in Hillsborough look at SAPFO reports it looks like we have plenty of seats and are open to development, same with Mebane, but there are developments in queue that are filling seats that aren't included in the SAPFO reports
  - i. Need a crosswalk with CAPS and SAPFO to see all seats needed
  - ii. Lots of development that is coming quickly but we can't see it until it's actually here
  - iii. Jean: how can re-establish the Pre-K group so we can get the numbers into SAPFO
    - 1. Travis: each agency appointed 2 representatives for the Pre-K group so we can initiate that meeting again and broaden the scope
- d. Carrie: adding Pre-K numbers is also about adding different space – same with special setting students
- e. Eric: Eric reviewed OC construction settings and classroom size numbers have changed dramatically from DPI (DPI #s are smaller than OC construction standards)
  - i. Are we going to look at class size, and what is a reasonable time frame to review
    - 1. Perdita: hasn't changed for many years but DPI standards are included in the SAPFO #s
      - a. Capacity goes down as DPI updates their standards
  - ii. When we reduce the size of the school with same # of kids we're running out of room

- f. Jean: What are the numbers currently for capacity?
  - i. Eric: we've been tracking those and can share them
  - ii. Makes it tricky to house kids when we are renovating
- g. Jean: where do the capacity standards exist? An ordinance?
  - i. Travis: no – policy only but can be amended
  - ii. Can email to group
- h. Bonnie: Is SAPFO a standard tool for capacity building in other districts?
  - i. Eric: his experience is that most districts use DPI standards (online)
  - ii. Rani: clarified how we get ahead of capacity planning and what other tools are other districts using
    - 1. Could the SAPFO task force consider this question and do benchmarking?
  - iii. Renee: SAPFO is pretty unique to OC
  - iv. Perdita: some other districts attempted similar ordinances but were tied to impact fees, which were struck down – original intent was to recognize that development had an impact on school capacity
  - v. Bonnie: we're realizing SAPFO is out of date and so should we be looking at revisiting SAFPO or replacing it
  - vi. Perdita: the modeling and predicting part is used by many other districts; we do include growth in Mebane n our projections
    - 1. Includes those developments/units approved but not yet built
  - vii. Patrick: in other districts they never wait until the kids show up – once CAPS certificates are signed the districts begin planning
    - 1. Happy to reach out to other districts to understand how they plan
    - 2. Having to redistrict kids coming from western OC to Cedar Ridge rather than Orange High because of capacity at Cedar Ridge (planned for this 5 years ago – anticipated would need additional capacity so did expansion to accommodate)
    - 3. Orange Middle School and Culbreth Middle School most likely do not meet standards for room sizes) either OC or DPI but according to SAPFO looks like it meets capacity (older schools)
    - 4. Alamance Co. Is already building schools on the border with OC to account for growth in

- developments shared with OC but OC isn't building new schools
5. Thanks to County staff for all of their work – bound by the same restrictions schools are and have done their best (Perdita, Ashley, and Craig)
- viii. Jean: should make the broader scope of the SAPFO work group more immediate
1. Pre-K, space at schools, don't wait on kids to get to school and predict ahead of time based on capacity, account for age of schools
  2. This is a board issue – SAPFO report has been on consent and we haven't really thought about or considered it
    - a. Staff have done a great job of doing what we've asked them to do but the board needs to figure out what changes are needed to update
    - b. Renee: previous boards have been very active in the review of SAPFO but in the past couple of years it's been placed on consent and no one asked to pull it – COVID may have impacted this
      - i. In the past have pointed out issues with SAPFO, Mebane has always been an issue (definitely should work more closely with Mebane)
      - ii. Have had long discussions about Pre-K with school boards and Finance (Maggie Chotas may have minutes from those meetings)
- ix. Rani: Echoes everything Patrick said
1. Encourage us to be really specific in next steps, very urgent
  2. Willing to be a part of the team to review and discuss (have participated in the past)
  3. Thanks so much to Perdita for all of her help in understanding context
  4. Bonnie: can we send a recommendation forward to boards sooner rather than later (doesn't have to replace, can just update) or include in our final report?
  5. Jean: let's discuss that during next steps
- x. Renee: hard to plan for capacity with charter schools – kids going back and forth (numbers going to charter schools is increasing)

- xi. Jean: with numbers of kids per development that are planned, how do we check that against the actual numbers from those developments attending schools? (check that our assumptions are accurate)
- i. Bonnie: how difficult would it be to update capacity projections with numbers from Eric and Patrick with Pre-K, Mebane, etc
  - i. Perdita: wouldn't be that difficult – models are fairly automated

### 3. Discussion and Next Steps

#### a. Next Steps:

- i. Jean: envision that the Capital Needs Work Group would recommend changes to SAPFO as a part of the final report that goes to different boards
- ii. Renee: agree – this group doesn't need to focus on making policy
  - 1. A review of SAPFO is needed
- iii. Travis: could start at a staff level with SAPFOTAC to work through concerns and then use that group to escalate to boards
- iv. Rani: report is important but don't want us to hold our ideas until have a perfect report
  - 1. Could we go ahead and share that SAPFO is understating capacity and recommend to review process for SAPFO through the SAPFOTAC to see if need to make changes for future capacity planning
- v. Renee: could the next Joint meeting review recommendations made for changes by SAPFOTAC?
  - 1. Could be done at next meeting this fall
- vi. Jean: SAPFOTAC can start working on this immediately to update policy and make it more accurate
  - 1. Board representatives on that can go back to boards and report out on work happening
  - 2. Jean could report out at next BOCC meeting
  - 3. Need to work on a report from Capital Needs Work Group, too
- vii. Bonnie: should we think through what we say to boards about changes to be made (unified update to each board)
  - 1. Update formula (how far off are the numbers from SAPFO?)
  - 2. Update or replace SAPFO
  - 3. Can we all get a copy of the ordinance?
    - a. Jean: online on county website
  - 4. Why do we keep putting out wrong numbers when we know they're wrong?

- viii. Renee: pinpoint all of the things that are problematic, make a list, and then make a list of what we're looking for
  - 1. If we're looking for Mebane #s and Mebane isn't participating, that's a problem
  - 2. Do we continue using our formulas with using a standard 3 bedroom house for generating student #s (is this still accurate)
  - 3. Has had issues with SAPFO from day 1 but have learned to live with it
  - 4. How do we integrate universal Pre-K #s?
  - 5. Can bring up at next BOCC meeting but should put it on the agenda for the next meeting in the fall
- ix. Patrick: did an analysis a few years ago with Craig and compared actuals with projections based on developments and found that projects are pretty accurate (some developments are underestimated and others are overestimated)
  - 1. If we're looking at a formula, should run at 100% capacity rather than 105% for E, 107% for middle, and 110% for high schools
    - a. Most districts use 100%
    - b. Have to have seats for kids when they show up
    - c. Eric: agrees about using 100% capacity #s
- x. Carrie: Likes the plan to review this fall but look at specific problems
  - 1. Districts can share specific examples of issues such as the Orange High/Cedar Ridge re-districting
- xi. Jean: What do we do about the older schools in addition to capacity?
  - 1. Group has talked about financing, needs of older schools, what new schools can bring, capacity, next month talking about design standards
    - a. What else do we need to talk about that we haven't addressed to get the full picture that can be put into a report?
    - b. **Email Jean with any ideas**
      - i. Patrick: safety and security
      - ii. Rani: school needs
      - iii. Bonnie: we don't have enough money to do what we need to do

- iv. How do we finance what we need?
  - 2. Do we need a consultant? A professional to help us figure out what needs to be done and how to finance it?
  - xii. Renee: Durham Co. is going to do a bond referendum in a few years for ~\$440 million and are planning for it now to do an overhaul of schools
    - 1. Need safe and modern classrooms
    - 2. Will have an impact on Orange County
      - a. Parents, teachers, and community members will compare OC to Durham Co.
    - 3. Durham is planning videos and ambassadors to share info with public and plan
  - xiii. Bonnie: Guilford did something similar with \$800 million bond, worked with consultant on a joint planning effort and came up with \$2 billion facility plan
    - 1. We could ask Guilford how they did it
  - xiv. Jean: Can we use ARPA \$ to hire a consultant?
  - xv. Eric: leaving CHCCS to work for a private developer to manage the Guilford building project (Wake is doing the same with Cumming Project Management – fees are paid out of the bond)
    - 1. Will be happy to come back and share information about that process with this group
    - 2. Will be a 10 year project over 20 schools
      - a. \$500 million for life cycle replacements
    - 3. Goal is to use as many Guilford County-based companies as possible
4. Next Meeting is Wednesday, July 20, 2022
- a. Design Standard Policy/Guidelines for Both Districts

### Adjourn

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# ORANGE COUNTY

## NORTH CAROLINA

SCHOOLS ADEQUATE PUBLIC FACILITIES ORDINANCE  
(SAPFO) – ADOPTED 2003

Presented by: Perdita Holtz, AICP  
Special Projects & GIS Supervisor  
Orange County Planning Department

# ADOPTION NUTS & BOLTS

- An Ordinance of the County and Towns
  - Based on Statutory Zoning Authority
    - Two 'overlay' districts were created; one for each school district
    - Signatory local governments adopted necessary provisions into their respective zoning and subdivision regulations
  - Inter-local Memorandum of Understanding (MOU) for each appropriate Board of Education (BOE), County, and associated town(s) which defined elements/parameters of SAPFO

# PURPOSE

- To the ‘maximum extent practical’:
  - Approval of new residential development will become effective only when it can reasonably be expected that adequate public school facilities [i.e., student capacity] will be available to accommodate the new development
    - Local Governments approve development
  - Synchronized with the availability of capacity
    - Boards of Education determine, within MOU parameters
- School districts will use their best efforts to construct new schools and permanent expansions or additions to existing schools in accordance with the CIP
- County will use its best efforts to provide funding to carry out the CIP

# ELEMENTS OF THE ORDINANCE AND MEMORANDA OF UNDERSTANDING

<b>Topic</b>	Level of Service
<b>Standard</b>	Elementary Schools – 105% of capacity (combined) Middle Schools – 107% of capacity (combined) High Schools – 110% of capacity (combined)
<b>Topic</b>	Building Capacity
<b>Standard</b>	2003 NC Department Public Instruction and updates (e.g. Class Size)
<b>Topic</b>	Capital Investment Program (County)
<b>Standard</b>	5 to 10- year plan

# ELEMENTS OF THE ORDINANCE AND MEMORANDA OF UNDERSTANDING

<b>Topic</b>	Student Growth Rate
<b>Standard</b>	Average five different student projection models and updates (actual historical numbers)
<b>Topic</b>	Student Generation Rate
<b>Standard</b>	2001 TISCHLER Study and updates (2009, 2014)

# SAPFO ADMINISTRATIVE SYSTEM - TWO PARTS

1. Capital Improvement Planning (CIP) Needs (County and Board of Education)
  - Annual budget review
2. Certificate of Adequate Public Schools (CAPS) (Local Governments and Board of Education)
  - Development approval process

# PART ONE - CAPITAL IMPROVEMENT PLANNING (CIP) NEEDS

- Historic enrollment
- Actual November enrollment update
- Student projections compared to actual existing capacity
- Identifies new capacity needs in the future
  - Completely new school
  - Renovation and expansion
  - School Construction standards contain school sizes (including targeted maximum number of students in elementary, middle, and high schools)

# PART ONE - CAPITAL IMPROVEMENT PLANNING (CIP) NEEDS PROCESS

November	Orange County requests student membership (enrollment) and capacity numbers (based on November 15 ) from schools
December	BOCC accepts numbers
December - March	Student membership and projections are utilized during the budget process (BOCC and BOE)
January	Schools Technical Advisory Committee (SAPFOTAC) meets to review draft report and 10-year student projections
March	Draft report distributed to SAPFO partners for comment
April	Draft report and 10-year student projections presented to elected officials
May	Final report is certified by the BOCC

## PART TWO – CAPS SYSTEM

- A test of new development impacts using Student Generation Rates (SGR's) against available capacity
  - CAPS issued if capacity exists, OR
  - CAPS deferred until Part 1 CIP needs and associated funding for more capacity is achieved
- Historically, the identification of future CIP capacity has been far enough in advance to foresee and construct new capacity without CAPS deferral
  - CAPS system was previously suspended for a certain school level in 2005 until new capacity was constructed for a certain level

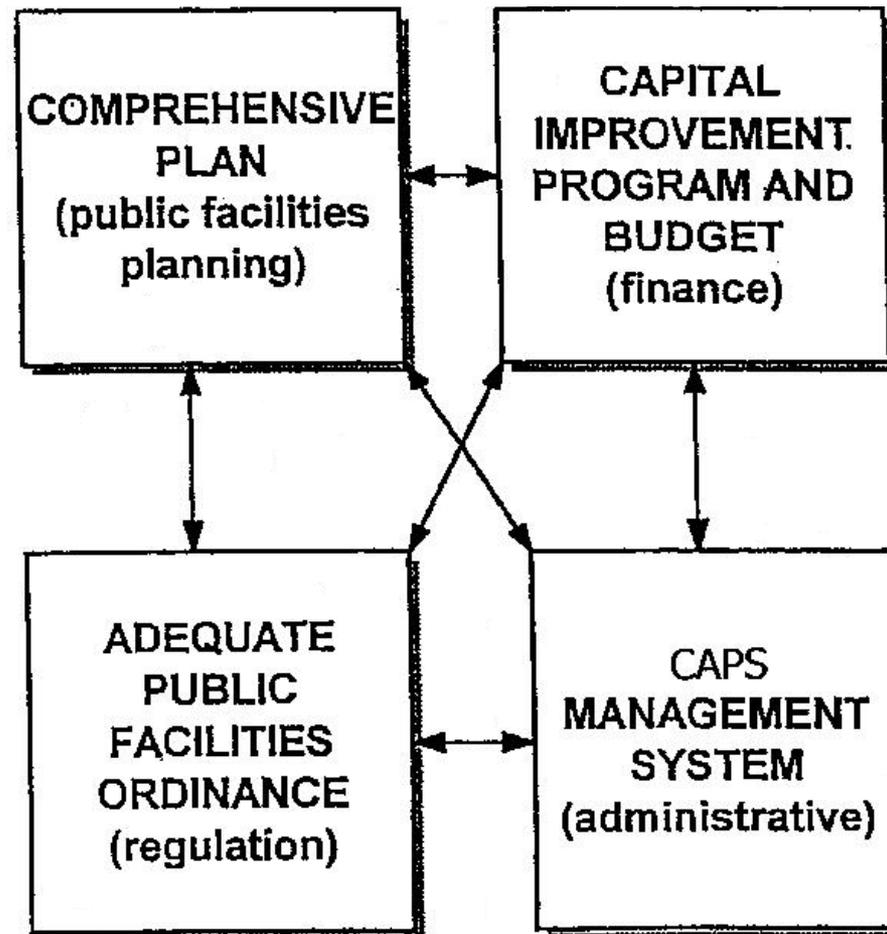
## PART TWO – CAPS SYSTEM

- Certificate of Adequate Public Schools (CAPS) contained in a multi-part, integrated Excel workbook
- Tracks existing membership and capacity
- Test for and log new development impacts (multi-year as appropriate) against capacity levels
- Local governments review development projects
- BOE and school staff confirms adequate capacity
- CAPS certificate given to local government from BOE for final development approval

## SAPFO – OTHER ASPECTS

- SAPFOTAC (SAPFO Technical Advisory Committee) also monitors and informally reports:
  - Changes in class size averages at the state level
  - Charter school enrollment and impacts
  - Pre-K membership
  - COVID impacts (alternative projections)
  - Future school construction projects
  - Major residential development projects

# FOUR ELEMENTS OF THE SAPFO PROGRAM



# SAPFO CONSIDERATIONS

- What doesn't SAPFO do?
  - Identify school-by-school capacity needs
    - Level only (elementary, middle, high)
  - Determine per pupil funding
  - Identify school maintenance/repair needs
- SAPFO is better attuned for capital facilities planning for new capacity needs rather than to defer development (i.e. CAPS)
  - Tied to residential land use and student membership/capacity due to residential development

# QUESTIONS AND COMMENTS

**ORANGE COUNTY BOARD OF COMMISSIONERS  
CHAPEL HILL-CARRBORO BOARD OF EDUCATION  
ORANGE COUNTY BOARD OF EDUCATION**

**Capital Needs Work Group**

July 20, 2022  
Meeting – 8:30-10am

Due to current public health concerns, the Capital Needs Work Group is conducting a Virtual Meeting on July 20, 2022. Members of the Group will be participating in the meeting remotely.

1. Welcome – Commissioner Jean Hamilton, Chair of Work Group
2. Design Standard Policy/Guidelines for Both Districts
3. Discussion and Next Steps
4. Next Meeting is Wednesday, August 17, 2022

Adjourn

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**ORANGE COUNTY BOARD OF COMMISSIONERS  
CHAPEL HILL-CARRBORO BOARD OF EDUCATION  
ORANGE COUNTY BOARD OF EDUCATION**

**Capital Needs Work Group**

July 20, 2022  
Meeting – 8:30-10am

Due to current public health concerns, the Capital Needs Work Group is conducting a Virtual Meeting on July 20, 2022. Members of the Group will be participating in the meeting remotely.

1. Welcome – Commissioner Jean Hamilton, Chair of Work Group
  - a. Attendees: Jean Hamilton, Bonnie Hauser, Gary Donaldson, Patrick Abele, Steve Arndt, Al Ciarochi, Andre’ Stewart, Kirk Vaughn, Greg Wilder, Nyah Hamlett, Rebecca Crawford, Carrie Doyle, Jonathan Scott, Monique Felder
2. Design Standard Policy/Guidelines for Both Districts
  - a. Jean: frame conversation today around design standards only, save maintenance standards for another discussion
  - b. Jean: what design standards are used for the school districts?
    - i. Patrick: primary driver of school facility construction across the state is DPI standards
      1. Has prototype school designs in addition to standards
        - a. <https://www.dpi.nc.gov/media/570/download>
        - b. <https://www.dpi.nc.gov/media/569/download>
      2. OC has own design standards – worked with former AMS director to review both DPI and OC standards to find commonalities
        - a. Roofing, energy efficiencies,
        - b. Have heard the cost of doing business in OC from contractors is very high because of the OC specific construction and design standards, zoning is harder to get plans approved – could OC standards be driving up costs
        - c. OC has more initiatives in terms of green policies and energy efficiencies than other counties
          - i. Could we focus on DPI standards but layer over the energy

- efficiency and sustainability policies? Paused this discussion during COVID.
- ii. Would help with alignment between two districts to use DPI standards.
  - iii. Ex. Don't need to build an athletic stadium for capacity in case make it to state playoffs. Can build standard size and rent if ever need more seating
- ii. Jean: Steve, where do we find the OC design standards?
1. Steve: not in county policy but county uses LEED as our county standards – used within design community
  2. Al: echoed Patrick and Steve's comments about importance of standards and LEED
  3. Patrick: drywall and insulation are not going to protect students and staff in an active shooter situation
  4. Jean: do we need county-wide design standards?
    - a. Al: school needs do vary from county building but in his experience design standards are not typically at a local level unless it's a local ordinance that says all new school buildings must be built to a silver LEED standard – just want to make sure we don't restrict ourselves in terms of cost (Platinum may be the standard but then we can't afford to build it in lean economic times).
  5. Bonnie: are there standards on size?
    - a. Al: size of the school may depend on the capacity needed
    - b. Jean: hearing the county has additional standards on top of DPI – are districts speaking of the Uniform Development Ordinance? (page 286)
    - c. <https://www.orangecountync.gov/DocumentCenter/View/7179/UDO-MOST-CURRENT-updated-050319>
      - i. Al: these are baseline standards
    - d. Jean: everyone review UDO standards and then discuss at next meeting about whether they are restricting our progress.

- e. Steve: county is going through a Climate Action Plan. Part of that will be recommendations about sustainability of OC construction that may impact school construction
- f. Bonnie: are there standards for building for long term sustainability but charter schools are building cheaper and may not last as long. Has anyone see any standards that shift public schools towards more of the charter school model?
- iii. Al: you get what you pay for. Drywall is cheaper than block wall but won't last. VCT tile is cheaper than polished concrete but concrete is cheaper in the long run and will last longer.
  - 1. Trends in school design come and go – open concept has come around twice in his career
  - 2. Updated standards are applied to new spaces as schools add or replace capacity, not just when buildings are replaced.
    - a. Patrick: This was the approach for the new wing at Cedar Ridge High School

### 3. Discussion and Next Steps

- a. Jean: Is there anything in the UDO that has maintenance standards? Not sure – Check with Planning
  - i. <http://server3.co.orange.nc.us:8088/weblink/DocView.aspx?id=4105&searchid=2f0baaa8-15f6-4c36-bdda-99ae9d14cdf&dbid=0>
  - ii. <https://www.orangecountync.gov/DocumentCenter/View/7179/UDO-MOST-CURRENT-updated-050319>
    - 1. Beginning page 286
- b. Bonnie: are there any building maintenance standards in the DPI guidance?
  - i. Al: experience has been that maintenance is a local choice
  - ii. Steve: often maintenance standards are set but funding isn't available to replace according to the standards
    - 1. Renovations and replacements are an intermediary step between maintenance and new construction
- c. Bonnie: are there any financing standards we should consider for how much to budget for school maintenance?
  - i. Al: could the finance people find a benchmark for % of operating budget to put in for ongoing maintenance? What does the county do?

- ii. Nyah: shared Loudon County Capital Asset Program Fund model via email: <https://www.loudoun.gov/DocumentCenter/View/164124/13a---Capital-Asset-Preservation-Program-Fund>
- d. Jean: Group has met seven times, has been very valuable in understanding the breadth of the issues facing – aging schools aren't serving our students well
  - i. Time to write a report on what we've learned – state of our capital needs - and have recommendations for next steps in the report
  - ii. Would like to have a draft of the report/executive summary for our next meeting in August to be reviewed by group and discuss whether to approve
    - 1. Would then go to BOCC and school boards for review
      - a. Would like to get a consultant to review the needs and come up with a 10 year plan to address needs in both districts
        - i. What policy changes do we need to make
    - 2. Need buy-in from group – would continue to meet but as an advisory group to consultant
  - iii. Bonnie: agrees with Jean's idea
  - iv. Jean: we need a sub-committee – Jean, Bonnie, OC staff, member of staff from each district (total of 5 people)
    - 1. Jean will reach out to people individually outside of the meeting
  - v. Carrie: agrees with plan and thanked chair and vice chair for leadership – should we add a board member from CHCCS to the sub-committee?
  - vi. Bonnie – how hard is it to hire and offer competitive salaries for school facilities staff?
    - 1. Al: Qualified people are out there but salaries are hard – can be rewarding even if not able to pay as much as in private sector
    - 2. Patrick: depends on local contractors – have a large HVAC/mechanical contractor in Hillsborough and often lose HVAC mechanics to that company and to area universities
      - a. No career ladder so how do they do that to retain staff? Help with licensing? Job shadowing with current high school students as a recruitment tool

4. Next Meeting is Wednesday, August 17, 2022

- a. Discuss UDO school design standards and whether too restrictive
- b. Monique: Could we keep in mind that reopening schools next month and some members of the group may not be able to attend the meeting
  - i. Jean: if report isn't ready won't meet. If report is ready and can't attend, feel free to submit comments ahead of time

### Adjourn

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## Appendix 2: Existing School Building Inventory

Chapel Hill Carrboro City Schools			Orange County Schools		
School Name	Year Built	Age	School Name	Year Built	Age
Lincoln Center	1950	72	Central Elementary	1952	70
Glenwood Elementary	1952	70	Efland Cheeks Global Elementary	1952	70
Carrboro Elementary	1957	65	Hillsborough Elementary	1952	70
Estes Hills Elementary	1957	64	River Park Elementary	1956	66
Phillips Middle	1962	60	Orange High	1962	60
Frank Porter Graham Elementary	1963	59	Orange Middle	1968	54
Chapel Hill High	1966	56	Grady Brown Elementary	1974	48
Seawell Elementary	1969	53	New Hope Elementary	1991	31
Culbreth Middle	1969	53	AL Stanback Middle	1995	27
Ephesus Elementary	1972	50	Pathways Elementary	2000	22
CHCCS Maintenance	1977	45	Cedar Ridge High	2002	20
McDougle Middle	1994	28	Gravelly Hill Middle	2006	16
East Chapel Hill High	1996	26	Partnership Academy	2006	16
Scroggs Elementary	1999	23			
Smith Middle	2001	21			
Rashkis Elementary	2003	19			
Carrboro Elementary	2007	15			
Morris Grove Elementary	2008	14			
Phoenix Academy	2009	13			
Northside Elementary	2013	9			



Aging Infrastructure



ADA Egress Issues



Campus Security Issues



Lighting



### Chapel Hill-Carrboro City Schools



**Orange  
County  
Schools**  
NORTH CAROLINA



Aging Infrastructure



ADA Egress Issues



Campus Security Issues



Lighting

**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT**  
Meeting Date: September 13, 2022

**Action Agenda  
Item No. 3**

**SUBJECT:** Animal Services Advisory Board – Appointment Discussion

**DEPARTMENT:** Board of Commissioners

**ATTACHMENT(S):**

Recommendation  
Member and Applicant Summary Sheet  
Application of Person Recommended  
Applications of Other Applicants  
Membership Roster  
Applicant Interest List

**INFORMATION CONTACT:**

Clerk's Office, 919-245-2130

**PURPOSE:** To consider an appointment to the Animal Services Advisory Board.

**BACKGROUND:** The charge of the Animal Services Advisory Board is to advise the Board of County Commissioners on matters of concern regarding animal issues and animals services in Orange County and to work with the Animal Services Director on various policy concerns and issues regarding County animal services.

The Board of County Commissioners appoints all thirteen (13) members with representation from various related fields and municipalities.

The following individual is recommended for Board consideration:

<b>NAME</b>	<b>POSITION DESCRIPTION</b>	<b>TYPE OF APPOINTMENT TERM</b>	<b>EXPIRATION DATE</b>
Judy Miller	Animal Welfare/Advocacy	Partial Term	06/30/2023

If the individual listed above is appointed, the following vacancies remain:

<b>POSITION DESIGNATION</b>	<b>EXPIRATION DATE</b>	<b>VACANCY INFORMATION</b>
Town of Carrboro	06/30/2024	<b>Vacant since 06/30/2021</b>
Town of Chapel Hill	06/30/2024	<b>Vacant since 06/30/2021</b>
At-Large	06/30/2025	<b>Vacant since 06/30/2022</b>
Owner/Manager Retail Pet Services	06/30/2023	<b>Vacant since 01/05/2022</b>

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

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

- **GOAL: 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:** There is no Orange County Environmental Responsibility Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends that the Board discuss an appointment to the Animal Services Advisory Board.



1601 Eubanks Road  
Chapel Hill, NC 27516

[www.orangecountync.gov/animalservices](http://www.orangecountync.gov/animalservices)

phone: (919) 942-7387  
fax: (919) 918-2393

August 18, 2022

To: Tara May, Assistant Deputy Clerk, Board of County Commissioners

From: Holly Pittman, Administrative Support II, Animal Services

**Re: *Animal Services Advisory Board Recommendation for New Board Member***

The Animal Services Advisory Board recommends that the Board of County Commissioners appoint Dr. Mark Solomon to the Animal Services Advisory Board.

- **Judy Miller** is recommended for appointment to Position 10 – Animal Welfare/Animal Advocacy

Please don't hesitate to let me know if there is a need for additional information.

cc: Laura Jensen, Clerk, Board of County Commissioners  
Dr. Lee Pickett, Chair, Animal Services Advisory Board  
Allan Polak, Vice Chair, Animal Services Advisory Board  
Dr. Sandra Strong, Animal Services Director

Animal Services Advisory Board Members and Applicants						
Name	Member or Applicant?	Gender Identity	Race/Ethnic Background	Age Range	Township	Also Serves on
Allan Polak	Member	Male	White	35-59	Chapel Hill	
Brenda Baldwin Scott	Member	Female	White	60+	Eno	
Dawn Roberts	Member	Female	White	35-59	Cedar Grove	
Lee Pickett	Member	Female	White		Eno	
Lucia Welborne	Member	Female	White		Bingham	
Mark Solomon	Member	Male	White	35-59	Hillsborough	Animal Services Hearing Panel Pool
Paula L. Greeno	Member	Female	White	35-59	Chapel Hill	
Sunita Driehuys	Member	Female	Asian American	35-59	Chapel Hill	
VACANT						
VACANT						
VACANT						
VACANT						
VACANT						
Celie B. Richardson	Applicant	Female	White		Chapel Hill	
Cynthia J Stubbs	Applicant	Female	White	35-59	Little River	Animal Services Hearing Panel Pool
David Francis	Applicant	Male	White	35-59	Chapel Hill	
Denise M. Doolan	Applicant	Female	Undesignated	60+	Chapel Hill	
Jennifer Stout	Applicant	Female	White		Hillsborough	Animal Services Hearing Panel Pool
Judy Miller	Applicant	Female	White	60+	Cedar Grove	
Kimberly Rider	Applicant	Female	White	18-34	Hillsborough	

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Judy Miller  
**Name Called:**  
**Home Address:** 403 Jericho Rd.  
 Hillsborough NC 27278  
**Phone:** 919-241-3001  
**Email:** jmiller221@hotmail.com  
**Year of OC Residence:** 2005  
**Township of Residence:** Cedar Grove  
**Zone of Residence:** County  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 60+

### Community Activities/Organizational Memberships:

Porch program, Our Wild Neighbors, Iglesia Food pantry, Friends of Eno

### Past Service on Orange County Advisory Boards:

Animal Services Advisory Board

### Boards/Commissions applied for:

#### Adult Care Home Community Advisory Committee

##### Background, education and experience relevant to this board:

PhD gerontological nursing with 35 years of clinical practice, teaching & research in care of older adults with focus on reducing acute delirium & pain of elders with dementia. Work with nursing home & hospital nursing staff. Directly & through development of online modules dealing with strategies to prevent & manage common problems of frail elders.

##### Reasons for wanting to serve on this board:

To give back in some small way to help elders & the staff trying to work under challenging situations. & now with time since retired from nursing & only working part-time.

##### Contribution to the diversity of viewpoints on this board:

I can advocate well for the staff & understand constraints. I also bring keen analytical skills with focus on how to evaluate data.

##### Conflict of Interest:

**Advisory Board on Aging****Background, education and experience relevant to this board:**

Please see responses with #1. In addition, I consulted on the development of the Senior Day Health Center.

**Reasons for wanting to serve on this board:**

Please see responses with #1

**Contribution to the diversity of viewpoints on this board:**

Please see responses with #1

**Conflict of Interest:****Animal Services Advisory Board****Background, education and experience relevant to this board:**

Served on board previously. I have worked for 15 years in veterinary clinic with primary responsibilities being with the clients who bring their pets to us, as well as so many people who call struggling with finances.

**Reasons for wanting to serve on this board:**

I can be an advocate for animals, animal services staff, and our community of pet owners as well as those who are unable or choose not to care for animals.

**Contribution to the diversity of viewpoints on this board:**

I can advocate for Animal service staff from previous years of learning about their challenges with very difficult jobs. Will also bring forward perspective of how challenges of Board of Commissioners with budgets & public opinion forces n. I have participated in strategies to help preserve rural Orange County as it deals with development & conflicts about noise (chickens) & odors (cattle).

**Conflict of Interest:****Boards/Commissions appointments:****Other Comments:**

This application was current on: 8/2/2022 6:53:00 PM

Date Printed: 8/3/2022

## Application Form

---

### Profile

Denise

First Name

M

Middle Initial

Doolan Msw

Last Name

denisedoolan48@gmail.com

Email Address

802 Coker Drive

Home Address

Suite or Apt

Chapel Hill

City

NC

State

27517

Postal Code

Mobile: (919) 896-2667

Primary Phone

### What Township do you live in?

 Chapel Hill

### Property Zone

Chapel Hill Town Limits

### Community Involvement

Past graduate student at UNC School of Social Work. Past social work intern at UNC Student Health Services- Counseling. Past graduate clinical social worker at Duke Hospital in Obstetrics Clinic. Clinical Social Worker at Duke Hospital Inpatient Psychiatric Services.

### Which Boards would you like to apply for?

Animal Services Advisory Board: Submitted  
Animal Services Hearing Panel Pool: Submitted  
Board of Social Services: Submitted

### Interests & Experiences

#### Relevant Experience Board #1

I have volunteered with the Orange County Animal Shelter, and have adopted pets from the shelter. I have a Masters degree in Clinical Social Work from UNC, Chapel Hill.

#### Reasons Want to Serve Board #1

I am very interested in being of service to the community by participating in the Animal Services Board.

**Diversity of Viewpoints Board #1**

I would like to know more about this Board.

**Conflict of Interest Board #1**

I would like to know more about this Board.

**Relevant Experience Board #2**

See Relevant Experience Board #1

**Reasons Want to Serve Board #2**

**Diversity of Viewpoints Board #2**

**Conflict of Interest Board #2**

**Reasons Want to Serve Board #3**

**Relevant Experience Board #3**

**Diversity of Viewpoints Board #3**

**Conflict of Interest Board #3**

**Past Service**

---

**Demographics**

We ask your help in assuring diversity of membership by answering the following questions:

**Age Range \***

60+

## OC Ethnicity

---

Undesignated

## OC Gender Identity

---

Female

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## Ethics Guidelines

### Ethics Guidelines for Orange County Advisory Boards and Commissions \*

I agree by my signature below that, if appointed, I pledge to comply with the following ethics guidelines for advisory boards and commissions as adopted by the Orange County Board of Commissioners.

- Conflict of Interest
  1. During advisory board meetings, a member shall immediately disclose any potential conflict of interest and request to be excused from voting when he or she has a conflict of interest.
  2. During appeal proceedings, the applicant has the right to question the interest of any voting member. The advisory board chair should consult with the County Attorney or staff attorney on any potential conflict of interest in appeal matters.
  3. In determining from existing facts and circumstances whether a conflict of interest exists the determining party shall consider the facts and circumstances as would an ordinary and reasonable person exercising prudence, discretion, intelligence, and due care.
- Gifts
  1. An advisory board member shall not directly or indirectly ask, accept, demand, exact, solicit, seek, assign, receive, or agree to receive any gift or honorarium for the advisory board member, or for another person, in return for being influenced in the discharge of the advisory board member's official responsibilities.
  2. This section shall not apply to gifts or awards authorized by Orange County Policies, Resolutions, or Ordinances.
- Code of Ethics
  1. Advisory board members should act with integrity and with independence from improper influence as they exercise the functions of their offices. Characteristics and behaviors that are consistent with this standard are:
    1. Adhering firmly to a code of sound values.
    2. Behaving consistently and with respect towards everyone with whom they interact.
    3. Exhibiting trustworthiness.
    4. Living as if they are on duty as appointed officials regardless of where they are or what they are doing.
    5. Using their best independent judgment to pursue the common good as they see it, presenting their opinions to all in a reasonable, forthright, consistent manner.
    6. Remaining incorruptible, self-governing, and not subject to improper influence, while at the same time being able to consider the opinions and ideas of others.
    7. Disclosing contacts and information about issues that they receive outside of public meetings, and refraining from seeking or receiving information about quasi-judicial matters outside of the quasi-judicial proceedings themselves.
    8. Treating other advisory boards and advisory board members and the public with respect, and honoring the opinions of others even when they disagree.
    9. Being careful not to reach conclusions on issues until all sides have been heard.

10. Showing respect for their appointed office and not behaving in ways that reflect badly on the office, the advisory board, Orange County, or the Orange County Board of Commissioners.
  11. Recognizing that they are part of a larger group and acting accordingly.
  12. Recognizing that individual board members are not generally allowed to act on behalf of the board, but may only do so if the board specifically so authorizes, and that the board must take official action as a body.
  13. Being faithful in the performance of the duties of their offices.
  14. Acting as especially responsible residents whom others can trust and respect.
  15. Faithfully attending and preparing for meetings.
  16. Carefully analyzing all credible information that is properly submitted to them, and when applicable, being mindful of the need not to engage in communications outside the meeting in quasi-judicial matters.
  17. Being willing to bear their fair share of the board's workload.
  18. To the extent appropriate, they should be willing to put the board's interests ahead of their own and shall avoid the appearance of a conflict of interest and shall, under no circumstances, use their position on any board for personal gain or profit.
2. Members of the Planning Board, Board of Adjustment, Economic Development Commission, and Board of Equalization and Review shall upon initial appointment, and prior to December 31 annually thereafter, disclose:
1. Any interest he or she or his or her spouse or domestic partner has in real property situated in whole or in part in Orange County and the general description of that property.
  2. Any legal, equitable, beneficial or contractual interest he or she or his or her spouse or domestic partner has in any business, firm or corporation, which is currently doing business with Orange County pursuant to contracts awarded by Orange County, or which is attempting, or has attempted in the past calendar year, to secure the award of a bid from Orange County or the approval of any Board or Agency of Orange County.
  3. Failure to file a disclosure statement setting out the above required information shall result in immediate removal of the member from the applicable board.

**I agree with the Above Statement**

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**By checking this box I certify that this serves as an electronic version of my signature, for the sole purposes of this form.**

---

I Agree

**Application Form**

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**Profile**

Celie

First Name

B

Middle Initial

Richardson

Last Name

celiebrichardson@aol.com

Email Address

925 Lystra Lane

Home Address

Suite or Apt

Chapel Hill

City

NC

State

27517

Postal Code

Home: (919) 968-7919

Primary Phone

**What Township do you live in?** Chapel Hill**Property Zone**

Chapel Hill ETJ

**Community Involvement**

Former president, Orange County Bar Association; service on NC Bar Association committees and non-profit boards and church positions. When we lived in Cabarrus County, I served as a member and chair of the county parks and recreation commission.

**Which Boards would you like to apply for?**

Animal Services Advisory Board: Submitted

Animal Services Hearing Panel Pool: Submitted

**Interests & Experiences****Relevant Experience Board #1**

I am an attorney, in practice for 23 years. I have done dog cases, representing both owners of dogs accused of harming others and persons claiming harm by dogs. This has been mostly in civil litigation, but that included interaction with animal control. I have done one county board appeal. I also have experience in legal processes and evidentiary issues.

**Reasons Want to Serve Board #1**

---

I am an attorney, in practice for 23 years. I have done dog cases, representing both owners of dogs accused of harming others and persons claiming harm by dogs. This has been mostly in civil litigation, but that included interaction with animal control. I have done one county board appeal. I also have experience in legal processes and evidentiary issues.

**Diversity of Viewpoints Board #1**

---

I am an attorney, in practice for 23 years. I have done dog cases, representing both owners of dogs accused of harming others and persons claiming harm by dogs. This has been mostly in civil litigation, but that included interaction with animal control. I have done one county board appeal. I also have experience in legal processes and evidentiary issues.

**Conflict of Interest Board #1**

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None.

**Relevant Experience Board #2**

---

I am an attorney, in practice for 23 years. I have done dog cases, representing both owners of dogs accused of harming others and persons claiming harm by dogs. This has been mostly in civil litigation, but that included interaction with animal control. I have done one county board appeal. I also have experience in legal processes and evidentiary issues.

**Reasons Want to Serve Board #2**

---

I am an attorney, in practice for 23 years. I have done dog cases, representing both owners of dogs accused of harming others and persons claiming harm by dogs. This has been mostly in civil litigation, but that included interaction with animal control. I have done one county board appeal. I also have experience in legal processes and evidentiary issues.

**Diversity of Viewpoints Board #2**

---

I am an attorney, in practice for 23 years. I have done dog cases, representing both owners of dogs accused of harming others and persons claiming harm by dogs. This has been mostly in civil litigation, but that included interaction with animal control. I have done one county board appeal. I also have experience in legal processes and evidentiary issues.

**Conflict of Interest Board #2**

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None.

**Reasons Want to Serve Board #3**

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**Relevant Experience Board #3**

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**Diversity of Viewpoints Board #3**

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## Conflict of Interest Board #3

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### Past Service

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## Demographics

We ask your help in assuring diversity of membership by answering the following questions:

### Age Range \*

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60+

### OC Ethnicity

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White

### OC Gender Identity

---

Female

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## Ethics Guidelines

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  3. Failure to file a disclosure statement setting out the above required information shall result in immediate removal of the member from the applicable board.

I agree with the Above Statement

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By checking this box I certify that this serves as an electronic version of my signature, for the sole purposes of this form.

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I Agree

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Kimberly Rider  
**Name Called:**  
**Home Address:** 2314 Red Oak Ct.  
 Hillsborough NC 27278  
**Phone:** 919-818-7319  
**Email:** kimnrider@gmail.com  
**Year of OC Residence:** 2005  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough Town Limits  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 18-34

### Community Activities/Organizational Memberships:

I own and operate Kimie s Kritters LLC a pet sitting and dog walking business in Hillsborough. I service all of orange county. I also volunteer with various rescue organizations to help with animal transport up and down the east coast. I have volunteered with Paws4ever. This year I was also finalist for the Indy Week best of the triangle award for Orange county pet sitting service.

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Animal Services Advisory Board

##### Background, education and experience relevant to this board:

I am a business owner and a pet owner in Orange county. I have been an animal advocate for as long as I can remember. I service about 500 clients most of which are in Orange county so there wellbeing is of my utmost concern. I have adopted from the Orange county shelter in 2010. Compassion towards animals and faircare is one of my passions.

##### Reasons for wanting to serve on this board:

I believe it is the right board for me to serve on because I am a pet care business owner in Orange county and have been for the past 10 years so I would be happy to share my experience and help find ways to better animal services in Orange county.

##### Contribution to the diversity of viewpoints on this board:

As a pet care business owner and pet parent , I understand two very critical aspects of animal Care. The reason I started my business was because I saw a need for quality Pet Care in Orange county and felt like I could provide that. Now in business for 10 years I feel like that s a unique perspective.

##### Conflict of Interest:

---

With running a for-profit business obviously that s a different situation then a typical citizen but seeing as this position would be for someone who runs a for-profit business I feel like it wouldn t conflict.

**Boards/Commissions appointments:****Other Comments:**

This application was current on: 7/13/2022

Date Printed: 9/1/2022

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Jennifer Stout  
**Name Called:**  
**Home Address:** 2401 George Anderson Dr  
 Hillsborough NC 27278  
**Phone:** 9193239992  
**Email:** jenstout.nc@gmail.com  
**Year of OC Residence:** 2012  
**Township of Residence:** Hillsborough  
**Zone of Residence:** County  
**Gender Identity:** Female  
**Ethnic Background:** white

### Age Range:

### Community Activities/Organizational Memberships:

Graduate of the Hillsborough Citizen s Academy, Election Assistant for Orange County Board of Elections (2016 to present), former volunteer with Calvin s Paws, former board member and volunteer with North Carolina Therapeutic Riding Center,

### Past Service on Orange County Advisory Boards:

N/A

### Boards/Commissions applied for:

#### Animal Services Advisory Board

##### Background, education and experience relevant to this board:

I m a lifelong animal lover. I grew up on a farm, later got into horses, and spent my formative years working the show circuit as a groom. I ve been a farm/pet sitter for over 20 years now. I work professionally in human clinical research, but my passion has always been animals and animal care. I ve volunteered in multiple capacities with animal rescue groups and other groups with a horse component (therapeutic riding). And I am also a fill in veterinary assistant at a local practice when they need additional hands. I think all of that brings a wealth of love and experience that could prove helpful and relevant.

##### Reasons for wanting to serve on this board:

I d like to find a way to combine by love of animals with my interest in local government and this seems a good way to marry that.

##### Contribution to the diversity of viewpoints on this board:

##### Conflict of Interest:

### Boards/Commissions appointments:

**Animal Services Hearing Panel Pool****Application Date:** 5/14/2019**Background, education and experience relevant to this board:**

Echoing what I said above...

I m a lifelong animal lover. I grew up on a farm, later got into horses, and spent my formative years working the show circuit as a groom. I ve been a farm/pet sitter for over 20 years now. I work professionally in human c

**Reasons for wanting to serve on this board:**

This board is intriguing because the decisions made have strong personal and potentially community impacts. I m a dog owner and aficionado, but I ve also been the recipient of a nasty dog bite and have been exposed to the animal control/reporting side of

**Conflict of Interest:****Other Comments:****This application was current on:** 7/28/2020**Date Printed:** 7/28/2020

## Application Form

---

### Profile

Cynthia

First Name

J

Middle Initial

Stubbs

Last Name

pmfcjs@gmail.com

Email Address

4911 Hunt Rd

Home Address

Suite or Apt

Hillsborough

City

NC

State

27278

Postal Code

Mobile: (770) 722-1107

Primary Phone

### What Township do you live in?

Little River

### Property Zone

County-Agricultural Residential

### Community Involvement

Orange County Extension Master Gardener Volunteer since 2012, Member of the Hillsborough Farmers' Market

### Which Boards would you like to apply for?

Animal Services Advisory Board: Submitted

Animal Services Hearing Panel Pool: Submitted

---

### Interests & Experiences

#### Relevant Experience Board #1

I am a veterinarian with 26 years of experience in small animal medicine.

#### Reasons Want to Serve Board #1

I would like to contribute/give back my time to this community. This seems like an opportunity that would fit me. Having served on the Human Relations Commission, I am looking to reengage at the County level.

**Diversity of Viewpoints Board #1**

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I am an animal lover yet also a farmer, recognizing the economic as well as the social value of animals.

**Conflict of Interest Board #1**

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None. I am not currently working at a veterinary hospital in this county.

**Relevant Experience Board #2**

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**Reasons Want to Serve Board #2**

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**Diversity of Viewpoints Board #2**

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**Conflict of Interest Board #2**

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**Reasons Want to Serve Board #3**

---

**Relevant Experience Board #3**

---

**Diversity of Viewpoints Board #3**

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**Conflict of Interest Board #3**

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**Past Service**

---

I previously served on the Human Relations Commission in Orange County.

---

**Demographics**

We ask your help in assuring diversity of membership by answering the following questions:

**Age Range \***

---

35-59

## OC Ethnicity

---

White

## OC Gender Identity

---

Female

---

## Ethics Guidelines

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**I agree with the Above Statement**

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**By checking this box I certify that this serves as an electronic version of my signature, for the sole purposes of this form.**

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I Agree

# Board and Commission Members

## And Vacant Positions

### *Animal Services Advisory Board*

Meeting Times: 6:30 pm Third Wednesday of every month

Contact Person: Dr. Sandra Strong

Meeting Place: Community Room of the Animal Services Facility

Contact Phone: 919-942-7387

Positions: 13

Length: 3 years

Terms: 2

Description: <div>The charge of the Animal Services Advisory Board is to advise the Board of County Commissioners on matters of concern regarding animal issues and animals services in Orange County. &nbsp;&nbsp;&nbsp;To work with the Animal Services Director (or designee) on various policy concerns and issues regarding County animal services. To carry out duty to hear Potentially Dangerous Dog Declaration appeals as prescribed by N.C. Gen. Stat. §67-4.1©. &nbsp;&nbsp;&nbsp;Position #1 &quot;Veterinarian from Health Board&quot;; may serve 3 terms to coincide with the Board of Health terms.</div>

#### Dr. Lee Pickett

1	<b>Chair</b>			First Appointed:	09/17/2019	
	Gender Identity:	Female	Township:	Eno	Current Appointment:	10/06/2020
	Ethnic Background:	White	Residency Req:		Expiration:	06/30/2023
	Age Range:		Special Repr:	Veterinarian from Health Board (3 terms)	Number of Terms:	1

#### Dr Sunita Driehuys

2				First Appointed:	03/10/2020	
	Gender Identity:	Female	Township:	Chapel Hill	Current Appointment:	03/10/2020
	Ethnic Background:	Asian American	Residency Req:		Expiration:	06/30/2022
	Age Range:	35-59	Special Repr:	Veterinarian	Number of Terms:	1

#### VACANT

3				First Appointed:		
	Gender Identity:		Township:		Current Appointment:	
	Ethnic Background:		Residency Req:		Expiration:	06/30/2024
	Age Range:		Special Repr:	Town of Carrboro	Number of Terms:	

#### VACANT

4				First Appointed:		
	Gender Identity:		Township:		Current Appointment:	
	Ethnic Background:		Residency Req:		Expiration:	06/30/2024
	Age Range:		Special Repr:	Town of Chapel Hill	Number of Terms:	

#### Dr. Mark J. Solomon

5				First Appointed:	05/24/2022	
	Gender Identity:	Male	Township:	Hillsborough	Current Appointment:	05/24/2022
	Ethnic Background:	White	Residency Req:		Expiration:	06/30/2024
	Age Range:	35-59	Special Repr:	Town of Hillsborough	Number of Terms:	1

#### Brenda Baldwin Scott

6				First Appointed:	05/18/2021	
	Gender Identity:	Female	Township:	Eno	Current Appointment:	05/18/2021
	Ethnic Background:	White	Residency Req:		Expiration:	06/30/2024
	Age Range:	60+	Special Repr:	Non-Municipality	Number of Terms:	1

# Board and Commission Members

## And Vacant Positions

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Contact Person: Dr. Sandra Strong

Meeting Place: Community Room of the Animal Services Facility

Contact Phone: 919-942-7387

Positions: 13

Length: 3 years

Terms: 2

#### VACANT

7

Gender Identity:

Township:

First Appointed:

Ethnic Background:

Residency Req:

Current Appointment:

Age Range:

Special Repr: At-Large

Expiration: 06/30/2025

Number of Terms:

#### Dawn Roberts

8

Gender Identity: Female

Township: Cedar Grove

First Appointed: 10/06/2020

Ethnic Background: White

Residency Req:

Current Appointment: 10/06/2020

Age Range: 35-59

Special Repr: Non-Municipality

Expiration: 06/30/2023

Number of Terms: 1

#### Lucia Welborne

9

Gender Identity: Female

Township: Bingham

First Appointed: 03/19/2019

Ethnic Background: White

Residency Req:

Current Appointment: 05/18/2021

Age Range:

Special Repr: Animal Welfare/Animal Advocacy

Expiration: 06/30/2024

Number of Terms: 2

#### VACANT

10

Gender Identity:

Township:

First Appointed:

Ethnic Background:

Residency Req:

Current Appointment:

Age Range:

Special Repr: Animal Welfare/Animal Advocacy

Expiration: 06/30/2023

Number of Terms:

#### Paula L. Greeno

11 Secretary

Gender Identity: Female

Township: Chapel Hill

First Appointed: 04/26/2022

Ethnic Background: White

Residency Req:

Current Appointment: 04/26/2022

Age Range: 35-59

Special Repr: Animal Welfare/Animal Advocacy

Expiration: 06/30/2023

Number of Terms:

#### Allan Polak

12 Vice-Chair

Gender Identity: Male

Township: Chapel Hill

First Appointed: 10/06/2020

Ethnic Background: White

Residency Req:

Current Appointment: 10/06/2020

Age Range: 35-59

Special Repr: Certified Animal Handler/Trainer/Technic

Expiration: 06/30/2022

Number of Terms:

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# Board and Commission Members

## And Vacant Positions

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Meeting Times: 6:30 pm Third Wednesday of every month

Contact Person: Dr. Sandra Strong

Meeting Place: Community Room of the Animal Services Facility

Contact Phone: 919-942-7387

Positions: 13

Length: 3 years

Terms: 2

---

### VACANT

13

First Appointed:

Gender Identity:

Township:

Current Appointment:

Ethnic Background:

Residency Req:

Expiration: 06/30/2023

Age Range:

Special Repr: Owner/Manager Retail Pet Services

Number of Terms:

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Animal Services Advisory Board*

Contact Person: Dr. Sandra Strong

Contact Phone: 919-942-7387

### Denise M. Doolan

Gender Identity: Female

Date Applied: 02/16/2022

Ethnic Background: Undesignated

Township: Chapel Hill

Age Range: 60+

Zone of Residence: C.H. City Limits

Also Serves On:

### Mr. David Francis

Gender Identity: Male

Date Applied: 07/28/2020

Ethnic Background: White

Township: Chapel Hill

Age Range: 35-59

Zone of Residence: Chapel Hill ETJ

Also Serves On:

### Judy Miller

Gender Identity: Female

Date Applied: 08/02/2022

Ethnic Background: White

Township: Cedar Grove

Age Range: 60+

Zone of Residence: County

Also Serves On:

### Ms. Celie B. Richardson

Gender Identity: Female

Date Applied: 07/05/2021

Ethnic Background: White

Township: Chapel Hill

Age Range:

Zone of Residence: ETJ - Chapel Hill

Also Serves On:

### Kimberly Rider

Gender Identity: Female

Date Applied: 07/13/2022

Ethnic Background: White

Township: Hillsborough

Age Range: 18-34

Zone of Residence: Hillsborough Town Limits

Also Serves On:

### Ms. Jennifer Stout

Gender Identity: Female

Date Applied: 07/28/2020

Ethnic Background: White

Township: Hillsborough

Age Range:

Zone of Residence: County

Also Serves On: Animal Services Hearing Panel Pool

---

# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Animal Services Advisory Board*

Contact Person: Dr. Sandra Strong

Contact Phone: 919-942-7387

---

Cynthia J Stubbs

Gender Identity: Female

Date Applied: 06/30/2021

Ethnic Background: White

Township: Little River

Age Range: 35-59

Zone of Residence: County

Also Serves On: Animal Services Hearing Panel Pool

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**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** September 13, 2022

**Action Agenda  
Item No. 4**

**SUBJECT:** Arts Commission – Appointment Discussion

**DEPARTMENT:** Board of Commissioners

**ATTACHMENT(S):**

Recommendation  
Member and Applicant Summary Sheet  
Application of Person Recommended  
Applications of Other Applicants  
Membership Roster  
Applicant Interest List

**INFORMATION CONTACT:**

Clerk's Office, 919-245-2130

**PURPOSE:** To consider an appointment to the Arts Commission.

**BACKGROUND:** The Arts Commission recommends strategies to promote the artistic and cultural growth of Orange County, advises the Board of Commissioners on matters involving the arts, and acts as the granting panel for funding programs available to individual artists and non-profit groups sponsoring arts projects in Orange County.

The Board of County Commissioners appoints all fifteen (15) At-Large members.

The following individual is recommended for Board consideration:

NAME	POSITION DESCRIPTION	TYPE OF APPOINTMENT TERM	EXPIRATION DATE
Josh Rosenstein	At-Large	First Full Term	09/30/2025

If the individual listed above is appointed, no vacancies remain.

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

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

- **GOAL: 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:** There is no Orange County Environmental Responsibility Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends that the Board discuss an appointment to the Arts Commission.



**ORANGE COUNTY  
ARTS COMMISSION**

August 19, 2022

Laura Jensen  
Clerk to the Board of County Commissioners  
300 W. Tryon St.  
Hillsborough, NC 27278

Dear Laura:

At the August 8, 2022, meeting of the Orange County Arts Commission (OCAC) Advisory Board, the board unanimously approved the recommendation of **Josh Rosenstein** to Position #14, expiring September 30, 2025. This seat was previously held by Justin Haslett, who will not be serving a second term.

Josh will serve as invaluable role with our board as liaison to the Chapel Hill Arts Commission. In addition, Josh is heavily involved in the arts community as a stand-up comedian and regular open mic host in Chapel Hill. He also holds an MPA from UNC-Chapel Hill.

On behalf of the OCAC Advisory Board, we greatly appreciate your consideration of Mr. Rosenstein to this position.

Sincerely,

Katie Murray  
Director, Orange County Arts Commission

Arts Commission Members and Applicants						
Name	Member or Applicant?	Gender Identity	Race/Ethnic Background	Age Range	Township	Also Serves on
Anita Mills	Member	Female	White		Little River	
Brad Porter	Member	Male	White	35-59	Bingham	
Crystal Wu	Member	Female	Asian American	18-34	Chapel Hill	
Saba A. Jordan	Applicant	Male	Hispanic	35-59	Chapel Hill	
Frederick Joiner	Member	Male	African American		Chapel Hill	
John Bemis	Member	Male	White	35-59	Hillsborough	
Justin Haslett (upcoming vacancy)	Member	Male	White		Chapel Hill	
Krista Bremer	Member	Female	White	35-59	Chapel Hill	
Linda Williamson	Member	Female	White		Cheeks	
Lindsay Metivier	Member	Female	White	35-59	Chapel Hill	
Mark Bettger	Member	Male	White	35-59	Hillsborough	
Marlon Torres	Member	Male	Hispanic		Chapel Hill	
Sarah Shore	Member	Female	White	18-34	Chapel Hill	
Sean Bailey	Member	Male	African American	35-59	Hillsborough	
Victoria E. Danielik	Applicant	Female	White	18-34	Chapel Hill	
Art Menius	Applicant	Male	White	60+	Little River	Historic Preservation Commission
Josh Rosenstein	Applicant	Male	White	18-34	Chapel Hill	
Ryan Jackson	Applicant	Choose not to disclose	Other	35-59	Chapel Hill	

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Josh Rosenstein  
**Name Called:**  
**Home Address:** 529 Hillsborough St, APT G2  
 Chapel Hill NC 27514  
**Phone:** 4045565160  
**Email:** josh.rosenstein@gmail.com  
**Year of OC Residence:** 2014  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** C.H. City Limits  
**Gender Identity:** Male  
**Ethnic Background:** White  
**Age Range:** 18-34

### Community Activities/Organizational Memberships:

-Active stand-up and musician. Host of Zog's Open Mic.

-Vice Chair, Town of Chapel Hill Cultural Arts Commission

### Past Service on Orange County Advisory Boards:

none

### Boards/Commissions applied for:

#### Arts Commission

##### Background, education and experience relevant to this board:

Background in performing arts is relevant- as a local open mic host im keyed into the music/comedy/performance scene, particularly in the southern part of the county. Also have an MPA with coursework in local government and nonprofit management and professional administrative nonprofit experience.

Also member of Town of CH Cultural Arts Commission since 2015.

##### Reasons for wanting to serve on this board:

I love local arts- i love when local governments invest in the creative communities and economies- I think when places have art they are better places to live in and I think that Orange County really understands that and I want to support that.

##### Contribution to the diversity of viewpoints on this board:

Would include perspective of a different performing art (comedy) that is not often on the table. can also facilitate collaboration w/ town of CH

##### Conflict of Interest:

### Boards/Commissions appointments:

### Other Comments:

**This application was current on:** 8/8/2022 11:23:42 AM

**Date Printed:** 8/8/2022

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ryan Jackson  
**Name Called:**  
**Home Address:** 212 Cobble Ridge Drive  
 Chapel Hill NC 27516  
**Phone:** 9196361910  
**Email:** rcjackson@nc.rr.com  
**Year of OC Residence:** 2011  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** C.H. City Limits  
**Gender Identity:** Choose not to disclose  
**Ethnic Background:** Other  
**Age Range:** 35-59

### Community Activities/Organizational Memberships:

I hold a Master of Fine Arts degree from the University of Memphis and have taught photography and digital imaging in TN, NY, and NC. Former member of the Durham Arts Council Staff organizing and recruiting instructors, exhibiting local art, reviewing grant applications, and maintaining area budget/facilities.

Would love to be part of the Orange County Arts Commission.

### Past Service on Orange County Advisory Boards:

N/A

### Boards/Commissions applied for:

#### Arts Commission

#### Background, education and experience relevant to this board:

I hold a BFA from the Rochester Institute of Technology, an MFA from the University of Memphis and have taught art, photography, digital imaging, and web design/development at the college and university level in Tennessee, upstate New York, and in North Carolina. I am a former member of the Durham Arts Council having recruited and organized instructors, reviewed grant applications, collected and exhibited works by local/community artists, wrote grants in support of art education programs, and maintained area budget and facilities.

#### Reasons for wanting to serve on this board:

I would like to help make sure art is not forgotten or over looked and that artists in all phases of their practice, receive the support and resources they need to express their vision, ideas, and passions.

#### Contribution to the diversity of viewpoints on this board:

With my 30+ years in art, my experience is not rooted in a single discipline or belief. Instead, I think of viewpoint as a stew with ingredients born from the five states I have worked in, the three countries I have lived in, the eight colleges/universities I studied at, and the seven colleges/universities I have taught at. I am beholden to no philosophy or media and appreciate the creation of what has not previously existed and I would like to help foster that process of creation.

**Conflict of Interest:****Durham Technical Community College Board of Trustees****Background, education and experience relevant to this board:**

In pursuit of my associate s, bachelor s, and a master s degrees I have attended eight different colleges and university. I also taught at the community college and university level for many years and have server of institutional boards ranging for student discipline, academic programming, and area budgets.

**Reasons for wanting to serve on this board:**

As higher education becomes an economic and societal requirement, community colleges must lead the way towards affordable educational goals. I would like to serve on this committee to ensure Durham Tech is well placed to serve our local community and students in their educational and career development pursuits.

**Contribution to the diversity of viewpoints on this board:**

Having attended and taught at colleges/universities from several different states, I have experienced a range of ideologies, institutional practices, and traditions. I hope my broad back ground will allow me to present a new perspective and potential solutions to the issues faced by Durham Tech, our students, and staff/faculty.

**Conflict of Interest:****Boards/Commissions appointments:****Other Comments:**

This application was current on: 4/21/2021 7:44:09 AM

Date Printed: 4/26/2021

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Art Menius  
**Name Called:**  
**Home Address:** 4720 Green Riley Road  
 Rougemont NC 27572  
**Phone:** 919-675-2787  
**Email:** art@artmenius.com  
**Year of OC Residence:** 1973  
**Township of Residence:** Little River  
**Zone of Residence:** County  
**Gender Identity:** Male  
**Ethnic Background:** White  
**Age Range:** 60+

### Community Activities/Organizational Memberships:

Orange County Historical Commission Rotary Club of Chapel Hill (past president) WHUP  
 Community Radio

### Past Service on Orange County Advisory Boards:

Current - Orange County Historical Commission (final year) OUTboard - 2015-2021 (chair 2018-2019)

### Boards/Commissions applied for:

#### Chapel Hill Orange County Visitors Bureau Advisory Board

##### Background, education and experience relevant to this board:

Marketing and sponsorship director 1997-2007 for MerleFest, building media impressions from less than 10,000,000 to 256,000,000, while developing branding and growing event to 80,000 attendees over 4 days. Served on Wilkes County team involved in creating Blue Ridge National Heritage Area and received National Park Service s Gateway Community training. Former director of The ArtsCenter in Carrboro Served on and did contract work for Letcher County (KY) Tourism Board Produced outdoor festivals and indoor concerts in NC, KY, and MD. Worked with Owensboro-Daviess County (KY) Tourism Authority to create the IBMA Bluegrass Fan Fest and World of Bluegrass 1985 - 1990 (both events now in Raleigh as Wide Open Bluegrass) Worked for NC Historical Sites division 1977-1981, 1985 Facility for looking at events from the customer perspective

##### Reasons for wanting to serve on this board:

Tourism more and more will be a driver of the local economy in Orange County. I have the experience to contribute to this effort and a well established relationship with Visitor Bureau staff and a familiarity with their operations. As a kid growing up in Raleigh long ago, Hillsboro (as it was spelled back then) and Chapel Hill were our primary day trip destinations. My mother s family has lived in Orange County most of the 268 years the country has existed. Good knowledge of Orange County history including peer reviewed work on antebellum agricultural history and the end of the Civil War here and familiarity with historical architecture resources.

##### Contribution to the diversity of viewpoints on this board:

I have a strong perspective and experience in event and cultural tourism and on using the arts and history as tourism drivers. I have considerable experience on working on tourism driving activities and organizations in other areas. I have a life time association with rural Orange County and an urban upbringing and am the rare individual who has lived in both southern and quite northern Orange County.

Any personal or business interest(s) that could create a conflict of interest:

**Conflict of Interest:**

**Arts Commission**

**Background, education and experience relevant to this board:**

I have worked in the arts since March 1983, serving as director of The ArtsCenter in Carrboro, Appalshop in Whitesburg, KY, and founding executive director of both the International Bluegrass Music Association and Folk Alliance International. I spent ten years working full time for MerleFest in marketing and sponsorship. I currently host music programs on WCOM, where I am also board secretary, and WHUP. I formerly hosted a local arts talk show on WCHL. I have supervised non-profit radio stations, an archival repository, theatre programs, and documentary film producers and budgets up \$3,000,000. I have nearly 50 years experience serving on non-profit board and government commissions. I served three years on the Carrboro Arts Commission.

**Reasons for wanting to serve on this board:**

I am deeply committed to the arts and to Orange County. The arts have been my life and continue to be as one of the world s leading promoters of music to folk radio and as an artist manager. Yet I have reached the giving back stage of my career.

**Contribution to the diversity of viewpoints on this board:**

I bring the perspective of more than 40 years working in diverse aspects of the cultural industries including roots, bluegrass, and Americana music, theatre, visual, documentary film, and TV. I know both the non-profit and for profit arts worlds and have worldwide connections in the folk arts. I have a life time association with rural Orange County and an urban upbringing and am the rare individual who has lived in both southern and quite northern Orange County.

**Conflict of Interest:**

Although the arts commission normally cannot fund the Public Gallery of Carrboro, on whose board I shall serve until 12/31/2021, PGC did receive an emergency NCCares grant in December 2020.

**Orange Unified Transportation Board****Background, education and experience relevant to this board:**

I served on the OUTboard for six years including one year as chair.

**Reasons for wanting to serve on this board:**

To serve the community, represent the perspective of northern Orange and Little River Township. I am personally concerned about unplanned, unchecked growth rather than well managed development and preservation. Transportation planning involves expensive decisions years in the future with consequences lasting decades after that. It involves often brutal prioritization to help the BOCC and County staff guide the county's future through complex issues with implications far beyond bikes, buses, and roads. The OUTboard are a key venue for citizens shaping the future of our county.

**Contribution to the diversity of viewpoints on this board:**

I am the rare person with deep Orange County roots and memories going back more than 60 years, who has lived in Chapel Hill, Carrboro, White Cross, and a home owner up north in Little River Township since 2016.

**Conflict of Interest:****Boards/Commissions appointments:****Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL**

**Application Date:** 4/5/2016

**Background, education and experience relevant to this board:**

BA and MA from UNC-CH in history 3.5 years as a public sector historian for NC Dept of Cultural Resources: Historic Sites Sections Several peer reviewed history publications Special concentration in history of the Regulators

**Reasons for wanting to serve on this board:**

I have held a deep interest in the history of Orange County since childhood and conducted original research into the Regulators for my baccalaureate honors thesis and on Scots economic activities in late colonial Orange County in grad school. I consider O

**Conflict of Interest:****Orange Unified Transportation Board**

**Application Date:** 10/6/2014

**Background, education and experience relevant to this board:**

I have extensive experience in community economic development and community based planning. In my work with Creative Carrboro, planning a proposed arts district, and with the proposed Arts and Innovation Center I have worked closely with the Carrboro Plan

**Reasons for wanting to serve on this board:**

I wish to represent the planning interests on the transportation board. In Orange, Chatham, and Wilkes County, NC and Letcher County, KY, I have seen how transportation shapes and builds strong communities OR undos them.

**Conflict of Interest:****Other Comments:**

**This application was current on:** 8/4/2022

**Date Printed:** 8/5/2022

# Board and Commission Members

## And Vacant Positions

### Arts Commission

Meeting Times: 6:00 pm Second Monday of every month

Contact Person: Katie Murray

Meeting Place: Alternating

Contact Phone: 919-245-2335

Positions: 15

Length: 3 years

Terms: 2

Description: <div>The members of this commission are appointed by the Board of Commissioners. The Arts Commission is housed under the County Manager's Office. It recommends strategies to promote the artistic and cultural growth of Orange County, advises the Board of Commissioners on matters involving the arts, and acts as the granting panel for funding programs available to individual artists and non-profit groups sponsoring arts projects in Orange County.</div>

### Mrs Sarah Shore

1				First Appointed:	05/04/2021
Gender Identity:	Female	Township:	Chapel Hill	Current Appointment:	05/04/2021
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	03/31/2024
Age Range:	18-34	Special Repr:		Number of Terms:	1

### Mr John Bemis

2				First Appointed:	02/16/2021
Gender Identity:	Male	Township:	Hillsborough	Current Appointment:	02/16/2021
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	03/31/2024
Age Range:	35-59	Special Repr:		Number of Terms:	1

### Victoria E. Danielik

3				First Appointed:	05/24/2022
Gender Identity:	Female	Township:	Chapel Hill	Current Appointment:	
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	06/30/2023
Age Range:	18-34	Special Repr:	UNC Student Representative	Number of Terms:	1

### Mark Bettger

4				First Appointed:	04/05/2022
Gender Identity:	Male	Township:	Hillsborough	Current Appointment:	04/05/2022
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	03/31/2023
Age Range:	35-59	Special Repr:		Number of Terms:	

### Dr. Crystal Wu

5				First Appointed:	03/16/2021
Gender Identity:	Female	Township:	Chapel Hill	Current Appointment:	03/16/2021
Ethnic Background:	Asian American	Residency Req:	At-Large	Expiration:	03/31/2024
Age Range:	18-34	Special Repr:		Number of Terms:	1

### Linda Williamson

6				First Appointed:	12/04/2017
Gender Identity:	Female	Township:	Cheeks	Current Appointment:	09/17/2019
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	09/30/2022
Age Range:		Special Repr:		Number of Terms:	1

# Board and Commission Members

## And Vacant Positions

### Arts Commission

Meeting Times: 6:00 pm Second Monday of every month

Contact Person: Katie Murray

Meeting Place: Alternating

Contact Phone: 919-245-2335

Positions: 15

Length: 3 years

Terms: 2

#### Sean Bailey

7

Gender Identity: Male

Township: Hillsborough

First Appointed: 10/06/2020

Ethnic Background: African American

Residency Req: At-Large

Current Appointment: 10/06/2020

Age Range: 35-59

Special Repr:

Expiration: 09/30/2023

Number of Terms: 1

#### Ms Lindsay Metivier

8

Gender Identity: Female

Township: Chapel Hill

First Appointed: 03/16/2021

Ethnic Background: White

Residency Req: At-Large

Current Appointment: 03/16/2021

Age Range: 35-59

Special Repr:

Expiration: 03/31/2024

Number of Terms: 1

#### Ms. Krista Bremer

9

Gender Identity: Female

Township: Chapel Hill

First Appointed: 05/05/2020

Ethnic Background: White

Residency Req: At-Large

Current Appointment: 05/05/2020

Age Range: 35-59

Special Repr:

Expiration: 03/31/2023

Number of Terms: 1

#### Mr. Marlon Torres

10

Gender Identity: Male

Township: Chapel Hill

First Appointed: 12/04/2017

Ethnic Background: Hispanic

Residency Req: At-Large

Current Appointment: 05/05/2020

Age Range:

Special Repr:

Expiration: 03/31/2023

Number of Terms: 2

#### Mr Brad Porter

11

Gender Identity: Male

Township: Bingham

First Appointed: 05/05/2020

Ethnic Background: White

Residency Req: At-Large

Current Appointment: 05/05/2020

Age Range: 35-59

Special Repr:

Expiration: 03/31/2023

Number of Terms: 1

#### Anita Mills

12

Gender Identity: Female

Township: Little River

First Appointed: 03/21/2017

Ethnic Background: White

Residency Req: At-Large

Current Appointment: 02/16/2021

Age Range:

Special Repr:

Expiration: 03/31/2024

Number of Terms: 2

# Board and Commission Members

## And Vacant Positions

### *Arts Commission*

Meeting Times: 6:00 pm Second Monday of every month

Contact Person: Katie Murray

Meeting Place: Alternating

Contact Phone: 919-245-2335

Positions: 15

Length: 3 years

Terms: 2

#### Mr. Frederick Joiner

13      **Chair**

First Appointed: 02/06/2018

Gender Identity: Male

Township: Chapel Hill

Current Appointment: 02/16/2021

Ethnic Background: African American

Residency Req: At-Large

Expiration: 03/31/2024

Age Range:

Special Repr:

Number of Terms: 2

#### Mr Justin Haslett

14

First Appointed: 02/19/2019

Gender Identity: Male

Township: Chapel Hill

Current Appointment: 09/17/2019

Ethnic Background: White

Residency Req: At-Large

Expiration: 09/30/2022

Age Range:

Special Repr:

Number of Terms: 1

#### Saba A. Jordan

15

First Appointed: 04/26/2022

Gender Identity: Male

Township: Chapel Hill

Current Appointment: 04/26/2022

Ethnic Background: Hispanic

Residency Req: At-Large

Expiration: 03/31/2025

Age Range: 35-59

Special Repr:

Number of Terms: 1

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# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Arts Commission*

Contact Person: Katie Murray

Contact Phone: 919-245-2335

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### Ryan Jackson

Gender Identity: Choose not to disclose

Date Applied: 04/21/2021

Ethnic Background: Other

Township: Chapel Hill

Age Range: 35-59

Zone of Residence: C.H. City Limits

Also Serves On:

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### Art Menius

Gender Identity: Male

Date Applied: 08/04/2022

Ethnic Background: White

Township: Little River

Age Range: 60+

Zone of Residence: County

Also Serves On: Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL JURISDICTION OF ORAN)

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### Mr. Josh Rosenstein

Gender Identity: Male

Date Applied: 08/08/2022

Ethnic Background: White

Township: Chapel Hill

Age Range: 18-34

Zone of Residence: C.H. City Limits

Also Serves On:

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**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** September 13, 2022

**Action Agenda  
Item No. 5**

**SUBJECT:** Board of Health – Appointment Discussion

**DEPARTMENT:** Board of Commissioners

**ATTACHMENT(S):**

Recommendation  
Member and Applicant Summary Sheet  
Application of Person Recommended  
Applications of Other Applicants  
Membership Roster  
Applicant Interest List

**INFORMATION CONTACT:**

Clerk's Office, 919-245-2130

**PURPOSE:** To consider an appointment to the Board of Health.

**BACKGROUND:** The Board of Health makes policy and is charged with protecting and promoting public health in Orange County.

The Board of County Commissioners appoints all eleven (11) members with representation from specific health-related professions and the general public.

The following individual is recommended for Board consideration:

<b>NAME</b>	<b>SPECIAL REPRESENTATIVE</b>	<b>TYPE OF APPOINTMENT TERM</b>	<b>EXPIRATION DATE</b>
Dr. Alessandra Lowery	Dentist	First Full Term	06/30/2025

If the individual listed above is appointed, the following vacancy remains:

<b>POSITION DESIGNATION</b>	<b>EXPIRATION DATE</b>	<b>VACANCY INFORMATION</b>
At-Large	06/30/2023	<b>Vacant since 04/20/2022</b>

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

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

- **GOAL: 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:** There is no Orange County Environmental Responsibility Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends that the Board discuss an appointment to the Board of Health.



August 26, 2022

Laura Jensen  
Clerk to the Board of County Commissioners  
300 West Tryon Street  
Hillsborough, NC 27278

RE: Dentist Position Appointment

Dear Ms. Jensen,

This letter is to affirm that, on August 24, 2022, the Board of Health recommended the appointment of Dr. Alessandra Lowery. This seat was vacated by Dr. Sam Lasris. We are sincerely requesting placement on the BOCC's next meeting agenda. The Board of Health all agreed that her background, experience, charitable work, and overall philosophy of healthcare issues would be very beneficial to the Board.

Let me know if you need anything further.

Sincerely,

*La Toya Strange*

La Toya Strange  
Administrative Support I

Cc: Tara May  
Bruce Baldwin – Chair  
Keith Bagby – Co-Chair  
Quintana Stewart – Health Director

Board of Health Members and Applicants						
Name	Member or Applicant?	Gender Identity	Race/Ethnic Background	Age Range	Township	Also Serves on
Alison Stuebe	Member	Female	White		Chapel Hill	
Aparna Jonnal	Member	Female	Asian American		Hillsborough	
Brian Crandell	Member	Male	White	35-59	Eno	
Bruce Baldwin	Member	Male	White		Chapel Hill	
Jean Hamilton	Member	Female	African American		Chapel Hill	
Keith Bagby	Member	Male	African American		Hillsborough	
Lee Pickett	Member	Female	White		Eno	
Shielda Rodgers	Member	Female	African American	60+	Eno	
Tony Whitaker	Member	Male	White	35-59	Hillsborough	
VACANT						
VACANT						
Allessandra Lowery	Applicant	Female	African American	35-59	Chapel Hill	
Christina Hilliard	Applicant	Female	White	35-59	Bingham	
Johanna Birckmayer	Applicant	Female	White	60+	Hillsborough	
Ken Morgan	Applicant	Male	White	60+	Eno	
Rachel Royce	Applicant	Female	White	60+	Hillsborough	
Shawnee Seese	Applicant	Female	White	35-59	Chapel Hill	Human Relations Commission
Timothy Ives	Applicant	Male	White	60+	Bingham	

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr. Alessandra Bennett Lowery

**Name Called:**

**Home Address:** 563 Diary Glen Rd.  
Chapel Hill NC 27516

**Phone:** 252-341-4864

**Email:** amb5088@hotmail.com

**Year of OC Residence:** 2021

**Township of Residence:** Chapel Hill

**Zone of Residence:** Carrboro City Limits

**Gender Identity:** Female

**Ethnic Background:** African American

**Age Range:** 35-59

### Community Activities/Organizational Memberships:

I am currently not active in the community as I relocated in July 2020 to Orange County and began a new job. I am now looking to serve my community.

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Board of Health

##### Background, education and experience relevant to this board:

At different times throughout my 18 year career as a dentist, I ve held clinical positions in public health facilities, at times full-time or part-time. I am currently enrolled in Gillings School of Public Health at UNC-CH and pursuing my MPH in Leadership in Practice, although this is only my first semester. I am currently serving as the Interim Program Director for the Dentistry in Service to Communities (DISC) program for UNC-Adams School of Dentistry along with my full-time clinical assistant professorship role.

##### Reasons for wanting to serve on this board:

I am interested in access to care for all individuals within the community and ensuring that patient s needs are being met.

##### Contribution to the diversity of viewpoints on this board:

Having worked with patients receiving care within public health facilities, I ve learned of the personal challenges faced by some of the patients in regards to their health, transportation issues, and financial limitations. When I owned my dental practice prior to relocating to the area, I accepted Medicaid Insurance and was acutely aware of how few providers accepted the insurance as well as how few treated pediatric patients in dentistry. While I have experience clinically, I am learning about public health on a broader scale.

##### Conflict of Interest:

### Boards/Commissions appointments:

**Other Comments:**

This application was current on: 6/20/2022 9:44:19 PM

**Date Printed:** 6/27/2022

**Application Form**

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**Profile**

Johanna

First Name

Birckmayer

Middle Initial

Last Name

jbirckmayer@msn.com

Email Address

436 W Tryon St

Home Address

Suite or Apt

Hillsborough

City

NC

State

27278

Postal Code

Home: (917) 592-7011

Primary Phone

**What Township do you live in?** Hillsborough**Property Zone**

Hillsborough Town Limits

**Community Involvement**

Volunteer - food bank, voter registration, tutoring

**Which Boards would you like to apply for?**

Board of Health: Submitted

**Interests & Experiences****Relevant Experience Board #1**

I am a public health professional with graduate degrees in public health (MPH and PhD). I bring many years of experience working in public health organizations on issues including surveillance, access to health care, tobacco and alcohol policy, vaccinations, and other health promotion programs. I served as a community health planner and evaluator for a county based public health agency and thus would bring practical experience in the field to the Board. Additionally, I bring fiscal and programmatic oversight skills from leadership roles in public health organizations and prior Board experiences.

**Reasons Want to Serve Board #1**

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I am deeply committed to ensuring that all members of our community are able to live healthy lives and seek opportunities to bring my public health training and skills to volunteer roles within the community. I previously served a partial term on the Board of Health and then fulfilled a term on the Orange County Unified Transportation Board. My tenure on the OUTBoard provided me with a much broader understanding of the OC planning department and transportation issues which I would like bring back to the BOH. Since my term on the BOH, the health department has played a lead role in addressing the COVID-19 epidemic. I am very interested in rejoining the Board to assist in these efforts and efforts to build back and strengthen our health systems to best serve our community as we (hopefully) move out of the pandemic phase.

**Diversity of Viewpoints Board #1**

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I would bring public health knowledge and experience to the BOH and experience working with and serving in a wide diversity of communities in the United States and internationally.

**Conflict of Interest Board #1**

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I have no personal or business interests that could create a conflict of interest if appointed to this Board.

**Relevant Experience Board #2**

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**Reasons Want to Serve Board #2**

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**Diversity of Viewpoints Board #2**

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**Conflict of Interest Board #2**

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**Reasons Want to Serve Board #3**

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**Relevant Experience Board #3**

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**Diversity of Viewpoints Board #3**

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**Conflict of Interest Board #3**

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## Past Service

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Board of Health; Orange County Unified Transportation Board

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## Demographics

We ask your help in assuring diversity of membership by answering the following questions:

### Age Range \*

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60+

### OC Ethnicity

---

White

### OC Gender Identity

---

Female

---

## Ethics Guidelines

### Ethics Guidelines for Orange County Advisory Boards and Commissions \*

I agree by my signature below that, if appointed, I pledge to comply with the following ethics guidelines for advisory boards and commissions as adopted by the Orange County Board of Commissioners.

- Conflict of Interest
  1. During advisory board meetings, a member shall immediately disclose any potential conflict of interest and request to be excused from voting when he or she has a conflict of interest.
  2. During appeal proceedings, the applicant has the right to question the interest of any voting member. The advisory board chair should consult with the County Attorney or staff attorney on any potential conflict of interest in appeal matters.
  3. In determining from existing facts and circumstances whether a conflict of interest exists the determining party shall consider the facts and circumstances as would an ordinary and reasonable person exercising prudence, discretion, intelligence, and due care.
- Gifts
  1. An advisory board member shall not directly or indirectly ask, accept, demand, exact, solicit, seek, assign, receive, or agree to receive any gift or honorarium for the advisory board member, or for another person, in return for being influenced in the discharge of the advisory board member's official responsibilities.
  2. This section shall not apply to gifts or awards authorized by Orange County Policies, Resolutions, or Ordinances.
- Code of Ethics
  1. Advisory board members should act with integrity and with independence from improper influence as they exercise the functions of their offices. Characteristics and behaviors that are consistent with this standard are:
    1. Adhering firmly to a code of sound values.
    2. Behaving consistently and with respect towards everyone with whom they interact.

3. Exhibiting trustworthiness.
  4. Living as if they are on duty as appointed officials regardless of where they are or what they are doing.
  5. Using their best independent judgment to pursue the common good as they see it, presenting their opinions to all in a reasonable, forthright, consistent manner.
  6. Remaining incorruptible, self-governing, and not subject to improper influence, while at the same time being able to consider the opinions and ideas of others.
  7. Disclosing contacts and information about issues that they receive outside of public meetings, and refraining from seeking or receiving information about quasi-judicial matters outside of the quasi-judicial proceedings themselves.
  8. Treating other advisory boards and advisory board members and the public with respect, and honoring the opinions of others even when they disagree.
  9. Being careful not to reach conclusions on issues until all sides have been heard.
  10. Showing respect for their appointed office and not behaving in ways that reflect badly on the office, the advisory board, Orange County, or the Orange County Board of Commissioners.
  11. Recognizing that they are part of a larger group and acting accordingly.
  12. Recognizing that individual board members are not generally allowed to act on behalf of the board, but may only do so if the board specifically so authorizes, and that the board must take official action as a body.
  13. Being faithful in the performance of the duties of their offices.
  14. Acting as especially responsible residents whom others can trust and respect.
  15. Faithfully attending and preparing for meetings.
  16. Carefully analyzing all credible information that is properly submitted to them, and when applicable, being mindful of the need not to engage in communications outside the meeting in quasi-judicial matters.
  17. Being willing to bear their fair share of the board's workload.
  18. To the extent appropriate, they should be willing to put the board's interests ahead of their own and shall avoid the appearance of a conflict of interest and shall, under no circumstances, use their position on any board for personal gain or profit.
2. Members of the Planning Board, Board of Adjustment, Economic Development Commission, and Board of Equalization and Review shall upon initial appointment, and prior to December 31 annually thereafter, disclose:
1. Any interest he or she or his or her spouse or domestic partner has in real property situated in whole or in part in Orange County and the general description of that property.
  2. Any legal, equitable, beneficial or contractual interest he or she or his or her spouse or domestic partner has in any business, firm or corporation, which is currently doing business with Orange County pursuant to contracts awarded by Orange County, or which is attempting, or has attempted in the past calendar year, to secure the award of a bid from Orange County or the approval of any Board or Agency of Orange County.
  3. Failure to file a disclosure statement setting out the above required information shall result in immediate removal of the member from the applicable board.

**I agree with the Above Statement**

---

**By checking this box I certify that this serves as an electronic version of my signature, for the sole purposes of this form.**

---

I Agree

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Christina Hilliard  
**Name Called:**  
**Home Address:** 2311 Davis Rd  
 Hillsborough NC 27278  
**Phone:** 9194759003  
**Email:** cshilliard@nc.rr.com  
**Year of OC Residence:** 1999  
**Township of Residence:**  
**Zone of Residence:**  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 35-59

### **Community Activities/Organizational Memberships:**

- Orange County Strong member and Advisory Board member-community of volunteers assisting OC residents with various emergent unmet needs; including food supply & acquisition, home necessities, supplies for school children, care kits for foster children, travel to NC communities during crisis for assistance/support
- ARC of the Triangle, member and services volunteer
- Garden Slug member-gardening community focus on education & networking with other gardeners
- NC Board of Pharmacy licensed pharmacist

### **Past Service on Orange County Advisory Boards:**

None

### **Boards/Commissions applied for:**

#### **Board of Health**

##### **Background, education and experience relevant to this board:**

I have been a registered pharmacist for over 27 years and have worked in hospital, inpatient and outpatient clinics, IV admixture, chemotherapy admixture, parenteral nutrition, supervisory and management roles, and retail settings. I also worked briefly in the pharmaceutical industry providing health care provider educational opportunities. I have experience working with geriatric patients, children, and individuals with special needs. I have lived in North Carolina my entire life and have spent the last 31 years in Orange and Durham County working and raising my family. This is my home. I do not have the physical ability to hold down a full-time job due to rheumatoid arthritis, but I am excited to explore this opportunity to lend assistance in shaping the health outcomes of the residents here. I have been the primary caregiver for my own daughter for the last 25 years, cared for my mother during her battle with lung cancer, and helped many friends and neighbors in times of crisis. My own health problems help me recognize how crucial it is for good health outcomes to not only begin at home but to extend throughout the community and school environment.

##### **Reasons for wanting to serve on this board:**

I recognize that it is everyone's responsibility to assist Orange County government in providing services to citizens throughout Orange County. I am not working outside the home currently and would like the opportunity to volunteer and assist in services and areas I have been well trained in providing. I welcome an opportunity to serve Orange County. I have been blessed beyond measure in life with a loving and supportive family as well as good opportunities to advance my education. I would like to give back to my community in a way that is important and meaningful.

**Contribution to the diversity of viewpoints on this board:**

I have worked with many different people throughout my lifetime and cannot say there is any one person with whom I cannot connect or identify with through some small avenue. I like to chew on information to process it from a variety of angles recognizing that nothing is black and white. There are important considerations and consequences in every decision. I am also a creative individual who enjoys thinking outside the box in creating solutions and solving challenging problems.

**Conflict of Interest:**

I have been involved in learning and speaking with OCBOCC and individuals in the Save Hillsborough campaign in regards to the industrial park proposal. I may be personally opposed to this project but it does not supersede any opinions I have in working with other government officials. If anything, I have learned it is vitally important to give back to my community in any way I can. You just happen to have a vacant pharmacist position that I could slide into nicely. I welcome any opportunity to give back to my community and always have. I have the time necessary to commit to the public health board and would enjoy helping fellow Orange County residents in an area I know well.

**Adult Care Home Community Advisory Committee**

**Background, education and experience relevant to this board:**

As a teenager, I worked with the geriatric population at a retirement home for over 4 years, have been a registered pharmacist for almost 30 years and am a mother to 2 adult children, one with special needs. I have been the primary caregiver for my own daughter for the last 25 years and have worked and volunteered as part of the special needs community during much of this time.

**Reasons for wanting to serve on this board:**

I prefer to serve on the Public Health Board in the vacant pharmacist position. However, if I am not chosen for that esteemed position, I think I have a lot of life experience I can bring to this committee. As previously stated, I am not working outside the home currently and would enjoy an opportunity to volunteer and assist in services and areas I know well. I welcome an opportunity to serve Orange County, specifically my local community, in a way that is important and meaningful.

**Contribution to the diversity of viewpoints on this board:**

I have lived in many different towns throughout North Carolina growing up and volunteered and worked with many different individuals throughout my lifetime. I enjoy working with people from all walks of life and appreciate the unique situations individuals have. A good friend referred to me recently as 'The Peacekeeper'. I can relate to young and old, wealthy or poor, and love and appreciate the diversity that makes up this area.

**Conflict of Interest:**

**Boards/Commissions appointments:**

**Other Comments:**

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr. Timothy Ives  
**Name Called:**  
**Home Address:** 5502 Bradshaw Quarry Road  
 Efland NC 27243-9615  
**Phone:** 9195632246  
**Email:** timothy\_ives@med.unc.edu  
**Year of OC Residence:** 1981  
**Township of Residence:** Bingham  
**Zone of Residence:** County  
**Gender Identity:** Male  
**Ethnic Background:** White  
**Age Range:** 60+

### Community Activities/Organizational Memberships:

Chair, UNC System Faculty Assembly.  
 Professor, Eshelman School of Pharmacy, and School of Medicine, UNC-CH  
 North Carolina Association of Pharmacists  
 Member, UNC System Equity Task Force  
 Member, Committee on the Controlled Substances Reporting Advisory Board, North Carolina Department of Health and Human Services, 2005 – present

I can provide far more if needed.

### Past Service on Orange County Advisory Boards:

Board of Health, Orange County Health Department, 1991-2000; Chair (1995-2000).  
 Orange County Home and Community Care Block Grant Advisory Committee (1992-97).  
 Health Department Representative, UNC Hospitals Managed Care Committee (1997-98).

### Boards/Commissions applied for:

#### Board of Health

##### Background, education and experience relevant to this board:

Please see above. I previously served on the board of Health, and have been a practicing pharmacist since 1979.

Doctor of Pharmacy, practicing in ambulatory care.  
 M.P.H., in health policy, from Gillings School of Public Health.  
 Practice experience in managing patients dealing with opioid dependency  
 Service of various state task forces related to public health issues (see above).

##### Reasons for wanting to serve on this board:

To serve Orange County, especially the areas within it that are more likely to be at risk for greater health disparities. Also, to be prepared to address the arising health care issues that our citizens experience.

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Also, you need a pharmacist on the Board, one who knows the health systems in which we live. I owe more to my community, to improve their quality of, as well as the equitable level of living, than I can repay.

**Contribution to the diversity of viewpoints on this board:**

While I both live and work in Orange County, I have been a resident of one of the rural townships, and can offer the perspective of those, of all diverse community groups, who may not be as well served as those who reside in the larger cities of the county.

**Conflict of Interest:**

**Boards/Commissions appointments:**

**Other Comments:**

This application was current on: 8/7/2020 7:48:47 PM

Date Printed: 8/11/2020

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**Volunteer Application**  
**Orange County Advisory Boards and Commissions**

**Name:** Mr Ken Morgan  
**Name Called:**  
**Home Address:** 2720 Buckboard Drive  
Hillsborough NC 27278  
**Phone:** 9192188596  
**Email:** ken@gkmorgan.com  
**Year of OC Residence:** 1982  
**Township of Residence:** Eno  
**Zone of Residence:** County  
**Gender Identity:** Male  
**Ethnic Background:** White  
**Age Range:** 60+

**Community Activities/Organizational Memberships:**

Chapel Hill Rotary Club  
Board of Elections, Precinct Chief Judge  
National Professional Registered Parliamentarian  
Volunteer, Orange Co Sheriff s Office

**Past Service on Orange County Advisory Boards:**

Personnel Advisory Board, 2 terms, past

**Boards/Commissions applied for:**

**Board of Social Services**

**Background, education and experience relevant to this board:**

M.Ed, Adult Education  
40 years experience as nonprofit, association executive  
knowledge of social services

**Reasons for wanting to serve on this board:**

willingness to volunteer to serve the county

**Contribution to the diversity of viewpoints on this board:**

background and experience. willingness to learn more about services provided by the county.

**Conflict of Interest:**

no

**Board of Health****Background, education and experience relevant to this board:**

M.Ed, Adult Education

40 years experience as nonprofit, association executive  
knowledge of social services

**Reasons for wanting to serve on this board:**

willingness to volunteer to serve the county

**Contribution to the diversity of viewpoints on this board:**

non health care professional but knowledge of health care issues.

**Conflict of Interest:**

no

**Boards/Commissions appointments:****Other Comments:**

This application was current on: 4/23/2022 3:11:26 PM

Date Printed: 5/12/2022

## Application Form

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### Profile

Rachel

First Name

Royce

Middle Initial

Last Name

rachel.a.royce@gmail.com

Email Address

225 West King St

Home Address

Suite or Apt

Hillsborough

City

NC

State

27278

Postal Code

Mobile: (919) 260-1573

Primary Phone

### What Township do you live in?

 Hillsborough

### Property Zone

Hillsborough Town Limits

### Community Involvement

I have been involved in many volunteer community efforts. Circle of Welcome for Afghan Refugees - Set up digital tools for the group, helped family move in, held welcome tea to connect them to other Afghani families in the area. Volunteer teaching: Teach Sunday school for the past 10 years. Tutored kindergarten students weekly in the River Park Elementary School in 2013-2014. PORCH - Lead organizer for several years for PORCH where I publicized and collected food items and donations monthly in our downtown neighborhood to help food insecure people in northern Orange County. I delivered these items to Orange Congregations in Mission. Walkable Hillsborough - As a member of Walkable Hillsborough in the early 2000's we organized to advocate and encourage the town to build sidewalks and Riverwalk. We held an annual event to educate the public about making Hillsborough walkable. Voter Registration - Volunteered all over Orange County with non-partisan voter registration drives with You Can Vote and other organizations. Board Member for non-profits: After the Rain, Park Valley Pool 2021 Member: Orange County Beekeepers Association, Eno River Association

### Which Boards would you like to apply for?

Board of Health: Submitted

### Interests & Experiences

### Relevant Experience Board #1

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Trained as an epidemiologist - MPH in environmental epidemiology, PhD in infectious disease epidemiology. Internship at the CA Department of Public Health Worked as a researcher in academia and in other nonprofit organizations in close partnership with local and state health departments in NC and other states to reduce the impact of infectious disease, to design public health interventions, and to evaluate public health initiatives. For the past 30 years I have conducted research on HIV/AIDS, tuberculosis (TB), and reproductive tract infections. I have conducted many evaluations of public health programs and initiatives like the CDC's Community Transformation Grants. Epidemiology and public health work is inherently collaborative. I have extensive experience working in partnership with others in government, academia, and community organizations to solve public health problems. I led the NC site of the CDC funded Tuberculosis Epidemiologic Studies Consortium from 2001-2011. In my professional experience I have written grants and been responsible for managing all aspects of my research including budgets, staffing, human subjects, logistics, community review boards, reporting, and publications. My publications are available at Google Scholar (<https://scholar.google.com/citations?user=a-X4EUoAAAAJ>).

### Reasons Want to Serve Board #1

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I seek to bring together my public health skills and experiences with my community involvement to better the health and well-being of the people of Orange County. I have generally conducted my community work separate from my professional work but I would like to bring those two pieces together by serving on the OC Health Board. Recently, I wrote 3 articles about the covid19 epidemic for the News of Orange (links available on my LinkedIn profile <https://www.linkedin.com/in/rachel-royce/>). At this stage in my life I am not working full time so I have time to help more.

### Diversity of Viewpoints Board #1

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Although infectious pathogens do not discriminate, health disparities figure strongly in who gets infected, tested, becomes sick, receives care, experiences untoward outcomes or recovers fully. For that reason, my work has always dealt with diversity. I have worked with and made substantive contributions to improving the health of several special populations include those described by race, birthplace, class, sexual orientation or gender identity, and individuals involved with substance use. For example, with others, I established the African American Workgroup of the TB Consortium, led the first study of the excess of tuberculosis in the African American community, held a national summit directing attention to the disparity in tuberculosis, and designed and conducted an intervention to address the disparity. My work has given me insight into a diversity of viewpoints and lived experiences.

### Conflict of Interest Board #1

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None

### Relevant Experience Board #2

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### Reasons Want to Serve Board #2

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### Diversity of Viewpoints Board #2

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## Conflict of Interest Board #2

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## Reasons Want to Serve Board #3

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## Relevant Experience Board #3

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## Diversity of Viewpoints Board #3

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## Conflict of Interest Board #3

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## Past Service

---

None to Orange County boards

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## Demographics

We ask your help in assuring diversity of membership by answering the following questions:

### Age Range \*

---

60+

### OC Ethnicity

---

White

### OC Gender Identity

---

Female

---

## Ethics Guidelines

### Ethics Guidelines for Orange County Advisory Boards and Commissions \*

I agree by my signature below that, if appointed, I pledge to comply with the following ethics guidelines for advisory boards and commissions as adopted by the Orange County Board of Commissioners.

- Conflict of Interest
  1. During advisory board meetings, a member shall immediately disclose any potential conflict of interest and request to be excused from voting when he or she has a conflict of interest.
  2. During appeal proceedings, the applicant has the right to question the interest of any voting member. The advisory board chair should consult with the County Attorney or

Rachel Royce

staff attorney on any potential conflict of interest in appeal matters.

3. In determining from existing facts and circumstances whether a conflict of interest exists the determining party shall consider the facts and circumstances as would an ordinary and reasonable person exercising prudence, discretion, intelligence, and due care.

- Gifts

1. An advisory board member shall not directly or indirectly ask, accept, demand, exact, solicit, seek, assign, receive, or agree to receive any gift or honorarium for the advisory board member, or for another person, in return for being influenced in the discharge of the advisory board member's official responsibilities.
2. This section shall not apply to gifts or awards authorized by Orange County Policies, Resolutions, or Ordinances.

- Code of Ethics

1. Advisory board members should act with integrity and with independence from improper influence as they exercise the functions of their offices. Characteristics and behaviors that are consistent with this standard are:
  1. Adhering firmly to a code of sound values.
  2. Behaving consistently and with respect towards everyone with whom they interact.
  3. Exhibiting trustworthiness.
  4. Living as if they are on duty as appointed officials regardless of where they are or what they are doing.
  5. Using their best independent judgment to pursue the common good as they see it, presenting their opinions to all in a reasonable, forthright, consistent manner.
  6. Remaining incorruptible, self-governing, and not subject to improper influence, while at the same time being able to consider the opinions and ideas of others.
  7. Disclosing contacts and information about issues that they receive outside of public meetings, and refraining from seeking or receiving information about quasi-judicial matters outside of the quasi-judicial proceedings themselves.
  8. Treating other advisory boards and advisory board members and the public with respect, and honoring the opinions of others even when they disagree.
  9. Being careful not to reach conclusions on issues until all sides have been heard.
  10. Showing respect for their appointed office and not behaving in ways that reflect badly on the office, the advisory board, Orange County, or the Orange County Board of Commissioners.
  11. Recognizing that they are part of a larger group and acting accordingly.
  12. Recognizing that individual board members are not generally allowed to act on behalf of the board, but may only do so if the board specifically so authorizes, and that the board must take official action as a body.
  13. Being faithful in the performance of the duties of their offices.
  14. Acting as especially responsible residents whom others can trust and respect.
  15. Faithfully attending and preparing for meetings.
  16. Carefully analyzing all credible information that is properly submitted to them, and when applicable, being mindful of the need not to engage in communications outside the meeting in quasi-judicial matters.
  17. Being willing to bear their fair share of the board's workload.
  18. To the extent appropriate, they should be willing to put the board's interests ahead of their own and shall avoid the appearance of a conflict of interest and shall, under no circumstances, use their position on any board for personal gain or profit.
2. Members of the Planning Board, Board of Adjustment, Economic Development Commission, and Board of Equalization and Review shall upon initial appointment, and prior to December 31 annually thereafter, disclose:
  1. Any interest he or she or his or her spouse or domestic partner has in real property situated in whole or in part in Orange County and the general description of that property.

2. Any legal, equitable, beneficial or contractual interest he or she or his or her spouse or domestic partner has in any business, firm or corporation, which is currently doing business with Orange County pursuant to contracts awarded by Orange County, or which is attempting, or has attempted in the past calendar year, to secure the award of a bid from Orange County or the approval of any Board or Agency of Orange County.
3. Failure to file a disclosure statement setting out the above required information shall result in immediate removal of the member from the applicable board.

**I agree with the Above Statement**

---

**By checking this box I certify that this serves as an electronic version of my signature, for the sole purposes of this form.**

---

I Agree

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms Shawnee Seese  
**Name Called:**  
**Home Address:** 959 Burning Maple Ln  
 Mebane NC 27302  
**Phone:** 919-904-8490  
**Email:** shawneeseese@gmail.com  
**Year of OC Residence:** 2016  
**Township of Residence:** Cheeks  
**Zone of Residence:** Town of Mebane City Limits  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 35-59

### Community Activities/Organizational Memberships:

I currently serve as Secretary of the Orange County Board of Elections. I am very active in various non-profit organizations, providing support in organizational development, coalition building and sustainability. The most recent with the Board of Club Nova in Carrboro. I have been asked to be a part of their advisory committees until I am appointed officially in the summer. I mentor young adults attending college in personal development and support them on their journey when I can. I am a global development consultant and work with international organizations and governments as opportunities arise. I have a growing attachment to this community and would welcome any volunteer opportunity to serve.

### Past Service on Orange County Advisory Boards:

Orange County Board of Elections and Human Relations Commission

### Boards/Commissions applied for:

#### Board of Social Services

##### Background, education and experience relevant to this board:

I have over 25 years experience working with communities and special population groups domestically and internationally. My career highlights include increasing awareness and reducing alcohol and substance abuse, teen pregnancy, school dropout, and violence. I've assisted nongovernmental organizations and governments in strategic planning to address critical needs in mental health services expansion, substance abuse services expansion, suicide prevention, improving law enforcement response and even community policing relations, as well as other social issues that contribute to public health.

I've served with the Health Resources and Services Administration since 2010, providing consult work in reviewing major grants addressing vital health and human needs. I have a keen understanding of financial trends within government agencies and how it effects community strategies.

I worked with the President's Task Force on 21st Century Policing in the Obama Administration

and contributed through conducting topic research and synthesized and analyzed thousands of data from verbal and written testimony, contributing to the President's Report.

My education includes a Bachelors degree in management and organizational development, MBA in Finance, and currently a PhD Candidate in Public Policy and Administration scheduled to graduate in Spring of 2020.

**Reasons for wanting to serve on this board:**

I want to serve because I have a responsibility to further the work of human relations, as a member of this community. I believe in empowering people and community groups to make a difference and to ensure that opportunities for personal growth can be achieved. It is an honor to serve my community and I believe my extensive experience in various social justice issues as it often relates to public health and prevention, contributes insight into effective community responses and strategies providing another voice at the table.

**Contribution to the diversity of viewpoints on this board:**

I bring with me 25 years of diverse experience in working with underserved and marginalized population groups in the United States as well as internationally, bringing about awareness and putting forth solutions that address equality and justice. I have also worked within depressed regions with people who are underrepresented and have little resources. i.e. people with disabilities, gender-based violence, alcohol and substance abuse prevention among youth, community policing.

**Conflict of Interest:**

**Board of Health**

**Background, education and experience relevant to this board:**

I have served 25 years in the public health sector serving community interests in the following areas: Rural Health; Substance abuse prevention and recovery; Gender-based violence; community policing; human trafficking; suicide prevention; miscarriage, stillbirth, and newborn baby death; food safety; and government and community relations. I earned a Ph.D. in Public Policy and Administration; MBA in Finance, and a BS degree in Management and Organizational Development. I have served in numerous capacities working internationally and domestically alongside marginalized populations addressing critical issues within individual peers, family, schools, and community domains. I served for over 20 years working with International, Federal, state, local, and foundational and corporate grants either administering them directly, writing and submissions, pre and post-award responsibilities, and as a peer-reviewer on national review boards. I have a very broad perspective of public health and how decisions and policies impact real people on the community level. I bring with me knowledge, experience, and particular skill sets that would add to the positive work being accomplished in Orange County.

**Reasons for wanting to serve on this board:**

My reason for wanting to serve on the Board of Health is to be able to continue to contribute my knowledge, experience, skills, and my hands-on dedication to people, so as to improve the quality of life of those who reside in my community.

**Contribution to the diversity of viewpoints on this board:**

My contributions to the diversity of viewpoints would include my extensive experience internationally and domestically working on the community level. My expertise within the public health sector is community coalition building and sustainability and that also brings extensive knowledge of how communities come together to solve problems and enhance their way of life for the better. It is my hope that I can offer a unique perspective of problem-solving and relationship-building vital to the success of our public health and individual health initiatives.

**Conflict of Interest:**

**Boards/Commissions appointments:****Human Relations Commission**

**Application Date:** 1/10/2020

**Background, education and experience relevant to this board:**

I have over 25 years experience working with communities and special population groups domestically and internationally. My career highlights include increasing awareness and reducing alcohol and substance abuse, teen pregnancy, school dropout, and viole

**Reasons for wanting to serve on this board:**

I want to serve because I have a responsibility to further the work of human relations, as a member of this community. I believe in empowering people and community groups to make a difference and to ensure that opportunities for personal growth can be ac

**Conflict of Interest:****Other Comments:**

**This application was current on:** 7/25/2022

**Date Printed:** 7/27/2022

# Board and Commission Members

## And Vacant Positions

### ***Board of Health***

Meeting Times: 7:00 pm Fourth Wednesday of every month

Contact Person: La Toya Strange & Quintana Stewart

Meeting Place: C.H. & Hillsborough Health Depts. (alternating)

Contact Phone: 919-245-2411

Positions: 11

Length: 3 years

Terms: 3

Description: <div>The Board of Commissioners appoints representatives of specific health-related professions and the general public to this board. &nbsp;It makes policy and is charged with protecting and promoting the public health in Orange County.</div>

#### **Dr. Lee Pickett**

1			First Appointed:	09/17/2019	
Gender Identity:	Female	Township:	Eno	Current Appointment:	05/14/2020
Ethnic Background:	White	Residency Req:		Expiration:	06/30/2023
Age Range:		Special Repr:	Veterinarian	Number of Terms:	1

#### **Dr. Brian Crandell**

2			First Appointed:	10/06/2020	
Gender Identity:	Male	Township:	Eno	Current Appointment:	04/26/2022
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	06/30/2025
Age Range:	35-59	Special Repr:	Pharmacist	Number of Terms:	1

#### **VACANT**

3			First Appointed:		
Gender Identity:		Township:		Current Appointment:	
Ethnic Background:		Residency Req:	At-Large	Expiration:	06/30/2023
Age Range:		Special Repr:	Citizen/Commissioner Appointment	Number of Terms:	

#### **Dr. (Ph.D.) Shielda Rodgers**

4			First Appointed:	05/14/2020	
Gender Identity:	Female	Township:	Eno	Current Appointment:	05/14/2020
Ethnic Background:	African American	Residency Req:	At-Large	Expiration:	06/30/2023
Age Range:	60+	Special Repr:	Nurse	Number of Terms:	1

#### **Dr Bruce Baldwin**

5	<b>Chair</b>		First Appointed:	06/20/2017	
Gender Identity:	Male	Township:	Chapel Hill	Current Appointment:	05/04/2021
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	06/30/2024
Age Range:		Special Repr:	Optometrist	Number of Terms:	2

#### **Dr. Alison Stuebe**

6			First Appointed:	06/18/2019	
Gender Identity:	Female	Township:	Chapel Hill	Current Appointment:	05/04/2021
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	06/30/2024
Age Range:		Special Repr:	Citizen/commissioner appointment	Number of Terms:	1

# Board and Commission Members

## And Vacant Positions

### ***Board of Health***

Meeting Times: 7:00 pm Fourth Wednesday of every month

Contact Person: La Toya Strange &amp; Quintana Stewart

Meeting Place: C.H. &amp; Hillsborough Health Depts. (alternating)

Contact Phone: 919-245-2411

Positions: 11

Length: 3 years

Terms: 3

#### **Tony Whitaker**

7

Gender Identity: Male

Township: Hillsborough

First Appointed: 10/05/2021

Ethnic Background: White

Residency Req: At-Large

Current Appointment: 10/05/2021

Age Range: 35-59

Special Repr: Professional Engineer

Expiration: 06/30/2024

Number of Terms: 1

#### **Keith Bagby**

8 Vice-Chair

Gender Identity: Male

Township: Hillsborough

First Appointed: 05/15/2018

Ethnic Background: African American

Residency Req: At-Large

Current Appointment: 05/04/2021

Age Range:

Special Repr: Citizen/Commissioner Appointment

Expiration: 06/30/2024

Number of Terms: 2

#### **VACANT**

9

Gender Identity:

Township:

First Appointed:

Ethnic Background:

Residency Req: At-Large

Current Appointment:

Age Range:

Special Repr: Dentist

Expiration: 06/30/2025

Number of Terms:

#### **Dr Aparna Jonnal**

10

Gender Identity: Female

Township: Hillsborough

First Appointed: 06/18/2019

Ethnic Background: Asian American

Residency Req: At-Large

Current Appointment: 04/26/2022

Age Range:

Special Repr: Physician

Expiration: 06/30/2025

Number of Terms: 2

#### **Jean Hamilton**

11

Gender Identity: Female

Township: Chapel Hill

First Appointed: 12/15/2020

Ethnic Background: African American

Residency Req: At-Large

Current Appointment: 12/14/2021

Age Range:

Special Repr: B.O.C.C.

Expiration: 12/31/2022

Number of Terms:

# Applicant Interest Listing

by Board Name and by Applicant Name

## ***Board of Health***

Contact Person: La Toya Strange & Quintana Ste  
Contact Phone: 919-245-2411

### Dr. Johanna Birckmayer

Gender Identity: Female

Date Applied: 02/17/2022

Ethnic Background: White

Township: Hillsborough

Age Range: 60+

Zone of Residence: Hillsborough Town Limits

Also Serves On:

### Christina Hilliard

Gender Identity: Female

Date Applied: 10/02/2020

Ethnic Background: White

Township: Bingham

Age Range: 35-59

Zone of Residence: County

Also Serves On:

### Dr. Timothy Ives

Gender Identity: Male

Date Applied: 08/07/2020

Ethnic Background: White

Township: Bingham

Age Range: 60+

Zone of Residence: County

Also Serves On:

### Dr. Alessandra Lowery

Gender Identity: Female

Date Applied: 06/20/2022

Ethnic Background: African American

Township: Chapel Hill

Age Range: 35-59

Zone of Residence: Carrboro City Limits

Also Serves On:

### Mr Ken Morgan

Gender Identity: Male

Date Applied: 04/23/2022

Ethnic Background: White

Township: Eno

Age Range: 60+

Zone of Residence: County

Also Serves On:

### Rachel Royce

Gender Identity: Female

Date Applied: 02/24/2022

Ethnic Background: White

Township: Hillsborough

Age Range: 60+

Zone of Residence: Hillsborough Town Limits

Also Serves On:

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# Applicant Interest Listing

by Board Name and by Applicant Name

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## ***Board of Health***

Contact Person: La Toya Strange & Quintana Ste  
Contact Phone: 919-245-2411

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Ms Shawnee Seese

Gender Identity: Female

Date Applied: 07/25/2022

Ethnic Background: White

Township: Cheeks

Age Range: 35-59

Zone of Residence: Town of Mebane City Limits

Also Serves On: Human Relations Commission

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**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** September 13, 2022

**Action Agenda  
Item No. 6**

**SUBJECT:** Commission for the Environment – Appointments Discussion

**DEPARTMENT:** Board of Commissioners

**ATTACHMENT(S):**

Recommendations  
Member and Applicant Summary Sheet  
Applications for Persons Recommended  
Applications of Other Applicants  
Membership Roster  
Applicant Interest List

**INFORMATION CONTACT:**

Clerk's Office, 919-245-2130

**PURPOSE:** To consider appointments to the Commission for the Environment.

**BACKGROUND:** The Commission for the Environment advises the Board of Commissioners on matters affecting the environment with particular emphasis on protection. It educates the public and local officials on environmental issues and performs special studies and projects. It also recommends environmental initiatives and study changes in environmental science and local and federal regulations.

The Board of County Commissioners appoints all 15 members, including 10 At-Large members and 5 members with expertise in specific fields.

The following individuals are recommended for Board consideration:

<b>NAME</b>	<b>POSITION DESCRIPTION</b>	<b>TYPE OF APPOINTMENT TERM</b>	<b>EXPIRATION DATE</b>
Geneva Gray	Air Quality	Partial Term	12/31/2022
Mark Randall	Engineering	First Full Term	12/31/2024
Regina Baratta	At-Large	First Full Term	12/31/2024

If the individuals listed above are appointed, the following vacancy remains:

<b>POSITION DESIGNATION</b>	<b>EXPIRATION DATE</b>	<b>VACANCY INFORMATION</b>
At-Large	12/31/2022	<b>Vacant since 07/06/2022.</b>

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

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

- **GOAL: 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:** There is no Orange County Environmental Responsibility Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends that the Board discuss appointments to the Commission for the Environment.



Department of Environment,  
Agriculture, Parks & Recreation

August 9, 2022

Ms. Laura Jensen  
Clerk to the Board of County Commissioners  
200 South Cameron Street  
Hillsborough, NC 27278

Dear Ms. Jensen:

The Commission for the Environment (CFE) currently has three vacancies. After reviewing the current list of applicants, the CFE would like to recommend the following individuals for appointment to the vacant positions: **Mark Randall** to position #12 (Engineering), **Geneva Gray** to position #2 (Air Quality), and **Regina Baratta** to position #13 (At Large). The CFE would benefit greatly from the background of these applicants.

**Carrie Fletcher** was in position #8 (At Large) and has expressed interest in resigning from the CFE but never submitted the written resignation despite claiming to by email. She has missed the last four consecutive meetings so the CFE voted at the August 8<sup>th</sup> meeting to recommend her removal from the CFE by the Board of County Commissioners. The CFE would like to leave her position open at this time in order to continue their outreach efforts to bring diversity to the board.

Sincerely,  
*Kim Piracci*

Kim Piracci  
Chair, Commission for the Environment

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**NATURAL and CULTURAL RESOURCES DIVISION**

Orange County Department of Environment, Agriculture, Parks & Recreation  
PO Box 8181, Hillsborough, NC 27278  
Phone: (919) 245-2510 Fax: (919) 644-3351

Commission for the Environment Board Members and Applicants						
Name	Member or Applicant?	Gender Identity	Race/Ethnic Background	Age Range	Township	Also Serves on
Bill Ward	Member	Male	White		Chapel Hill	
Elizabeth McWhorter	Member	Female	White		Little River	
Francis Binkowski	Member	Male	White	60+	Chapel Hill	
James Eichel	Member	Male	White		Chapel Hill	
Jane Harris	Applicant	Female	African American	35-59	Chapel Hill	
Jaya Nair	Member	Female	Asian American	35-59	Chapel Hill	
Jessie L. Birkhead	Applicant	Female	White	18-34	Little River	
Kim Livingston	Member	Female	White	35-59	Chapel Hill	
Kim Piracci	Member	Female	White		Eno	
Kristie Mather	Member	Female	White	35-59	Chapel Hill	
Veronica Beattie	Member	Female	White	18-34	Hillsborough	
VACANT						
VACANT						
VACANT						
VACANT						
Andrea Zimmerman	Applicant	Female	White	35-59	Chapel Hill	
Christopher Austin	Applicant	Male	White	18-34	Hillsborough	
David Mcnelis	Applicant	Male	White	60+	Chapel Hill	
Erik Lensch	Applicant	Male	White	35-59	Bingham	
Frank Princiotta	Applicant	Male	White	60+	Chapel Hill	
Geneva Gray	Applicant	Female	White	18-34	Hillsborough	
Mark Randall	Applicant	Male	White	60+	Cedar Grove	
Regina Baratta	Applicant	Female	White	35-59	Hillsborough	
Victor Lancaster	Applicant	Male	White	60+	Chapel Hill	
William Horowitz	Applicant	Male	White	35-59	Chapel Hill	

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Geneva Gray  
**Name Called:**  
**Home Address:** 118 Bonaparte Dr.  
 Hillsborough NC 27278  
**Phone:** 910-322-1104  
**Email:** GenevaEly@gmail.com

### Year of OC Residence:

**Township of Residence:** Hillsborough  
**Zone of Residence:** Town of Hillsborough  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 18-34

### Community Activities/Organizational Memberships:

PTAC Member for Hawfields Child Development Center in Mebane, NC Member of American Meteorological Society Member of American Geological Union

### Past Service on Orange County Advisory Boards:

N/A

### Boards/Commissions applied for:

#### Commission for the Environment

##### Background, education and experience relevant to this board:

Summary: I am an early career professional who researches in the fields of climate change, air quality, extreme precipitation, and atmospheric sciences. My day-to-day research activities are rooted in environmental issues the commission addresses. I have served on several boards at in the university system, but never one with an environmental focus. I am eager to merge my passions for volunteering and the environment. Relevant Employment Experience: 2012-2017 Researcher at the State Climate Office of North Carolina Education: In Progress: PhD Candidate in Atmospheric Sciences from NCSU (expected Spring 2023) M.S. Atmospheric Sciences from NCSU 2018 B.S. Meteorology from NCSU 2014 B.S. Environmental Science (Air Quality) from NCSU 2014 Background: 2019-Present Oak Ridge Institute Science and Education Fellow 2018-2020 National Science Foundation Urban Extremes Fellow 2015-2016 Global Change Fellow at Southeast Climate Adaptation Science Center

##### Reasons for wanting to serve on this board:

Orange County has been my home for 8 years. I have two young children, with one starting public school in the fall of 2022. I am at a reflection point as I finish a PhD in Atmospheric Sciences. I feel a strong need to give back to the community that is doing so much to shape and care for my young family. My expertise in air quality, meteorology, and environmental sciences is best suited for the Commission for the Environment.

##### Contribution to the diversity of viewpoints on this board:

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The current membership roster does not include someone with a speciality in air quality. As an atmospheric scientist with training in the physics, chemistry, and political science of air quality, I would add a unique perspective to environmental issues. My scientific training has taught me to be respectful of individuals with different life experience and view points, which I believe is critical in serving on a commission as important as the commission for the environment. I also believe my status as an early career scientist, mother, and first generation college graduate will add diversity to the viewpoints within the commission.

**Conflict of Interest:**

My current duty station is at the RTP campus of the Environmental Protection Agency. I am not an employee of the EPA, I simply report there to do contracted research as part of my doctoral training.

**Boards/Commissions appointments:****Other Comments:**

This application was current on: 5/13/2022 3:04:46 PM

Date Printed: 5/18/2022

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr Mark Randall  
**Name Called:**  
**Home Address:** 720 Lakeview Dr  
Cedar Grove NC 27231  
**Phone:** 9105206302  
**Email:** Mdrandall@bellsouth.net

**Year of OC Residence:** 2022

**Township of Residence:** Cedar Grove

**Zone of Residence:** County

**Gender Identity:** Male

**Ethnic Background:** White

**Age Range:** 60+

**Community Activities/Organizational Memberships:**  
None

**Past Service on Orange County Advisory Boards:**  
None

### Boards/Commissions applied for:

#### Commission for the Environment

##### Background, education and experience relevant to this board:

BS Natural Resources

BA chemistry

Graduate Degree Business

Worked in environmental Testing 30+ years

Owned and operated Analytical Testing Lab 15+ years

##### Reasons for wanting to serve on this board:

Want to be involved in community

##### Contribution to the diversity of viewpoints on this board:

Bring small business point of view

Bring environmental understanding regarding drinking water ground water etc

##### Conflict of Interest:

### Boards/Commissions appointments:

### Other Comments:

This application was current on: 7/18/2022 4:53:44 PM

Date Printed: 7/19/2022

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Regina Baratta  
**Name Called:**  
**Home Address:** 314 West Margaret Lane  
 Hillsborough NC 27278  
**Phone:** 9199230277  
**Email:** rtbaratta@msn.com  
**Year of OC Residence:** 1996  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Town of Hillsborough  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 35-59

### Community Activities/Organizational Memberships:

I coach Science Olympiad at my school (Smith Middle in Chapel Hill) and am a teacher sponsor for the upcoming Robotics Club.

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Commission for the Environment

##### Background, education and experience relevant to this board:

I am a middle school science teacher with 25 years of experience. I have a B.S in biology and am an Energy Literacy Fellow (through UNC s School of the Environment). I m very interested in environmental and energy issues and believe I would bring an objective viewpoint and an educator s insight on how to reach and teach a wide audience.

##### Reasons for wanting to serve on this board:

I would like to understand the county s environmental policies and would like to help educate other s on these policies so everyone can have a voice in our county s future environmental decisions. I have written grant proposals and managed school activity accounts so I feel I could be helpful reviewing and recommending funding initiatives.

##### Contribution to the diversity of viewpoints on this board:

I feel that my teaching experience and interest in environmental issues would stay focused on the current science, practical actions and solutions, and how our actions may impact future generations. As a teacher, I m especially concerned about protecting our resources for future generations and am familiar with the despair many kids feel about our future climate. I also know they have skills and talents they can bring to the table. I would look for ways that would engage the our youth so they could take part in meaningful actions

##### Conflict of Interest:

### Boards/Commissions appointments:

**Other Comments:**

This application was current on: 5/30/2022 1:45:08 PM

**Date Printed:** 9/2/2022

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**Volunteer Application**  
**Orange County Advisory Boards and Commissions**

**Name:** Christopher Austin  
**Name Called:**  
**Home Address:** 2212 Woodbury Dr.  
Hillsborough NC 27278  
**Phone:** 9196248763  
**Email:** c.austin0310@gmail.com  
**Year of OC Residence:** 2015  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough Town Limits  
**Gender Identity:** Male  
**Ethnic Background:** White  
**Age Range:** 18-34

**Community Activities/Organizational Memberships:**

I live in Beckett s Ridge community in Hillsborough and serve on the HOA Board as secretary and architectural chair.

**Past Service on Orange County Advisory Boards:**

None

**Boards/Commissions applied for:**

**BOCC Elections Advisory Group**

**Background, education and experience relevant to this board:**

I live in Orange county and am a voter.

**Reasons for wanting to serve on this board:**

To serve the community and donate my time.

**Contribution to the diversity of viewpoints on this board:**

Every individual provides an independent perspective

**Conflict of Interest:**

**Commission for the Environment****Background, education and experience relevant to this board:**

Chemical Engineering degree from NC state. Able to understand and interpret technical data, chemical impact, etc.

**Reasons for wanting to serve on this board:**

To serve the community and donate my time.

**Contribution to the diversity of viewpoints on this board:**

Same as above

**Conflict of Interest:****Orange County Parks and Recreation Council****Background, education and experience relevant to this board:**

44

**Reasons for wanting to serve on this board:**

I live in orange county and use the parks and rec facilities and amenities. I also have a child who will be using them when she is older.

**Contribution to the diversity of viewpoints on this board:**

To serve the community and donate my time.

**Conflict of Interest:**

Same as above.

**Boards/Commissions appointments:****Other Comments:**

This application was current on: 11/3/2020 9:22:28 AM

Date Printed: 2/24/2021

## Application Form

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### Profile

William

First Name

Horowitz

Last Name

billhorowitz@gmail.com

Email Address

611 hollow ct

Home Address

Suite or Apt

Chapel hill

City

NC

State

27516

Postal Code

Mobile: (919) 802-9993

Primary Phone

### What Township do you live in?

Chapel Hill

### Property Zone

County-Rural Buffer

### Community Involvement

---

### Which Boards would you like to apply for?

Chapel Hill Parks, Greenways and Recreation Commission: Submitted

Commission for the Environment: Submitted

Economic Development Advisory Board (REQUIRES DISCLOSURE STATEMENT): Submitted

---

### Interests & Experiences

#### Relevant Experience Board #1

I'm currently a commercial property manager with 20 years experience working with budgets etc and President of Master Association board tha comprises a local park and dog park n Boynton Beach, FL I will be resigning shortly.

#### Reasons Want to Serve Board #1

I'm a resident of chapel hill with a small child and want to contribute to making our park system better.

**Diversity of Viewpoints Board #1**

---

Not sure what the of current view points of board

**Conflict of Interest Board #1**

---

None

**Relevant Experience Board #2**

---

I'm currently a commercial property manager with 20 years experience working with budgets etc and understand the pressure to make smart environmental decisions with limited resources..

**Reasons Want to Serve Board #2**

---

To improve my community and make it more enjoyable and habitable.

**Diversity of Viewpoints Board #2**

---

Not sure what the of current view points of board

**Conflict of Interest Board #2**

---

None

**Reasons Want to Serve Board #3**

---

I want to make sure my community has all the benefits possible

**Relevant Experience Board #3**

---

I'm currently a commercial property manager with 20 years experience working with budgets etc and President of Master Association board tha comprises a local park and dog park n Boynton Beach, FL I will be resigning shortly.

**Diversity of Viewpoints Board #3**

---

Not sure what the of current view points of board

**Conflict of Interest Board #3**

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None

**Past Service**

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None

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**Demographics**

We ask your help in assuring diversity of membership by answering the following questions:

**Age Range \*** 35-59**OC Ethnicity** White**OC Gender Identity** Male

---

**Ethics Guidelines****Ethics Guidelines for Orange County Advisory Boards and Commissions \***

I agree by my signature below that, if appointed, I pledge to comply with the following ethics guidelines for advisory boards and commissions as adopted by the Orange County Board of Commissioners.

- Conflict of Interest
  1. During advisory board meetings, a member shall immediately disclose any potential conflict of interest and request to be excused from voting when he or she has a conflict of interest.
  2. During appeal proceedings, the applicant has the right to question the interest of any voting member. The advisory board chair should consult with the County Attorney or staff attorney on any potential conflict of interest in appeal matters.
  3. In determining from existing facts and circumstances whether a conflict of interest exists the determining party shall consider the facts and circumstances as would an ordinary and reasonable person exercising prudence, discretion, intelligence, and due care.
- Gifts
  1. An advisory board member shall not directly or indirectly ask, accept, demand, exact, solicit, seek, assign, receive, or agree to receive any gift or honorarium for the advisory board member, or for another person, in return for being influenced in the discharge of the advisory board member's official responsibilities.
  2. This section shall not apply to gifts or awards authorized by Orange County Policies, Resolutions, or Ordinances.
- Code of Ethics
  1. Advisory board members should act with integrity and with independence from improper influence as they exercise the functions of their offices. Characteristics and behaviors that are consistent with this standard are:
    1. Adhering firmly to a code of sound values.
    2. Behaving consistently and with respect towards everyone with whom they interact.
    3. Exhibiting trustworthiness.
    4. Living as if they are on duty as appointed officials regardless of where they are or what they are doing.
    5. Using their best independent judgment to pursue the common good as they see it, presenting their opinions to all in a reasonable, forthright, consistent manner.
    6. Remaining incorruptible, self-governing, and not subject to improper influence, while at the same time being able to consider the opinions and ideas of others.
    7. Disclosing contacts and information about issues that they receive outside of public meetings, and refraining from seeking or receiving information about quasi-judicial

- matters outside of the quasi-judicial proceedings themselves.
8. Treating other advisory boards and advisory board members and the public with respect, and honoring the opinions of others even when they disagree.
  9. Being careful not to reach conclusions on issues until all sides have been heard.
  10. Showing respect for their appointed office and not behaving in ways that reflect badly on the office, the advisory board, Orange County, or the Orange County Board of Commissioners.
  11. Recognizing that they are part of a larger group and acting accordingly.
  12. Recognizing that individual board members are not generally allowed to act on behalf of the board, but may only do so if the board specifically so authorizes, and that the board must take official action as a body.
  13. Being faithful in the performance of the duties of their offices.
  14. Acting as especially responsible residents whom others can trust and respect.
  15. Faithfully attending and preparing for meetings.
  16. Carefully analyzing all credible information that is properly submitted to them, and when applicable, being mindful of the need not to engage in communications outside the meeting in quasi-judicial matters.
  17. Being willing to bear their fair share of the board's workload.
  18. To the extent appropriate, they should be willing to put the board's interests ahead of their own and shall avoid the appearance of a conflict of interest and shall, under no circumstances, use their position on any board for personal gain or profit.
2. Members of the Planning Board, Board of Adjustment, Economic Development Commission, and Board of Equalization and Review shall upon initial appointment, and prior to December 31 annually thereafter, disclose:
1. Any interest he or she or his or her spouse or domestic partner has in real property situated in whole or in part in Orange County and the general description of that property.
  2. Any legal, equitable, beneficial or contractual interest he or she or his or her spouse or domestic partner has in any business, firm or corporation, which is currently doing business with Orange County pursuant to contracts awarded by Orange County, or which is attempting, or has attempted in the past calendar year, to secure the award of a bid from Orange County or the approval of any Board or Agency of Orange County.
  3. Failure to file a disclosure statement setting out the above required information shall result in immediate removal of the member from the applicable board.

**I agree with the Above Statement**

---

**By checking this box I certify that this serves as an electronic version of my signature, for the sole purposes of this form.**

---

I Agree

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Victor Lancaster  
**Name Called:**  
**Home Address:** 1904 White Plains Rd.  
 Chapel Hill NC 27517  
**Phone:** 919-441-2382  
**Email:** vrlan@aol.com  
**Year of OC Residence:** 2011  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** C.H. City Limits  
**Gender Identity:** Male  
**Ethnic Background:** White  
**Age Range:** 60+

**Community Activities/Organizational Memberships:**  
 none

**Past Service on Orange County Advisory Boards:**  
 Candidate for CH planning commission

### Boards/Commissions applied for:

#### Commission for the Environment

##### Background, education and experience relevant to this board:

I have an extensive background working as director and member of cross functional teams for the development of products or services with several years training for this type of environment. Furthermore, I was engineering lead for 3 cogeneration facility feasibility studies, directed the installation of a cogeneration system for Paul Masson Winery in Saratoga CA, performed HVAC system facility study at USAF Hospital in Marysville, CA and Certified Energy Auditor with CA, CEC.

##### EDUCATION, PATENTS & PUBLICATIONS

Master of Science, Mechanical Engineering, University of Santa Clara  
 Bachelor of Science, Mechanical Engineering, San Jose State University  
 Registered Professional Mechanical Engineer, M-20947, Certified Energy Auditor & Toastmaster.  
 Liquid Chromatography Column, US patent 6,171,486.  
 Chromatography Media Packing System, 08/970.286.

##### Reasons for wanting to serve on this board:

Because climate change is real and becoming more of a crisis situation. My goals would be to prepare Orange county for this coming situation and guide the preparedness of this eventuality.

##### Contribution to the diversity of viewpoints on this board:

By seeking out current ways to improve the environment by reduce impacts to the environment of existing practices and policies and suggest more environmentally compatible policies.

##### Conflict of Interest:

**Boards/Commissions appointments:****Other Comments:**

This application was current on: 8/25/2022 1:00:12 PM

**Date Printed:** 8/29/2022

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Erik Lensch  
**Name Called:**  
**Home Address:** 8591 Pickards Meadow Rd.  
 Chapel Hill NC 27516  
**Phone:** 9196368320  
**Email:** erik.lensch@leyline-energy.com  
**Year of OC Residence:** 2011  
**Township of Residence:** Bingham  
**Zone of Residence:** County  
**Gender Identity:** Male  
**Ethnic Background:** white  
**Age Range:** 35-59

### Community Activities/Organizational Memberships:

UNC Board of Visitors

### Past Service on Orange County Advisory Boards:

None, this would be my first Orange County volunteer role

### Boards/Commissions applied for:

#### Commission for the Environment

##### Background, education and experience relevant to this board:

I have owned a solar energy construction, development and financing business for 13 years. My current company provides capital and development services for solar, biogas, battery storage, and other renewable and sustainable infrastructure projects. I am an active member of the NC Sustainable Energy Assoc and the Renewable Natural Gas Coalition.

##### Reasons for wanting to serve on this board:

I have dedicated the last 13 years of my life to helping reduce greenhouse gas emissions by accelerating the adoption of solar energy through multiple renewable energy businesses. My family and I live in a solar-powered, energy efficient home in rural Orange County and I want to give back to my local community. I want to use my business and personal experience, and my passion for a cleaner environment, to help improve the lives of those living in and around the county that I love and call home.

##### Contribution to the diversity of viewpoints on this board:

I have been actively developing, building, and financing solar and biogas projects since 2007. I founded Leyline in 2017 to focus on providing capital for renewable energy projects at the most critical time – during a project's development. Because we come in and provide much needed funding in the early stages of a project I am in a unique position to see a lot of different types of commercially viable technologies and solutions to reduce greenhouse gas emissions (solar, biogas, CO2 capture/sequestration, battery storage, small hydroelectric, fuels cells, and waste to value projects, to name a few).

I would contribute to the diversity of viewpoints by bringing a perspective that is focused on understanding the types of projects and solutions that work today, are financeable, and are

being deployed at a rapid pace to reduce our carbon footprint. I see project opportunities in CA, the Midwest, Pacific Northwest, the northeast and south, as well as Canada and western Europe. So I would bring a national and international perspective, what is being done in other communities around the US. I bring a project financing point of view – what cannot get financed won't get built, and what won't get built won't help us slow down global warming.

I am passionate about reducing our carbon footprint and my company only finances projects that seek to achieve this goal. My dad had a solar energy business back in the late seventies and early 80's. I like to say that he was 30 years ahead of his time, and we don't have the luxury of waiting another 30 years to create lasting, positive change.

**Conflict of Interest:**

**Boards/Commissions appointments:**

**Other Comments:**

**This application was current on:** 1/3/2020

**Date Printed:** 1/3/2020

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** David N. Mcnelis  
**Name Called:**  
**Home Address:** 140 W. Franklin St.  
 Chapel Hill NC 27516  
**Phone:** 919-225-7522  
**Email:** mcnelis74@gmail.com

**Year of OC Residence:**

**Township of Residence:** Chapel Hill  
**Zone of Residence:** C.H. City Limits  
**Gender Identity:** Male  
**Ethnic Background:** White  
**Age Range:** 60+

**Community Activities/Organizational Memberships:**

Lineberger Cancer Center 3 Boards/Committees American Nuclear Society Member, CS  
 HOA Board of Directors All Current

**Past Service on Orange County Advisory Boards:**

None

**Boards/Commissions applied for:**

**Commission for the Environment**

**Background, education and experience relevant to this board:**

PhD (UNC) Environmental Sciences and Engineering Professor, Energy and the Environment,  
 UNC 1997-2019 Environmental Protection Agency 11 years

**Reasons for wanting to serve on this board:**

Background and experience Interest

**Contribution to the diversity of viewpoints on this board:**

Professor at UNC-CH teaching environmental and energy courses for over 20 years

**Conflict of Interest:**

None

**Boards/Commissions appointments:**

**Other Comments:**

This application was current on: 5/29/2021

Date Printed: 5/25/2022

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Frank Princiotta  
**Name Called:**  
**Home Address:** 100 Longwood Drive  
 Chapel Hill NC 27514  
**Phone:** 919-408-0796  
**Email:** fprinciotta@msn.com  
**Year of OC Residence:** 1980  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** County  
**Gender Identity:** Male  
**Ethnic Background:** white  
**Age Range:** 60+

### Community Activities/Organizational Memberships:

Part time Instructor at Duke Osher Lifetime Learning Institute focusing on climate change, give presentations on the climate change challenge at retirement centers, technical societies, NC Science Museum

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Commission for the Environment

##### Background, education and experience relevant to this board:

A chemical and nuclear engineer who retired as a Senior Executive at the US Environmental Protection Agency with expertise in global climate change mitigation and air pollution control. See my recent climate change paper <https://www.cambridge.org/core/journals/mrs-energy-and-sustainability/article/we-are-losing-the-climate-change-mitigation-challenge-is-it-too-late-to-recover/7EABEBD608FC3C651FE75931B19E7157/core-reader>

##### Reasons for wanting to serve on this board:

I wish to assist the county in moving toward a low carbon future

##### Contribution to the diversity of viewpoints on this board:

-I have studied the global climate challenge in depth, read my paper: <https://www.cambridge.org/core/journals/mrs-energy-and-sustainability/article/we-are-losing-the-climate-change-mitigation-challenge-is-it-too-late-to-recover/7EABEBD608FC3C651FE75931B19E7157/core-reader>)

I have concluded the following:

- The climate challenge is daunting and will require all the countries of the world to drastically reduce emissions of Greenhouse Gases (GHGs) within the next 5-10 years.
- If we don't, the impacts in mid and especially later this century will be severe. Violent weather, droughts, flooding are key impacts that Orange County will have to deal with.
- It should be remembered that current U.S. emissions are only about 16% of the global total and Orange county's under 0.2 % of the global total.

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-Note that not just CO2 but methane and nitrous oxide emissions need to be reduced dramatically as well; this is not possible without fundamental changes in our meat-based diets.

So if appointed to the board I will argue that preparing for what are likely to be serious climate impacts should be a top priority, also known as adaptation. Of course we need make decisions at the county and household levels to reduce our GHG footprint. We also need to encourage Electric Utilities to decarbonize their power generation systems as soon as possible. I am well versed on these issues as well.

Let me know if additional information would be helpful.

**Conflict of Interest:**

**Boards/Commissions appointments:**

**Other Comments:**

**This application was current on:** 12/30/2019

**Date Printed:** 12/31/2019

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Andrea Zimmerman  
**Name Called:**  
**Home Address:** 1812 MCLENNANS FARM RD  
 CHAPEL HILL, NC NC 27516  
**Phone:** 9192593741  
**Email:** zimmermanandrea@yahoo.com  
**Year of OC Residence:** 2020  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** County  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 35-59

### Community Activities/Organizational Memberships:

Advisory Board member at Unify Athletics serving Durham, Chapel Hill/Carrboro, and Hillsborough communities.

Member of Carrboro Run Club

Donor/member of the following local/NC organizations:

Food Bank of Central & Eastern NC  
 NC Herpetological Society  
 NC PTA Congress  
 Friends of Orange County Animal Shelter  
 Ronald McDonald House of Chapel Hill  
 United Way of Greater Triangle  
 Boys and Girls clubs of Durham and Orange Counties  
 Blue Ridge Conservancy  
 Bald Head Island Conservancy

### Past Service on Orange County Advisory Boards:

None as of yet.

### Boards/Commissions applied for:

#### Commission for the Environment

##### Background, education and experience relevant to this board:

I am an advocate for the environment and wish to move the agenda forward for the protection and longevity of our natural resources for future generations. I hold a BS and MS in science and past experience focused on environmental research and life sciences, as well as sustainability. I also hold a MBA degree and have worked within and with various global organizations and

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collaborated and led a number of successful projects where sound decision making, ideation, project execution, cross functional collaboration/communication were key.

**Reasons for wanting to serve on this board:**

As mentioned above, I am an advocate for the environment and wish to move the agenda forward for the protection and longevity of our natural resources for future generations.

**Contribution to the diversity of viewpoints on this board:**

While I may have my own viewpoints, which I would diplomatically share, I also realize I may not always have the full perspective, that said, I welcome and value the diversity of other viewpoints. I believe it is important to listen and seek understanding to find common ground and learning--all necessary for cohesiveness and proper decision making.

**Conflict of Interest:**

**Chapel Hill Parks, Greenways and Recreation Commission**

**Background, education and experience relevant to this board:**

I am an advocate for the environment and wish to move the agenda forward for the protection and longevity of our natural resources for future generations. I hold a BS and MS in science and past experience focused on environmental research and life sciences, as well as sustainability. I also hold a MBA degree and have worked within and with various global organizations and collaborated and led a number of successful projects where sound decision making, ideation, project execution, cross functional collaboration/communication are key.

**Reasons for wanting to serve on this board:**

As mentioned above, I am an advocate for the environment and wish to move the agenda forward for the protection and longevity of our natural resources for future generations.

**Contribution to the diversity of viewpoints on this board:**

While I may have my own viewpoints, which I would diplomatically share, I also realize I may not always have the full perspective, that said, I welcome and value the diversity of other viewpoints. I believe it is important to listen and seek understanding to find common ground and learning--all necessary for cohesiveness and proper decision making.

**Conflict of Interest:**

**Orange County Parks and Recreation Council****Background, education and experience relevant to this board:**

44

**Reasons for wanting to serve on this board:**

I am an advocate for the environment and wish to move the agenda forward for the protection and longevity of our natural resources for future generations. I hold a BS and MS in science and past experience focused on environmental research and life sciences, as well as sustainability. I also hold a MBA degree and have worked within and with various global organizations and collaborated and led a number of successful projects where sound decision making, ideation, project execution, cross functional collaboration/communication are key.

**Contribution to the diversity of viewpoints on this board:**

As mentioned above, I am an advocate for the environment and wish to move the agenda forward for the protection and longevity of our natural resources for future generations.

**Conflict of Interest:**

While I may have my own viewpoints, which I would diplomatically share, I also realize I may not always have the full perspective, that said, I welcome and value the diversity of other viewpoints. I believe it is important to listen and seek understanding to find common ground and learning--all necessary for cohesiveness and proper decision making.

**Boards/Commissions appointments:****Other Comments:**

This application was current on: 7/11/2022 12:53:03 PM

Date Printed: 7/12/2022

# Board and Commission Members

## And Vacant Positions

### *Commission for the Environment*

Meeting Times: 7:00 pm Second Monday of every month

Contact Person: Wesley Poole & Kalani Allen

Meeting Place: Bonnie B. Davis Environment & Agricultural Center

Contact Phone: 919-245-2522

Positions: 15

Length: 3 years

Terms: 2

Description: All members are appointed by the Board of Commissioners. This commission advises the Board of Commissioners on matters affecting the environment with particular emphasis on protection. It educates public and local officials on environmental issues and performs special studies and projects. It also recommends environmental initiatives and study changes in environmental science and local and federal regulations.

#### Dr. Kristie Mather

1				First Appointed:	03/16/2021
Gender Identity:	Female	Township:	Chapel Hill	Current Appointment:	03/16/2021
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	12/31/2023
Age Range:	35-59	Special Repr:		Number of Terms:	1

#### VACANT

2				First Appointed:	
Gender Identity:		Township:		Current Appointment:	
Ethnic Background:		Residency Req:	At-Large	Expiration:	12/31/2022
Age Range:		Special Repr:	Air Quality	Number of Terms:	

#### Mrs. Kim Livingston

3				First Appointed:	03/10/2020
Gender Identity:	Female	Township:	Chapel Hill	Current Appointment:	12/07/2020
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	12/31/2023
Age Range:	35-59	Special Repr:	At-Large - Formerly Land Resources	Number of Terms:	1

#### Dr Bill Ward

4				First Appointed:	11/02/2017
Gender Identity:	Male	Township:	Chapel Hill	Current Appointment:	03/10/2020
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	12/31/2022
Age Range:		Special Repr:	Biological Resources	Number of Terms:	2

#### Ms Elizabeth McWhorter

5				First Appointed:	03/10/2020
Gender Identity:	Female	Township:	Little River	Current Appointment:	12/06/2021
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	12/31/2024
Age Range:		Special Repr:	Water Resources	Number of Terms:	1

#### Mr Taylor Oakley

6				First Appointed:	04/05/2022
Gender Identity:	Male	Township:	Chapel Hill	Current Appointment:	04/05/2022
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	12/31/2022
Age Range:	18-34	Special Repr:	At-Large	Number of Terms:	

# Board and Commission Members

## And Vacant Positions

### *Commission for the Environment*

Meeting Times: 7:00 pm Second Monday of every month

Contact Person: Wesley Poole & Kalani Allen

Meeting Place: Bonnie B. Davis Environment & Agricultural Center

Contact Phone: 919-245-2522

Positions: 15

Length: 3 years

Terms: 2

#### Ms Jaya Nair

7

Gender Identity: Female

Township: Chapel Hill

First Appointed: 03/10/2020

Ethnic Background: Asian American

Residency Req: At-Large

Current Appointment: 03/10/2020

Age Range: 35-59

Special Repr:

Expiration: 12/31/2022

Number of Terms: 1

#### VACANT

8

Gender Identity:

Township:

First Appointed:

Ethnic Background:

Residency Req: At-Large

Current Appointment:

Age Range:

Special Repr:

Expiration: 12/31/2022

Number of Terms:

#### Kim Piracci

9

Chair

Gender Identity: Female

Township: Eno

First Appointed: 12/04/2017

Ethnic Background: White

Residency Req: At-Large

Current Appointment: 12/07/2020

Age Range:

Special Repr:

Expiration: 12/31/2023

Number of Terms: 2

#### Ms. Veronica Beattie

10

Vice-Chair

Gender Identity: Female

Township: Hillsborough

First Appointed: 03/16/2021

Ethnic Background: White

Residency Req: At-Large

Current Appointment: 03/16/2021

Age Range: 18-34

Special Repr:

Expiration: 12/31/2023

Number of Terms: 1

#### Mr Ian Morse

11

Gender Identity: Male

Township: Chapel Hill

First Appointed: 04/05/2022

Ethnic Background: White

Residency Req: At-Large

Current Appointment: 04/05/2022

Age Range: 35-59

Special Repr:

Expiration: 12/31/2023

Number of Terms:

#### VACANT

12

Gender Identity:

Township:

First Appointed:

Ethnic Background:

Residency Req: At-Large

Current Appointment:

Age Range:

Special Repr: Engineering

Expiration: 12/31/2024

Number of Terms:

# Board and Commission Members

## And Vacant Positions

### *Commission for the Environment*

Meeting Times: 7:00 pm Second Monday of every month

Contact Person: Wesley Poole & Kalani Allen

Meeting Place: Bonnie B. Davis Environment & Agricultural Center

Contact Phone: 919-245-2522

Positions: 15

Length: 3 years

Terms: 2

### VACANT

13

Gender Identity:

Township:

First Appointed:

Ethnic Background:

Residency Req: At-Large

Current Appointment:

Age Range:

Special Repr:

Expiration: 12/31/2024

Number of Terms:

### Jessie L. Birckhead

14

Gender Identity: Female

Township: Little River

First Appointed: 12/06/2021

Ethnic Background: White

Residency Req: At-Large

Current Appointment: 12/06/2021

Age Range: 18-34

Special Repr: At-Large

Expiration: 12/31/2024

Number of Terms:

### Jane Harris

15

Gender Identity: Female

Township: Chapel Hill

First Appointed: 12/06/2021

Ethnic Background: African American

Residency Req: At-Large

Current Appointment: 12/06/2021

Age Range: 35-59

Special Repr:

Expiration: 12/31/2024

Number of Terms:

# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Commission for the Environment*

Contact Person: Wesley Poole & Kalani Allen  
Contact Phone: 919-245-2522

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### Christopher Austin

Gender Identity: Male

Date Applied: 11/03/2020

Ethnic Background: White

Township: Hillsborough

Age Range: 18-34

Zone of Residence: Hillsborough Town Limits

Also Serves On:

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### Ms. Regina Baratta

Gender Identity: Female

Date Applied: 05/30/2022

Ethnic Background: White

Township: Hillsborough

Age Range: 35-59

Zone of Residence: Town of Hillsborough

Also Serves On:

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### Ms. Geneva Gray

Gender Identity: Female

Date Applied: 05/13/2022

Ethnic Background: White

Township: Hillsborough

Age Range: 18-34

Zone of Residence: Town of Hillsborough

Also Serves On:

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### William Horowitz

Gender Identity: Male

Date Applied: 08/02/2021

Ethnic Background: White

Township: Chapel Hill

Age Range: 35-59

Zone of Residence: County

Also Serves On:

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### Mr. Victor Lancaster

Gender Identity: Male

Date Applied: 08/25/2022

Ethnic Background: White

Township: Chapel Hill

Age Range: 60+

Zone of Residence: C.H. City Limits

Also Serves On:

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### Erik Lensch

Gender Identity: Male

Date Applied: 01/03/2020

Ethnic Background: White

Township: Bingham

Age Range: 35-59

Zone of Residence: County

Also Serves On:

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# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Commission for the Environment*

Contact Person: Wesley Poole & Kalani Allen  
Contact Phone: 919-245-2522

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### David N. Mcnelis

Gender Identity: Male

Date Applied: 05/29/2021

Ethnic Background: White

Township: Chapel Hill

Age Range: 60+

Zone of Residence: C.H. City Limits

Also Serves On:

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### Mr. Frank Princiotta

Gender Identity: Male

Date Applied: 12/30/2019

Ethnic Background: White

Township: Chapel Hill

Age Range: 60+

Zone of Residence: County

Also Serves On:

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### Mr Mark Randall

Gender Identity: Male

Date Applied: 07/18/2022

Ethnic Background: White

Township: Cedar Grove

Age Range: 60+

Zone of Residence: County

Also Serves On:

---

### Andrea Zimmerman

Gender Identity: Female

Date Applied: 07/11/2022

Ethnic Background: White

Township: Chapel Hill

Age Range: 35-59

Zone of Residence: County

Also Serves On:

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**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT**  
Meeting Date: September 13, 2022

**Action Agenda  
Item No. 7**

**SUBJECT:** Durham Technical Community College – Appointment Discussion

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**DEPARTMENT:** Board of Commissioners

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**ATTACHMENT(S):**

Member and Applicant Summary Sheet  
Applications of Applicants  
Membership Roster  
Applicant Interest List

**INFORMATION CONTACT:**

Clerk's Office, 919-245-2130

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**PURPOSE:** To consider an appointment to the Durham Technical Community College Board of Trustees.

**BACKGROUND:** Durham Technical Community College is governed by a Board of Trustees. Four members of the Board are appointed by the governor, four are appointed by the Durham County Board of Commissioners, four are appointed by the Durham Public Schools Board of Education, and two are appointed by the Orange County Board of Commissioners. Trustees serve four-year terms and set local policy for the College.

The following position is presented for Board consideration:

NAME	POSITION DESCRIPTION	TYPE OF APPOINTMENT TERM	EXPIRATION DATE
BOCC Appointment	At-Large	Partial Term	06/30/2024

If the position listed above is filled, no vacancies remain.

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

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

- **GOAL: 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:** There is no Orange County Environmental Responsibility Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends that the Board discuss an appointment to the Durham Technical Community College Board of Trustees.



Durham Technical Community College Board of Trustees Members and Applicants						
Name	Member or Applicant?	Gender Identity	Race/Ethnic Background	Age Range	Township	Also Serves on
Renee Price	Member	Female	African American		Hillsborough	
VACANT						
Cleon Cumberbatch	Applicant	Male	African American	35-59	Eno	
Eric Raznick	Applicant	Male	White	35-59	Hillsborough	
Janet Hadar	Applicant	Female	White	35-59	Chapel Hill	
Mark Wasserman	Applicant	Male	White	60+	Chapel Hill	
Ryan Jackson	Applicant	Choose not to disclose	Other	35-59	Chapel Hill	
Susan Lauber	Applicant	Female	White	35-59	Little River	
Terri Buckner	Applicant	Female	White	60+	Chapel Hill	Broadband Task Force

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Terri Buckner  
**Name Called:**  
**Home Address:** 306 Yorktown Drive  
 Chapel Hill NC 27516  
**Phone:** 9196728271  
**Email:** tbuckner@ibiblio.org  
**Year of OC Residence:** 1976  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro ETJ  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 60+

### **Community Activities/Organizational Memberships:**

Carrboro Truth Plaque Committee (chair) Carrboro Affordable Housing Commission (appt ends Feb 1)

### **Past Service on Orange County Advisory Boards:**

OWASA Board of Directors  
 Commission for the Environment

### **Boards/Commissions applied for:**

#### **Durham Technical Community College Board of Trustees**

##### **Background, education and experience relevant to this board:**

I have a masters degree in instructional design and am ABD in Educational Research with an emphasis in adult education and educational economics. I have taught at two universities and one community college. Most recently, I served on a volunteer committee for the Chapel Hill Carrboro City Schools to review their vocational curriculum.

##### **Reasons for wanting to serve on this board:**

I am deeply committed to the success of our community college system. As a project coordinator for a STEM project at Florida A&M, I counseled students who would not have been able to afford college if they had not been able to complete their general education credits at the community college. For many students, especially those in rural and under-funded urban high schools, the community college helps build the study skills and academic independence needed to be successful in a 4-year school. The community college also serves the needs of adult learners who need basic academic and technical skills. This is a population that I believe is not always well represented by academic administrators.

##### **Contribution to the diversity of viewpoints on this board:**

##### **Conflict of Interest:**

**BOCC Elections Advisory Group****Background, education and experience relevant to this board:**

I've lived in the southern portion of the county off and on for over 40 years which gives me the context for understanding why this group was created. As a professional project manager, I am accustomed to listening to dissenting viewpoints and trying to find points of agreement in order to move projects forward.

**Reasons for wanting to serve on this board:**

I am sympathetic to the concerns of those living in the northern areas. I believe strongly that all citizens deserve to be represented, especially at the local level.

**Contribution to the diversity of viewpoints on this board:**

Politically, I am unaffiliated.

**Conflict of Interest:****Orange County Broadband Task Force****Background, education and experience relevant to this board:**

I served on the Chapel Hill Information Technology Advisory Committee that recommended the town work with NC DOT to lay fiber cable when the traffic signal system was upgraded and I was the project manager on the North Carolina Next Generation Network project through UNC in coalition with Duke, NC State and Wake Forest along with Chapel Hill, Carrboro, Durham, Winston Salem and Raleigh. Our goal was to bring broadband to all of the participating communities at a reasonable price. Separately, I have worked on numerous technology planning projects through UNC, Old Dominion, and Florida State.

**Reasons for wanting to serve on this board:**

In today's economy, broadband needs to be treated like any other utility. Children need it for school, entrepreneurs need it to do business, everyone needs it for healthcare, paying bills, and generally living their lives. I have the educational background and the professional experience to help make it a reality.

**Contribution to the diversity of viewpoints on this board:**

The committee needs to know what the Commissioners want to accomplish and then provide 2-3 scenarios for how that goal can be accomplished. The only diversity issues I am aware of for this matter is cost and location. Any solution needs to be affordable for the lowest income levels in the county without any reduction in quality/access. And that must be the case regardless of where they live in the county. I am committed to making the case for those levels of equity.

**Conflict of Interest:****Boards/Commissions appointments:****Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL**

**Application Date:** 1/9/2018

**Background, education and experience relevant to this board:**

I have been photographing historical structures throughout Orange County for many years. Attended 2015 Vernacular Architecture Forum annual conference to learn more about the formal methods of historical preservation. Several American Studies courses that

**Reasons for wanting to serve on this board:**

An extra-curricular passion. Wish to help preserve Orange County history in the midst of unprecedented growth. Help find the balance between growth/change and preservation

**Conflict of Interest:**

No

**Other Comments:**

This application was current on: 12/30/2020

**Date Printed:** 1/4/2021

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Cleon Cumberbatch  
**Name Called:**  
**Home Address:** 5814 Jomali Drive  
Durham NC 27705  
**Phone:** 919-475-5990  
**Email:** morpheus2969@gmail.com  
**Year of OC Residence:** 2017  
**Township of Residence:** Eno  
**Zone of Residence:** County  
**Gender Identity:** Male  
**Ethnic Background:** African American  
**Age Range:** 35-59

### Community Activities/Organizational Memberships

North Carolina PMI Chapter Member

### Past Service on Orange County Advisory Boards:

N/A

### Boards/Commissions applied for:

#### Durham Technical Community College Board of Trustees

##### Background, education and experience relevant to this board:

As a project and team leader in the software industry, I am keenly aware of the career altering effective good educational foundation can have for a young adult. Having served on the Alumni Council for a prestigious college for a number of years, I have a real sense of the challenge a community college faces in tryin to service its local constituents.

##### Reasons for wanting to serve on this board

My time on the Hamilton College Alumni council left me feeling as though I was lending my efforts to a cause that maybe didn t need my help. I would like to work with an organization who s efforts can impact the lives of young adults who need it the most.

##### Contribution to the diversity of viewpoints on this board

Without knowing the other board members, I believe I can bring empathetic and analytical approach to the proceedings. Additionally, I have the capacity to see the merits of a variety of socio-political positions - even when those positions don t constitute a widely held belief.

##### Conflict of Interest:

### Boards/Commissions appointments:

### Other Comments:

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mrs. Janet Hadar  
**Name Called:**  
**Home Address:** 300 Lake Manor Rd.  
 Chapel Hill NC 27516  
**Phone:** 9199514274  
**Email:** janet.hadar@unchealth.unc.edu  
**Year of OC Residence:** 2001  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Carrboro City Limits  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 35-59

### Community Activities/Organizational Memberships:

NC Health Alliance - Board member  
 Fellow - American College of Health Executives  
 Vizient - Board of Advisors AMCs

### Past Service on Orange County Advisory Boards:

N/A

### Boards/Commissions applied for:

#### Durham Technical Community College Board of Trustees

##### Background, education and experience relevant to this board:

I have 30+ years in health care first as a registered nurse and eventually as an administrator. I represent a major employer in the community and believe can speak to the changing needs of the local labor market.

##### Reasons for wanting to serve on this board:

I believe my professional experience & personal interest in higher education will enable me to be a contributing member of the Board.

##### Contribution to the diversity of viewpoints on this board:

I am a female executive of an academic medical center - one of 16% nationally.

##### Conflict of Interest:

### Boards/Commissions appointments:

### Other Comments:

This application was current on: 8/17/2022 1:06:01 PM

Date Printed: 8/29/2022

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ryan Jackson  
**Name Called:**  
**Home Address:** 212 Cobble Ridge Drive  
 Chapel Hill NC 27516  
**Phone:** 9196361910  
**Email:** rcjackson@nc.rr.com  
**Year of OC Residence:** 2011  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** C.H. City Limits  
**Gender Identity:** Choose not to disclose  
**Ethnic Background:** Other  
**Age Range:** 35-59

### Community Activities/Organizational Memberships:

I hold a Master of Fine Arts degree from the University of Memphis and have taught photography and digital imaging in TN, NY, and NC. Former member of the Durham Arts Council Staff organizing and recruiting instructors, exhibiting local art, reviewing grant applications, and maintaining area budget/facilities.  
 Would love to be part of the Orange County Arts Commission.

### Past Service on Orange County Advisory Boards:

N/A

### Boards/Commissions applied for:

#### Arts Commission

#### Background, education and experience relevant to this board:

I hold a BFA from the Rochester Institute of Technology, an MFA from the University of Memphis and have taught art, photography, digital imaging, and web design/development at the college and university level in Tennessee, upstate New York, and in North Carolina. I am a former member of the Durham Arts Council having recruited and organized instructors, reviewed grant applications, collected and exhibited works by local/community artists, wrote grants in support of art education programs, and maintained area budget and facilities.

#### Reasons for wanting to serve on this board:

I would like to help make sure art is not forgotten or over looked and that artists in all phases of their practice, receive the support and resources they need to express their vision, ideas, and passions.

#### Contribution to the diversity of viewpoints on this board:

With my 30+ years in art, my experience is not rooted in a single discipline or belief. Instead, I think of viewpoint as a stew with ingredients born from the five states I have worked in, the three countries I have lived in, the eight colleges/universities I studied at, and the seven colleges/universities I have taught at. I am beholden to no philosophy or media and appreciate the creation of what has not previously existed and I would like to help foster that process of creation.

**Conflict of Interest:****Durham Technical Community College Board of Trustees****Background, education and experience relevant to this board:**

In pursuit of my associate s, bachelor s, and a master s degrees I have attended eight different colleges and university. I also taught at the community college and university level for many years and have server of institutional boards ranging for student discipline, academic programming, and area budgets.

**Reasons for wanting to serve on this board:**

As higher education becomes an economic and societal requirement, community colleges must lead the way towards affordable educational goals. I would like to serve on this committee to ensure Durham Tech is well placed to serve our local community and students in their educational and career development pursuits.

**Contribution to the diversity of viewpoints on this board:**

Having attended and taught at colleges/universities from several different states, I have experienced a range of ideologies, institutional practices, and traditions. I hope my broad back ground will allow me to present a new perspective and potential solutions to the issues faced by Durham Tech, our students, and staff/faculty.

**Conflict of Interest:****Boards/Commissions appointments:****Other Comments:**

This application was current on: 4/21/2021 7:44:09 AM

Date Printed: 4/26/2021

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms Susan Lauber  
**Name Called:**  
**Home Address:** 245 Keldcarreg Lane  
 Hurdle Mills NC 27541  
**Phone:** 9197325941  
**Email:** laubersm@gmail.com  
**Year of OC Residence:** 2006  
**Township of Residence:**  
**Zone of Residence:**  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 35-59

### Community Activities/Organizational Memberships:

UNC Women s Basketball - season ticket holder and booster volunteer (2010 Volunteer of the Year)  
 Professional organizations: ISC2, ISSA, Fedora, OSI

### Past Service on Orange County Advisory Boards:

none

### Boards/Commissions applied for:

#### Orange County Broadband Task Force

##### Background, education and experience relevant to this board:

Resident struggling with work from home on old copper wire DSL with max of 10up and 1 down (ie NOT broadband!) and no better options at any cost. Been on openbroadband waitlist since it opened up!

Almost 30 years experience in customer support, training, and consulting of network operating systems and information security including 21 years as a Red Hat Certified Trainer.

##### Reasons for wanting to serve on this board:

As a small business owner and educator, I am painfully aware of how good internet connection is both a necessity and privilege at the moment. Surveys about why I dont have broadband all focus on the cost. They neglect to collect data on the simple availability at any cost. Fiber in the development a mile away means my area is considered covered and expansion is unnecessary (which is so not true).

##### Contribution to the diversity of viewpoints on this board:

Female, small business owner, technically savey and telco aware but not specifally working in telco.

##### Conflict of Interest:

**Durham Technical Community College Board of Trustees****Background, education and experience relevant to this board:**

MSIS degree from SILS at UNC-CH.

Technical Traininer for over 25 years, including 21 years as a Red Hat Certified Instructor.

Author of several technical training courses and lab exercises used in corporate training but also a couple used in community college.

**Reasons for wanting to serve on this board:**

Growth comes from education. Personal growth, economic growth, and community growth.

Making sure everyone, adults included, have access to education is important for any community I live in. Practical education that leads directly to job placement is even better. I see too many buisness and talent searches skipping over the community colleges. Community and Technical college classes can be a great resource for hiring managers and the flexible shedules can also be a great resource for cross training existing employees.

**Contribution to the diversity of viewpoints on this board:**

Some of the material that I have authored and taught for corporations is also adapted to community college courses. I am familiar with both teaching adults and the resulting corporate jobs that these materials and certification tracks lead to.

**Conflict of Interest:**

Not right now.

Long ago I taught a class (contract gig) for Durham Tech corporate training and I have an interest in being an adjunct instructor for Durham Tech and/or UNC when I am no longer working full time.

**Boards/Commissions appointments:****Other Comments:**

This application was current on: 1/12/2021 4:25:53 PM

Date Printed: 1/13/2021

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Mr Eric Raznick  
**Name Called:**  
**Home Address:** 1913 East Chapman Court  
Hillsborough NC 27278  
**Phone:** 415-370-3257  
**Email:** eraznick@gmail.com  
**Year of OC Residence:** 2015  
**Township of Residence:** Hillsborough  
**Zone of Residence:** County  
**Gender Identity:** Male  
**Ethnic Background:** White  
**Age Range:** 35-59

### **Community Activities/Organizational Memberships:**

I retired last year. I occasionally volunteer for the Food Bank (could do a lot more). I am a member of the Sportsplex to use the fitness center.

### **Past Service on Orange County Advisory Boards:**

I have never served on a board in Orange County

### **Boards/Commissions applied for:**

#### **Orange County Parks and Recreation Council**

##### **Background, education and experience relevant to this board:**

I worked in California Community Colleges for over 30 years as an IT manager. I attended public meetings and was involved in numerous construction projects. I reviewed project documents and worked architects and construction teams to update buildings and infrastructure.

##### **Reasons for wanting to serve on this board:**

I am very interested in parks and outdoor spaces! I take daily walks and enjoy the numerous outdoor activities in our area. When my kids were growing up, my family was very involved with the local sports leagues and relied on day camps, etc. I know that parks and recs are a great public recourse!

##### **Contribution to the diversity of viewpoints on this board:**

I have always worked with a very diverse group of people and have always leaned much from people who come from other backgrounds. I spent decades collaborating with teams of people to achieve goals to serve the public.

##### **Conflict of Interest:**

**Hillsborough Planning Board****Background, education and experience relevant to this board:**

I worked in California Community Colleges for over 30 years as an IT manager. I attended public meetings and was involved in numerous construction projects. I reviewed project documents and worked architects and construction teams to update buildings and infrastructure.

I am currently a member of the Churton Grove HOA team that evaluates proposals for new construction in the development.

**Reasons for wanting to serve on this board:**

I love Hillsborough! I am very interested in the local history and care about how changes are affected to the town.

**Contribution to the diversity of viewpoints on this board:**

I have always worked with a very diverse group of people and have always learned much from people who come from other backgrounds. I spent decades collaborating with teams of people to achieve goals to serve the public.

**Conflict of Interest:****Durham Technical Community College Board of Trustees****Background, education and experience relevant to this board:**

I retired last year from a 30 year career working in California Community Colleges. I worked as an IT manager and CTO in 3 different districts. I often attended board meetings and have made presentations to the board on IT related topics. I have also been part of the accreditation process, writing sections of the reports and responding to site visits.

**Reasons for wanting to serve on this board:**

I think community colleges are very important and I have a lot of experience in working in higher education.

**Contribution to the diversity of viewpoints on this board:**

I have always worked with a very diverse group of people and have always learned much from people who come from other backgrounds. I spent decades collaborating with teams of people to achieve goals to serve the public.

**Conflict of Interest:****Boards/Commissions appointments:****Other Comments:**

This application was current on: 7/16/2022 4:58:30 PM

Date Printed: 7/18/2022

## Application Form

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### Profile

Mark Wasserman  
First Name Middle Initial Last Name

markwasserman1910@gmail.com  
Email Address

601 W Rosemary St Unit 406 Apt. 406  
Home Address Suite or Apt

Chapel Hill NC 27516  
City State Postal Code

Home: (732) 754-8682  
Primary Phone

### What Township do you live in?

Chapel Hill

### Property Zone

Chapel Hill Town Limits

### Community Involvement

I served for 9.5 years as a member of the Highland Park, NJ Board of Education, 2 yrs. as President.

### Which Boards would you like to apply for?

Chapel Hill Parks, Greenways and Recreation Commission: Submitted  
Durham Technical Community College Board of Trustees: Submitted  
Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL JURISDICTION OF ORANGE COUNTY): Submitted

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### Interests & Experiences

#### Relevant Experience Board #1

I have no direct experience other than considering environmental issues on the Highland Park Board of Education

#### Reasons Want to Serve Board #1

Considerable Interest in Ecological Issues.

**Diversity of Viewpoints Board #1**

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I listen to every point of view. I do believe in global warming.

**Conflict of Interest Board #1**

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None

**Relevant Experience Board #2**

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Board of Education in Highland Park, NJ. 9.5 years. 2 yrs. as President. 40 Years as Professor at Rutgers University. 3 years as Dept of History Chair. Many committees and administrative posts. President of two important professional organizations.

**Reasons Want to Serve Board #2**

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Desire to better vocational ed.

**Diversity of Viewpoints Board #2**

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I am committed to providing the best public education possible for all students.

**Conflict of Interest Board #2**

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None

**Reasons Want to Serve Board #3**

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**Relevant Experience Board #3**

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**Diversity of Viewpoints Board #3**

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**Conflict of Interest Board #3**

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**Past Service**

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**Demographics**

We ask your help in assuring diversity of membership by answering the following questions:

**Age Range \***

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60+

## OC Ethnicity

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White

## OC Gender Identity

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Male

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## Ethics Guidelines

### Ethics Guidelines for Orange County Advisory Boards and Commissions \*

I agree by my signature below that, if appointed, I pledge to comply with the following ethics guidelines for advisory boards and commissions as adopted by the Orange County Board of Commissioners.

- Conflict of Interest
  1. During advisory board meetings, a member shall immediately disclose any potential conflict of interest and request to be excused from voting when he or she has a conflict of interest.
  2. During appeal proceedings, the applicant has the right to question the interest of any voting member. The advisory board chair should consult with the County Attorney or staff attorney on any potential conflict of interest in appeal matters.
  3. In determining from existing facts and circumstances whether a conflict of interest exists the determining party shall consider the facts and circumstances as would an ordinary and reasonable person exercising prudence, discretion, intelligence, and due care.
  
- Gifts
  1. An advisory board member shall not directly or indirectly ask, accept, demand, exact, solicit, seek, assign, receive, or agree to receive any gift or honorarium for the advisory board member, or for another person, in return for being influenced in the discharge of the advisory board member's official responsibilities.
  2. This section shall not apply to gifts or awards authorized by Orange County Policies, Resolutions, or Ordinances.
  
- Code of Ethics
  1. Advisory board members should act with integrity and with independence from improper influence as they exercise the functions of their offices. Characteristics and behaviors that are consistent with this standard are:
    1. Adhering firmly to a code of sound values.
    2. Behaving consistently and with respect towards everyone with whom they interact.
    3. Exhibiting trustworthiness.
    4. Living as if they are on duty as appointed officials regardless of where they are or what they are doing.
    5. Using their best independent judgment to pursue the common good as they see it, presenting their opinions to all in a reasonable, forthright, consistent manner.
    6. Remaining incorruptible, self-governing, and not subject to improper influence, while at the same time being able to consider the opinions and ideas of others.
    7. Disclosing contacts and information about issues that they receive outside of public meetings, and refraining from seeking or receiving information about quasi-judicial matters outside of the quasi-judicial proceedings themselves.
    8. Treating other advisory boards and advisory board members and the public with respect, and honoring the opinions of others even when they disagree.
    9. Being careful not to reach conclusions on issues until all sides have been heard.

10. Showing respect for their appointed office and not behaving in ways that reflect badly on the office, the advisory board, Orange County, or the Orange County Board of Commissioners.
  11. Recognizing that they are part of a larger group and acting accordingly.
  12. Recognizing that individual board members are not generally allowed to act on behalf of the board, but may only do so if the board specifically so authorizes, and that the board must take official action as a body.
  13. Being faithful in the performance of the duties of their offices.
  14. Acting as especially responsible residents whom others can trust and respect.
  15. Faithfully attending and preparing for meetings.
  16. Carefully analyzing all credible information that is properly submitted to them, and when applicable, being mindful of the need not to engage in communications outside the meeting in quasi-judicial matters.
  17. Being willing to bear their fair share of the board's workload.
  18. To the extent appropriate, they should be willing to put the board's interests ahead of their own and shall avoid the appearance of a conflict of interest and shall, under no circumstances, use their position on any board for personal gain or profit.
2. Members of the Planning Board, Board of Adjustment, Economic Development Commission, and Board of Equalization and Review shall upon initial appointment, and prior to December 31 annually thereafter, disclose:
1. Any interest he or she or his or her spouse or domestic partner has in real property situated in whole or in part in Orange County and the general description of that property.
  2. Any legal, equitable, beneficial or contractual interest he or she or his or her spouse or domestic partner has in any business, firm or corporation, which is currently doing business with Orange County pursuant to contracts awarded by Orange County, or which is attempting, or has attempted in the past calendar year, to secure the award of a bid from Orange County or the approval of any Board or Agency of Orange County.
  3. Failure to file a disclosure statement setting out the above required information shall result in immediate removal of the member from the applicable board.

**I agree with the Above Statement**

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**By checking this box I certify that this serves as an electronic version of my signature, for the sole purposes of this form.**

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I Agree

# Board and Commission Members

## And Vacant Positions

### *Durham Technical Community College Board of Trustees*

Meeting Times: 3:00 pm Varies

Contact Person: Toni R. Brown

Meeting Place: Lyon Board Room, Durham Tech Main Campus

Contact Phone: 919-536-7200 ext.6003

Positions: 2

Length: 4 years

Terms: 2

Description: §Must be a concerned Orange County resident that has an understanding of the adult education needs in Orange County and is committed to lifelong learning. Must be a team member committed to working toward a common mission and goals. Should also be able to attend at least 4 meetings per year, three of which will be held in Durham.

§Participate in the development and revision of DTCC policies.

§Create general policies that provide guidance for the President and staff as they pursue the role and mission of DTCC

§Ensure that the College has in place an effective system for planning and evaluation that uses results of evaluation to improve the college.

§Establish and terminate educational programs of the College based upon thorough documentation of need for new programs, and performance data regarding existing curriculums.

§Function as ambassadors for the College to the community and serve as a channel for information from the community to the College President.

§Ensure that the College assets are well maintained

Secure adequate financial resources to support the College's goals

### Renee Price

1

First Appointed: 12/14/2021

Gender Identity: Female

Township: Hillsborough

Current Appointment: 12/14/2021

Ethnic Background: African American

Residency Req:

Expiration: 12/31/2022

Age Range:

Special Repr: Orange County BOCC

Number of Terms:

### VACANT

2

First Appointed:

Gender Identity:

Township:

Current Appointment:

Ethnic Background:

Residency Req:

Expiration: 06/30/2024

Age Range:

Special Repr: BOCC Appointee

Number of Terms:



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# Applicant Interest Listing

by Board Name and by Applicant Name

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***Durham Technical Community College Board of Trustees***      Contact Person: Toni R. Brown  
Contact Phone: 919-536-7200 ext.6003

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Mark Wasserman

Gender Identity: Male

Date Applied: 05/16/2021

Ethnic Background: White

Township: Chapel Hill

Age Range: 60+

Zone of Residence: C.H. City Limits

Also Serves On:

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**ORANGE COUNTY  
BOARD OF COMMISSIONERS  
ACTION AGENDA ITEM ABSTRACT**  
Meeting Date: September 13, 2022

Action Agenda  
Item No. 8

**SUBJECT:** Human Relations Commission – Appointments Discussion

**DEPARTMENT:** Board of Commissioners

**ATTACHMENT(S):**

Recommendations  
Member and Applicant Summary Sheet  
Applications for Persons Recommended  
Applications of Other Applicants  
Membership Roster  
Applicant Interest List

**INFORMATION CONTACT:**

Clerk's Office, 919-245-2125

**PURPOSE:** To consider appointments to the Human Relations Commission.

**BACKGROUND:** The Human Relations Commission advises the Board of County Commissioners on solutions to problems in the field of human relationships. It also makes recommendations designed to promote goodwill and harmony among groups in the County irrespective of their race, color, creed, religion, ancestry, national origin, sex, affectional preference, disability, age, marital status or status with regard to public assistance.

The Board of County Commissioners appoints all twelve (12) members.

The following persons are recommended for Board consideration:

NAME	POSITION DESCRIPTION	TYPE OF APPOINTMENT TERM	EXPIRATION DATE
Jenn Sykes	At-Large	Partial Term	06/30/2023
Anjail Taylor	At-Large	First Full Term	09/30/2025

If the individuals listed above are appointed, the following vacancies remain:

POSITION DESIGNATION	EXPIRATION DATE	VACANCY INFORMATION
At-Large	09/30/2025	Vacant since 10/13/2021
Town of Carrboro	06/30/2025	Vacant since 04/07/2022
At-Large	06/30/2025	Vacant since 02/22/2022
Town of Chapel Hill	06/30/2025	Vacant since 01/07/2020
At-Large	06/30/2023	Vacant since 07/11/2022

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

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

- **GOAL: 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:** There is no Orange County Environmental Responsibility Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends that the Board discuss appointments to the Human Relations Commission.



August 31, 2022

The Respectable Renee Price, Chair  
Orange County Board of County Commissioners  
P.O. Box 8181  
Hillsborough, NC 27278

Re: Board Appointments

The Orange County Human Relations Commission (HRC) recommends Jenn Sykes to fill Position #3 (at-large) position and Anjail Taylor to fill position #4 (at-large).

Jenn Sykes has experience working on various Orange County advisory boards. She exhibits vast knowledge regarding the outside agency funding process, and that experience would be conducive to the HRC and its new members.

Coming from and representing the northern and rural part of the County, Anjail Taylor, would bring a desired perspective to the HRC. Her experience working with Government Alliance Against Race and Equity (GARE) in Durham County would be an asset as an HRC member.

Applicant, Nathalie Volkheimer, seems suited to serve but most of her experience is in Australia. She expressed an interest to be involved with the Orange County community, but is still new to the area.

Finally, the HRC asks the Board of County Commissioners to consider postponing further appointments until more applications to join the HRC are submitted for review.

***Melvyn Blackwell***

Melvyn Blackwell,  
Civil Rights Specialist, Orange County Department of Human Rights and Relations

Human Relations Commission Members and Applicants						
Name	Member or Applicant?	Gender Identity	Race/Ethnic Background	Age Range	Township	Also Serves on
Allison Mahaley	Member	Female	White		Hillsborough	
Ana M. Garcia-Turner	Member	Female	Hispanic		Chapel Hill	
Frances Castillo	Member	Female	African American		Chapel Hill	
Michael J. Fath	Member	Male	White	35-59	Chapel Hill	
Shawnee Seese	Member	Female	White	35-59	Chapel Hill	
VACANT						
VACANT						
VACANT						
VACANT						
VACANT						
VACANT						
Deborah Baker	Applicant	Female	White	35-59	Bingham	
Ruby Garcia	Applicant	Female	Hispanic	35-59	Chapel Hill	
Anjail Taylor	Applicant	Female	African American	35-59	Cedar Grove	
Nathalie Volkheimer	Applicant	Female	Other	35-59	Hillsborough	
Josh Ravitch	Applicant	Male	White		Chapel Hill	
Jenn Sykes	Applicant	Female	Hispanic	35-59	Hillsborough	Affordable Housing Advisory Board

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Jenn Sykes  
**Name Called:**  
**Home Address:** 210 Collins Ave  
 Hillsborough NC 27278  
**Phone:** 9194428152  
**Email:** sykes.jennifer@gmail.com  
**Year of OC Residence:** 2007  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough Town Limits  
**Gender Identity:** Female  
**Ethnic Background:** Hispanic  
**Age Range:** 35-59

### Community Activities/Organizational Memberships:

Chair, Orange County Affordable Housing Advisory Board  
 Vice Chair, Hillsborough Water and Sewer Advisory Board  
 Co-Chair, West Hillsborough Democratic Party Precinct  
 Treasurer, Progressive Democrats of Orange County

### Past Service on Orange County Advisory Boards:

Affordable Housing Advisory Board  
 Elections Advisory Group  
 Orange Unified Transit Board  
 Hillsborough Planning Board  
 Hillsborough Board of Adjustment  
 Hillsborough Water and Sewer Advisory Board

### Boards/Commissions applied for:

#### Orange County Board of Adjustment (REQUIRES DISCLOSURE STATEMENT)

##### Background, education and experience relevant to this board:

I have just rolled off the Hillsborough Board of Adjustment and Planning Board and enjoy the work on that committee and would like to continue it with the county.

##### Reasons for wanting to serve on this board:

I have just rolled off the Hillsborough Board of Adjustment and Planning Board and enjoy the work on that committee and would like to continue it with the county.

##### Contribution to the diversity of viewpoints on this board:

I am familiar with how the process works in Hillsborough and can bring that to the other parts of the county.

##### Conflict of Interest:

**Orange County Housing Authority****Background, education and experience relevant to this board:**

I am on the Affordable Housing Advisory Board and this board has a similar role to that one.

**Reasons for wanting to serve on this board:**

I am on the Affordable Housing Advisory Board and this board has a similar role to that one.

**Contribution to the diversity of viewpoints on this board:**

I am on the Affordable Housing Advisory Board and this board has a similar role to that one.

**Conflict of Interest:****Human Relations Commission****Background, education and experience relevant to this board:**

My work on various advisory boards has focused on how policy can be used to create greater equity in the county, from development processes to working on partnerships for reducing costs to residents. I know the HRC has a larger platform to help encourage this sort of work.

**Reasons for wanting to serve on this board:**

The HRC has a major platform in the county to advance social justice initiatives, particularly around equity and supporting those in the county who need it most.

**Contribution to the diversity of viewpoints on this board:**

I grew up in El Paso, Texas, where I saw how government can support people. Coming from a large city with a large minority population gives me a different perspective on equity than most people in Orange County have.

**Conflict of Interest:****Boards/Commissions appointments:****Affordable Housing Advisory Board**

**Application Date:** 1/21/2017

**Background, education and experience relevant to this board:**

I have served on the Hillsborough Planning Board and live in a part of the county where gentrification and developer priorities have limited affordable housing.

**Reasons for wanting to serve on this board:**

I live in an area where I m starting to see more and more people forced out of their homes and want to help them ensure their voice is heard. Orange County doesn t do the best job of encouraging people who might be in housing trouble to come forward, and

**Conflict of Interest:****Orange Unified Transportation Board**

**Application Date:** 1/21/2017

**Background, education and experience relevant to this board:**

I serve on the Hillsborough Planning Board and often sit in traffic in the county.

**Reasons for wanting to serve on this board:**

The county needs more options in the northern part to help people get to and from homes and work.

**Conflict of Interest:**

**BOCC Elections Advisory Group****Application Date:** 10/15/2020**Background, education and experience relevant to this board:**

I studied political science in undergraduate and graduate school, and have volunteered and worked in good government groups since 2005. I have both academic and practical knowledge about how districting impacts representation and governmental outcomes.

**Reasons for wanting to serve on this board:**

When I was in undergrad I worked on fair-districting initiatives in the state I went to college in (Virginia), and in my time in Orange County while working as a precinct official have spent a lot of time explaining to voters who they were voting for and

**Conflict of Interest:****Other Comments:****This application was current on:** 7/13/2022**Date Printed:** 9/1/2022

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Anjail Taylor  
**Name Called:**  
**Home Address:** 5418 Jamaica Rd  
 Cedar Grove NC  
**Phone:** (336) 212-6212  
**Email:** anjailwoods78@gmail.com

**Year of OC Residence:**

**Township of Residence:** Cedar Grove  
**Zone of Residence:** Agricultural Residential  
**Gender Identity:** Female  
**Ethnic Background:** African American  
**Age Range:** 35-59

**Community Activities/Organizational Memberships:**

Orange County Agricultural Preservation Board  
 Orange County Affordable Housing Advisory Board

**Past Service on Orange County Advisory Boards:**

**Boards/Commissions applied for:**

**Human Relations Commission**

**Background, education and experience relevant to this board:**

I have attended Racial Equity Institute Phase I Workshop, also returning as alumni as well as have I attended the Groundwater training. I am currently employed at Durham County Government who is a member of GARE (Government Alliance on Race and Equity). I am currently serving on the Durham County Department of Public Health Racial Equity and Diversity Committee (Public Health Nexus Team). Later this month, I will be attending the GARE Conference. I will also be attending REI Phase I again as alumni in May. We have contracted and are currently working closely with UNC Gillings School of Diversity, Equity, and Inclusion in Research Program Director Dr. Deborah Stroman, PhD, CLU to implement change, review and revise county policies that sustain inequities in the workplace.

**Reasons for wanting to serve on this board:**

on this board: I have worked in local government serving in Public Health for close to 10 years and continue to witness health and education disparities and barriers to care in brown and black people. As an employee at the local government level, I have experienced, witnessed, and suffered injustices through modernized and reverse racism disguised in such a way they are dismissed or unsubstantiated by Human Resource departments. I am aiming to use my knowledge, education and expertise to bring perspective in dismantling these actions in our systems.

**Contribution to the diversity of viewpoints on this board:**

I would bring perspective from diverse viewpoints of race and social class as well as from a mental health standpoint.

**Conflict of Interest:**

**Adult Care Home Community Advisory Committee****Background, education and experience relevant to this board:**

Have had experience in caring for my now deceased grandmother who resided in an adult care home. I have also had experience in my profession working with and establishing ADA accommodations for employees with disabilities.

**Reasons for wanting to serve on this board:**

Recently cared for my grandmother who resided in an adult care home and I would like to further ensure that the rights of the elderly and disabled residing in these homes are well reserved.

**Contribution to the diversity of viewpoints on this board:****Conflict of Interest:**

None

**Boards/Commissions appointments:****Agricultural Preservation Board**

**Application Date:** 1/11/2022

**Background, education and experience relevant to this board:**

Black woman farmer, Previous USDA Certified Organic Farmer, 4th generation family farming, successfully secured organic tobacco contracts 3 consecutive years

**Reasons for wanting to serve on this board:**

Would like to encourage farmland preservation for the future of agriculture in the Cedar Grove community promoting sustainability for economic growth.

**Conflict of Interest:**

None

**Affordable Housing Advisory Board**

**Application Date:** 1/11/2022

**Background, education and experience relevant to this board:**

I have worked with the underserved community assisting with financial resources.

**Reasons for wanting to serve on this board:**

Would like to utilize my expertise in financial assistance resourcing by giving back to the community continuing to serve underserved populations.

**Conflict of Interest:**

None

**Other Comments:**

Applied to Human Relations Commission 04/12/2022 at 8:10 pm.

**This application was current on:** 1/11/2022

**Date Printed:** 4/19/2022

## Application Form

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### Profile

Deborah \_\_\_\_\_ Baker \_\_\_\_\_  
First Name Middle Initial Last Name

debbaker1104@gmail.com \_\_\_\_\_  
Email Address

1227 Oak Forest Rd \_\_\_\_\_  
Home Address Suite or Apt

Chapel Hill \_\_\_\_\_ NC \_\_\_\_\_ 27516 \_\_\_\_\_  
City State Postal Code

### What district do you live in?

None Selected

Mobile: (908) 285-0801 \_\_\_\_\_  
Primary Phone Alternate Phone

\_\_\_\_\_  
Employer Job Title

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### Which Boards would you like to apply for?

Human Relations Commission: Submitted

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### Township of Applicant

Bingham

### Property Zone

County

### Community Involvement

Board of Directors, US Equipment Leasing and Financing Association (ELFA). Chair of ELFA Women s Council, Founding Member, ELFA Equality Council, Member Monitor Publication Editorial Board

### Relevant Experience

I am currently the Chair of the Equipment Leasing and Financing Association s (ELFA) Women s Council and a founding member of ELFA Equality. Each Council was created to promote diversity and inclusivity in the Leasing Industry in the US.

**Reasons Want to Serve**

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I am passionate about supporting under represented groups and ensuring diverse perspectives are welcome, valued and heard.

**Diversity of Viewpoints**

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**Conflict of Interest**

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I am a female executive in a (white) male dominated industry. I will leverage learnings from my active participation in two Diversity Counsels.

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**Interests & Experiences**

Please tell us about yourself and why you want to serve.

**Why are you interested in serving on a board or commission?**

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**Past Service**

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None.

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**Demographics**

Some boards and commissions require membership to be racially, politically or geographically proportionate to the general public. The following information helps track our recruitment and diversity efforts.

**Ethnicity**

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Caucasian/Non-Hispanic

**Gender**

---

Female

**Please select your age range**

---

35-59

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Ms. Ruby Garcia  
**Name Called:**  
**Home Address:** 249 Butler Ct.  
 Chapel Hill NC 27514  
**Phone:** 8478090491  
**Email:** ruby@rubygarciacoaching.com  
**Year of OC Residence:** 2018  
**Township of Residence:**  
**Zone of Residence:**  
**Gender Identity:** Female  
**Ethnic Background:** Hispanic  
**Age Range:** 35-59

### Community Activities/Organizational Memberships:

Participate in the Equity Advisory Council for Chapel Hill Schools and the Justice in Action Advisory Committee for the Town of Chapel Hill

### Past Service on Orange County Advisory Boards:

N/A

### Boards/Commissions applied for:

#### Human Relations Commission

##### Background, education and experience relevant to this board:

I have currently been volunteering on the Town of Chapel Hill's Justice in Action board as well as the CHCCS Parent Equity Advisory Board. Because of Covid, neither were meeting much this year but I bring that experience as well as a long history of experience such as advocating for abused and neglected kids, previously working at TABLE as the Family Engagement Director and serving as a Fellow at Foster America where I worked to scale evidence based programming nationally. In each of these roles, we often looked at our work through an equity and justice perspective.

##### Reasons for wanting to serve on this board:

I would like to be engaged in my community and want to make a difference for all those living in our community.

##### Contribution to the diversity of viewpoints on this board:

I grew up in a bicultural home and am a single, Latina mother with two kids in CHCCS. I have worked white collar corporate jobs and have also been an essential worker in a grocery store. I am a first generation college graduate. I try to see things from many perspectives because I know diversity is much more complex than race or socioeconomic class but that intersectionality often exists.

##### Conflict of Interest:

### Boards/Commissions appointments:

**Other Comments:**

This application was current on: 11/20/2020 3:17:08 PM

**Date Printed:** 11/25/2020

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr Josh Ravitch  
**Name Called:**  
**Home Address:** 402 Old Larkspur Way  
Chapel Hill NC 27516  
**Phone:** 9196247599  
**Email:** ravitchj@yahoo.com  
**Year of OC Residence:** 1984  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** Chapel Hill Township within C.H. city limits  
**Gender Identity:** Male  
**Ethnic Background:** white

**Age Range:****Community Activities/Organizational Memberships:**

Vice Chair, Chapel Hill Human Services Advisory Board  
Secretary of the Board of The Arc of the Triangle  
Member, IFC Community House Advisory Board

**Past Service on Orange County Advisory Boards:**

N/a

**Boards/Commissions applied for:****Human Relations Commission****Background, education and experience relevant to this board:**

I am currently Vice Chair of the Chapel Hill Human Services Advisory Board, On two other nonprofit governance or advisory boards, and have been appointed to many other nonprofit boards over the years. In these roles, I have established good relationships with leaders of many nonprofit agencies serving widely diverse people over the years.

**Reasons for wanting to serve on this board:**

I have experience and passion for helping people of widely different backgrounds to better their lives and those around them.

**Contribution to the diversity of viewpoints on this board:****Conflict of Interest:****Boards/Commissions appointments:****Other Comments:**

This application was current on: 8/11/2020

Date Printed: 8/12/2020

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Dr Nathalie Volkheimer  
**Name Called:**  
**Home Address:** 509 Terrell Road  
 Hillsborough NC 27278  
**Phone:** 919-402-7892  
**Email:** nsvolkheimer@GMAIL.COM  
**Year of OC Residence:** 2021  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Town of Hillsborough  
**Gender Identity:** Female  
**Ethnic Background:** Other  
**Age Range:** 35-59

### Community Activities/Organizational Memberships:

Trevor Project  
 Emily post Business Etiquette Training  
 Honorary Professor for Australian University

### Past Service on Orange County Advisory Boards:

None

### Boards/Commissions applied for:

#### Human Relations Commission

##### Background, education and experience relevant to this board:

I have 30 years of experience working with vulnerable populations in a community and commercial context. I am an experienced researcher and professor regarding issues relating to authenticity and ethics in commercial environments. I currently work with Durham Tech with a large variety of populations locally.

##### Reasons for wanting to serve on this board:

I am new to Hillsborough and wish to get involved with the community and the wider county.

##### Contribution to the diversity of viewpoints on this board:

I am a minority constituency on a variety of fronts, who believes strongly in inclusivity and diversity. I have a wide range of knowledge regarding equity and I also have experience and expertise in the way that individuals and communities relate to each other.

##### Conflict of Interest:

### Boards/Commissions appointments:

### Other Comments:

This application was current on: 8/8/2022 1:32:00 PM

Date Printed: 8/8/2022

# Board and Commission Members

## And Vacant Positions

### ***Human Relations Commission***

Meeting Times: 6:00 pm Fourth Tuesday of every month

Contact Person: Melvyn Blackwell

Meeting Place: TBD

Contact Phone: 919-245-2497

Positions: 12

Length: 3 years

Terms: 2

Description: <div>The Board of Commissioners appoints all twelve members. &nbsp;&nbsp;&nbsp;This commission seeks to prevent and/or eliminate bias and discrimination by means of education, persuasion, conciliation and enforcement. &nbsp;&nbsp;&nbsp;It also advises the Board of County Commissioners on these matters, &nbsp;&nbsp;&nbsp;receives discrimination complaints, and conducts the corresponding investigation of such complaints. &nbsp;&nbsp;&nbsp;To learn more, visit this web address: &nbsp;&nbsp;&nbsp;<a href="www.co.orange.nc.us/hrr/hrc.asp">www.co.orange.nc.us/hrr/hrc.asp</a></div>

### Ms Shawnee Seese

1			First Appointed:	02/17/2022	
Gender Identity:	Female	Township:	Cheeks	Current Appointment:	02/17/2022
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	06/30/2024
Age Range:	35-59	Special Repr:		Number of Terms:	1

### Mr. Michael J. Fath

2			First Appointed:	02/17/2022	
Gender Identity:	Male	Township:	Chapel Hill	Current Appointment:	02/17/2022
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	09/30/2024
Age Range:	35-59	Special Repr:		Number of Terms:	1

### VACANT

3			First Appointed:		
Gender Identity:		Township:		Current Appointment:	
Ethnic Background:		Residency Req:	At-Large	Expiration:	06/30/2023
Age Range:		Special Repr:		Number of Terms:	

### VACANT

4			First Appointed:		
Gender Identity:		Township:		Current Appointment:	
Ethnic Background:		Residency Req:	At-Large	Expiration:	09/30/2025
Age Range:		Special Repr:		Number of Terms:	

### Ana M. Garcia-Turner

5	Secretary		First Appointed:	10/03/2017	
Gender Identity:	Female	Township:	Chapel Hill	Current Appointment:	12/07/2020
Ethnic Background:	Hispanic	Residency Req:	At-Large	Expiration:	06/30/2023
Age Range:		Special Repr:		Number of Terms:	2

### VACANT

6			First Appointed:		
Gender Identity:		Township:		Current Appointment:	
Ethnic Background:		Residency Req:	At-Large	Expiration:	09/30/2025
Age Range:		Special Repr:		Number of Terms:	

# Board and Commission Members

## And Vacant Positions

### ***Human Relations Commission***

Meeting Times: 6:00 pm Fourth Tuesday of every month

Contact Person: Melvyn Blackwell

Meeting Place: TBD

Contact Phone: 919-245-2497

Positions: 12

Length: 3 years

Terms: 2

#### VACANT

7

Gender Identity:

Township:

First Appointed:

Ethnic Background:

Residency Req: Carrboro City Limits

Current Appointment:

Age Range:

Special Repr: Town of Carrboro

Expiration: 06/30/2025

Number of Terms:

#### VACANT

8

Gender Identity:

Township:

First Appointed:

Ethnic Background:

Residency Req: At-Large

Current Appointment:

Age Range:

Special Repr:

Expiration: 06/30/2025

Number of Terms:

#### Allison Mahaley

9

Gender Identity: Female

Township: Hillsborough

First Appointed: 02/06/2018

Ethnic Background: White

Residency Req: Hillsborough

Current Appointment: 12/07/2020

Age Range:

Special Repr: Town of Hillsborough

Expiration: 06/30/2023

Number of Terms: 2

#### Frances Castillo

10 **Chair**

Gender Identity: Female

Township: Chapel Hill

First Appointed: 06/18/2019

Ethnic Background: African American

Residency Req: At-Large

Current Appointment: 02/17/2022

Age Range:

Special Repr:

Expiration: 09/30/2024

Number of Terms: 2

#### VACANT

11

Gender Identity:

Township:

First Appointed:

Ethnic Background:

Residency Req: Chapel Hill

Current Appointment:

Age Range:

Special Repr: Town of Chapel Hill

Expiration: 06/30/2025

Number of Terms:

#### VACANT

12

Gender Identity:

Township:

First Appointed:

Ethnic Background:

Residency Req: At-Large

Current Appointment:

Age Range:

Special Repr:

Expiration: 06/30/2023

Number of Terms:

# Applicant Interest Listing

by Board Name and by Applicant Name

## *Human Relations Commission*

Contact Person: Melvyn Blackwell

Contact Phone: 919-245-2497

### Mrs. Deborah Baker

Gender Identity: Female

Date Applied: 10/19/2020

Ethnic Background: White

Township: Bingham

Age Range: 35-59

Zone of Residence: County

Also Serves On:

### Ms. Ruby Garcia

Gender Identity: Female

Date Applied: 11/20/2020

Ethnic Background: Hispanic

Township: Chapel Hill

Age Range: 35-59

Zone of Residence: C.H. City Limits

Also Serves On:

### Mr Josh Ravitch

Gender Identity: Male

Date Applied: 08/11/2020

Ethnic Background: White

Township: Chapel Hill

Age Range:

Zone of Residence: Chapel Hill Township within C.H. city limits

Also Serves On:

### Jenn Sykes

Gender Identity: Female

Date Applied: 07/13/2022

Ethnic Background: Hispanic

Township: Hillsborough

Age Range: 35-59

Zone of Residence: Hillsborough Town Limits

Also Serves On: Affordable Housing Advisory Board

### Anjail Taylor

Gender Identity: Female

Date Applied: 01/11/2022

Ethnic Background: African American

Township: Cedar Grove

Age Range: 35-59

Zone of Residence: Agricultural Residential

Also Serves On: Agricultural Preservation Board

### Dr Nathalie Volkheimer

Gender Identity: Female

Date Applied: 08/08/2022

Ethnic Background: Other

Township: Hillsborough

Age Range: 35-59

Zone of Residence: Town of Hillsborough

Also Serves On:

**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** September 13, 2022

**Action Agenda  
Item No. 9**

**SUBJECT:** Orange County Board of Adjustment – Appointment Discussion

**DEPARTMENT:** Board of Commissioners

**ATTACHMENT(S):**

Member and Applicant Summary Sheet  
Applications of Applicants  
Membership Roster  
Applicant Interest List

**INFORMATION CONTACT:**

Clerk's Office, 919-245-2125

**PURPOSE:** To consider an appointment to the Orange County Board of Adjustment.

**BACKGROUND:** The Board of Adjustment hears and decides on variance applications, appeals submitted related to official decisions/determinations made by the Planning Director, reviews and takes action on Class B Special Use Permit applications, as well as matters required to pass by the Unified Development Ordinance.

The Board of County Commissioners appoints all seven (7) members. The Board of Adjustment does not make recommendations.

The following position is presented for Board consideration:

<b>NAME</b>	<b>POSITION DESCRIPTION</b>	<b>TYPE OF APPOINTMENT TERM</b>	<b>EXPIRATION DATE</b>
BOCC Appointee	At-Large	Partial Term	06/30/2024

If the position listed above is filled, no vacancies remain.

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

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

- **GOAL: 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:** There is no Orange County Environmental Responsibility Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends that the Board discuss an appointment to the Orange County Board of Adjustment.

Orange County Board of Adjustment Members and Applicants						
Name	Member or Applicant?	Gender Identity	Race/Ethnic Background	Age Range	Township	Also Serves on
Adam Beeman	Member	Male	White		Cedar Grove	
Elizabeth Bronson	Member	Female	White	18-34	Cheeks	
Jeff Scott	Member	Male	White	35-59	Hillsborough	
Leon Meyers	Member	Male	White		Eno	
Nathan Robinson	Member	Male	White	35-59	Bingham	
Roderick Jones	Member	Male	African American	35-59	Hillsborough	
Scott Taylor	Member	Male	White		Hillsborough	
Susan Halkiotis	Member	Female	White		Hillsborough	
VACANT						
Greg Niemiroski	Applicant	Male	White	35-39	Eno	
Jenn Sykes	Applicant	Female	Hispanic	35-59	Hillsborough	Affordable Housing Advisory Board

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Mr. Greg Niemiroski  
**Name Called:**  
**Home Address:** 2715 Wagner Bend  
Hillsborough NC 27278  
**Phone:** 919-451-0643  
**Email:** greg@agbuilders.us

**Year of OC Residence:**

**Township of Residence:** Eno  
**Zone of Residence:** County  
**Gender Identity:** Male  
**Ethnic Background:** White  
**Age Range:** 35-59

**Community Activities/Organizational Memberships:**  
None

**Past Service on Orange County Advisory Boards:**

**Boards/Commissions applied for:**

**Orange County Board of Adjustment (REQUIRES DISCLOSURE STATEMENT)**

**Background, education and experience relevant to this board:**

Having worked in various communities in my business as a builder, I have experience working with the local zoning and inspections requirements and can bring this experience to the Board as we address each case.

**Reasons for wanting to serve on this board:**

I have a desire to serve in the community in which I live and work and this position fits within my experience and this desire to be involved.

**Contribution to the diversity of viewpoints on this board:**

I believe that I can contribute both as a resident of Orange County as well as a person that works in the County and comes in contact with the Planning/Zoning regulations. I feel that I can look at issues from multiple viewpoints.

**Conflict of Interest:**

None

**Boards/Commissions appointments:**

**Other Comments:**

This application was current on: 5/17/2022 8:58:15 PM

Date Printed: 5/18/2022

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Jenn Sykes  
**Name Called:**  
**Home Address:** 210 Collins Ave  
 Hillsborough NC 27278  
**Phone:** 9194428152  
**Email:** sykes.jennifer@gmail.com  
**Year of OC Residence:** 2007  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough Town Limits  
**Gender Identity:** Female  
**Ethnic Background:** Hispanic  
**Age Range:** 35-59

### Community Activities/Organizational Memberships:

Chair, Orange County Affordable Housing Advisory Board  
 Vice Chair, Hillsborough Water and Sewer Advisory Board  
 Co-Chair, West Hillsborough Democratic Party Precinct  
 Treasurer, Progressive Democrats of Orange County

### Past Service on Orange County Advisory Boards:

Affordable Housing Advisory Board  
 Elections Advisory Group  
 Orange Unified Transit Board  
 Hillsborough Planning Board  
 Hillsborough Board of Adjustment  
 Hillsborough Water and Sewer Advisory Board

### Boards/Commissions applied for:

#### Orange County Board of Adjustment (REQUIRES DISCLOSURE STATEMENT)

##### Background, education and experience relevant to this board:

I have just rolled off the Hillsborough Board of Adjustment and Planning Board and enjoy the work on that committee and would like to continue it with the county.

##### Reasons for wanting to serve on this board:

I have just rolled off the Hillsborough Board of Adjustment and Planning Board and enjoy the work on that committee and would like to continue it with the county.

##### Contribution to the diversity of viewpoints on this board:

I am familiar with how the process works in Hillsborough and can bring that to the other parts of the county.

##### Conflict of Interest:

**Orange County Housing Authority****Background, education and experience relevant to this board:**

I am on the Affordable Housing Advisory Board and this board has a similar role to that one.

**Reasons for wanting to serve on this board:**

I am on the Affordable Housing Advisory Board and this board has a similar role to that one.

**Contribution to the diversity of viewpoints on this board:**

I am on the Affordable Housing Advisory Board and this board has a similar role to that one.

**Conflict of Interest:****Human Relations Commission****Background, education and experience relevant to this board:**

My work on various advisory boards has focused on how policy can be used to create greater equity in the county, from development processes to working on partnerships for reducing costs to residents. I know the HRC has a larger platform to help encourage this sort of work.

**Reasons for wanting to serve on this board:**

The HRC has a major platform in the county to advance social justice initiatives, particularly around equity and supporting those in the county who need it most.

**Contribution to the diversity of viewpoints on this board:**

I grew up in El Paso, Texas, where I saw how government can support people. Coming from a large city with a large minority population gives me a different perspective on equity than most people in Orange County have.

**Conflict of Interest:****Boards/Commissions appointments:****Affordable Housing Advisory Board**

**Application Date:** 1/21/2017

**Background, education and experience relevant to this board:**

I have served on the Hillsborough Planning Board and live in a part of the county where gentrification and developer priorities have limited affordable housing.

**Reasons for wanting to serve on this board:**

I live in an area where I m starting to see more and more people forced out of their homes and want to help them ensure their voice is heard. Orange County doesn t do the best job of encouraging people who might be in housing trouble to come forward, and

**Conflict of Interest:****Orange Unified Transportation Board**

**Application Date:** 1/21/2017

**Background, education and experience relevant to this board:**

I serve on the Hillsborough Planning Board and often sit in traffic in the county.

**Reasons for wanting to serve on this board:**

The county needs more options in the northern part to help people get to and from homes and work.

**Conflict of Interest:**

**BOCC Elections Advisory Group****Application Date:** 10/15/2020**Background, education and experience relevant to this board:**

I studied political science in undergraduate and graduate school, and have volunteered and worked in good government groups since 2005. I have both academic and practical knowledge about how districting impacts representation and governmental outcomes.

**Reasons for wanting to serve on this board:**

When I was in undergrad I worked on fair-districting initiatives in the state I went to college in (Virginia), and in my time in Orange County while working as a precinct official have spent a lot of time explaining to voters who they were voting for and

**Conflict of Interest:****Other Comments:****This application was current on:** 7/13/2022**Date Printed:** 9/1/2022

# Board and Commission Members

## And Vacant Positions

### ***Orange County Board of Adjustment (REQUIRES DISCLOSURE STATEMENT)***

Meeting Times: 7:00 pm Second Monday of every month

Contact Person: Elaina Cheek

Meeting Place: Whitted Building, Room 230

Contact Phone: 919-245-2585

Positions: 7

Length: 3 years

Terms: 2

Description: Members are appointed by the Board of Commissioners. The Board of Adjustments hears and decides on variance applications, appeals submitted related to official decisions/determinations made by the Planning Director, reviews and takes action on Class B Special Use Permit applications, as well as matters required to pass by the Unified Development Ordinance.

#### Nathan Robinson

1				First Appointed:	03/16/2021
Gender Identity:	Male	Township:	Bingham	Current Appointment:	05/24/2022
Ethnic Background:	White	Residency Req:	At-large	Expiration:	06/30/2024
Age Range:	35-59	Special Repr:		Number of Terms:	1

#### Mr. Jeff Scott

2				First Appointed:	10/06/2020
Gender Identity:	Male	Township:	Hillsborough	Current Appointment:	10/06/2020
Ethnic Background:	White	Residency Req:	At-large	Expiration:	06/30/2023
Age Range:	35-59	Special Repr:		Number of Terms:	1

#### Leon Meyers

3	Chair			First Appointed:	05/01/2018
Gender Identity:	Male	Township:	Eno	Current Appointment:	05/24/2022
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	06/30/2025
Age Range:		Special Repr:		Number of Terms:	1

#### VACANT

4				First Appointed:	
Gender Identity:		Township:		Current Appointment:	
Ethnic Background:		Residency Req:	At-large	Expiration:	06/30/2024
Age Range:		Special Repr:		Number of Terms:	

#### Mr. Adam Beeman

5				First Appointed:	05/24/2022
Gender Identity:	Male	Township:	Cedar Grove	Current Appointment:	05/24/2022
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	06/30/2024
Age Range:		Special Repr:	Alternate	Number of Terms:	

#### Elizabeth Bronson

6				First Appointed:	03/16/2021
Gender Identity:	Female	Township:	Cheeks	Current Appointment:	05/24/2022
Ethnic Background:	White	Residency Req:	At-large	Expiration:	06/30/2023
Age Range:	18-34	Special Repr:	At-Large	Number of Terms:	

# Board and Commission Members

## And Vacant Positions

### ***Orange County Board of Adjustment (REQUIRES DISCLOSURE STATEMENT)***

Meeting Times: 7:00 pm Second Monday of every month

Contact Person: Elaina Cheek

Meeting Place: Whitted Building, Room 230

Contact Phone: 919-245-2585

Positions: 7

Length: 3 years

Terms: 2

#### Roderick Jones

7

First Appointed: 05/24/2022

Gender Identity: Male

Township: Hillsborough

Current Appointment: 05/24/2022

Ethnic Background: African American

Residency Req: At-Large

Expiration: 06/30/2025

Age Range: 35-59

Special Repr: Alternate

Number of Terms:

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# Applicant Interest Listing

by Board Name and by Applicant Name

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## ***Orange County Board of Adjustment (REQUIRES DI***

Contact Person: Elaina Cheek

Contact Phone: 919-245-2585

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### Mr. Greg Niemiroski

Gender Identity: Male

Date Applied: 05/17/2022

Ethnic Background: White

Township: Eno

Age Range: 35-59

Zone of Residence: County

Also Serves On:

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### Jenn Sykes

Gender Identity: Female

Date Applied: 07/13/2022

Ethnic Background: Hispanic

Township: Hillsborough

Age Range: 35-59

Zone of Residence: Hillsborough Town Limits

Also Serves On: Affordable Housing Advisory Board

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**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** September 13, 2022

**Action Agenda  
Item No. 10**

**SUBJECT:** Orange County Parks and Recreation Council – Appointment Discussion

**DEPARTMENT:** Board of Commissioners

**ATTACHMENT(S):**

Recommendation  
Member and Applicant Summary Sheet  
Application of Person Recommended  
Applications of Other Applicants  
Membership Roster  
Applicant Interest List

**INFORMATION CONTACT:**

Clerk's Office, 919-245-2130

**PURPOSE:** To consider an appointment to the Orange County Parks and Recreation Council.

**BACKGROUND:** The Orange County Parks and Recreation Council consults with and advises the Department of Environment, Agriculture, Parks and Recreation, and the Board of County Commissioners on matters affecting parks planning, development and operation; recreation facilities, policies and programs; and public trails and open space.

The Board of County Commissioners appoints all 12 members with representatives from each of the county's townships plus its municipalities.

The following individual is recommended for Board consideration:

<b>NAME</b>	<b>POSITION DESCRIPTION</b>	<b>TYPE OF APPOINTMENT TERM</b>	<b>EXPIRATION DATE</b>
Roderick Jones	Hillsborough Town Limits	First Full Term (re-appointment)	09/30/2025

If the individual listed above is appointed, the following vacancy remains:

<b>POSITION DESIGNATION</b>	<b>EXPIRATION DATE</b>	<b>VACANCY INFORMATION</b>
Chapel Hill Township	03/31/2023	<b>Vacant since 10/13/2021.</b>

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

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

- **GOAL: 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:** There is no Orange County Environmental Responsibility Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends that the Board discuss an appointment to the Orange County Parks and Recreation Council.

## *Orange County Parks and Recreation Council*

PO Box 8181, 1020 US HWY 70 W, Hillsborough, NC (919) 245-2510

August 18, 2022

Renee Price, Chair  
Board of County Commissioners  
PO Box 8181  
Hillsborough, NC 27278

Re: Reappointment

Dear Chair Price:

The Orange County Parks and Recreation Council (PRC) recommends that member **Roderick Jones** be re-appointed to a full first 3-year term ending September 30, 2025. Mr. Jones was just appointed to fill an unexpired term on May 24, 2022, and his work experience with parks and recreation will continue to add value to the Council.

The PRC hopes to bring a recommendation to the Board for the remaining vacancy on PRC as a result of continuous recruitment efforts.

Thank you for your consideration of this appointment.

Sincerely,

Gina Reyman, Chair  
Parks and Recreation Council

Copies: Mikki Fleming, Vice-Chair  
Parks and Recreation Council  
David Stancil, DEAPR Director

Orange County Parks and Recreation Council Board Members and Applicants						
Name	Member or Applicant?	Gender Identity	Race/Ethnic Background	Age Range	Township	Also Serves on
Christopher Colvin	Member	Male	White	35-59	Chapel Hill	
Gina Reyman	Member	Female	White		Eno	
Greg Hughes	Member	Male	White		Hillsborough	
Jessie L. Birkhead	Member	Female	White	18-34	Little River	
Mikki Fleming	Member	Female	White	60+	Cheeks	
Natalie C. Ziemba	Member	Female	White	18-34	Hillsborough	
Rebecca Truluck	Member	Female	White	18-34	Hillsborough	
Robert Smith	Member	Male	White		Little River	
Roderick Jones	Member	Male	African American	35-59	Hillsborough	
Tim Tippin	Member	Male	White		Bingham	
Xilong Zhao	Member	Male	Asian American	35-59	Chapel Hill	
VACANT						
Allen B. Parker	Applicant	Male	White	35-59	Cheeks	
Andrea Zimmerman	Applicant	Female	White	35-59	Chapel Hill	
Christopher Austin	Applicant	Male	White	18-34	Hillsborough	
Eric Raznik	Applicant	Male	White	35-59	Hillsborough	
Martin DeWitt	Applicant	Male	White	18-34	Hillsborough	
Tevor Robinson	Applicant	Choose not to disclose	Other	18-34	Eno	
Will D. Spoon	Applicant	Male	Other	35-59	Hillsborough	

## Application Form

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### Profile

Roderick

First Name

Jones

Last Name

rjones8275@gmail.com

Email Address

118 W Corbin St

Home Address

Suite or Apt

Hillsborough

City

NC

State

27278

Postal Code

Home: (919) 949-7335

Primary Phone

### What Township do you live in?

Hillsborough

### Property Zone

Hillsborough Town Limits

### Community Involvement

Mayor's Task Force for Re-imagining Public Safety (Hillsborough), Hillsborough Board of Adjustment  
(Served full-term - Inactive)

### Which Boards would you like to apply for?

Orange County Board of Adjustment (REQUIRES DISCLOSURE STATEMENT): Submitted

Orange County Parks and Recreation Council: Submitted

Orange County Planning Board (REQUIRES DISCLOSURE STATEMENT): Submitted

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### Interests & Experiences

#### Relevant Experience Board #1

Served on Hillsborough Board of Adj.; Mayor's Task Force for Re-imagining Public Safety (Hillsborough), Hillsborough Board of Adjustment (Served full-term - Inactive), Executive Committee for Big Brothers Big Sisters of the Greater Triad - (inactive)

#### Reasons Want to Serve Board #1

Served on Hillsborough Board of Adj.

**Diversity of Viewpoints Board #1**

I am not sure of this question.

**Conflict of Interest Board #1**

I am not sure of this question.

**Relevant Experience Board #2**

Previous job history of working for Greensboro Parks and Recreation

**Reasons Want to Serve Board #2**

**Diversity of Viewpoints Board #2**

**Conflict of Interest Board #2**

**Reasons Want to Serve Board #3**

**Relevant Experience Board #3**

**Diversity of Viewpoints Board #3**

**Conflict of Interest Board #3**

**Past Service**

---

**Demographics**

We ask your help in assuring diversity of membership by answering the following questions:

**Age Range \***

35-59

## OC Ethnicity

---

- African American

## OC Gender Identity

---

- Male
- 

## Ethics Guidelines

### Ethics Guidelines for Orange County Advisory Boards and Commissions \*

I agree by my signature below that, if appointed, I pledge to comply with the following ethics guidelines for advisory boards and commissions as adopted by the Orange County Board of Commissioners.

- Conflict of Interest
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- Gifts
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  2. This section shall not apply to gifts or awards authorized by Orange County Policies, Resolutions, or Ordinances.
  
- Code of Ethics
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    1. Adhering firmly to a code of sound values.
    2. Behaving consistently and with respect towards everyone with whom they interact.
    3. Exhibiting trustworthiness.
    4. Living as if they are on duty as appointed officials regardless of where they are or what they are doing.
    5. Using their best independent judgment to pursue the common good as they see it, presenting their opinions to all in a reasonable, forthright, consistent manner.
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  11. Recognizing that they are part of a larger group and acting accordingly.
  12. Recognizing that individual board members are not generally allowed to act on behalf of the board, but may only do so if the board specifically so authorizes, and that the board must take official action as a body.
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  14. Acting as especially responsible residents whom others can trust and respect.
  15. Faithfully attending and preparing for meetings.
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  17. Being willing to bear their fair share of the board's workload.
  18. To the extent appropriate, they should be willing to put the board's interests ahead of their own and shall avoid the appearance of a conflict of interest and shall, under no circumstances, use their position on any board for personal gain or profit.
2. Members of the Planning Board, Board of Adjustment, Economic Development Commission, and Board of Equalization and Review shall upon initial appointment, and prior to December 31 annually thereafter, disclose:
1. Any interest he or she or his or her spouse or domestic partner has in real property situated in whole or in part in Orange County and the general description of that property.
  2. Any legal, equitable, beneficial or contractual interest he or she or his or her spouse or domestic partner has in any business, firm or corporation, which is currently doing business with Orange County pursuant to contracts awarded by Orange County, or which is attempting, or has attempted in the past calendar year, to secure the award of a bid from Orange County or the approval of any Board or Agency of Orange County.
  3. Failure to file a disclosure statement setting out the above required information shall result in immediate removal of the member from the applicable board.

**I agree with the Above Statement**

---

**By checking this box I certify that this serves as an electronic version of my signature, for the sole purposes of this form.**

---

I Agree

---

**Volunteer Application**  
**Orange County Advisory Boards and Commissions**

**Name:** Christopher Austin  
**Name Called:**  
**Home Address:** 2212 Woodbury Dr.  
Hillsborough NC 27278  
**Phone:** 9196248763  
**Email:** c.austin0310@gmail.com  
**Year of OC Residence:** 2015  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough Town Limits  
**Gender Identity:** Male  
**Ethnic Background:** White  
**Age Range:** 18-34

**Community Activities/Organizational Memberships:**

I live in Beckett s Ridge community in Hillsborough and serve on the HOA Board as secretary and architectural chair.

**Past Service on Orange County Advisory Boards:**

None

**Boards/Commissions applied for:**

**BOCC Elections Advisory Group**

**Background, education and experience relevant to this board:**

I live in Orange county and am a voter.

**Reasons for wanting to serve on this board:**

To serve the community and donate my time.

**Contribution to the diversity of viewpoints on this board:**

Every individual provides an independent perspective

**Conflict of Interest:**

**Commission for the Environment****Background, education and experience relevant to this board:**

Chemical Engineering degree from NC state. Able to understand and interpret technical data, chemical impact, etc.

**Reasons for wanting to serve on this board:**

To serve the community and donate my time.

**Contribution to the diversity of viewpoints on this board:**

Same as above

**Conflict of Interest:****Orange County Parks and Recreation Council****Background, education and experience relevant to this board:**

44

**Reasons for wanting to serve on this board:**

I live in orange county and use the parks and rec facilities and amenities. I also have a child who will be using them when she is older.

**Contribution to the diversity of viewpoints on this board:**

To serve the community and donate my time.

**Conflict of Interest:**

Same as above.

**Boards/Commissions appointments:****Other Comments:**

This application was current on: 11/3/2020 9:22:28 AM

Date Printed: 2/24/2021

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Martin DeWitt  
**Name Called:**  
**Home Address:** 418 W King St  
 Hillsborough NC 27278  
**Phone:** 9192599283  
**Email:** martin.dewitt21@gmail.com  
**Year of OC Residence:** 2012  
**Township of Residence:** Hillsborough  
**Zone of Residence:** Hillsborough Town Limits  
**Gender Identity:** Male  
**Ethnic Background:** white  
**Age Range:** 18-34

**Community Activities/Organizational Memberships:**  
 Part time graduate studies student at UNC-Chapel Hill

**Past Service on Orange County Advisory Boards:**  
 N/A

### Boards/Commissions applied for:

#### Orange County Parks and Recreation Council

##### Background, education and experience relevant to this board:

My experience as a market research manager at medium and enterprise sized technology firms equipped me for evaluating and interpreting data including financial data to contribute to considering funding requests from outside agencies. I also bring strengths in survey and in-depth interview research which may contribute by bringing the voice of county residents to the board to assist with items like the soccer.com center expansion.

##### Reasons for wanting to serve on this board:

I d like to help optimize recreation programming for, expand recreation opportunities for, and increase usage of recreation facilities among Orange County residents.

##### Contribution to the diversity of viewpoints on this board:

My participation on this board would contribute to the diversity of viewpoints because my points of view are built with a balance of wisdom gained through lived experience and data from many sources like newspapers, talking to other people, and researchers. My points of view are also informed by my values of conservation, preservation, and inclusivity; and my strengths in listening and data synthesis.

##### Conflict of Interest:

### Boards/Commissions appointments:

### Other Comments:

---

**This application was current on:** 1/6/2020

**Date Printed:** 1/6/2020

## Application Form

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### Profile

Allen B Parker  
First Name Middle Initial Last Name

nc\_parkers@mac.com  
Email Address

3707 Carrington Ln Suite or Apt  
Home Address

Efland NC 27243  
City State Postal Code

Mobile: (919) 697-0143  
Primary Phone

### What Township do you live in?

Cheeks

### Property Zone

County

### Community Involvement

Union Grove UMC - member Camp Chestnut Ridge - past director, active supporter Boy Scout Troop 822  
- past Asst Scoutmaster

### Which Boards would you like to apply for?

Advisory Board on Aging: Submitted  
BOCC Elections Advisory Group: Submitted  
Orange County Parks and Recreation Council: Submitted

---

### Interests & Experiences

#### Relevant Experience Board #1

20 years as a financial advisor with Edward Jones

#### Reasons Want to Serve Board #1

The resources, challenges, and support networks for seniors figure prominently in my daily client conversations.

**Diversity of Viewpoints Board #1**

---

I interact with people of every identity on a daily basis in my professional, social, and family circles

**Conflict of Interest Board #1**

---

None that I'm aware of.

**Relevant Experience Board #2**

---

I have voted in every election year that I was eligible. I earned my Eagle Scout award in 1984, served honorably as an officer in the US Navy, and have undergraduate and graduate degrees from Duke University.

**Reasons Want to Serve Board #2**

---

Free and fair elections form the basis for our civil society.

**Diversity of Viewpoints Board #2**

---

I am not affiliated with any political party.

**Conflict of Interest Board #2**

---

I am not affiliated with any political party.

**Reasons Want to Serve Board #3**

---

As an avid trail runner and active supporter of the Triangle Land Conservancy, I enjoy the spaces we've set aside for recreation and healthy communities.

**Relevant Experience Board #3**

---

Past Director of Camp Chestnut Ridge Finance & Investment Committee Member, Triangle Land Conservancy

**Diversity of Viewpoints Board #3**

---

I interact with people of every identity on a daily basis in my professional, social, and family circles

**Conflict of Interest Board #3**

---

None that I can think of

**Past Service**

---

Not at the local level.

---

**Demographics**

We ask your help in assuring diversity of membership by answering the following questions:

**Age Range \*** 35-59**OC Ethnicity** White**OC Gender Identity** Male**Ethics Guidelines****Ethics Guidelines for Orange County Advisory Boards and Commissions \***

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  2. Any legal, equitable, beneficial or contractual interest he or she or his or her spouse or domestic partner has in any business, firm or corporation, which is currently doing business with Orange County pursuant to contracts awarded by Orange County, or which is attempting, or has attempted in the past calendar year, to secure the award of a bid from Orange County or the approval of any Board or Agency of Orange County.
  3. Failure to file a disclosure statement setting out the above required information shall result in immediate removal of the member from the applicable board.

**I agree with the Above Statement**

---

**By checking this box I certify that this serves as an electronic version of my signature, for the sole purposes of this form.**

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I Agree

## **Volunteer Application Orange County Advisory Boards and Commissions**

**Name:** Mr Eric Raznick  
**Name Called:**  
**Home Address:** 1913 East Chapman Court  
Hillsborough NC 27278  
**Phone:** 415-370-3257  
**Email:** eraznick@gmail.com  
**Year of OC Residence:** 2015  
**Township of Residence:** Hillsborough  
**Zone of Residence:** County  
**Gender Identity:** Male  
**Ethnic Background:** White  
**Age Range:** 35-59

### **Community Activities/Organizational Memberships:**

I retired last year. I occasionally volunteer for the Food Bank (could do a lot more). I am a member of the Sportsplex to use the fitness center.

### **Past Service on Orange County Advisory Boards:**

I have never served on a board in Orange County

### **Boards/Commissions applied for:**

#### **Orange County Parks and Recreation Council**

##### **Background, education and experience relevant to this board:**

I worked in California Community Colleges for over 30 years as an IT manager. I attended public meetings and was involved in numerous construction projects. I reviewed project documents and worked architects and construction teams to update buildings and infrastructure.

##### **Reasons for wanting to serve on this board:**

I am very interested in parks and outdoor spaces! I take daily walks and enjoy the numerous outdoor activities in our area. When my kids were growing up, my family was very involved with the local sports leagues and relied on day camps, etc. I know that parks and recs are a great public recourse!

##### **Contribution to the diversity of viewpoints on this board:**

I have always worked with a very diverse group of people and have always leaned much from people who come from other backgrounds. I spent decades collaborating with teams of people to achieve goals to serve the public.

##### **Conflict of Interest:**

**Hillsborough Planning Board****Background, education and experience relevant to this board:**

I worked in California Community Colleges for over 30 years as an IT manager. I attended public meetings and was involved in numerous construction projects. I reviewed project documents and worked architects and construction teams to update buildings and infrastructure.

I am currently a member of the Churton Grove HOA team that evaluates proposals for new construction in the development.

**Reasons for wanting to serve on this board:**

I love Hillsborough! I am very interested in the local history and care about how changes are affected to the town.

**Contribution to the diversity of viewpoints on this board:**

I have always worked with a very diverse group of people and have always learned much from people who come from other backgrounds. I spent decades collaborating with teams of people to achieve goals to serve the public.

**Conflict of Interest:****Durham Technical Community College Board of Trustees****Background, education and experience relevant to this board:**

I retired last year from a 30 year career working in California Community Colleges. I worked as an IT manager and CTO in 3 different districts. I often attended board meetings and have made presentations to the board on IT related topics. I have also been part of the accreditation process, writing sections of the reports and responding to site visits.

**Reasons for wanting to serve on this board:**

I think community colleges are very important and I have a lot of experience in working in higher education.

**Contribution to the diversity of viewpoints on this board:**

I have always worked with a very diverse group of people and have always learned much from people who come from other backgrounds. I spent decades collaborating with teams of people to achieve goals to serve the public.

**Conflict of Interest:****Boards/Commissions appointments:****Other Comments:**

This application was current on: 7/16/2022 4:58:30 PM

Date Printed: 7/18/2022

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Mr. Trevor Robinson  
**Name Called:**  
**Home Address:** 4512 Renfrew Drive  
 Durham NC 27705  
**Phone:** 919-360-2775  
**Email:** trevor.robinson@ncsecu.org  
**Year of OC Residence:** 1989  
**Township of Residence:** Eno  
**Zone of Residence:** County  
**Gender Identity:** Choose not to disclose  
**Ethnic Background:** Other  
**Age Range:** 18-34

**Community Activities/Organizational Memberships:**

n/a

**Past Service on Orange County Advisory Boards:**

n/a

**Boards/Commissions applied for:**

**Orange County Parks and Recreation Council**

**Background, education and experience relevant to this board:**

I have a background of participating in sports leagues in and around orange county for almost 30 years. While obtaining a political science and business law degree from Western Carolina University I participated in intramural sports and volunteered for local political campaigns. I also spent a semester interning with the US House of Representatives. I believe this makes me an attractive candidate to serve on the Parks and Recreation Council because I know, and have experienced, how important parks and recreation is to the local community in Orange County.

**Reasons for wanting to serve on this board:**

I want to serve on the Orange County Parks and Recreation Council because I want to get involved with my local community and ensure that the programs and sports leagues that I enjoyed participating in for so long remain available.

**Contribution to the diversity of viewpoints on this board:**

I am not familiar with the current board or council members so I am not sure how my participation might deviate from the current viewpoints. I imagine my 30+ year history of being an Orange County resident and participant in Orange County sports leagues would set my experiences apart from most board and council members.

**Conflict of Interest:**

**Boards/Commissions appointments:**

**Other Comments:**

**This application was current on:** 7/22/2022 1:20:25 PM

**Date Printed:** 7/22/2022

## Application Form

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### Profile

Will \_\_\_\_\_ D \_\_\_\_\_ Spoon \_\_\_\_\_  
First Name Middle Initial Last Name

willspoonbiz@gmail.com \_\_\_\_\_  
Email Address

310 W Queen Street \_\_\_\_\_  
Home Address Suite or Apt

Hillsborough \_\_\_\_\_ NC \_\_\_\_\_ 27278 \_\_\_\_\_  
City State Postal Code

Home: (410) 215-8593 \_\_\_\_\_  
Primary Phone

### What Township do you live in?

Hillsborough

### Property Zone

Hillsborough Town Limits

### Community Involvement

-Currently on Hillsborough Historic District Commission -Volunteered previously with Hillsborough and Asheville tree boards doing i-tree surveys and urban heat mapping for town canopy projects -Work for the Nature Conservancy on NC freshwater related conservation and restoration of riverine environments -18 year US Coast Guard member (reservists now) working on emergency preparedness and disaster response

### Which Boards would you like to apply for?

Orange County Parks and Recreation Council: Submitted

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### Interests & Experiences

#### Relevant Experience Board #1

-Work for the Nature Conservancy on NC freshwater related conservation and restoration of riverine environments to create state parks and green/blue ways -Extensive federal grant and contracts experience having worked at environmental NGO, Federal grant administering agency, military and NC State parks -Currently serving on NC town commission and have volunteered previously on tree boards in NC towns -Volunteered as Crescent City Kickers (soccer booster club) liaison to New Orleans City parks to coordinate outreach events to youth members -Volunteered as promoter/organizer/participant for Kingman Island Bluegrass festival in DC

**Reasons Want to Serve Board #1**

---

-Passion for the outdoors and the well documented public health benefits they can bring to communities -  
Strong advocate for smart growth and integrating outdoor public spaces into any new development -Want  
to give back to my home state by volunteering my time while also helping to make it a better place for my  
children

**Diversity of Viewpoints Board #1**

---

-NC native, born and raised in the area, who has also lived in larger US cities and enjoyed involvement  
with larger parks and recreation programs. -Military/veteran

**Conflict of Interest Board #1**

---

None/NA

**Relevant Experience Board #2**

---

**Reasons Want to Serve Board #2**

---

**Diversity of Viewpoints Board #2**

---

**Conflict of Interest Board #2**

---

**Reasons Want to Serve Board #3**

---

**Relevant Experience Board #3**

---

**Diversity of Viewpoints Board #3**

---

**Conflict of Interest Board #3**

---

**Past Service**

---

No Orange County past service

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**Demographics**

We ask your help in assuring diversity of membership by answering the following questions:

### Age Range \*

---

35-59

### OC Ethnicity

---

Other

### OC Gender Identity

---

Male

---

## Ethics Guidelines

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    3. Exhibiting trustworthiness.
    4. Living as if they are on duty as appointed officials regardless of where they are or what they are doing.
    5. Using their best independent judgment to pursue the common good as they see it, presenting their opinions to all in a reasonable, forthright, consistent manner.
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  12. Recognizing that individual board members are not generally allowed to act on behalf of the board, but may only do so if the board specifically so authorizes, and that the board must take official action as a body.
  13. Being faithful in the performance of the duties of their offices.
  14. Acting as especially responsible residents whom others can trust and respect.
  15. Faithfully attending and preparing for meetings.
  16. Carefully analyzing all credible information that is properly submitted to them, and when applicable, being mindful of the need not to engage in communications outside the meeting in quasi-judicial matters.
  17. Being willing to bear their fair share of the board's workload.
  18. To the extent appropriate, they should be willing to put the board's interests ahead of their own and shall avoid the appearance of a conflict of interest and shall, under no circumstances, use their position on any board for personal gain or profit.
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1. Any interest he or she or his or her spouse or domestic partner has in real property situated in whole or in part in Orange County and the general description of that property.
  2. Any legal, equitable, beneficial or contractual interest he or she or his or her spouse or domestic partner has in any business, firm or corporation, which is currently doing business with Orange County pursuant to contracts awarded by Orange County, or which is attempting, or has attempted in the past calendar year, to secure the award of a bid from Orange County or the approval of any Board or Agency of Orange County.
  3. Failure to file a disclosure statement setting out the above required information shall result in immediate removal of the member from the applicable board.

**I agree with the Above Statement**

---

**By checking this box I certify that this serves as an electronic version of my signature, for the sole purposes of this form.**

---

I Agree

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Andrea Zimmerman  
**Name Called:**  
**Home Address:** 1812 MCLENNANS FARM RD  
 CHAPEL HILL, NC NC 27516  
**Phone:** 9192593741  
**Email:** zimmermanandrea@yahoo.com  
**Year of OC Residence:** 2020  
**Township of Residence:** Chapel Hill  
**Zone of Residence:** County  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 35-59

### Community Activities/Organizational Memberships:

Advisory Board member at Unify Athletics serving Durham, Chapel Hill/Carrboro, and Hillsborough communities.

Member of Carrboro Run Club

Donor/member of the following local/NC organizations:

Food Bank of Central & Eastern NC  
 NC Herpetological Society  
 NC PTA Congress  
 Friends of Orange County Animal Shelter  
 Ronald McDonald House of Chapel Hill  
 United Way of Greater Triangle  
 Boys and Girls clubs of Durham and Orange Counties  
 Blue Ridge Conservancy  
 Bald Head Island Conservancy

### Past Service on Orange County Advisory Boards:

None as of yet.

### Boards/Commissions applied for:

#### Commission for the Environment

##### Background, education and experience relevant to this board:

I am an advocate for the environment and wish to move the agenda forward for the protection and longevity of our natural resources for future generations. I hold a BS and MS in science and past experience focused on environmental research and life sciences, as well as sustainability. I also hold a MBA degree and have worked within and with various global organizations and

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collaborated and led a number of successful projects where sound decision making, ideation, project execution, cross functional collaboration/communication were key.

**Reasons for wanting to serve on this board:**

As mentioned above, I am an advocate for the environment and wish to move the agenda forward for the protection and longevity of our natural resources for future generations.

**Contribution to the diversity of viewpoints on this board:**

While I may have my own viewpoints, which I would diplomatically share, I also realize I may not always have the full perspective, that said, I welcome and value the diversity of other viewpoints. I believe it is important to listen and seek understanding to find common ground and learning--all necessary for cohesiveness and proper decision making.

**Conflict of Interest:**

**Chapel Hill Parks, Greenways and Recreation Commission**

**Background, education and experience relevant to this board:**

I am an advocate for the environment and wish to move the agenda forward for the protection and longevity of our natural resources for future generations. I hold a BS and MS in science and past experience focused on environmental research and life sciences, as well as sustainability. I also hold a MBA degree and have worked within and with various global organizations and collaborated and led a number of successful projects where sound decision making, ideation, project execution, cross functional collaboration/communication are key.

**Reasons for wanting to serve on this board:**

As mentioned above, I am an advocate for the environment and wish to move the agenda forward for the protection and longevity of our natural resources for future generations.

**Contribution to the diversity of viewpoints on this board:**

While I may have my own viewpoints, which I would diplomatically share, I also realize I may not always have the full perspective, that said, I welcome and value the diversity of other viewpoints. I believe it is important to listen and seek understanding to find common ground and learning--all necessary for cohesiveness and proper decision making.

**Conflict of Interest:**

**Orange County Parks and Recreation Council****Background, education and experience relevant to this board:**

44

**Reasons for wanting to serve on this board:**

I am an advocate for the environment and wish to move the agenda forward for the protection and longevity of our natural resources for future generations. I hold a BS and MS in science and past experience focused on environmental research and life sciences, as well as sustainability. I also hold a MBA degree and have worked within and with various global organizations and collaborated and led a number of successful projects where sound decision making, ideation, project execution, cross functional collaboration/communication are key.

**Contribution to the diversity of viewpoints on this board:**

As mentioned above, I am an advocate for the environment and wish to move the agenda forward for the protection and longevity of our natural resources for future generations.

**Conflict of Interest:**

While I may have my own viewpoints, which I would diplomatically share, I also realize I may not always have the full perspective, that said, I welcome and value the diversity of other viewpoints. I believe it is important to listen and seek understanding to find common ground and learning--all necessary for cohesiveness and proper decision making.

**Boards/Commissions appointments:****Other Comments:**

This application was current on: 7/11/2022 12:53:03 PM

Date Printed: 7/12/2022

# Board and Commission Members

## And Vacant Positions

### *Orange County Parks and Recreation Council*

Meeting Times: 6:30 pm First Wednesday of every month

Contact Person: David Stancil & Kalani Allen

Meeting Place: Bonnie B. Davis Environment & Agricultural Center

Contact Phone: 919-245-2522

Positions: 12

Length: 3 years

Terms: 2

Description: Each member of the Council shall be a County resident appointed by the Orange County Board of Commissioners. The Council includes representatives from each of the county's townships plus its municipalities. This council consults with and advises the Department of Environment, Agriculture, Parks and Recreation, and the Board of County Commissioners on matters affecting parks planning, development and operation; recreation facilities, policies and programs; and public trails and open space.

#### Christopher Colvin

1				First Appointed:	05/04/2021
Gender Identity:	Male	Township:	Chapel Hill	Current Appointment:	05/04/2021
Ethnic Background:	White	Residency Req:	Carrboro City Limits	Expiration:	03/31/2024
Age Range:	35-59	Special Repr:		Number of Terms:	1

#### Rebecca Truluck

2				First Appointed:	04/05/2022
Gender Identity:	Female	Township:	Hillsborough	Current Appointment:	04/05/2022
Ethnic Background:	White	Residency Req:	Hillsborough Twnshp	Expiration:	03/31/2025
Age Range:	18-34	Special Repr:	Hillsborough Township	Number of Terms:	1

#### Natalie C. Ziemba

3				First Appointed:	10/05/2021
Gender Identity:	Female	Township:	Hillsborough	Current Appointment:	10/05/2021
Ethnic Background:	White	Residency Req:	Cedar Grove Twnsp	Expiration:	03/31/2024
Age Range:	18-34	Special Repr:	At-Large (formerly Cedar Grove Townshi	Number of Terms:	1

#### Dr. Xilong Zhao

4				First Appointed:	05/14/2020
Gender Identity:	Male	Township:	Chapel Hill	Current Appointment:	05/14/2020
Ethnic Background:	Asian American	Residency Req:	C.H. City Limits	Expiration:	03/31/2023
Age Range:	35-59	Special Repr:		Number of Terms:	1

#### Greg Hughes

5				First Appointed:	06/15/2021
Gender Identity:	Male	Township:	Hillsborough	Current Appointment:	04/05/2022
Ethnic Background:	White	Residency Req:	At-Large	Expiration:	03/31/2025
Age Range:		Special Repr:	At-Large	Number of Terms:	1

#### Mikki Fleming

6	Vice-Chair			First Appointed:	05/14/2020
Gender Identity:	Female	Township:	Cheeks	Current Appointment:	02/16/2021
Ethnic Background:	White	Residency Req:	Cheeks Township	Expiration:	03/31/2024
Age Range:	60+	Special Repr:	Cheeks Township	Number of Terms:	1

# Board and Commission Members

## And Vacant Positions

### *Orange County Parks and Recreation Council*

Meeting Times: 6:30 pm First Wednesday of every month

Contact Person: David Stancil & Kalani Allen

Meeting Place: Bonnie B. Davis Environment & Agricultural Center

Contact Phone: 919-245-2522

Positions: 12

Length: 3 years

Terms: 2

#### VACANT

7

Gender Identity:

Township:

First Appointed:

Ethnic Background:

Residency Req: Chapel Hill Twnshp

Current Appointment:

Age Range:

Special Repr: Chapel Hil Township

Expiration: 03/31/2023

Number of Terms:

#### Robert Smith

8

Gender Identity: Male

Township: Little River

First Appointed: 05/17/2016

Ethnic Background: White

Residency Req: Little River Township

Current Appointment: 05/04/2021

Age Range:

Special Repr: Little River Township

Expiration: 03/31/2023

Number of Terms: 2

#### Tim Tippin

9

Gender Identity: Male

Township: Bingham

First Appointed: 11/02/2017

Ethnic Background: White

Residency Req: Bingham Township

Current Appointment: 05/14/2020

Age Range:

Special Repr: Bingham Township

Expiration: 03/31/2023

Number of Terms: 2

#### Roderick Jones

10

Gender Identity: Male

Township: Hillsborough

First Appointed: 05/24/2022

Ethnic Background: African American

Residency Req: Hillsborough Town Limits

Current Appointment: 05/24/2022

Age Range: 35-59

Special Repr:

Expiration: 09/30/2022

Number of Terms:

#### Ms. Gina Reyman

11 Chair

Gender Identity: Female

Township: Eno

First Appointed: 06/06/2017

Ethnic Background: White

Residency Req: Eno Township

Current Appointment: 12/06/2021

Age Range:

Special Repr: Eno Township

Expiration: 12/31/2024

Number of Terms: 2

#### Jessie L. Birckhead

12

Gender Identity: Female

Township: Little River

First Appointed: 04/05/2022

Ethnic Background: White

Residency Req: At-Large

Current Appointment: 04/05/2022

Age Range: 18-34

Special Repr: At-Large

Expiration: 03/31/2025

Number of Terms: 1

# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Orange County Parks and Recreation Council*

Contact Person: David Stancil & Kalani Allen  
Contact Phone: 919-245-2522

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### Christopher Austin

Gender Identity: Male

Date Applied: 11/03/2020

Ethnic Background: White

Township: Hillsborough

Age Range: 18-34

Zone of Residence: Hillsborough Town Limits

Also Serves On:

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### Martin DeWitt

Gender Identity: Male

Date Applied: 01/06/2020

Ethnic Background: White

Township: Hillsborough

Age Range: 18-34

Zone of Residence: Hillsborough Town Limits

Also Serves On:

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### Allen B. Parker

Gender Identity: Male

Date Applied: 02/08/2022

Ethnic Background: White

Township: Cheeks

Age Range: 35-59

Zone of Residence: County

Also Serves On:

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### Mr Eric Raznick

Gender Identity: Male

Date Applied: 07/16/2022

Ethnic Background: White

Township: Hillsborough

Age Range: 35-59

Zone of Residence: County

Also Serves On:

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### Mr. Trevor Robinson

Gender Identity: Choose not to disclose

Date Applied: 07/22/2022

Ethnic Background: Other

Township: Eno

Age Range: 18-34

Zone of Residence: County

Also Serves On:

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### Will D. Spoon

Gender Identity: Male

Date Applied: 09/22/2021

Ethnic Background: Other

Township: Hillsborough

Age Range: 35-59

Zone of Residence: Hillsborough Town Limits

Also Serves On:

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# Applicant Interest Listing

by Board Name and by Applicant Name

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## *Orange County Parks and Recreation Council*

Contact Person: David Stancil & Kalani Allen  
Contact Phone: 919-245-2522

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Andrea Zimmerman

Gender Identity: Female

Date Applied: 07/11/2022

Ethnic Background: White

Township: Chapel Hill

Age Range: 35-59

Zone of Residence: County

Also Serves On:

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**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** September 13, 2022

**Action Agenda  
Item No. 11**

**SUBJECT:** Orange Unified Transportation Board – Appointments Discussion

**DEPARTMENT:** Board of Commissioners

**ATTACHMENT(S):**

Member and Applicant Summary Sheet  
Applications of Applicants  
Membership Roster  
Applicant Interest List

**INFORMATION CONTACT:**

Clerk's Office, 919-245-2130

**PURPOSE:** To consider appointments to the Orange Unified Transportation Board.

**BACKGROUND:** The Orange Unified Transportation Board (OUTBoard) advises the Orange County Board of County Commissioners on the overall planning and programming of transportation improvements in the County.

The Board of County Commissioners appoints all fourteen (14) members, with representation from each of the County's townships. The OUTBoard does not make recommendations.

The following positions are presented for Board consideration:

<b>NAME</b>	<b>POSITION DESCRIPTION</b>	<b>TYPE OF APPOINTMENT TERM</b>	<b>EXPIRATION DATE</b>
BOCC Appointment	Cedar Grove Township	Partial Term	09/30/2023
BOCC Appointment	Little River Township	Partial Term	09/30/2023

If the positions listed above are filled, the following vacancies remain:

<b>POSITION DESIGNATION</b>	<b>EXPIRATION DATE</b>	<b>VACANCY INFORMATION</b>
At-Large	09/30/2023	<b>Vacant since 05/11/2022</b>
At-Large	09/30/2022	<b>Vacant since 07/21/2022</b>

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

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

- **GOAL: 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:** There is no Orange County Environmental Responsibility Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends that the Board discuss appointments to the Orange Unified Transportation Board.

Orange Unified Transportation Board Members and Applicants						
Name	Member or Applicant?	Gender Identity	Race/Ethnic Background	Age Range	Township	Also Serves on
Amy Cole	Member	Female	White		Hillsborough	
David I. Laudicina	Member	Male	White		Bingham	
Jamie Crandell	Member	Female	White	35-59	Eno	
Joshua Mayo	Member	Male	African American	18-34	Chapel Hill	
Julian (Randy) Marshall	Member	Male	White		Bingham	
Michael Hughes	Member	Male	White		Bingham	
Roy Shonberg	Member	Male	White	60+	Chapel Hill	
Todd Jones	Member	Male	White		Hillsborough	
Tom Gray	Member	Male	White	35-59	Hillsborough	
Tony Blake	Member	Male	White	60+	Bingham	
VACANT						
VACANT						
VACANT						
VACANT						
Art Menius	Applicant	Male	White	60+	Little River	Historic Preservation Commission
Patricia Hull	Applicant	Female	White	60+	Cedar Grove	Broadband Task Force

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Patricia Hull  
**Name Called:**  
**Home Address:** 1213 Crowsnest Dr  
 Hurdle Mills NC 27541  
**Phone:** 919-451-8622  
**Email:** pat.hull@duke.edu  
**Year of OC Residence:** 2005  
**Township of Residence:** Cedar Grove  
**Zone of Residence:** County  
**Gender Identity:** Female  
**Ethnic Background:** White  
**Age Range:** 60+

**Community Activities/Organizational Memberships:**  
 Orange County Broadband Task Force

**Past Service on Orange County Advisory Boards:**  
 Broadband Task Force

### Boards/Commissions applied for:

#### Orange Unified Transportation Board

**Background, education and experience relevant to this board:**

I have a MS degree in Urban Planning

**Reasons for wanting to serve on this board:**

I am a strong believer in public service and want to help support the work of our county officials and employees.

**Contribution to the diversity of viewpoints on this board:**

Coming from a rural part of the county (Cedar Grove township) and having no vested interest beyond helping to improve transportation for all.

**Conflict of Interest:**

### Boards/Commissions appointments:

#### Orange County Broadband Task Force

**Application Date:** 1/6/2021

**Background, education and experience relevant to this board:**

I reside in a rural, wooded area of Orange County that does not currently have good high speed internet available. I am employed as a data analyst for Duke University and am proficient in the use of computer technology. I also have a master s degree in ur

**Reasons for wanting to serve on this board:**

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The pandemic has made me more conscious of the need for universal access to high speed internet. Some rural areas are currently underserved and I would like to help identify ways to improve service to these areas.

**Conflict of Interest:**

**Other Comments:**

**This application was current on:** 1/6/2021 10:24:10 AM

**Date Printed:** 7/14/2022

## Volunteer Application Orange County Advisory Boards and Commissions

**Name:** Art Menius  
**Name Called:**  
**Home Address:** 4720 Green Riley Road  
 Rougemont NC 27572  
**Phone:** 919-675-2787  
**Email:** art@artmenius.com  
**Year of OC Residence:** 1973  
**Township of Residence:** Little River  
**Zone of Residence:** County  
**Gender Identity:** Male  
**Ethnic Background:** White  
**Age Range:** 60+

### Community Activities/Organizational Memberships:

Orange County Historical Commission Rotary Club of Chapel Hill (past president) WHUP Community Radio

### Past Service on Orange County Advisory Boards:

Current - Orange County Historical Commission (final year) OUTboard - 2015-2021 (chair 2018-2019)

### Boards/Commissions applied for:

#### Chapel Hill Orange County Visitors Bureau Advisory Board

##### Background, education and experience relevant to this board:

Marketing and sponsorship director 1997-2007 for MerleFest, building media impressions from less than 10,000,000 to 256,000,000, while developing branding and growing event to 80,000 attendees over 4 days. Served on Wilkes County team involved in creating Blue Ridge National Heritage Area and received National Park Service s Gateway Community training. Former director of The ArtsCenter in Carrboro Served on and did contract work for Letcher County (KY) Tourism Board Produced outdoor festivals and indoor concerts in NC, KY, and MD. Worked with Owensboro-Daviess County (KY) Tourism Authority to create the IBMA Bluegrass Fan Fest and World of Bluegrass 1985 - 1990 (both events now in Raleigh as Wide Open Bluegrass) Worked for NC Historical Sites division 1977-1981, 1985 Facility for looking at events from the customer perspective

##### Reasons for wanting to serve on this board:

Tourism more and more will be a driver of the local economy in Orange County. I have the experience to contribute to this effort and a well established relationship with Visitor Bureau staff and a familiarity with their operations. As a kid growing up in Raleigh long ago, Hillsboro (as it was spelled back then) and Chapel Hill were our primary day trip destinations. My mother s family has lived in Orange County most of the 268 years the country has existed. Good knowledge of Orange County history including peer reviewed work on antebellum agricultural history and the end of the Civil War here and familiarity with historical architecture resources.

##### Contribution to the diversity of viewpoints on this board:

I have a strong perspective and experience in event and cultural tourism and on using the arts and history as tourism drivers. I have considerable experience on working on tourism driving activities and organizations in other areas. I have a life time association with rural Orange County and an urban upbringing and am the rare individual who has lived in both southern and quite northern Orange County.

Any personal or business interest(s) that could create a conflict of interest:

**Conflict of Interest:**

**Arts Commission**

**Background, education and experience relevant to this board:**

I have worked in the arts since March 1983, serving as director of The ArtsCenter in Carrboro, Appalshop in Whitesburg, KY, and founding executive director of both the International Bluegrass Music Association and Folk Alliance International. I spent ten years working full time for MerleFest in marketing and sponsorship. I currently host music programs on WCOM, where I am also board secretary, and WHUP. I formerly hosted a local arts talk show on WCHL. I have supervised non-profit radio stations, an archival repository, theatre programs, and documentary film producers and budgets up \$3,000,000. I have nearly 50 years experience serving on non-profit board and government commissions. I served three years on the Carrboro Arts Commission.

**Reasons for wanting to serve on this board:**

I am deeply committed to the arts and to Orange County. The arts have been my life and continue to be as one of the world s leading promoters of music to folk radio and as an artist manager. Yet I have reached the giving back stage of my career.

**Contribution to the diversity of viewpoints on this board:**

I bring the perspective of more than 40 years working in diverse aspects of the cultural industries including roots, bluegrass, and Americana music, theatre, visual, documentary film, and TV. I know both the non-profit and for profit arts worlds and have worldwide connections in the folk arts. I have a life time association with rural Orange County and an urban upbringing and am the rare individual who has lived in both southern and quite northern Orange County.

**Conflict of Interest:**

Although the arts commission normally cannot fund the Public Gallery of Carrboro, on whose board I shall serve until 12/31/2021, PGC did receive an emergency NCCares grant in December 2020.

**Orange Unified Transportation Board****Background, education and experience relevant to this board:**

I served on the OUTboard for six years including one year as chair.

**Reasons for wanting to serve on this board:**

To serve the community, represent the perspective of northern Orange and Little River Township. I am personally concerned about unplanned, unchecked growth rather than well managed development and preservation. Transportation planning involves expensive decisions years in the future with consequences lasting decades after that. It involves often brutal prioritization to help the BOCC and County staff guide the county's future through complex issues with implications far beyond bikes, buses, and roads. The OUTboard are a key venue for citizens shaping the future of our county.

**Contribution to the diversity of viewpoints on this board:**

I am the rare person with deep Orange County roots and memories going back more than 60 years, who has lived in Chapel Hill, Carrboro, White Cross, and a home owner up north in Little River Township since 2016.

**Conflict of Interest:****Boards/Commissions appointments:****Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL**

**Application Date:** 4/5/2016

**Background, education and experience relevant to this board:**

BA and MA from UNC-CH in history 3.5 years as a public sector historian for NC Dept of Cultural Resources: Historic Sites Sections Several peer reviewed history publications Special concentration in history of the Regulators

**Reasons for wanting to serve on this board:**

I have held a deep interest in the history of Orange County since childhood and conducted original research into the Regulators for my baccalaureate honors thesis and on Scots economic activities in late colonial Orange County in grad school. I consider O

**Conflict of Interest:****Orange Unified Transportation Board**

**Application Date:** 10/6/2014

**Background, education and experience relevant to this board:**

I have extensive experience in community economic development and community based planning. In my work with Creative Carrboro, planning a proposed arts district, and with the proposed Arts and Innovation Center I have worked closely with the Carrboro Plan

**Reasons for wanting to serve on this board:**

I wish to represent the planning interests on the transportation board. In Orange, Chatham, and Wilkes County, NC and Letcher County, KY, I have seen how transportation shapes and builds strong communities OR undos them.

**Conflict of Interest:****Other Comments:**

**This application was current on:** 8/4/2022

**Date Printed:** 8/5/2022

# Board and Commission Members

## And Vacant Positions

### *Orange Unified Transportation Board*

Meeting Times: 6:30 pm Third Wednesday of every month

Contact Person: Nish Trivedi & EmmaLea Ange

Meeting Place: West Campus Office Building, Room 204

Contact Phone: 919-245-2004

Positions: 14

Length: 3 years

Terms: 2

Description: The Orange Unified Transportation Board (OUTBoard) advises the Orange County Board of County Commissioners (BOCC) and provides information and comments on major transportation issues. Specifically, the OUTboard provides the BOCC with recommendations regarding the overall planning and programming of transportation improvements in the County.

### Julian (Randy) Marshall Jr.

1	<b>Vice-Chair</b>			First Appointed:	10/16/2018	
	Gender Identity:	Male	Township:	Bingham	Current Appointment:	10/05/2021
	Ethnic Background:	White	Residency Req:	Bingham Township	Expiration:	09/30/2024
	Age Range:		Special Repr:	Bingham Township	Number of Terms:	2

### David I. Laudicina

2				First Appointed:	03/17/2015	
	Gender Identity:	Male	Township:	Bingham	Current Appointment:	03/10/2020
	Ethnic Background:	White	Residency Req:		Expiration:	09/30/2022
	Age Range:		Special Repr:	At-Large	Number of Terms:	2

### VACANT

3				First Appointed:		
	Gender Identity:		Township:		Current Appointment:	
	Ethnic Background:		Residency Req:	Cedar Grove Twnsp	Expiration:	09/30/2023
	Age Range:		Special Repr:	Cedar Grove Township	Number of Terms:	

### Roy Schonberg

4				First Appointed:	03/10/2020	
	Gender Identity:	Male	Township:	Chapel Hill	Current Appointment:	10/05/2021
	Ethnic Background:	White	Residency Req:	Chapel Hill Twnshp	Expiration:	09/30/2024
	Age Range:	60+	Special Repr:	Chapel Hill Township	Number of Terms:	1

### Jamie Crandell

5				First Appointed:	12/07/2020	
	Gender Identity:	Female	Township:	Eno	Current Appointment:	12/07/2020
	Ethnic Background:	White	Residency Req:	Eno Township	Expiration:	09/30/2022
	Age Range:	35-59	Special Repr:	Eno Township	Number of Terms:	

### Tom Gray

6				First Appointed:	12/07/2020	
	Gender Identity:	Male	Township:	Hillsborough	Current Appointment:	12/07/2020
	Ethnic Background:	White	Residency Req:	Hillsborough Twnshp	Expiration:	09/30/2023
	Age Range:	35-59	Special Repr:	Hillsborough Township	Number of Terms:	1

# Board and Commission Members

## And Vacant Positions

### *Orange Unified Transportation Board*

Meeting Times: 6:30 pm Third Wednesday of every month

Contact Person: Nish Trivedi & EmmaLea Ange

Meeting Place: West Campus Office Building, Room 204

Contact Phone: 919-245-2004

Positions: 14

Length: 3 years

Terms: 2

#### Todd Jones

7

Gender Identity: Male

Township: Hillsborough

First Appointed: 01/22/2019

Ethnic Background: White

Residency Req: Orange County

Current Appointment: 10/05/2021

Age Range:

Special Repr: At-Large

Expiration: 09/30/2024

Number of Terms: 1

#### VACANT

8

Gender Identity:

Township:

First Appointed:

Ethnic Background:

Residency Req: Little River Township

Current Appointment:

Age Range:

Special Repr: Little River Township

Expiration: 09/30/2023

Number of Terms:

#### Joshua Mayo

9

Gender Identity: Male

Township: Chapel Hill

First Appointed: 12/07/2020

Ethnic Background: African American

Residency Req: Orange County

Current Appointment: 12/07/2020

Age Range: 18-34

Special Repr: At-Large

Expiration: 09/30/2023

Number of Terms: 1

#### Michael Hughes

10 Chair

Gender Identity: Male

Township: Bingham

First Appointed: 10/05/2021

Ethnic Background: White

Residency Req: Orange County

Current Appointment: 10/05/2021

Age Range:

Special Repr: At-Large

Expiration: 09/30/2024

Number of Terms: 1

#### VACANT

11

Gender Identity:

Township:

First Appointed:

Ethnic Background:

Residency Req: Orange County

Current Appointment:

Age Range:

Special Repr: At-Large

Expiration: 09/30/2023

Number of Terms:

#### Amy Cole

12

Gender Identity: Female

Township: Hillsborough

First Appointed: 10/16/2018

Ethnic Background: White

Residency Req: Orange County

Current Appointment: 10/05/2021

Age Range:

Special Repr: At-Large

Expiration: 09/30/2024

Number of Terms: 2

# Board and Commission Members

## And Vacant Positions

### *Orange Unified Transportation Board*

Meeting Times: 6:30 pm Third Wednesday of every month

Contact Person: Nish Trivedi & EmmaLea Ange

Meeting Place: West Campus Office Building, Room 204

Contact Phone: 919-245-2004

Positions: 14

Length: 3 years

Terms: 2

#### Tony Blake

13

First Appointed: 03/10/2020

Gender Identity: Male

Township: Bingham

Current Appointment: 03/10/2020

Ethnic Background: White

Residency Req: Orange County

Expiration: 09/30/2022

Age Range: 60+

Special Repr: At-Large

Number of Terms: 1

#### VACANT

14

First Appointed:

Gender Identity:

Township:

Current Appointment:

Ethnic Background:

Residency Req: Orange County

Expiration: 09/30/2022

Age Range:

Special Repr: At-Large

Number of Terms:

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# Applicant Interest Listing

by Board Name and by Applicant Name

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## ***Orange Unified Transportation Board***

Contact Person: Nish Trivedi & EmmaLea Ange  
Contact Phone: 919-245-2004

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### Patricia Hull

Gender Identity: Female

Date Applied: 07/13/2022

Ethnic Background: White

Township: Cedar Grove

Age Range: 60+

Zone of Residence: County

Also Serves On: Orange County Broadband Task Force

---

### Art Menius

Gender Identity: Male

Date Applied: 08/04/2022

Ethnic Background: White

Township: Little River

Age Range: 60+

Zone of Residence: County

Also Serves On: Historic Preservation Commission (APPLICANTS SHALL RESIDE WITHIN THE TERRITORIAL JURISDICTION OF ORAN)

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**ORANGE COUNTY  
BOARD OF COMMISSIONERS**

**ACTION AGENDA ITEM ABSTRACT**

**Meeting Date:** September 13, 2022

**Action Agenda  
Item No. 12**

**SUBJECT:** Workforce Development Board - Appointment Discussion

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**DEPARTMENT:** Board of Commissioners

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**ATTACHMENT(S):**

Recommendation  
Member and Applicant Summary Sheet  
Membership Roster  
Applicant Interest List  
No longer accepting applications

**INFORMATION CONTACT:**

Clerk's Office, 919-245-2130

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**PURPOSE:** To consider an appointment to the Workforce Development Board.

**BACKGROUND:** The Workforce Development Board helps individuals and businesses within this five county region gain access to the programs and services that connect talent to jobs.

The following individual is recommended for Board consideration:

<b>NAME</b>	<b>POSITION DESCRIPTION</b>	<b>TYPE OF APPOINTMENT TERM</b>	<b>EXPIRATION DATE</b>
Nancy Coston	Department of Social Services Appointee	Full Term	06/30/2025

If the individual listed above is appointed, no vacancies remain.

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

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

- **GOAL: 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:** There is no Orange County Environmental Responsibility Goal impact associated with this item.

**RECOMMENDATION(S):** The Manager recommends that the Board discuss an appointment to the Workforce Development Board.

## Regional Consolidated Services

Post Office Box 1883  
Asheboro, North Carolina 27204-1883  
Phone: (336) 629-5141  
Fax: (336) 629-1290

April 21, 2022

Laura Jensen, Clerk to the Board  
% Orange County Board of Commissioners  
PO Box 8181  
Hillsborough, NC 27278

Re: Workforce Development Board Member Nancy Coston Re-Appointment

Regional Partnership Workforce Development Board is submitting a membership re-appointment request for Nancy Coston (Orange County DSS—Hillsborough, NC) representing the CBO sector. Nancy Coston is currently serving an active role representing Orange County on the Workforce Development Board. Her term of appointment will be for three years. I would appreciate you including this re-appointment request for the next Orange County Board of Commissioners agenda.

If you have any questions, please do not hesitate to contact me at (336) 629-5141.

Kindest Regards,

*Karen Wilkins*

Karen Wilkins  
RPWD Operations Manager

On behalf of:  
Regional Partnership Workforce Development  
Post Office Box 487  
109 N. Main Street  
Randleman, NC 27317



<b>Workforce Development Board Members and Applicants</b>						
<b>Name</b>	<b>Member or Applicant?</b>	<b>Gender Identity</b>	<b>Race/Ethnic Background</b>	<b>Age Range</b>	<b>Township</b>	<b>Also Serves on</b>
Nancy Coston	Member	Female	White		N/A	
Sue Holaday	Member	Female	White		N/A	
Katie Loovis	Member	Female	White	35-59	Chapel Hill	
<b>No Applicants</b>						

# Board and Commission Members

## And Vacant Positions

### ***Workforce Development Board - Regional Partnership***

Meeting Times: day-time meeting quarterly

Contact Person: Karen Wilkins

Meeting Place: Rotates between participating counties

Contact Phone: 336-629-5141

Positions: 4

Length: 3 years

Terms: 2

Description: <div>Members are appointed by the Boards of Commissioners from Alamance, Montgomery, Moore, Orange, and Randolph Counties - four each. Through the Workforce Innovation and Opportunity Act (WIOA), this board helps individuals and businesses within this five county region gain access to the programs and services that connect talent to jobs. The board consists of community and business leaders.</div>

#### **Nancy Coston, Director**

1			First Appointed:	08/14/2001
Gender Identity:	Female	Township:	Current Appointment:	12/02/2019
Ethnic Background:	White	Residency Req:	Expiration:	06/30/2022
Age Range:		Special Repr:	Number of Terms:	6

#### **Sue Holaday**

2			First Appointed:	11/15/2016
Gender Identity:	Female	Township:	Current Appointment:	10/05/2021
Ethnic Background:	White	Residency Req:	Expiration:	06/30/2024
Age Range:		Special Repr:	Number of Terms:	2

#### **Katie Loovis**

3			First Appointed:	06/02/2020
Gender Identity:	Female	Township:	Current Appointment:	06/02/2020
Ethnic Background:	White	Residency Req:	Expiration:	06/30/2023
Age Range:	35-59	Special Repr:	Number of Terms:	1