

APPROVED 6/20/23

**MINUTES  
ORANGE COUNTY  
BOARD OF COMMISSIONERS  
BUDGET AND CIP PUBLIC HEARING AND WORK SESSION  
MAY 9, 2023  
7:00 p.m.**

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

**COUNTY COMMISSIONERS PRESENT:** Chair Jamezetta Bedford, Vice Chair Earl Vice-Chair McKee (arrived at 7:02 p.m.), and Commissioners Amy Fowler, Jean Hamilton, Phyllis Portie-Ascott, and Anna Richards

**COUNTY COMMISSIONERS ABSENT:** Commissioner Sally Greene

**COUNTY ATTORNEYS PRESENT:** John Roberts

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

Chair Bedford called the meeting to order at 7:00 p.m. All commissioners were present, except for Vice-Chair McKee and Commissioner Greene.

*Vice-Chair McKee arrived at 7:02 p.m.*

## 1. Opening Remarks

Chair Bedford read the public charge:

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

## 2. Presentation of the County's Manager's Recommended FY 2023-24 Budget

The County Manager made the following presentation:

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**ORANGE COUNTY**  
NORTH CAROLINA

**FY2023-24**  
**COUNTY MANAGER**  
**RECOMMENDED BUDGET**  
**Public Hearing**  
May 9, 2023  
BOCC Business Meeting

Slide #2

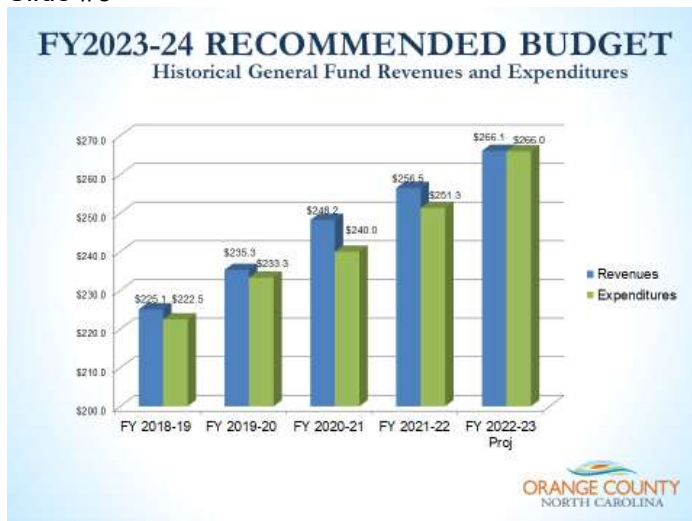
**FY2023-24 RECOMMENDED BUDGET**

**BUDGET PRIORITIES**

- Sustain and Improve Service Levels
- Retain County Workforce
- Support Public Schools
- Preserve Financial Stability



Slide #3



Slide #4



Slide #5

### FY2023-24 RECOMMENDED BUDGET Revenue Assumptions

**FY 2023-24 Projected Revenue: \$279,194,928**

**Property Tax Assumptions**

Recommended Property Tax Increase:  
 $\$0.0046 = \$1,038,676$   
 One Penny = \$2,257,990

Current Tax Rate = \$0.8312 per \$100 valuation  
 Recommended Tax Rate = \$0.8358 per \$100 valuation

Total Property Tax Increase plus 2% natural growth = \$4.7 Million

**ORANGE COUNTY**  
NORTH CAROLINA

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### FY2023-24 RECOMMENDED BUDGET Revenue Assumptions

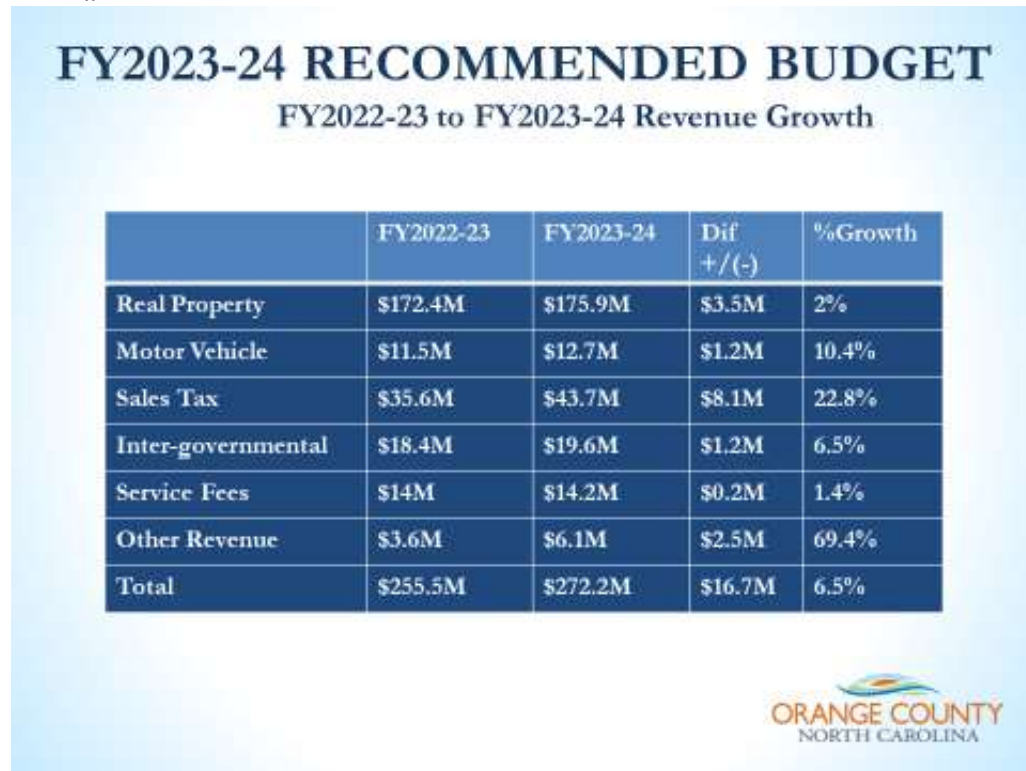
**Sales Tax Assumptions**

- 4-5% Growth over FY 2022-23 projection as economy normalizes to pre-Covid inflation rates.
- Third Quarter FY 2022-23 indicates 10-12% Growth over Prior Fiscal Year

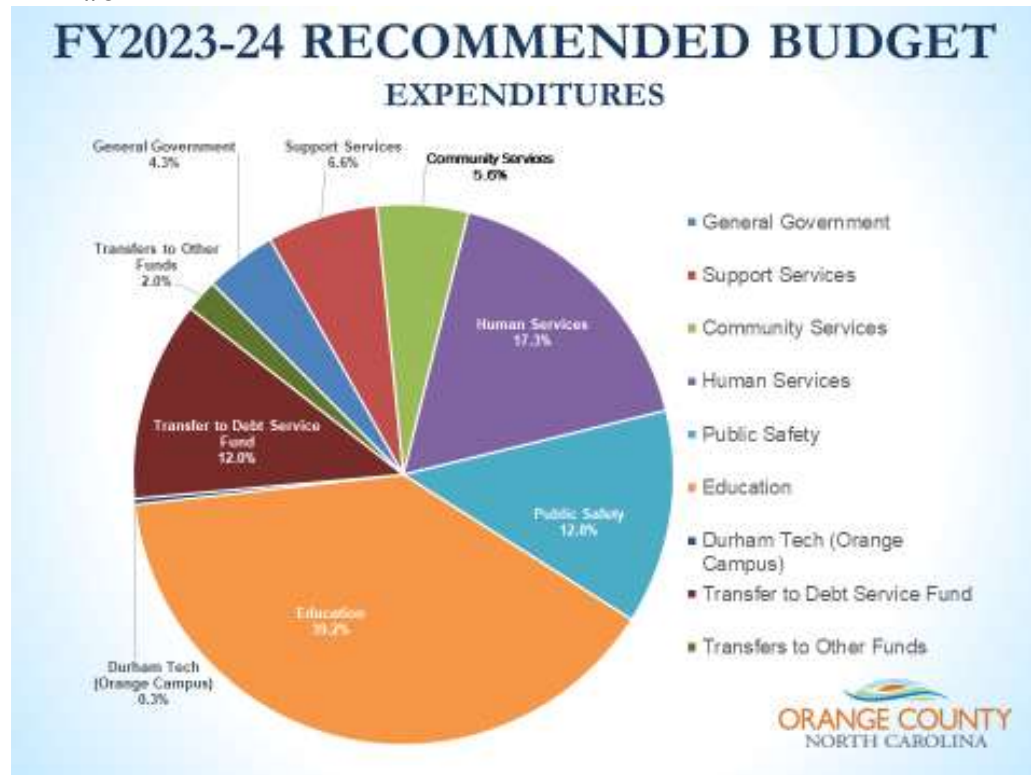
Total Sales Tax Increase = \$8.1 Million

**ORANGE COUNTY**  
NORTH CAROLINA

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Slide #8



Bonnie Hammersley said that 8.87% of Debt Service is for education.

## Slide #9

**FY2023-24 RECOMMENDED BUDGET****Expenditure Assumptions****FY 2023-24 Projected Expenditures: \$279,194,928****Education Assumptions**

- Education Current Expenses

**Personnel Impacts**

- Wage Adjustment Compensation
- Increase of Employer Health Insurance Contribution
- Increase of Employer Retirement Contribution Rate
- Increase Living Wage



## Slide #10

**FY2023-24 RECOMMENDED BUDGET****Expenditure Assumptions****Operating Impacts**

- Inflationary Increases
- Employee Retention
- Transfer ARPA funded essential programs and positions to General Fund and/or other funding sources
- Allocate remaining ARPA Funds



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Slide #12

### FY2023-24 RECOMMENDED BUDGET

#### K-12 EDUCATION

Chapel Hill-Carrboro City Schools	FY 2022-23 Current Expense	Continuation Request	Expansion Request	Manager Recommend	Recommend Increase
Current Expenses	\$ 55,007,882	\$ 63,447,882	\$ 66,157,882	\$ 60,158,538	\$ 5,150,656
Per Student	\$ 4,808	\$ 5,558	\$ 5,798	\$ 5,346	\$ 538
Special District Tax	\$ 0.183	\$ 0.183	\$ 0.183	\$ 0.198	\$ 2,095,301

Orange County Schools	FY 2022-23 Current Expense	Continuation Request	Expansion Request	Manager Recommend	Recommend Increase
Current Expenses	\$ 38,570,900	\$ 40,789,900	\$ 49,207,500	\$ 42,784,038	\$ 4,213,138
Per Student	\$ 4,808	\$ 5,085	\$ 6,137	\$ 5,346	\$ 538

*1 - An increase in the Special District Tax for CHCCS is recommended at \$0.015 to provide additional ongoing revenue*

**ORANGE COUNTY**  
NORTH CAROLINA

Bonnie Hammersley said the recommended budget includes a 10% increase for K-12 education, totaling \$9,363,794. She said the total is divided between the two school districts based on average daily membership (ADM). She said the allocation for Chapel Hill-Carrboro City Schools (CHCCS) declined due to the loss of 189 students. She said the allocation percentage for CHCCS is 58.44%, down from 58.78% in the previous year. She said that the allocation for Orange County Schools (OCS) increased to 41.56% (from 41.22% in the previous year) due to a reduced loss of 20 students compared to CHCCS. She said there is a \$0.015 recommended increase in the Special District Tax to assist in meeting the continuation request for CHCCS. She




said that would generate \$2,095,301, based on an estimated per penny revenue amount of \$1,396,387.

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### FY2023-24 RECOMMENDED BUDGET EDUCATION

COUNTY APPROPRIATION PER STUDENT			
Year	Per Student	\$ Increase	% GF Revenue
FY2016-17	\$ 3,868.00	\$ 170.50	50.6%
FY2017-18	\$ 3,991.00	\$ 123.00	49.7%
FY2018-19	\$ 4,165.00	\$ 174.00	50.1%
FY2019-20	\$ 4,352.25	\$ 187.25	49.5%
FY2020-21	\$ 4,367.00	\$ 14.75	49.4%
FY2021-22	\$ 4,367.00	\$ -	48.7%
FY2022-23	\$ 4,808.00	\$ 441.00	47.1%
FY2023-24	\$ 5,346.00	\$ 538.46	48.1%




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### FY2023-24 RECOMMENDED BUDGET EDUCATION

Durham Technical Community College	FY2023-24 Base Budget	FY2023-24 Request	County Manager Recommend	Recommended Increase
Current Expenses	\$ 809,405	\$ 1,087,198	\$ 890,346	\$ 80,941
Capital Outlay	\$ 75,000	\$ 75,000	\$ 75,000	\$ -
Innovation Hub*	\$ -	\$ 20,000	\$ 20,000	\$ 20,000
Back to Work Initiative*	\$ 50,000	\$ 100,000	\$ 100,000	\$ 50,000
Durham Tech Promise*	\$ 200,000	\$ 200,000	\$ 200,000	\$ -
Small Business Center Coordinator*	\$ 70,000	\$ 70,000	\$ 70,000	\$ -

\* Funded in Article 46, outside of the General Fund



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## FY2023-24 RECOMMENDED BUDGET OUTSIDE AGENCIES

Outside Agencies (501.c3)	FY2022-23 Approved	FY2023-24 Request	Outside Agency Fund Recommend	Department Budget Recommend
Agencies Funded	58	56	42	6
Total	\$ 1,854,691	\$ 2,436,822	\$ 1,037,016	\$ 937,656

- In FY 2023-24, the integral agencies awarded \$100K+ or majority of funding is Outside Agency funds are moved into department budgets to improve coordination, accountability and client outcomes.
- An additional \$45,000 is recommended for Arts and Tourism related Outside Agencies in the Visitors Bureau Fund, to be administered by the Orange County Arts Commission and The Visitors Bureau.



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## FY2023-24 RECOMMENDED BUDGET FIRE DISTRICTS

FIRE DISTRICT	CURRENT TAX RATE	REQUESTED INCREASE	RECOMMENDED TAX RATE
Cedar Grove	\$0.0763	\$0.0137	\$0.09
Chapel Hill	\$0.1387	\$0.00	\$0.1387
Damascus	\$0.1180	\$0.01	\$0.1280
Efland	\$0.0828	\$0.02	\$0.1028
Eno	\$0.0998	\$0.00	\$0.0998
Little River	\$0.0639	\$0.01	\$0.0739
New Hope	\$0.1156	\$0.0101	\$0.1257
Orange Grove	\$0.0727	\$0.01	\$0.0827
Orange Rural	\$0.0949	\$0.01	\$0.1049
South Orange	\$0.0909	\$0.00	\$0.0909
Southern Triangle	\$0.1180	\$0.01	\$0.1280
White Cross	\$0.1234	\$0.015	\$0.1384



Bonnie Hammersley said that inflation is affecting fire department budgets, which is why most requested a tax rate increase.



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## FY2023-24 RECOMMENDED BUDGET

COUNTY EMPLOYEE COMPENSATION		
	% Increase	Total
Compensation Adjustment	6%	\$4,400,000
Living Wage Adjustment	3%	\$36,000
Health & Dental Insurance	5%	\$540,000
Retirement Increase	6%	\$460,000

*1- Compensation adjustment includes Merit and 401K adjustments of 6%  
 2- Living Wage Increase living wage for temporary employees from \$15.85 per hour to \$16.60 per hour*




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## FY2023-24 RECOMMENDED BUDGET

### COUNTY POSITIONS – GF AND OTHER FUNDS

Fund	FTE Status	GF Cost
General Fund	22.0 FTE	\$85,902
Debt Service	1.0 FTE	\$0
Inspections	1.0 FTE	\$0
Visitors Bureau	1.0 FTE	\$0
Solid Waste	5.0 FTE	\$0
<b>Total</b>	<b>30.0 FTE</b>	<b>\$85,902</b>

*Food Council FTE converted to Food Security Coordinator contract position in Cooperative Extension – 25% NC A&T revenue*



Bonnie Hammersley said that the 22 FTEs recommended in the General Fund are funded through new revenues or a reallocation of existing funds.

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## FY2023-24 RECOMMENDED BUDGET AMERICAN RESCUE PLAN USE ACT (ARPA)

FY2023-24 Recommended ARPA Projects	Amount
Emergency Housing Assistance (EHA)	\$2,148,849
Long-term Homeowner's Assistance	\$250,000
ARPA Reporting Coordinator Contract	\$66,886
<b>Total</b>	<b>\$2,465,735*</b>

\* The American Rescue Plan Act (ARPA) funds have been fully allocated with the recommended amount.



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## FY2023-24 RECOMMENDED BUDGET

BUDGET PUBLIC HEARINGS	DATE
Budget and Capital Investment Plan (CIP)	May 9 & June 1
BUDGET WORK SESSION SCHEDULE	DATE
Schools, Durham Tech, and Outside Agencies	May 11
Fire District, Public Safety and Human Services	May 18
Support Services, General Government and Community Services	May 23
Budget Amendments and Resolution of Intent to Adopt	June 8
BOCC REGULAR MEETING	DATE
FY2023-24 Operating and CIP Budget Adoption	June 20



## Slide #21

## FY2023-24 RECOMMENDED BUDGET DOCUMENT AVAILABILITY

- Clerk to Board of Commissioners
- County Budget Office
- Orange County Library
- Chapel Hill Public Library
- Orange County Website - <http://orangecountync.gov>



## Slide #22

## FY2023-24 RECOMMENDED BUDGET MISSION STATEMENT

Orange County exists to provide governmental services needed by our Residents or mandated by the State of North Carolina.

To provide these quality services efficiently, we must;

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

*Orange County Residents Come First*



### 3. Public Comments

The board held a public hearing to receive comments on the FY24 recommended budget.

A motion was made by Commissioner Fowler and seconded by Vice-Chair McKee to open the public hearing.

#### **VOTE: UNANIMOUS**

#### Public Comments:

Margo Lakin asked the Board to maintain the budget lines for Fairview Park improvements and mitigation in the capital investment plan. She said that Fairview Park is an ideal location for meeting the public's recreational needs. She said there is a community center and existing tennis courts at the park. She said the additional three courts would increase availability to residents. She said that Fairview Park is in a walkable neighborhood and used by local and county residents. She said she believes the park is under capacity and there is untapped potential to build what the public needs for recreational facilities. She said there is easy access and egress for cars, reducing traffic within the neighborhood. She said earmarking development funds now to meet current and future needs is both progressive and proactive on the county's part.

Jon Klein read the following statement:

"I have been an Orange County resident since 1984. I am a retired family physician, a former member and chair of both the Orange County Board of Health, and the Orange County Schools Health Advisory Council. I speak with you tonight as the President of Swim for Charlie a 501 (c) 3 charitable organization with a mission "To equip children with life-saving water safety skills by providing a high-quality water safety program to second grade North Carolina students." Drowning is one of the leading causes of death in children. 80% of children in low-income households have no water safety skills. 64% of Black, 45% of Latino, and 40% of white children have little to no swimming ability. 10 people drown each day in the US. Drownings can be reduced by 88% with a structured water safety skills program. Swim for Charlie was formed as a memorial legacy to Dr. Charles van der Horst who was an Orange County resident, internationally known infectious disease physician, Public Health crusader, philanthropist, and social equity advocate. He worked tirelessly to improve the health of those most vulnerable and he had a deep love for children. Swim for Charlie has been providing an 8-lesson water safety program to Orange County Schools' 2nd graders since February 2020. The program began in the 3 highest need Title I Orange County Schools. This year the program expanded to include all 7 Orange County Schools, offering the program to over 500 students. Swim for Charlie measures its success by participation and achievement. With a participation rate of 95% the program is valued by parents and students. For students starting with no water safety skills 65% have been made water safe, this translates to 200 students who now know how to save themselves if they fall into a body of water, such as a retention pond or lake. I have been told by teachers that there is greater attendance at school during the weeks of Swim for Charlie, as well as increased confidence in class resulting in improved academic achievement for those students participating. Swim for Charlie has submitted an Outside Agency Grant to help fund the continued expansion of the program from the 3 high need schools to include the additional 4 schools. The funding will help pay for part of the Program Director's salary as well as the cost of lifeguards and instructors. Other costs include swimsuits and towels for students who cannot afford them, a mesh bag for each student to transport their swimsuit/towel, certificates for students, pool supplies, and plaques to each new school in the program. Due to the significant impact Swim for Charlie has made and will make for Orange County citizens I request that you fund the grant. Thank you.

Jim Tucker said he is a 26 year resident of Orange County. He said he was previously a board member for Community Home Trust. He said he was at the meeting to speak about Swim for Charlie, an organization for which he is a current board member. He said Swim for Charlie is

a public/private partnership. He said the school district provides the transportation for the students, the Sportsplex provides the aquatic facility, and Swim for Charlie provides the program, equipment, and instructors. He said was a volunteer at Swim for Charlie for students at Efland Cheeks Elementary School. He said he saw firsthand what the program means for students. He said the grant will continue their ability to offset some of the program costs and to offer the program in all Orange County elementary schools. He said all competitive swimmers start as beginner swimmers. He said he learned to swim because his grandmother lost a brother to drowning. He said his grandmother made sure all of her grandchildren knew how to swim. He said Swim for Charlie is here so that his family's experience will not be repeated for the families of Orange County.

Matt McDermott said he has lived in Hillsborough for 24 years. He said he is an advocate for initiatives that support sound bodies, minds, and souls. He said he especially supports initiatives that maximize pre-existing resources and minimize unnecessary tax burdens. He said he supports recommended funding for improvements at Fairview Park. He said the funding would allow for expanded tennis and pickle ball access to accommodate a growing need. He said he also supports the mitigation funding which will plant the seed of continued fiscal and responsible future growth in a strategically located recreational park. He said the recommended funding demonstrates smart growth and supports the county's commitment to climate change mitigation. He asked the Board to support the recommended funding.

Sally Merryman said she is a 28 year resident of Orange County and has owned a home in western Orange County for 19 years. She said she is a 26 year veteran teacher and has worked at the same school in Chapel Hill for 22 of those years. She said she serves as the acting president of the Chapel Hill Carrboro Association of Educators. She asked the Board to vote for the County Manager's recommended budget. She said it is the closest alignment of the continuation request and the County Manager's proposal. She praised the County Manager and the school districts for collaborating during the budget process. She said that collaboration will benefit more county students. She said that tax increases no matter how small are not often welcome, but as the state legislature continues to choke public schools to fund private school vouchers, we must act boldly with county budget and must fund schools first.

Karen Riley read the following statement:

"I am Karen Riley, president of United Voices of Efland Cheeks. I'm joined tonight with several members of our board of directors. We have operated the Efland Cheeks community center since 2016 under an agreement with Orange County. Under this agreement, we provide programs to the community and Orange County maintains the building. Since COVID, the Efland Cheeks Community Center has grown dramatically. We regularly host over a hundred people each week at the center. Our community events typically attract 200-300 people. We honored Efland's seniors with a sit down holiday dinner serving 80 people. If you have been in the center, you know that it's a lot of people to fit in a very small space. Over the next few months, we will be adding summer STEM camp, a senior exercise class, a teen council and a family movie night. Everything we do is free and accessible. Remember – Efland doesn't have healthclubs, a library or public meeting spaces. The center is an essential community space. But the building is too small to meet the Community's needs. Last year, we had a wait list of 20 kids for our afterschool program. We are forced to limit summer camp to 12 kids a week. We need more space – desperately. If you have been in the center, you know that there's one main room with a few small offices. Last year, because of space constraints, we were forced to turn away kids for afterschool. There's no place for community groups to meet if classes are going on. We are asking for a capital investment of \$100,000 to expand the center and paint the exterior. These funds would cover the cost fully enclose the concrete slab in the back of the building to create a conditioned meeting room and additional storage space. Your Asset Management team provided the estimate which includes design fees and exterior painting. Please appreciate that this is UVECs first capital request since the center opened in 1994. This investment will get us through the next 3 years or



longer. As you know, Efland is often left behind when it comes to county resources and services. Please show us that is no longer the case. Please grant this request so that we can give Efland Cheeks families the services they deserve.”

Meaghun Darab said she is on the PORCH Hillsborough Board of Directors. She said PORCH Hillsborough is a dynamic volunteer group to help with food insecurity. She said that they applied for Outside Agency Funding. She said they partner with Orange County Schools, the county, and Cedar Grove for stocking pantries and making food distributions. She said she hopes that their funding grant will be supported. She said she was happy to see the 10% funding increase for schools. She said she hopes the increase helps keep teachers in the classroom. She said that Orange County Schools have increased Title I schools, and students qualifying for free and reduced lunch. She said families need support. She asked the Board to approve the 10% increase for schools. She said she supported the increase for Fairview Park. She said Fairview seems to be centrally located and is on the bus system, and is in a walkable community. She said that the \$3 million mitigation can hopefully expand services at that location.

A motion was made by Vice-Chair McKee and seconded by Commissioner Fowler to close the public hearing.

**VOTE: UNANIMOUS**

The Board transitioned to a Work Session.

**4. Adult Care Home Community Advisory Committee – Appointment Discussion**

The Board considered an appointment to the Adult Care Home Community Advisory Committee.

**BACKGROUND:** The Adult Care Home Community Advisory Committee works to maintain the intent of the Adult Care Home Residents' Bill of Rights for those residing in licensed adult care homes. The members of this committee also promote community involvement and cooperation with these homes to ensure quality care for the elderly and disabled adults.

The Board of County Commissioners appoints all ten (10) members.

REMINDER: As of July 1, 2017, House Bill 248 was adopted in the North Carolina General Assembly regarding the training period for pending members of the “Adult Care Home Community Advisory Committee and Nursing Home Community Advisory Committee”. Applicants will be selected from the County “Applicant Interest List” for a condensed training, and if the applicant successfully completes the training, the individual would be recommended for appointment. Therefore, when an applicant is recommended for appointment, it would initially be for a one year preliminary term and the training will have already been completed.

The following individual is recommended for Board consideration:

NAME	POSITION DESCRIPTION	TYPE OF APPOINTMENT TERM	EXPIRATION DATE
Jacquelyn Podger	At-Large	Partial Term	03/31/2024

**SPECIAL NOTATION: None of the other applicants have completed the mandatory pre-appointment training, and are therefore not eligible for appointment at this time.**

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

<b>POSITION DESCRIPTION</b>	<b>EXPIRATION DATE</b>	<b>VACANCY INFORMATION</b>
At-Large	06/30/2023	<b>Vacant since 10/01/2022</b>
At-Large	06/30/2024	<b>Vacant since 10/17/2020</b>
At-Large	10/31/2024	<b>Vacant since 10/17/2020</b>
At-Large	10/31/2023	<b>Vacant since 05/12/2020</b>
At-Large	06/30/2024	<b>Vacant since 10/31/2017</b>
At-Large	03/31/2025	<b>Vacant since 10/01/2022</b>

Tara May, Deputy Clerk to the Board, introduced the item. She said that Jacquelyn Podger already serves on two advisory boards.

The Board agreed by consensus on the recommended applicant.

**5. Affordable Housing Advisory Board – Appointments Discussion**

The Board discussed appointments to the Affordable Housing Advisory Board.

**BACKGROUND:** The Affordable Housing Advisory Board prioritizes affordable housing needs and assesses project proposals. The Board also publicizes the County’s housing objectives, monitors the progress of local housing programs, explores new funding opportunities, and works to increase the community’s awareness of, understanding of, commitment to, and involvement in producing attractive affordable housing. As a general practice, this board has decided not to make recommendations for vacancies going forward.

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

The following positions and individuals are presented for Board consideration:

<b>NAME</b>	<b>SPECIAL REPRESENTATIVE</b>	<b>TYPE OF APPOINTMENT TERM</b>	<b>EXPIRATION DATE</b>
Mary Towell	At-Large	First Full Term (reappointment)	06/30/2026
Paul Voss	At-Large	First Full Term (reappointment)	06/30/2026
BOCC Appointment	At-Large	First Full Term	06/30/2026
BOCC Appointment	At-Large	First Full Term	06/30/2026
BOCC Appointment	At-Large	Partial Term	06/30/2024

If the positions listed above are filled, no vacancies remain.

Tara May, Deputy Clerk to the Board, introduced the item. She said that Paul Voss is no longer interested in reappointment to the board.

The Board agreed by consensus to reappoint Mary Towell.

Chair Bedford suggested Matthew Ferguson and Andrew Robinson.

Commissioner Richards suggested Hunter Beattie, who has worked with Habitat for Humanity and TABLE in Carrboro.

Chair Bedford said she was aware of Hunter Beattie from his work with Communities in Schools.

Commissioner Hamilton asked if Hunter Beattie was on other boards.

Tara May said he is on the Board of Equalization and Review.

Chair Bedford said that the Board of Equalization and Review does not meet regularly, so the Board of Commissioners has made exceptions for that in the past.

Commissioner Richards asked if it is an “on-call” type of board.

Chair Bedford said yes, when there is an appeal.

Tara May that the board is a quasi-judicial board, which is not considered one of the county’s advisory boards under the policy.

Commissioner Portie-Ascott suggested Paula Kotarakos. She said Paula Kotarakos had experience in the multi-family housing industry, which would be a good addition.

Commissioner Richards and Chair Bedford noted that because she is in the Cheeks Township, it would give the board a better geographic representation.

The Board agreed by consensus to appoint Matthew Ferguson, Andrew Robinson, Hunter Beattie, and Paula Kotarakos.

**6. Arts Commission – Appointment Discussion**

The Board considered 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 individuals are recommended for Board consideration:

<b>NAME</b>	<b>POSITION DESCRIPTION</b>	<b>TYPE OF APPOINTMENT TERM</b>	<b>EXPIRATION DATE</b>
Gideon Young	At-Large	First Full Term	03/31/2026

If the individuals listed above are appointed, the following vacancies remain:

<b>POSITION DESIGNATION</b>	<b>EXPIRATION DATE</b>	<b>VACANCY INFORMATION</b>
At-Large	03/31/2024	<b>Vacant since 12/01/2022</b>
UNC Student Representative	06/30/2023	<b>Vacant since 12/01/2022</b>
At-Large	03/31/2026	<b>Vacant since 03/31/2023</b>

Tara May, Deputy Clerk to the Board, introduced the item. She said that there will be the opportunity to vote on a change to the Arts Commission membership to allow the appointment of non-residents. She said there is interest from the Arts Commission to appoint the executive director of the Arts Center to one of the At-Large positions.

The Board agreed by consensus on the recommended applicant.  
 Chair Bedford suggested Ryan Jackson for one of the At-Large positions.  
 Commissioner Hamilton suggested Mark Miller and also though Ryan Jackson would be a good fit.

The Board agreed by consensus on Mark Miller for an At-Large position.

The Board agreed to hold one At-Large position open for a recommendation from the Arts Commission.

**7. Carrboro Board of Adjustment – Appointment Discussion**

The Board considered an appointment to the Carrboro Board of Adjustment.

**BACKGROUND:** The Carrboro Board of Adjustment hears and decides appeals from any order, decision, requirement, or interpretation made by the Zoning Administrator. It also hears and decides on applications.

The Board of County Commissioners appoints two (2) members, representing the Carrboro ETJ and the Transition Area.

The following individual is recommended for Board consideration:

NAME	POSITION DESCRIPTION	TYPE OF APPOINTMENT TERM	EXPIRATION DATE
John Baker	Carrboro ETJ	Second Full Term	02/28/2026

NOTE: The Carrboro Town Council recommended the reappointment of a Carrboro Town resident to the Carrboro ETJ position due to a lack of applicants from the ETJ at the time they reviewed applications. Since that review, an application from an ETJ resident has been received.

If the position listed above is filled, no vacancies remain.

Tara May, Deputy Clerk to the Board, introduced the item. She said that another person applied from the ETJ named Nicholas Stover. She said that Carrboro has not yet had a chance to review his application.

Chair Bedford said the Board ought to consider Nicholas Stover, since he lives in the ETJ.

Commissioner Richards said his application came in too late for Carrboro to review. She said having someone from the ETJ is a priority for the Board.

The Board agreed by consensus on Nicholas Stover.

**8. Carrboro Planning Board – Appointments Discussion**

The Board considered appointments to the Carrboro Planning Board.

**BACKGROUND:** The Carrboro Planning Board studies and makes recommendations to the Carrboro Town Council for proposed and actual developments in Carrboro. It also develops and recommends policies, ordinances, and administrative procedures, and performs any other duties assigned by the Town Council.

The Board of County Commissioners appoints two (2) members, representing the Carrboro ETJ and the Transition Area.

The following individuals are recommended for Board consideration:

NAME	POSITION DESCRIPTION	TYPE OF APPOINTMENT TERM	EXPIRATION DATE
David H. Clinton	Carrboro ETJ	Seventh Full Term	02/28/2026
Susan Poulton	Joint Planning Transition Area	Fifth Full Term	02/28/2026

If the positions listed above are filled, no vacancies remain.

Tara May, Deputy Clerk to the Board, introduced the item. She said that David Clinton has been in the position since 2004, but indicated he would be willing to continue serving, but he would also step aside if there were other applicants. She said that there is another applicant from the ETJ, Terri Buckner.

The Board agreed by consensus on Susan Poulton for the Joint Planning Transition Area position and Terri Buckner for the Carrboro ETJ position.

#### 9. Commission for the Environment – Appointment Discussion

The Board discussed an appointment 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 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 individual is recommended for Board consideration:

NAME	POSITION DESCRIPTION	TYPE OF APPOINTMENT TERM	EXPIRATION DATE
Wilson Greene	At-Large	First Full Term	12/31/2025

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

POSITION DESIGNATION	EXPIRATION DATE	VACANCY INFORMATION
Water Resources	12/31/2024	Vacant since 03/12/2023

Tara May, Deputy Clerk to the Board, introduced the item.  
The Board agreed by consensus on the recommended applicant.



Commissioner Hamilton asked what the qualifications are for the Water Resources position.

Tara May said she would send that information to the Board.

**10. Jury Commission – Appointment Discussion**

The Board considered an appointment to the Jury Commission.

**BACKGROUND:** The Jury Commission reviews the list of potential jurors and prepares the jury list. One appointment is made by the Board of Commissioners, one appointment is made by the Senior Resident Superior Court Judge, and the third appointment is made by the Clerk of Superior Court.

The following individual is presented for Board consideration:

NAME	POSITION DESCRIPTION	TYPE OF APPOINTMENT TERM	EXPIRATION DATE
Phyllis Horton	At-Large (BOCC Appointee)	First Full Term (reappointment)	06/30/2026

If the position listed above is filled, no vacancies remain.

Tara May, Deputy Clerk to the Board, introduced the item.

Commissioner Portie-Ascott noted that the applications are dated from 2019.

Tara May said she reached out to all of the applicants and they indicated that they are still interested. She said that because the Board only makes one appointment there is often a long time between when an application is submitted and when it is considered.

The Board agreed by consensus on the recommended applicant.

**11. Orange County Board of Adjustment – Appointments Discussion**

The Board considered appointments 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. Due to the nature of its work, the Board of Adjustment does not make recommendations for appointment.

The following individuals and position are presented for Board consideration:

NAME	POSITION DESCRIPTION	TYPE OF APPOINTMENT TERM	EXPIRATION DATE
Jeff Scott	At-Large	Second Full Term	06/30/2026
Elizabeth Bronson	At-Large	First Full Tem (Reappointment)	06/30/2026
BOCC Appointee	Alternate	First Full Term	06/30/2025

If the positions listed above are filled, no vacancies remain.

Tara May introduced the item.

The Board agreed by consensus on the recommended applicants.

Tara May said that the only other applicant serves on several boards already.

Chair Bedford said she thought they should continue to advertise the alternate position, unless it was time sensitive.

John Roberts said this board meets as necessary. He said they are a quasi-judicial board, so if there is a special use permit or an appeal of a zoning officer's decision, the Board of Adjustment would need to hear those.

## 12. Orange County Parks and Recreation Council – Appointments Discussion

The Board considered appointments 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 the municipalities.

The following individual is recommended for Board consideration:

NAME	POSITION DESCRIPTION	TYPE OF APPOINTMENT TERM	EXPIRATION DATE
Louise Flinn	Bingham Township	First Full Term	03/31/2026
Hannah Darr	At-Large	Partial Term	03/31/2025
Jessie L. Birkhead (move from At-Large)	Little River Township	First Full Term	03/31/2026
Grayson Shinn	Youth Member (non-voting)	First Full Term	03/31/2026
Andrea Zimmerman	Chapel Hill Township	First Full Term (Reappointment)	03/31/2026
Dr. Xilong Zhao	Town Limits of Chapel Hill	Second Full Term	03/31/2026

If the individuals listed above are appointed, no vacancies remain.

Tara May introduced the item.

Commissioner Hamilton asked if they should appoint more males to the council to create more gender balance. She suggested Trevor Robinson for the At-Large position.

Commissioner Fowler suggested Will Spoon for the At-Large position.

Commissioner Richards suggested that Tara May speak to staff liaisons as to why a recommended applicant was not chosen.

The Board agreed by consensus on Louise Flinn for the Bingham Township position, Jessie Birckhead for the Little River Township position, Trevor Robinson for the At-Large position, Grayson Shinn for the Youth-Member position, Andrea Zimmerman for the Chapel Hill Township position, and Xilong Zhao for the Town Limits of Chapel Hill position.

### **13. Adjournment**

A motion was made by Commissioner Fowler and seconded by Commissioner Hamilton to adjourn the meeting at 7:58 p.m.

### **VOTE: UNANIMOUS**

Jamezetta Bedford, Chair

Laura Jensen  
Clerk to the Board

Submitted for approval by Laura Jensen, Clerk to the Board.