

2013-14

Annual Operating Budget

Manager Recommended



Orange County, North Carolina

Orange County, North Carolina

Manager Recommended

2013-14 Annual Operating Budget

Board of County Commissioners

Barry Jacobs, Chair

Earl McKee, Vice Chair

Mark Dorosin

Alice M. Gordon

Bernadette Pelissier

Renee Price

Penny Rich

County Manager

Frank W. Clifton, Jr.

Michael Talbert
Assistant County Manager

Clarence G. Grier
Assistant County Manager
and Chief Finance Office

Paul Laughton
Finance and Administrative
Services Deputy Director

Nicole Clark
Human Resources Director

Tonya Walton
Budget and Management Analyst

Darrell Butts
Budget and Management Analyst

Allison Chambers
Budget Technician

Board of County Commissioners



Barry Jacobs, Chair



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Penny Rich



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Orange County
North Carolina**

For the Fiscal Year Beginning

July 1, 2012

Christopher P. Moivell

President

Jeffrey R. Egan

Executive Director

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Orange County *M*ission Statement

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

To provide these quality services efficiently, we must:

- Serve the *Citizens* of Orange County - *Our Citizens Come First.*

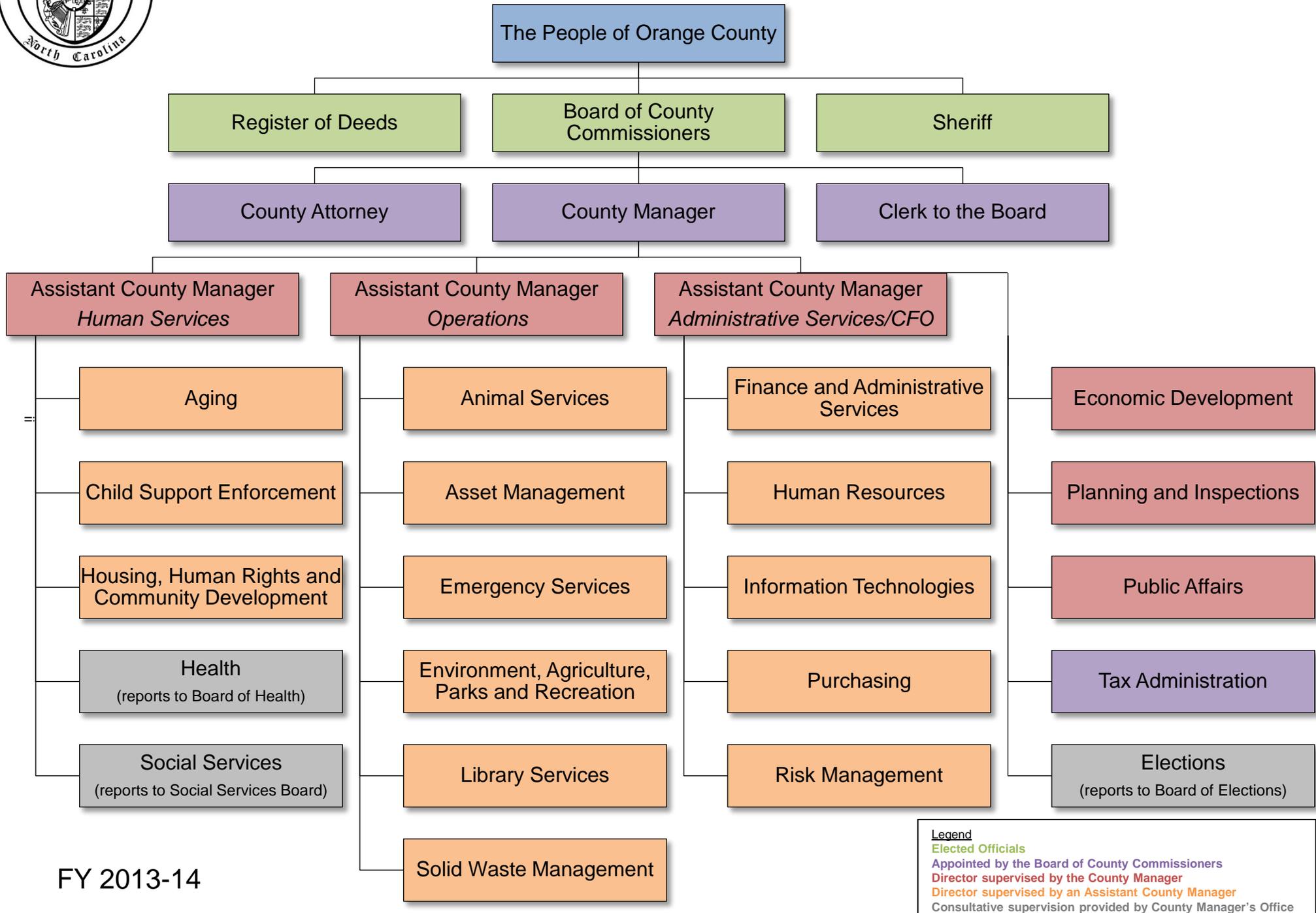
- Depend on the energy, skills and dedication of all our employees and volunteers.

- Treat all our Citizens and all our Employees with fairness, respect, and understanding.

Orange County Citizens Come First.



Orange County Government



FY 2013-14

Legend
 Elected Officials
 Appointed by the Board of County Commissioners
 Director supervised by the County Manager
 Director supervised by an Assistant County Manager
 Consultative supervision provided by County Manager's Office

Orange County
Hillsborough
North Carolina

Manager's Office

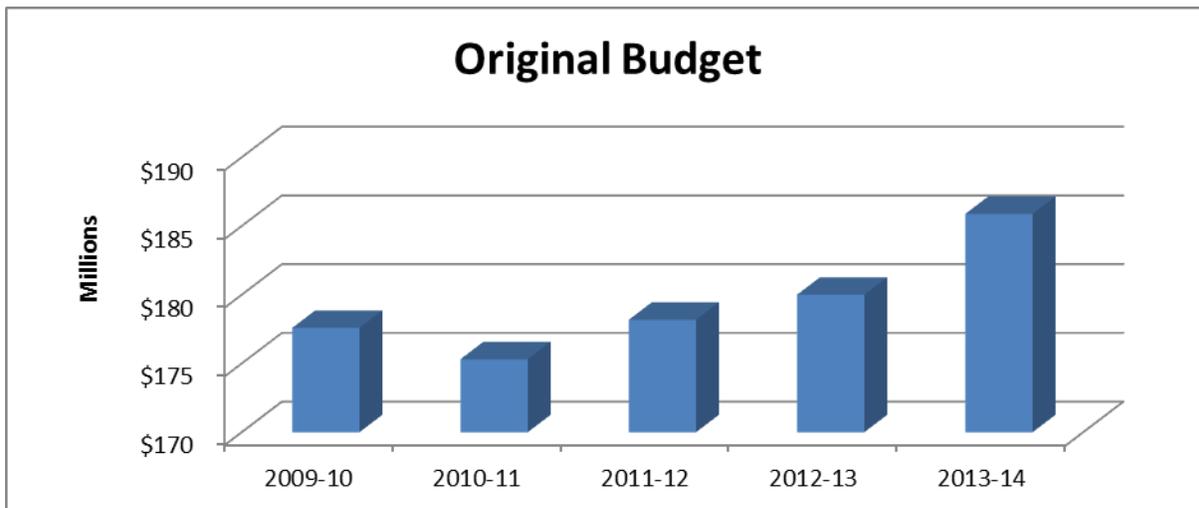
Established 1752

May 15, 2013

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

RE: Budget Message - FY 2013-14 Recommended Budget

In accordance with the Local Budget and Fiscal Control Act, per North Carolina General Statute 159-11, I submit to you the Recommended FY 2013-14 Annual Operating Budget for Orange County. The proposed General Fund budget totals \$185,921,190. It reflects an increase of \$5.9 million, or 3.29% increase from the current year original budget of \$180,002,776. This proposed budget represents a \$6.2 million decrease from this year's amended budget of \$192.1 million through April 2013. The recommended budget has been balanced with an appropriation of \$3.4 million of the General Fund unassigned fund balance. As proposed, this funding plan balances the budget without a property tax increase.



The fiscal issues that impact the County's FY 2013-14 Budget: Federal and State budgetary issues, reductions in Federal and State revenues, expenses passed to the County by the State and effects of the slow recovery from the economic recession on our residents. We prepared this budget increasing the operational funding for local schools to 48.1% of the County's General Fund revenues per the target established by the Board of County Commissioners. With the inclusion of allocations for school nurses, school social workers and Sheriff Department resource officers, the funding percentage becomes 49.15% of total revenues.

In prior meetings, we have informed you that County revenues have grown only slightly over the current fiscal year. Other counties have continued to experience declines in taxable valuations, thus some growth, even if modest, remains a positive sign.

200 S. Cameron Street ~ PO Box 8181 ~ Hillsborough, North Carolina 27278
Phone: (919) 245-2300
Fax (919) 644-3004

Factors impacting operational expenses include:

- School Districts Requests
- School District Debt Service
- Emergency Services Needs
- Increases in the County's contributions to employee Health Insurance retirement reserves.
- Projected annual increases in health insurance costs of 8 to 15 percent.
- Employee Compensation Adjustment

Adjustments were made to offset stagnant revenues and increased expenses where possible.

Revenues

County revenues come from limited sources. Major revenues include property and sales taxes, funds from other governments, and fees for services. In prior budget discussions with County Commissioners, staff anticipated revenues to only increase one and a half percent in total for the upcoming year. There continues to be little growth in the County's tax base, consumer spending has increased slightly, and the State is coming to terms with a major budget deficit that may result in a state reduction of revenues received by the County. State budget mandates and the transfer of State funding expenses to the County continue to have an impact on our budget.

Assessed Property Valuation and Property Tax Rate

Orange County's last property revaluation was effective January 1, 2009. The County's current total assessed valuation, including real, personal, public utility property and motor vehicles, equals \$16,326,472,800. The tax levy for the current year is \$140,081,137.

Real property values increased from \$15.1 billion budgeted in FY 2012-13 to \$15.5 billion in FY 2013-14, an increase of 2.7%. Valuations for motor vehicles have increased \$23.2 million due to continued new vehicle purchases in FY 2012-13 which represents a 2.8% increase over the previous fiscal year. This results in an overall increase in total property valuation of 2.7%. This is a positive indicator of an improving local economy.

Recommended Tax Rate

Ad Valorem Tax Rate - Revenues generated by the County's ad valorem property tax support day-to-day County and School operations budgeted in the General Fund. The current ad valorem property tax rate is recommended to remain the same for fifth consecutive year at 85.8 cents per \$100 of assessed valuation. One cent on the property tax rate will generate \$1,606,869.

Chapel Hill Carrboro City Schools District Tax -The voter approved Chapel Hill City Schools District Tax provides additional revenue to that school district over and above the County's allocation to education. This budget provides for the District tax rate to remain the same at 18.84 cents per \$100 assessed value. Based on this tax rate, the District will receive an estimated \$19,387,964 or \$1,584 per pupil above the County's allocation to education. One cent on the school special district tax rate will generate \$1,029,085.

Voters in the Orange County School District have not authorized a special district tax to supplement the amount received from the County's General Fund for education.

Fire District Tax Rates - As outlined in the Fire Districts section of the recommended budget, the current tax rates for local fire districts range from 4.06 cents to 8.95 cents per \$100 valuation. For the upcoming year, all of the Fire Districts, except Cedar Grove and Little River, are requesting an increase in their fire district tax rate. The requested increases range from .50 cents (New Hope) to 7.50 cents (Chapel Hill).

Fire Districts' Requests for FY 2013-14

District	Current 2012-13 Tax Rate (in cents)	Requested Tax Rate for 2013-14	Requested Tax Rate Change 2013-14	1 Cent Equals	1/10 Cent Equals
Cedar Grove	7.36	7.36	0.00	\$ 27,249	\$ 2,725
Chapel Hill	7.50	15.00	7.50	\$ 18,743	\$ 1,874
Damascus	5.00	8.80	3.80	\$ 9,321	\$ 932
Efland	4.66	7.00	2.34	\$ 67,059	\$ 6,706
Eno	5.99	7.99	2.00	\$ 71,078	\$ 7,108
Little River	4.06	4.06	0.00	\$ 42,044	\$ 4,204
New Hope	8.95	9.45	0.50	\$ 56,638	\$ 5,664
Orange Grove	5.00	6.00	1.00	\$ 75,215	\$ 7,522
Orange Rural	5.61	7.36	1.75	\$ 126,049	\$ 12,605
South Orange	7.85	10.00	2.15	\$ 50,372	\$ 5,037
Southern Triangle	5.00	8.80	3.80	\$ 18,634	\$ 1,863
White Cross	7.00	8.80	1.80	\$ 36,179	\$ 3,618

Revenue Highlights

Property Tax Revenue - Property taxes (real and motor vehicles) make up approximately \$137.8 million, or 75%, of the recommended General Fund revenue base of approximately \$182.5 million. This equates to a \$2.7 million increase from the current year budget of \$135.1 million and is reflective of natural growth in the tax base.

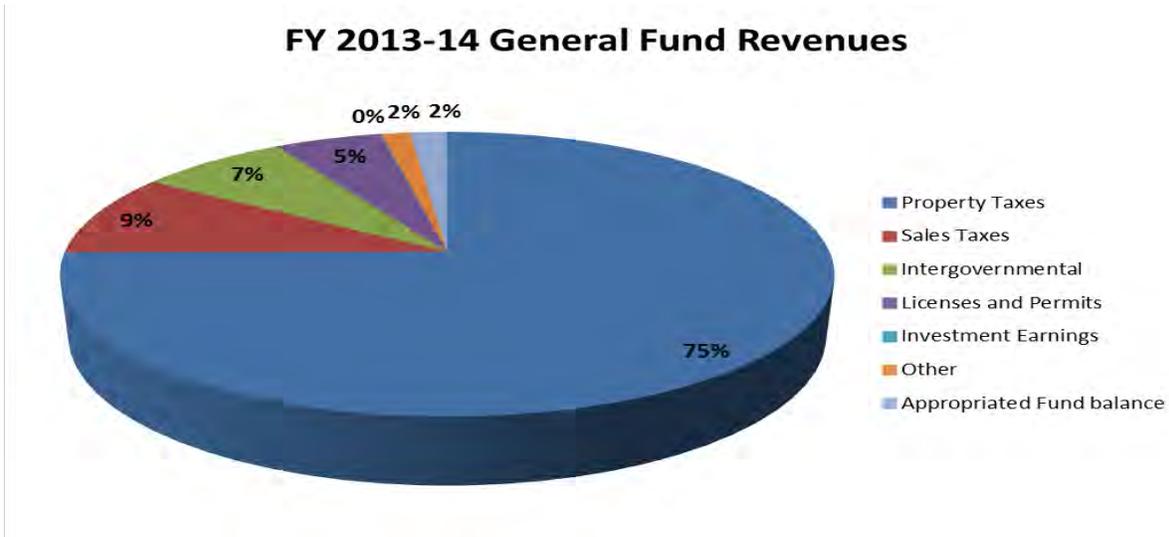
Sales Tax Revenue – The fiscal outlook anticipates consumer spending will increase 2 to 3 percent in FY 2013-14. Based on current year projections and the anticipated increase in consumer spending, the FY 2013-14 budget estimates sales tax revenues for Articles 39, 40 and 42 at \$1.5 million more than the FY 2012-13 budget. The county's share of local sales tax revenues are expected to be \$17.2 million.

Charges for Services, Licenses and Permits - Construction and housing markets continue to recover slowly from the economic recession. Revenues from Register of Deeds fees are estimated at approximately \$186,000 more than in FY2012-13. Anticipated charges for services will be approximately \$9.7 million.

Intergovernmental Revenue - Included in this revenue category are funds the County expects to receive from state, federal and other local governments. The Federal Sequestration and State's budgetary issues continue and will continue to have adverse impacts on our budget. Expected reductions in Federal and State revenues include the transfer of the subsidy for childcare of approximately \$2.5 million to the state for FY 2013-14 due the State's decision to administer the program directly. We have budgeted revenues for maintaining this program for one quarter in this

budget. For FY 2013-14, we remain conservative in budgeting revenues until the State budget is finalized. Estimated intergovernmental revenues are expected to be \$13.7 million.

Article 46 ¼ Cent Sales Tax –The Article 46 ¼ Cent Sales Tax continues to provide funding for school capital projects and economic development initiatives. We expect this sales tax will provide an additional \$2.7 million annually in revenues that will go to fund. We have budgeted these revenues and related expenses in a separate special revenue fund outside the General Fund.



Funding Highlights

Funding for Local School Districts -The recommended appropriations to Chapel Hill - Carrboro City and Orange County Schools increases the ADM level. The recommended funding level represents a total appropriation to both school districts of \$87.8 million, which is 48.1% of General Fund revenues. **This represents a \$2.4 million increase in the actual appropriation from the FY 2012-13.** However, as stated in last year’s message, school related debt service expenditures increased \$1.3 million to \$16.6 million for FY2013-14 due to the issuance of debt to fund the construction of Elementary #11 for the Chapel Hill - Carrboro City School District. This \$1.3 million represents 54% of the increase appropriation provided this year.

As debt is issued for school related capital projects and debt service expenditures increase, without additional revenues to offset any potential increase, expenditures related to debt service will become a larger component of the 48.1% funding target formula for education. Any increase in debt service expenditures related to school capital projects will reduce funding provided in future years for the other components of the funding formula (current expense, recurring and long-range capital and fair funding).

Funding for Local School Districts

	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
Original Budget	\$ 86,378,040	\$ 87,135,916	\$ 84,175,033	\$ 85,455,533	\$ 87,812,103

Both Boards of Education presented their budget requests to Commissioners in April 2013. Additional information in regards to the Local School Districts appropriation is as follows:

- Per pupil funding for the County's two local school districts increases to \$3,188. This funds the North Carolina Department of Public Instruction (NCDPI) projected 208 increase in student enrollment between both school districts. This represents a \$1.08 million increase in funding between both school districts current expense.
- Recurring capital for both School districts remains the same as the prior year appropriation of \$3 million dollars.
- The long range/pay-as-you go capital expense for the local school districts remains the same as the prior year appropriation of \$3.7 million dollars.
- The recommended budget includes \$683,706 to continue the Commissioners' longstanding commitment to providing school health nurses at each school. This funding level keeps the funding at the same funding level as in FY 2012-13.
- The recommended budget includes \$692,283 to fund school social workers at the same funding level as in FY 2012-13.
- The Sheriff plans to continue providing School Resource Officers to support Orange County Schools. The estimated annual value of this Board of County Commissioners' commitment totals \$545,514.

Both School Districts have requested increases in per pupil funding that would require combined increases in funding ranging between \$3.8 to \$8.5 million dollars. To fund the request of each district will require additional revenues from a property tax increase or a reduction in County funded services elsewhere.

If the County Commission agrees to increase the property tax rate to generate additional revenues to address the current expense request of both school districts, increases in the property tax rate outlined below will produce the following property tax revenues:

<u>Tax Increase</u>	<u>Property Tax Revenues Generated</u>	<u>Per Pupil Equivalency *</u>
1 cent	\$1,606,869	\$80.71
2.4 cents	\$3,856,486	\$193.72
5.5 cents	\$8,837,780	\$443.93

*Based on 19,908 Students

Additionally, the Chapel Hill – Carrboro City School District has requested the Board of County Commissioners consider an increase in the special district property tax rate to fund their budget request. If approved the revenues generated by an increase in the special district tax would be as follows:

<u>Tax Increase</u>	<u>Property Tax Revenues Generated</u>	<u>Per Pupil Equivalency *</u>
1 cent	\$1,029,085	\$84.06
2 cents	\$2,058,170	\$168.12
5.5 cents	\$5,659,968	\$462.34

*Based on 12,242 projected students for the Chapel Hill – Carrboro City School District

Both school districts have available fund balance they could use to fund their budget needs. The Board can authorize each school district to use excess fund balance to address their needs. The estimated excess fund balance for each school district is as follows:

	<u>Existing Fund Balance</u>	<u>Estimated Excess Above Established Minimum</u>
Chapel Hill Carrboro City Schools - 5.5% local funding minimum requirement	\$ 6,123,908	\$ 2,643,524
Orange County Schools - 3% local funding minimum requirement	\$ 4,207,417	\$ 3,378,271

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

County Programs and Services

We remain committed to maintaining core county services. Orange County residents continue to face economic challenges even in a slow improving economy. Those least able to provide for themselves and their families turn to the County for assistance. During difficult financial times, the County serves as a safety net assisting residents with food, shelter, and medical services. We maintain these services at current levels.

The recommended budget proposes some changes in the way Orange County does business. As we have gone through balancing the budget, we modified some services. We evaluated opportunities to become more efficient. You will find specific information regarding recommended changes in each department's section of the document. Major initiatives in FY 2013-14 are as follows:

The functions of **General Government & Management, General Services, Human Services, Community and Environment** do not face major reductions or many new initiatives in the FY 2013-14 budget. Human Service functions still can be further impacted by Federal and State budget decisions.

General Government and Management

- Provides funding for an Administrative Assistant to the Clerk of the Board of County Commissioners
- Provides for the funding of an Administrative Assistant to assist with volunteers, employees and spay/neuter programs and an Animal Control Officer to assist with new services to be provided to the Town of Carrboro.
- Provides for six new positions in Information Technologies to address the recommendations included in the Information Technology Strategic Plan
- Creates a separate department for Public Affairs and provides for a Graphic Design Specialist for the department

*All positions to be staggered over the course of the fiscal year.

Human Services

- Provides funding for an increase in hours for a Dental Hygienist and Senior Public Health Educator

Public Safety

- Provides for and increases positions for EMS Telecommunicators, a Quality Assurance Training Officer, EMS Assistant Supervisors staggered over the year to address the recommendations of the Emergency Services Study and Work Group
- Add one (EMS) ambulance, funded in an internal service fund, with staffing to continue to improve emergency response times
- Provides for the replacement of 14 lifepaks, which will be financed, at a total cost of \$567,610.
- Provide the Sheriff with six additional patrol vehicles, funded in an internal service fund

Culture and Recreation

- Provides funding for an increase in operating hours for a Library Assistant and Administrative Assistant positions for the Library
- Provides funding to the Town of Chapel Hill Library totaling \$483,426

Vehicles

- Provide for the replacement of several County vehicles due for replacement with the Vehicle Replacement Internal Service Fund.

Non Profit Organizations

- Allocations provided to non-profit organizations total \$1,030,100 for FY 2013-14. (Specific allocations are detailed with the budget document and take into account in-kind services funded within other areas of County operations not previously recognized.)

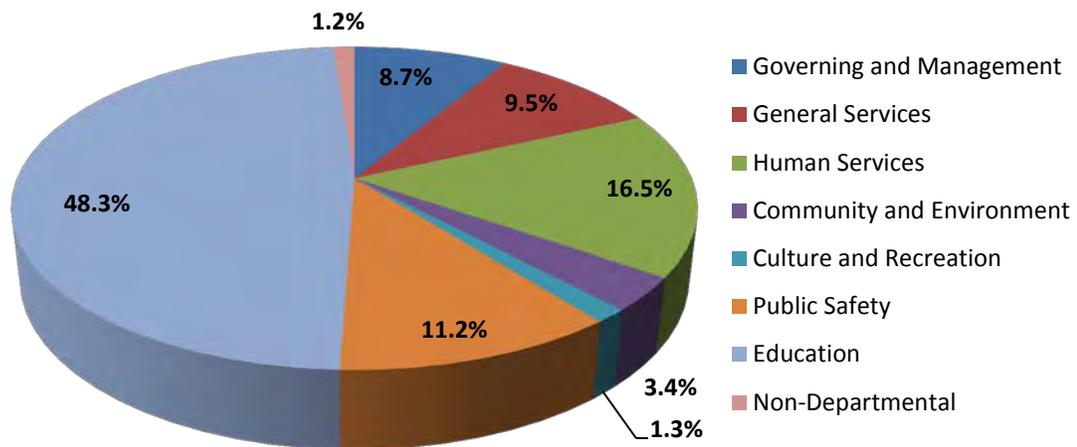
Long Range/Pay-as-you-Go County Capital

- Long range/pay-as-you go county capital is reduced to \$620,000.

Debt Service

Due to the debt refunding/refinancing conducted during this current fiscal year, debt service being extinguished this year, and new debt being issued for various capital projects, the total amount of debt service for the General Fund will be \$25.6 million, which results in an increase of approximately \$722,000 in FY 2013-14. Information on the proposed debt issuance can be located in the Capital Investment Plan and Vehicle Replacement Internal Service Fund.

FY 2013-14 General Fund Expenditures



Solid Waste

The budget for Solid Waste and Landfill reflects the following for the FY 2013-14 budget:

- The closure of the landfill with public education and other related planning efforts of the landfill in FY2013-14. We expect to incur \$3.2 million in closure cost in FY 2013-14.
- The planning and design for the Eubanks Solid Waste Convenience Center improvements

We propose changes in the following landfill fee rates as follows:

- New Mattress Fee of \$10.00 per mattress

We propose changes in the recycling fees as follows:

- No additional 3-R Fee billings for urban or rural curbside, along with multi-family recycling fees in the upcoming year, which results in a projected revenue loss of \$1.1 million, and propose increasing the basic 3-R Fee for operating county convenience centers from \$37.00 to \$47.00 per household

We propose increases in the county-wide sanitation household fee as well to support County convenience centers to be charged per household as follows:

- Rural Residential Increase from \$20.00 to \$40.00
- Urban Household Increase from \$10.00 to \$20.00
- Multi – Family Increase from \$2.00 to \$4.00

The fees mentioned above will provide an additional \$1.2 million next year to fund convenience centers, solid waste and recycling services, as well as extended hours and related improvements at Solid Waste Convenience Centers. The total operating budget for Solid Waste is \$13.5 million for the FY 2013-14 budget.

Employee Pay and Compensation - The cost of pay and benefits are a significant factor in the County's operating budget. This recommended budget proposes the following:

- Continue to budget salaries at 100% in FY 2013-14
- Maintains the Living Wage at \$10.97 an hour, as provided by the Board of County Commissioners' living wage policy and address positions within County government below that level
- A cost of living and merit pay increase equating to 3% in compensation for employees
- No mandated furloughs for employees. Voluntary furlough program to remain in effect.
- No layoffs except for grant funded positions where grant funds are terminated.
- Implementing elements of the Classification, Pay and Benefits Study based upon on-going analysis
- Continuing a six-month hiring delay for vacant positions except EMS and law enforcement
- Vacant positions will continue to be eliminated when possible. Displaced employees will be moved to available positions within the County.
- Continue longevity payments to employees with ten or more years of service with Orange County
- Budget the non-mandated 401(k)/457 plan contributions for non-law enforcement employees
- Maintain the mandated 401(k)/457 plan provisions for law enforcement at current levels
- Additionally we propose making an additional matching contribution to employees 401(k)/457 plans for individual contribution made by employees up to 3%, not to exceed \$1,200.

Details regarding employee pay and compensation are included in Appendix A of the budget document.

Additional Revenue Options to Fund the FY 2013-14 Budget

Appropriated Fund Balance – At the discretion of County Commissioners, a supplemental appropriation of fund balance of \$650,000 is provided to offset some budget impacts that have been made in the FY 2013-14 recommended budget. This amount will not create concern with bond rating agencies and will not significantly impact our efforts to stabilize our unassigned fund balance. County Commissioners are cautioned that until the NC Legislature adopts its final budget, we do not know what impacts to expect. More importantly, as we are trying to stabilize fund balance to maintain our credit ratings and protect against future uncertainties, each appropriation of fund balance impacts our goal of targeted unassigned (formerly available) fund balance percentage of 17% of annual General Fund expenses. We have made great progress in recent years in improving Orange County's financial standing. We anticipate that at the end of the current fiscal year we can maintain our fund balance levels.

Economy and Future Budgets

We do not see revenues for FY 2014-15 increasing much above projections for FY 2013-14. As a result, we anticipate General Fund budgets roughly the same without increased tax revenues or major reductions in services into the next several years. We continue to rely heavily upon residential property taxes as the largest revenue source to fund governmental services. A lack of tax base diversity, limited commercial retail options or building sites for expanding new businesses puts Orange County at a distinct disadvantage in being able to expand revenues other than increasing property taxes to support all public services, including education.

Orange County continues to take significant steps toward improving county government operations by stressing efficiencies, encouraging innovation and pursuing opportunities to invest in efforts to enhance economic development options for the future. Partnerships with the Cities of Mebane and Durham enable and provide the needed utility infrastructure at two very important economic development zones along I-85. Improved cooperation and collaboration with the Towns of Chapel Hill, Carrboro and Hillsborough have offered enhanced abilities to work together to encourage local business expansion and new businesses to consider Orange County as a viable location to do business.

You are in the process of committing to new initiatives and programs that will require new revenues or reallocation of resources away from traditional services and programs that are a part of Orange County's basis of being. Human Services, Environmental Standards, Educational Excellence and other icons that make Orange County special will be compromised or limited if we continue our significant dependence upon the residential tax base.

Planned actions on the horizon demand future revenue allocations and all are important to the County's future needs:

- Debt service on utility infrastructure to be constructed for economic development in the business development districts (1/4 cent Sales Tax allocation)
- The new debt service for school related capital projects for both school districts.
- Improvements and capital needs for both School Districts and the County
- Impacts upon operational expenses for education inclusive of the two school districts and community college are under stress now and will be further strained in the future
- Increases in existing and retired county employee benefit expenses create future fiscal demands
- Impacts of Federal and State budget actions that shift financial obligations to the County for many basic services including education.
- Limited capacity to add new debt beyond FY 2016-17

The Board of County Commissioners should discuss its position relative to an increase in the tax rate in the coming fiscal year, or in the FY 2014-15 budget. If we are to meet future expenses for education, debt service and other county services/programs that will arise in coming year's new revenue will be required. We must address future capital needs in a comprehensive manner. The consideration of a bond referendum and issuance of debt must be considered to address future capital needs of both the County and the two school districts.

In order to address increasing health costs, we recommend that the Board of County Commissioners continue to evaluate and consider the need to self-fund health insurance costs. The advantage of self-insuring our healthcare costs provides the County control over the design of the plan, and potential cost savings over a traditional health insurance plan.

Our post-employment health insurance benefits (OPEB) unfunded liability continues to grow, and now stands at \$63.7 million as of June 30, 2012. Our current required annual contribution is \$5.3 million per year. We are recommending appropriating \$3 million of excess fund balance over the 17% fund balance requirement at the conclusion of the annual audit to fund the annual cost. These funds are maintained in a self-funded trust established in FY 2012-13.

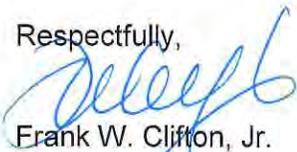
The FY 2013-14 recommended budget is balanced as submitted. It does not require a tax increase. It does not address every public need. It does maintain most services and programs at acceptable levels. We anticipate actions that will place new financial demands on future budgets requiring new revenues. Future budgets will be more difficult to balance without property tax increases or major reductions in programs and services provided by the County. Diversifying the tax base and local government revenue options for Orange County is a priority.

I am extremely proud of Orange County and all of its staff - department directors, supervisors, and employees. They are working harder. They are committed to providing excellent service to our residents regardless of economic challenges. Department directors have collaborated to compile operating budgets that meet the Board of County Commissioner's directives. This budget preserves our commitment to public safety, human services, and education as Orange County's highest priorities.

Staff and I look forward to reviewing the operating budget and related documents with you during upcoming budget work sessions. We strive to provide you with information you need to consider and approve a FY 2013-14 Orange County budget on or before your anticipated final meeting this fiscal year on June 18, 2013.

We have much to be proud of in Orange County.

Respectfully,



Frank W. Clifton, Jr.
County Manager

How to Read the Budget Document

The operating budget is divided into 40 sections separated by tabs.

- The first two sections, the *Manager's Message* and *Budget Summaries* provide an overview of the Annual Operating Budget.
- The next thirty-eight sections, starting with *Animal Services* and ending with *Visitors Bureau*, includes sections for the Capital Investment Plan, Courts, Education, Fire Districts, Non-Departmental, Outside Agencies, Sportsplex and Transfers.
- The *Capital Investment Plan* section includes the FY2012-17 Manager's Recommended Capital Investment Plan and lists all capital projects in which new funding is being appropriated during the current fiscal year.
- The *Appendix* contains supplemental information to help the reader understand terminology used in the document. Examples of information in this section include *Employee Pay and Benefits* and the *Proposed Fee Schedule*.

Appropriations are made at the functional level. *Function Summaries* are included within the Budget Summaries section of the document. This gives the reader a brief summary of departmental funding levels.

Function Summary

Human Services Summary						
	2008-09 Actual Expenditures	2009-10 Actual Expenditures	2010-11 Original Budget	2010-11 12-Month Estimate	2011-12 Department Requested	2011-12 Commissioner Approved
By Department (General Fund)						
Child Support Enforcement	\$ 900,365	\$ 886,633	\$ 908,355	\$ 896,900	\$ 962,273	\$ 949,273
Cooperative Extension	\$ 478,058	\$ 445,064	\$ 413,536	\$ 337,743	\$ 380,584	\$ 390,584
Department of Social Services	\$ 21,348,473	\$ 19,097,031	\$ 18,540,035	\$ 17,896,885	\$ 18,345,443	\$ 18,565,213
Department on Aging	\$ 1,468,394	\$ 1,670,748	\$ 1,398,611	\$ 1,486,987	\$ 1,424,122	\$ 1,418,352
Health Department	\$ 6,923,180	\$ 7,067,751	\$ 7,061,798	\$ 7,067,332	\$ 7,333,481	\$ 7,207,231
Housing and Community Develop	\$ 346,320	\$ 307,948	\$ 284,404	\$ 268,381	\$ 282,673	\$ 282,673
Non-Departmental	\$ 1,922,034	\$ 1,781,108	\$ 1,686,808	\$ 1,676,808	\$ 1,892,583	\$ 1,596,532
Orange Public Transportation	\$ 1,037,244	\$ 1,151,654	\$ 741,238	\$ 993,544	\$ 745,085	\$ 745,085
Orange-Person-Chatham Area P	\$ 1,372,338	\$ 1,372,352	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973
Total Function Expenditures	\$ 35,796,408	\$ 33,780,287	\$ 32,405,758	\$ 31,995,553	\$ 32,737,217	\$ 32,525,916
Offsetting Revenue	(\$ 17,016,418)	(\$ 18,144,305)	(\$ 16,570,501)	(\$ 16,530,233)	(\$ 16,426,764)	(\$ 16,450,399)
County Costs (net)	\$ 18,779,990	\$ 15,635,983	\$ 15,835,257	\$ 15,465,320	\$ 16,310,453	\$ 16,075,517
Other Related Programs (Grant Fund)						
Department of Social Services	\$ 243,160	\$ 216,164	\$ 222,447	\$ 234,090	\$ 216,845	\$ 216,845
Department on Aging	\$ 147,765	\$ 145,065	\$ 97,079	\$ 153,437	\$ 98,604	\$ 98,604
Health Department	\$ 199,299	\$ 225,463	\$ 227,991	\$ 222,576	\$ 221,900	\$ 221,900
Total Expenditures	\$ 590,224	\$ 586,693	\$ 547,517	\$ 610,102	\$ 537,349	\$ 537,349
Offsetting Revenue	(\$ 527,797)	(\$ 528,847)	(\$ 477,828)	(\$ 558,733)	(\$ 450,635)	(\$ 466,135)
County Costs (net)	\$ 62,427	\$ 57,846	\$ 69,689	\$ 51,369	\$ 86,714	\$ 71,214
Housing and Community Development Fund						
Housing and Community Develop	\$ 4,276,116	\$ 4,422,240	\$ 4,683,449	\$ 4,418,303	\$ 4,685,180	\$ 4,685,180
Total Expenditures	\$ 4,276,116	\$ 4,422,240	\$ 4,683,449	\$ 4,418,303	\$ 4,685,180	\$ 4,685,180
Offsetting Revenue	(\$ 4,106,369)	(\$ 4,352,164)	(\$ 4,683,449)	(\$ 4,333,037)	(\$ 4,598,183)	(\$ 4,598,183)
County Costs (net)	\$ 169,748	\$ 70,077	\$ 0	\$ 85,266	\$ 86,997	\$ 86,997
Total Human Services and Related Expenditures	\$ 40,662,748	\$ 38,789,221	\$ 37,636,724	\$ 37,023,958	\$ 37,959,746	\$ 37,748,445

Function Summary summarizes fiscal information at the function level.

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

Total Functional Expenditures.

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

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

Department/Program Budget Page

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

Financial Services						
	2008-09 Actual Expenditures	2009-10 Actual Expenditures	2010-11 Original Budget	2010-11 12-Month Estimate	2011-12 Department Requested	2011-12 Commissioner Approved
By Category (General Fund)						Account: 2200
Personnel Services	\$ 750,017	\$ 827,120	\$ 703,367	\$ 723,160	\$ 878,234	\$ 878,234
Operations	\$ 176,999	\$ 164,661	\$ 163,675	\$ 148,933	\$ 173,426	\$ 173,426
Capital Outlay	\$ 0	\$ 1,540	\$ 0	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 927,016	\$ 993,320	\$ 867,042	\$ 872,093	\$ 1,051,660	\$ 1,051,660
County Costs (net)	\$ 927,016	\$ 993,320	\$ 867,042	\$ 872,093	\$ 1,051,660	\$ 1,051,660
Total Financial Services and Related Expenditures	\$ 927,016	\$ 993,320	\$ 867,042	\$ 872,093	\$ 1,051,660	\$ 1,051,660

Department/Program Budget Page provides general description of department.

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

Major Services

- Accounting and fiscal control in accordance with Generally Accepted Accounting Principles (GAAP) and North Carolina General Statutes to ensure sound financial condition is maintained
- Revenues properly deposited and reported and sufficient cash on
- Prompt and efficient payment of all County Obligations
- Accurate and timely payroll processing for all County employees

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

FY 2010-11 Outcomes

- Debt service on bonds and installment purchases is met with 100 percent accuracy. No penalties for late payment.
- Maintain excellent credit rating through sound financial policies and practices and strong financial condition.
- Monitor debt to ensure compliance with debt management policy.
- Increase the bond ratings from Moody's and Standards and Poors to Aa1 and AA+ respectively.
- Audit and financial statements completed as required by the Local Government Commission.

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

Outcome Measures	2008-09 Actual	2009-10 Actual	2010-11 Budget	2010-11 Estimate	2011-12 Projected
Unassigned Fund Balance percent of General Fund Expenditures	12%	12.1%	12.1%	16%	16%
Percent of time Payroll Completed two days prior to payday	100%	100%	100%	100%	100%

Outcomes and Measures - measure the success and performance of the department, over time.

FY 2011-12 Fiscal Year Objectives

- Complete the County's Comprehensive Annual Financial Report by October 31, 2011.
- Fund balance meets budgeted goals of 10 percent or greater.
- Monitor financial transactions to insure compliance with Fiscal Control Act, taking corrective action when necessary resulting in no more than two finance related management points, and retain the GFOA Certificate of Achievement for Excellence to Financial Reporting.
- Ensure timely payment of debt service. Plan, execute and oversee debt issuance to comply with the Fiscal Control Act and ensure fund availability for designated capital projects.

Budget Highlights

- Held vacant Financial Services Coordinator position open for 9 months generating \$18,913 in savings, and held vacant the Budget and Management Analyst I position open for 10 months generating \$19,962.
- Increased the bonded debt ratings for Moody's and S&P to Aa1 and AA+ respectively
- Issued the CAFR by October 31, 2010 and resolved all of the audit findings from the prior three fiscal years.

Budget Highlights - describes significant budget changes, during the current and upcoming fiscal year.

Fund Structure

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

Government Funds

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

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

The County's individual governmental funds include:

- **General Fund** - the general operating fund of the County, which accounts for normal recurring County activities such as education, human services, public safety, etc. These activities are funded by revenue sources such as property tax, sales tax, charges for services, etc.
- **Special Revenue Funds** - account for the proceeds of specific revenue sources (other than major capital projects) that require separate accounting because of legal restrictions or administrative action. Special revenue funds in Orange County include: Grant Projects Fund, Community Development Fund, Fire Districts Fund, Revaluation Fund, Visitors Bureau Fund, Housing (Section 8) Fund, and Article 46 Sales Tax Fund.
- **Capital Projects Funds** - account for all resources used for acquisition, construction, or renovation of major capital facilities of Orange County, as well as Orange County Schools and Chapel Hill-Carrboro City Schools. Capital project funds in Orange County include: County Capital Projects Fund and School Capital Projects Fund. Prior to July 1, 1993, several funds were used to account for capital projects.

Proprietary Funds

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

- **Enterprise Funds** - account for operations that are intended to be self-supporting through charges made to users of services provided or where determination of net income is an important factor. Orange County presently has three enterprise funds, the Efland Sewer Enterprise Fund, the Solid Waste Enterprise Fund, and the Sportsplex Enterprise Fund.

Fiduciary Funds

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

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

Functions

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

Departments/Programs

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

Basis of Budgeting

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

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

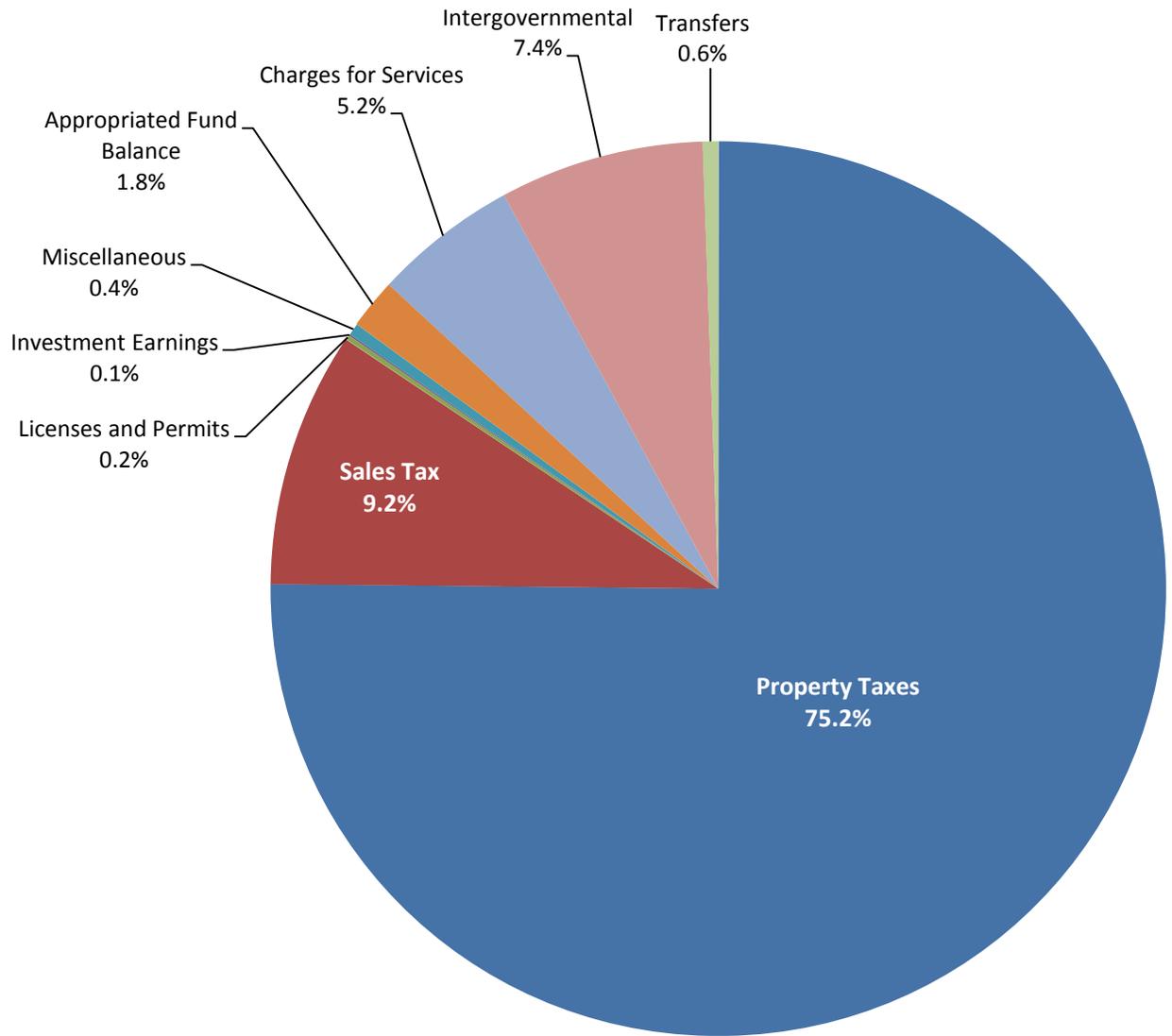
Revenue by Category Summary - General Fund

	2010-11 Actual Revenues	2011-12 Actual Revenues	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Property Taxes						
Property Taxes	126,425,348	127,836,452	128,074,997	128,669,096	130,682,492	130,682,492
Motor Vehicles	6,736,173	7,037,249	6,993,466	7,173,630	7,186,300	7,186,300
Gross Receipts	55,526	60,381	42,000	55,630	42,000	42,000
Delinquent Taxes	897,416	999,388	994,130	1,008,360	994,130	994,130
Interest on Delinquent Taxes	469,395	505,819	350,000	462,530	350,000	350,000
Late List Penalties	64,469	46,218	60,000	41,585	60,000	60,000
Animal Taxes	177,247	202,849	190,000	195,440	195,000	195,000
Beer and Wine	217,536	225,882	223,600	226,750	223,600	223,600
Property Taxes Total	\$ 135,043,110	\$ 136,914,239	\$ 136,928,193	\$ 137,833,021	\$ 139,733,522	\$ 139,733,522
Sales Tax						
Article 39 One Cent	7,036,299	7,625,037	6,809,526	7,558,453	7,849,756	7,849,756
Article 40 Half Cent	5,029,567	5,427,457	5,248,272	5,368,392	5,401,502	5,401,502
Article 42 Half Cent	3,519,280	3,800,994	3,684,506	4,224,956	3,938,890	3,938,890
Article 44 Half Cent	255,997	300,434	0	0	0	0
Sales Tax Total	\$ 15,329,150	\$ 17,153,921	\$ 15,742,304	\$ 17,151,801	\$ 17,190,148	\$ 17,190,148
Licenses and Permits						
Privilege License	12,140	11,435	13,000	12,145	13,000	13,000
Franchise Fee	390,874	317,830	300,000	304,690	300,000	300,000
Licenses and Permits Total	\$ 403,014	\$ 329,265	\$ 313,000	\$ 316,835	\$ 313,000	\$ 313,000
Investment Earnings	\$ 69,164	\$ 51,201	\$ 105,000	\$ 51,160	\$ 105,000	\$ 105,000
Miscellaneous	\$ 641,627	\$ 1,756,770	\$ 798,340	\$ 2,348,436	\$ 796,718	\$ 796,718
Appropriated Fund Balance	\$ 0	\$ 0	\$ 2,187,872	\$ 0	\$ 0	\$ 3,366,309
Charges for Services						
Aging and Transportation	311,732	256,706	179,600	202,971	133,300	133,300
Child Support Enforcement	1,795	1,060	1,100	1,100	1,100	1,100
Community Planning	581,936	593,769	718,500	599,536	645,820	645,820
Emergency Management	2,567,951	2,314,772	2,040,000	2,136,870	2,135,650	2,135,650
Health	1,059,136	1,229,326	1,178,325	1,105,072	1,340,473	1,340,473
Library	32,422	34,523	29,250	32,400	32,550	32,550
Register of Deeds	1,361,438	1,241,213	1,245,745	1,411,146	1,431,909	1,431,909
Sheriff	2,501,464	2,539,876	2,546,700	2,633,302	2,546,700	2,546,700
Tax Collection	296,948	308,056	439,999	360,500	393,963	393,963
Other	980,562	970,690	913,038	974,955	1,017,478	1,004,878
Charges for Services Total	\$ 9,695,383	\$ 9,489,990	\$ 9,292,257	\$ 9,457,851	\$ 9,678,943	\$ 9,666,343

Revenue by Category Summary - General Fund

	2010-11 Actual Revenues	2011-12 Actual Revenues	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Intergovernmental						
Aging and Transportation	1,093,816	1,092,555	849,609	978,455	976,709	976,709
Child Support Enforcement	1,657,157	1,561,401	1,451,680	1,103,000	1,257,000	1,257,000
Emergency Management	77,181	25,936	0	2,000	0	0
Health	945,877	507,948	912,837	947,925	939,233	939,233
Library	132,187	113,726	117,000	115,010	100,000	100,000
Lottery Proceeds	2,376,255	2,161,455	0	1,055,854	0	0
Sheriff	375,850	258,802	0	11,100	184,469	184,469
Social Services	12,047,690	12,405,145	9,194,178	11,892,750	9,113,088	9,113,088
Tax Collection	43,049	34,071	44,501	30,000	45,936	45,936
Local	937,767	1,010,989	957,997	981,555	1,017,262	1,017,262
Other	74,706	66,289	68,008	68,008	70,153	70,153
Intergovernmental Total	\$ 19,761,535	\$ 19,238,317	\$ 13,595,810	\$ 17,185,657	\$ 13,703,850	\$ 13,703,850
Transfers from Other Funds						
Impact Fees	800,000	1,040,000	1,040,000	1,040,000	1,040,000	1,040,000
County Capital	68,000	0	0	47,700	0	0
School Park Reserve Fund	471,227	0	0	0	0	0
Other	0	0	0	0	12,600	6,300
Transfers from Other Funds	\$ 1,339,227	\$ 1,040,000	\$ 1,040,000	\$ 1,087,700	\$ 1,052,600	\$ 1,046,300
Total Revenue	\$182,282,210	\$185,973,702	\$180,002,776	\$185,432,462	\$182,573,781	\$185,921,190

General Fund Revenue by Category



Appropriations by Function Summary - General Fund

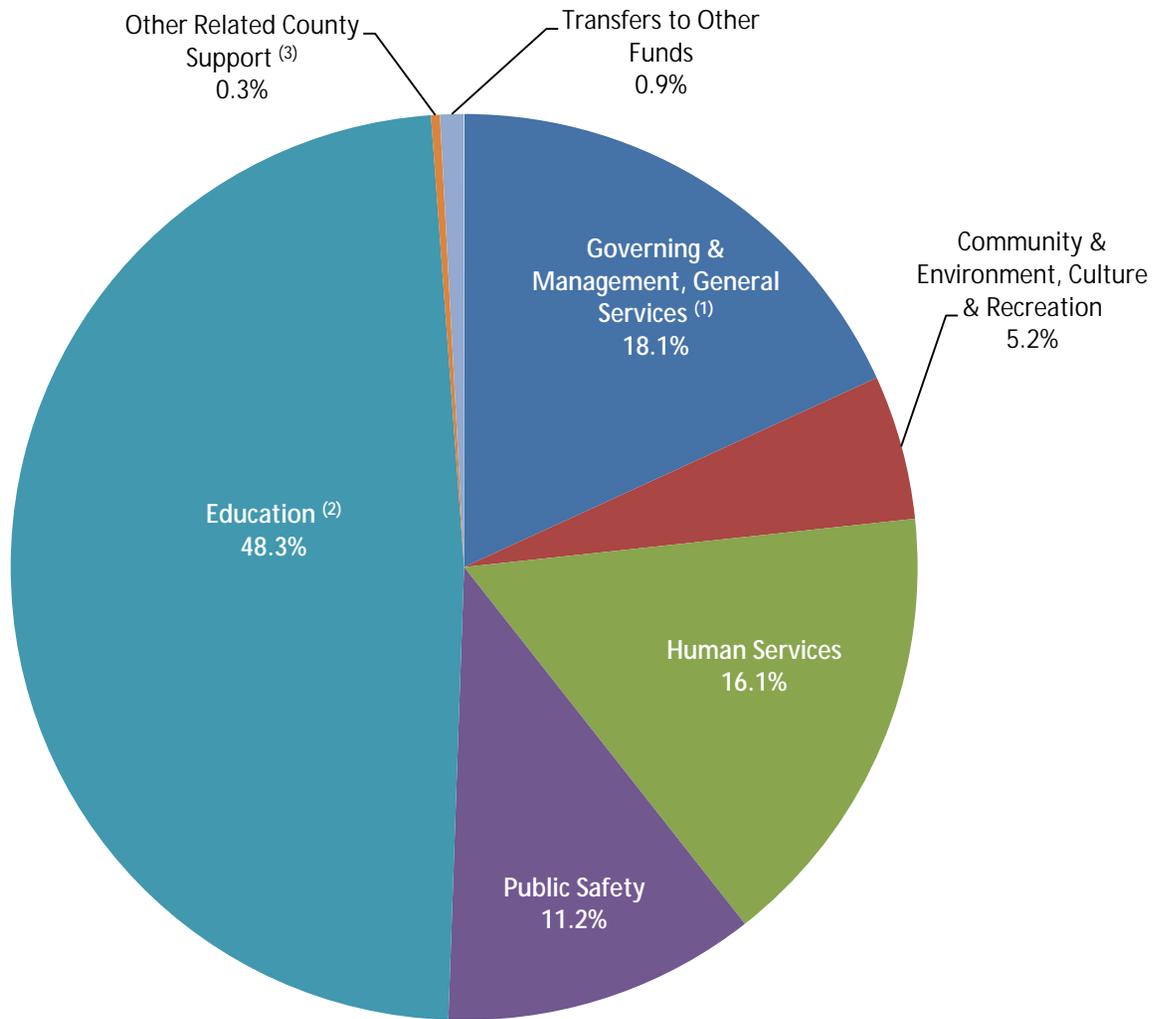
	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Governing & Management						
Animal Services	1,522,939	1,555,108	1,694,343	1,585,691	1,847,506	1,825,527
Asset Management Services	5,312,079	5,264,424	4,257,246	3,864,642	4,204,962	4,204,962
Board of County Commissioners	511,072	556,495	797,841	725,693	750,278	768,078
County Attorney's Office	438,142	442,143	488,986	483,266	526,402	526,402
County Manager's Office	714,676	707,761	824,276	785,923	719,803	719,803
Department of Public Affairs	0	0	0	0	344,433	312,052
Finance and Administrative Svs	901,032	957,219	3,164,245	2,433,049	3,303,839	3,303,839
Human Resources	672,869	634,615	700,684	691,196	725,006	725,006
Non-Departmental	1,522,682	1,802,885	3,398,883	2,993,572	2,516,261	3,695,181
Governing & Management Total	\$ 11,595,491	\$ 11,920,649	\$ 15,326,504	\$ 13,563,032	\$ 14,938,490	\$ 16,080,850
General Services						
Board of Elections	446,615	583,096	557,390	670,077	703,856	703,856
Information Technologies	1,722,474	2,068,583	2,200,344	2,211,868	2,238,857	2,218,857
Non-Departmental	1,505,387	1,720,257	1,696,775	1,696,631	2,115,141	1,881,496
Register of Deeds	831,422	836,292	868,128	837,592	893,469	893,469
Solid Waste Fund	17,666	0	0	0	0	0
Tax Administration	2,164,403	2,017,787	2,389,480	2,235,394	3,003,497	2,971,862
General Services Total	\$ 6,687,966	\$ 7,226,015	\$ 7,712,117	\$ 7,651,562	\$ 8,954,820	\$ 8,669,540
Human Services						
Child Support Enforcement	928,439	973,347	956,780	935,135	957,941	955,441
Cooperative Extension	330,626	338,685	395,584	353,665	397,826	397,826
Department of Social Services	18,456,613	18,669,823	16,484,318	18,960,465	16,925,419	17,020,419
Department on Aging	1,527,811	1,480,929	1,435,378	1,564,817	1,761,934	1,761,934
Health Department	6,878,404	6,799,504	7,278,772	6,925,867	7,763,246	7,773,246
Housing/Human Rights	275,429	276,710	289,074	265,281	285,468	285,468
Non-Departmental	1,676,157	1,584,264	1,687,406	1,725,406	2,363,424	1,622,806
OPC Area Program	1,372,371	1,370,973	1,370,973	1,370,973	1,370,973	1,355,973
Human Services Total	\$ 31,445,848	\$ 31,494,235	\$ 29,898,285	\$ 32,101,609	\$ 31,826,231	\$ 31,173,113
Culture & Recreation						
Arts Commission	8,087	2,812	0	0	0	0
Library-Recreation Municipal	375,141	375,808	535,052	535,052	600,593	609,234
Library Services	1,472,309	1,654,802	1,705,183	1,627,088	1,758,466	1,790,465
Non-Departmental	88,589	173,907	92,170	92,170	104,209	93,209
Culture & Recreation Total	\$ 1,944,126	\$ 2,207,329	\$ 2,332,405	\$ 2,254,310	\$ 2,463,268	\$ 2,492,908
Community and Environment						
DEAPR	2,878,610	2,775,646	2,907,916	2,897,821	3,033,168	3,033,168
Economic Development	371,804	358,184	372,577	359,555	392,277	392,277
Non-Departmental	66,745	111,169	99,645	111,255	285,149	283,149
Planning and Inspections	3,409,605	2,950,167	3,298,239	2,909,797	3,384,251	3,384,251
Community & Environment Total	\$ 6,726,764	\$ 6,195,166	\$ 6,678,377	\$ 6,278,428	\$ 7,094,845	\$ 7,092,845

Appropriations by Function

Summary - General Fund

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Public Safety						
Courts	148,188	64,016	81,655	71,355	90,655	90,655
Emergency Services	7,197,272	7,501,370	8,488,729	7,793,534	10,259,299	9,294,961
Non-Departmental	338,490	414,004	370,849	359,500	361,050	361,050
Sheriff	10,975,032	10,894,738	11,180,299	11,007,264	11,698,712	11,698,712
Public Safety Total	<u>\$ 18,658,983</u>	<u>\$ 18,874,127</u>	<u>\$ 20,121,532</u>	<u>\$ 19,231,653</u>	<u>\$ 22,409,716</u>	<u>\$ 21,445,378</u>
Education						
Current Expenses	59,371,992	59,375,382	62,389,900	62,389,900	69,042,490	63,466,704
Fair Funding	988,000	988,000	988,000	988,000	988,000	988,000
Other Related County Support	552,521	576,521	569,450	569,450	590,000	590,000
Recurring Capital	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Education Total	<u>\$ 63,912,513</u>	<u>\$ 63,939,903</u>	<u>\$ 66,947,350</u>	<u>\$ 66,947,350</u>	<u>\$ 73,620,490</u>	<u>\$ 68,044,704</u>
Non-Departmental						
Debt Service	28,625,649	26,463,124	25,551,075	25,551,075	25,609,786	25,609,786
Transfers to Other Funds	6,844,139	7,221,396	5,435,131	11,238,826	6,412,066	5,312,066
Non-Departmental Total	<u>\$ 35,469,788</u>	<u>\$ 33,684,520</u>	<u>\$ 30,986,206</u>	<u>\$ 36,789,901</u>	<u>\$ 32,021,852</u>	<u>\$ 30,921,852</u>
Total Expenditures	<u>\$ 176,441,479</u>	<u>\$ 175,541,946</u>	<u>\$ 180,002,776</u>	<u>\$ 184,817,844</u>	<u>\$ 193,329,712</u>	<u>\$ 185,921,190</u>

General Fund Appropriation by Function



(1) Includes County debt service.

(2) Includes CHCCS and OCS current expenses, debt service, short-and long-range capital, fair funding, health and safety resources.

(3) Includes Durham Technical Community College's current and recurring capital expenses.

Governing and Management

Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Department (General Fund)						
Animal Services	1,522,939	1,555,108	1,694,343	1,585,691	1,847,506	1,825,527
Asset Management Services	5,312,079	5,264,424	4,257,246	3,864,642	4,204,962	4,204,962
Board of County Commissioners	511,072	556,495	797,841	725,693	750,278	768,078
County Attorney's Office	438,142	442,143	488,986	483,266	526,402	526,402
County Manager's Office	714,676	707,761	824,276	785,923	719,803	719,803
Finance and Administrative Serv	901,032	957,219	3,164,245	2,433,049	3,303,839	3,303,839
Human Resources	672,869	634,615	700,684	691,196	725,006	725,006
Non-Departmental	1,522,682	1,802,885	3,398,883	2,993,572	2,516,261	3,695,181
Public Affairs	0	0	0	0	344,433	312,052
Total Function Expenditures	\$ 11,595,491	\$ 11,920,649	\$ 15,326,504	\$ 13,563,032	\$ 14,938,490	\$ 16,080,850
<i>Offsetting Revenue</i>	<i>(919,455)</i>	<i>(885,166)</i>	<i>(890,104)</i>	<i>(916,889)</i>	<i>(990,494)</i>	<i>(977,894)</i>
County Costs (net)	\$ 10,676,035	\$ 11,035,484	\$ 14,436,400	\$ 12,646,143	\$ 13,947,996	\$ 15,102,956
Other Related Programs (Grant Fund)						
Other Related County Support	0	63,575	0	0	0	0
Total Expenditures	\$ 0	\$ 63,575	\$ 0	\$ 0	\$ 0	\$ 0
<i>Offsetting Revenue</i>	<i>0</i>	<i>(63,575)</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
Costs (net)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Spay/Neuter Fund						
Animal Services	35,058	44,241	75,000	69,611	76,600	76,600
Total Expenditures	\$ 35,058	\$ 44,241	\$ 75,000	\$ 69,611	\$ 76,600	\$ 76,600
<i>Offsetting Revenue</i>	<i>(58,616)</i>	<i>(67,805)</i>	<i>(75,000)</i>	<i>(75,859)</i>	<i>(76,600)</i>	<i>(76,600)</i>
Costs (net)	(\$ 23,558)	(\$ 23,564)	\$ 0	(\$ 6,248)	\$ 0	\$ 0
Total Governing and Management Related Expenditures	\$11,630,549	\$12,028,466	\$15,401,504	\$13,632,642	\$15,015,090	\$16,157,450

General Services

Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Department (General Fund)						
Board of Elections	446,615	583,096	557,390	670,077	703,856	703,856
Information Technologies	1,722,474	2,068,583	2,200,344	2,211,868	2,238,857	2,218,857
Non-Departmental	1,505,387	1,720,257	1,696,775	1,696,631	2,115,141	1,881,496
Register of Deeds	831,422	836,292	868,128	837,592	893,469	893,469
Solid Waste Department	17,666	0	0	0	0	0
Tax Administration	2,164,403	2,017,787	2,389,480	2,235,394	3,003,497	2,971,862
Total Function Expenditures	\$ 6,687,966	\$ 7,226,015	\$ 7,712,117	\$ 7,651,562	\$ 8,954,820	\$ 8,669,540
<i>Offsetting Revenue</i>	<i>(1,708,845)</i>	<i>(1,633,712)</i>	<i>(1,741,176)</i>	<i>(1,843,443)</i>	<i>(1,928,639)</i>	<i>(1,928,639)</i>
County Costs (net)	\$ 4,979,121	\$ 5,592,303	\$ 5,970,941	\$ 5,808,118	\$ 7,026,181	\$ 6,740,901
Other Related Programs (Revaluation Fund)						
Tax Administration	66,900	92,698	178,525	173,995	298,258	191,444
Total Expenditures	\$ 66,900	\$ 92,698	\$ 178,525	\$ 173,995	\$ 298,258	\$ 191,444
<i>Offsetting Revenue</i>	<i>(53)</i>	<i>(90)</i>	<i>(53,525)</i>	<i>(48,995)</i>	<i>(73,258)</i>	<i>(66,444)</i>
Costs (net)	\$ 66,847	\$ 92,608	\$ 125,000	\$ 125,000	\$ 225,000	\$ 125,000
Solid Waste Fund						
Solid Waste Department	11,151,544	11,173,142	14,929,018	12,179,975	13,515,715	13,356,471
Total Expenditures	\$ 11,151,544	\$ 11,173,142	\$ 14,929,018	\$ 12,179,975	\$ 13,515,715	\$ 13,356,471
<i>Offsetting Revenue</i>	<i>(10,439,166)</i>	<i>(11,014,005)</i>	<i>(14,929,018)</i>	<i>(12,261,188)</i>	<i>(13,515,715)</i>	<i>(13,356,471)</i>
Costs (net)	\$ 712,378	\$ 159,137	\$ 0	(\$ 81,213)	\$ 0	\$ 0
Total General Services Related Expenditures	\$17,906,411	\$18,491,855	\$22,819,660	\$20,005,532	\$22,768,793	\$22,217,455

Human Services

Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Department (General Fund)						
Child Support Enforcement	928,439	973,347	956,780	935,135	957,941	955,441
Cooperative Extension	330,626	338,685	395,584	353,665	397,826	397,826
Department of Social Services	18,456,613	18,669,823	16,484,318	18,960,465	16,925,419	17,020,419
Department on Aging	1,527,811	1,480,929	1,435,378	1,564,817	1,761,934	1,761,934
Health Department	6,878,404	6,799,504	7,278,772	6,925,867	7,763,246	7,773,246
Housing/Human Rights/CD	275,429	276,710	289,074	265,281	285,468	285,468
Non-Departmental	1,676,157	1,584,264	1,687,406	1,725,406	2,363,424	1,622,806
OPC Area Program	1,372,371	1,370,973	1,370,973	1,370,973	1,370,973	1,355,973
Total Function Expenditures	\$ 31,445,848	\$ 31,494,235	\$ 29,898,285	\$ 32,101,609	\$ 31,826,231	\$ 31,173,113
<i>Offsetting Revenue</i>	<i>(16,445,195)</i>	<i>(16,389,824)</i>	<i>(13,430,074)</i>	<i>(15,882,863)</i>	<i>(13,350,676)</i>	<i>(13,350,676)</i>
County Costs (net)	\$ 15,000,654	\$ 15,104,412	\$ 16,468,211	\$ 16,218,747	\$ 18,475,555	\$ 17,822,437

Other Related Programs (Grant Fund)

Department of Social Services	222,461	225,801	54,514	55,777	67,774	67,774
Department on Aging	152,901	132,725	98,604	174,859	96,863	96,863
Health Department	223,327	133,211	131,349	133,559	149,148	149,148
Total Expenditures	\$ 598,689	\$ 491,737	\$ 284,467	\$ 364,195	\$ 313,785	\$ 313,785
<i>Offsetting Revenue</i>	<i>(525,971)</i>	<i>(413,238)</i>	<i>(188,349)</i>	<i>(302,440)</i>	<i>(275,922)</i>	<i>(275,922)</i>
Costs (net)	\$ 72,718	\$ 78,499	\$ 96,118	\$ 61,755	\$ 37,863	\$ 37,863

Housing and Community Development Fund

Housing/Human Rights/CD	4,228,555	4,746,189	4,217,964	4,219,072	4,495,143	4,495,143
Total Expenditures	\$ 4,228,555	\$ 4,746,189	\$ 4,217,964	\$ 4,219,072	\$ 4,495,143	\$ 4,495,143
<i>Offsetting Revenue</i>	<i>(4,670,632)</i>	<i>(4,042,951)</i>	<i>(4,130,645)</i>	<i>(4,130,645)</i>	<i>(4,256,839)</i>	<i>(4,256,839)</i>
Costs (net)	(\$ 442,077)	\$ 703,238	\$ 87,319	\$ 88,427	\$ 238,304	\$ 238,304

Total Human Services Related

Expenditures	\$36,273,093	\$36,732,161	\$34,400,716	\$36,684,876	\$36,635,159	\$35,982,041
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Community & Environment

Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Department (General Fund)						
DEAPR	2,878,610	2,775,646	2,907,916	2,897,821	3,033,168	3,033,168
Economic Development	371,804	358,184	372,577	359,555	392,277	392,277
Non-Departmental	66,745	111,169	99,645	111,255	285,149	283,149
Planning and Inspections	3,409,605	2,950,167	3,298,239	2,909,797	3,384,251	3,384,251
Total Function Expenditures	\$ 6,726,764	\$ 6,195,166	\$ 6,678,377	\$ 6,278,428	\$ 7,094,845	\$ 7,092,845
<i>Offsetting Revenue</i>	<i>(1,734,455)</i>	<i>(1,777,233)</i>	<i>(1,662,583)</i>	<i>(1,662,589)</i>	<i>(1,733,313)</i>	<i>(1,733,313)</i>
County Costs (net)	\$ 4,992,309	\$ 4,417,933	\$ 5,015,794	\$ 4,615,839	\$ 5,361,532	\$ 5,359,532
Visitors Bureau Fund						
Visitors Bureau	1,160,862	1,095,499	1,291,500	1,337,687	1,254,727	1,254,727
Total Expenditures	\$ 1,160,862	\$ 1,095,499	\$ 1,291,500	\$ 1,337,687	\$ 1,254,727	\$ 1,254,727
<i>Offsetting Revenue</i>	<i>(1,160,862)</i>	<i>(1,219,650)</i>	<i>(1,291,500)</i>	<i>(1,337,687)</i>	<i>(1,254,727)</i>	<i>(1,254,727)</i>
Costs (net)	\$ 0	(\$ 124,151)	\$ 0	\$ 0	\$ 0	\$ 0
Other Related Programs (Efland Sewer Fund)						
Planning and Inspections	210,255	229,550	302,650	249,950	316,050	316,050
Total Expenditures	\$ 210,255	\$ 229,550	\$ 302,650	\$ 249,950	\$ 316,050	\$ 316,050
<i>Offsetting Revenue</i>	<i>(124,952)</i>	<i>(146,268)</i>	<i>(203,600)</i>	<i>(169,986)</i>	<i>(213,000)</i>	<i>(213,000)</i>
Costs (net)	\$ 85,303	\$ 83,282	\$ 99,050	\$ 79,964	\$ 103,050	\$ 103,050
Total Community and Environment Related Expenditures	\$8,097,881	\$7,520,215	\$8,272,527	\$7,866,064	\$8,665,622	\$8,663,622

Culture & Recreation

Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Department (General Fund)						
Arts Commission	8,087	2,812	0	0	0	0
Library/Recreation - Municipal	375,141	375,808	535,052	535,052	600,593	609,234
Library Services	1,472,309	1,654,802	1,705,183	1,627,088	1,758,466	1,790,465
Non-Departmental	88,589	173,907	92,170	92,170	104,209	93,209
Total Function Expenditures	<u>\$ 1,944,126</u>	<u>\$ 2,207,329</u>	<u>\$ 2,332,405</u>	<u>\$ 2,254,310</u>	<u>\$ 2,463,268</u>	<u>\$ 2,492,908</u>
<i>Offsetting Revenue</i>	<i>(207,992)</i>	<i>(167,728)</i>	<i>(150,250)</i>	<i>(171,277)</i>	<i>(136,550)</i>	<i>(136,550)</i>
County Costs (net)	<u>\$ 1,736,134</u>	<u>\$ 2,039,602</u>	<u>\$ 2,182,155</u>	<u>\$ 2,083,033</u>	<u>\$ 2,326,718</u>	<u>\$ 2,356,358</u>
Total Culture and Recreation Related Expenditures	\$1,944,126	\$2,207,329	\$2,332,405	\$2,254,310	\$2,463,268	\$2,492,908

Public Safety

Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Department (General Fund)						
Courts	148,188	64,016	81,655	71,355	90,655	90,655
Emergency Services	7,197,272	7,501,370	8,488,729	7,793,534	10,259,299	9,294,961
Non-Departmental	338,490	414,004	370,849	359,500	361,050	361,050
Sheriff	10,975,032	10,894,738	11,180,299	11,007,264	11,698,712	11,698,712
Total Function Expenditures	\$ 18,658,983	\$ 18,874,127	\$ 20,121,532	\$ 19,231,653	\$ 22,409,716	\$ 21,445,378
<i>Offsetting Revenue</i>	<i>(5,857,512)</i>	<i>(5,471,446)</i>	<i>(4,904,431)</i>	<i>(5,101,588)</i>	<i>(5,184,550)</i>	<i>(5,184,550)</i>
County Costs (net)	\$ 12,801,470	\$ 13,402,682	\$ 15,217,101	\$ 14,130,065	\$ 17,225,166	\$ 16,260,828
Emergency Telephone Fund						
Emergency Services	410,392	505,932	490,672	1,877,320	555,811	555,811
Total Expenditures	\$ 410,392	\$ 505,932	\$ 490,672	\$ 1,877,320	\$ 555,811	\$ 555,811
<i>Offsetting Revenue</i>	<i>(602,716)</i>	<i>(555,121)</i>	<i>(490,672)</i>	<i>(506,574)</i>	<i>(555,811)</i>	<i>(555,811)</i>
Costs (net)	(\$ 192,324)	(\$ 49,189)	\$ 0	\$ 1,370,746	\$ 0	\$ 0
Total Public Safety Related Expenditures	\$19,069,375	\$19,380,059	\$20,612,204	\$21,108,973	\$22,965,527	\$22,001,189

Appropriations by County Department

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

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Animal Services	1,522,939	1,555,108	1,694,343	1,585,691	1,847,506	1,825,527
Arts Commission	8,087	2,812	0	0	0	0
Asset Management Services	5,312,079	5,264,424	4,257,246	3,864,642	4,204,962	4,204,962
Board of County Commissioners	511,072	556,495	797,841	725,693	750,278	768,078
Board of Elections	446,615	583,096	557,390	670,077	703,856	703,856
Child Support Enforcement	928,439	973,347	956,780	935,135	957,941	955,441
Cooperative Extension	330,626	338,685	395,584	353,665	397,826	397,826
County Attorney's Office	438,142	442,143	488,986	483,266	526,402	526,402
County Manager's Office	714,676	707,761	824,276	785,923	719,803	719,803
Courts	148,188	64,016	81,655	71,355	90,655	90,655
DEAPR	2,878,610	2,775,646	2,907,916	2,897,821	3,033,168	3,033,168
Department of Public Affairs	0	0	0	0	344,433	312,052
Department of Social Services	18,456,613	18,669,823	16,484,318	18,960,465	16,925,419	17,020,419
Department on Aging	1,527,811	1,480,929	1,435,378	1,564,817	1,761,934	1,761,934
Economic Development	371,804	358,184	372,577	359,555	392,277	392,277
Efland Sewer Fund	210,255	229,550	302,650	249,950	316,050	316,050
Emergency Services	7,607,665	8,007,301	8,979,401	9,670,854	10,815,110	9,850,772
Finance and Admin. Services	900,553	957,219	3,164,245	2,433,049	3,303,839	3,303,839
Health Department	6,878,404	6,799,504	7,278,772	6,925,867	7,763,246	7,773,246
Housing/Human Rights/CD	4,503,984	5,022,899	4,507,038	4,484,353	5,060,016	5,060,016
Human Resources	672,869	634,615	700,684	691,196	725,006	725,006
Information Technologies	1,722,474	2,068,583	2,200,344	2,211,868	2,238,857	2,218,857
Library Services	1,472,309	1,654,802	1,705,183	1,627,088	1,758,466	1,790,465
OPC Area Program	1,372,371	1,370,973	1,370,973	1,370,973	1,370,973	1,355,973
Planning and Inspections	3,409,605	2,950,167	3,298,239	2,909,797	3,384,251	3,384,251
Register of Deeds	831,422	836,292	868,128	837,592	893,469	893,469
Sanitation	17,666	0	0	0	0	0
Sheriff	10,975,032	10,894,738	11,180,299	11,007,264	11,698,712	11,698,712
Solid Waste Fund	11,151,544	11,173,142	14,929,018	12,179,975	13,515,715	13,356,471
Tax Administration	2,231,304	2,110,485	2,568,005	2,409,389	3,301,755	3,163,306
Visitors Bureau Fund	1,160,862	1,095,499	1,291,500	1,337,687	1,254,727	1,254,727
Total Expenditures	\$ 88,714,019	\$ 89,578,239	\$ 95,598,769	\$ 93,605,006	\$ 100,056,652	\$ 98,857,560

Permanent Full-Time Equivalent (FTE) Budgeted Positions

All Funds

	2010-11 Actual F.T.E.'s	2011-12 Actual F.T.E.'s	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
General Fund						
Governing & Management						
Commissioners	3.000	3.000	3.000	3.000	4.000	4.000
County Attorney	4.000	4.000	4.000	4.000	4.000	4.000
County Manager	5.000	6.000	6.000	6.000	5.000	5.000
Public Affairs	0.000	0.000	0.000	0.000	2.000	2.000
Animal Services	28.000	28.000	28.000	28.000	30.000	30.000
Financial Services	11.000	11.000	14.000	15.000	15.000	15.000
Asset Management Services ⁽¹⁾	41.000	40.000	39.000	37.000	37.000	37.000
Human Resources	8.000	8.000	8.000	8.000	8.000	8.000
Governing & Management Total	100.000	100.000	102.000	101.000	105.000	105.000
General Services						
Elections	4.000	4.000	4.000	4.000	4.000	4.000
Information Technologies	14.300	14.700	14.700	10.700	16.700	16.700
Register of Deeds	14.000	14.000	14.000	14.000	14.000	14.000
Tax Administration	29.500	30.000	32.000	36.000	36.000	36.000
General Services Total	61.800	62.700	64.700	64.700	70.700	70.700
Community & Environment						
Planning ⁽²⁾	29.000	29.000	39.500	39.500	39.500	39.500
Orange Public Transportation	10.500	10.000	0.000	0.000	0.000	0.000
Economic Development	3.500	3.500	3.500	3.500	3.500	3.500
<i>DEAPR</i>						
Parks and Recreation	20.000	17.000	17.000	17.000	17.000	17.000
Natural & Cultural Resources	7.000	3.000	3.000	3.000	3.000	3.000
Admin/Support Services	0.000	7.000	7.000	7.000	7.000	7.000
Soil & Water	4.000	4.000	4.000	4.000	4.000	4.000
<i>DEAPR Total</i>	<i>31.000</i>	<i>31.000</i>	<i>31.000</i>	<i>31.000</i>	<i>31.000</i>	<i>31.000</i>
Community & Environment Total	63.500	63.500	74.000	74.000	74.000	74.000
Culture & Recreation						
Library Services	20.500	22.425	22.425	22.425	22.750	22.750
Culture & Recreation Total	20.500	22.425	22.425	22.425	22.750	22.750
Human Services						
<i>Social Services</i>						
Administration	21.000	22.000	23.000	23.000	23.000	23.000
Children/Family Services	61.000	61.000	65.000	65.000	65.000	65.000
Economic Services	73.000	75.000	70.000	75.000	75.000	75.000
Skills Development Center	0.000	0.000	0.000	0.000	0.000	0.000
Veterans' Services	1.000	1.000	1.000	0.000	0.000	0.000
<i>Social Services Total</i>	<i>156.000</i>	<i>159.000</i>	<i>159.000</i>	<i>163.000</i>	<i>163.000</i>	<i>163.000</i>

Permanent Full-Time Equivalent (FTE) Budgeted Positions

All Funds

	2010-11 Actual F.T.E.'s	2011-12 Actual F.T.E.'s	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>Health</i>						
Finance and Admin Operations	7.000	12.000	11.500	11.500	11.500	11.500
Dental Health	8.800	7.800	8.800	8.800	9.100	9.100
Health Promotion and Education	7.500	9.000	9.000	8.000	8.000	8.000
Personal Health	45.500	43.500	44.500	46.000	47.000	47.000
Environmental Health	16.000	16.000	16.500	16.500	16.500	16.500
Risk Management	2.000	0.000	0.000	0.000	0.000	0.000
<i>Health Total</i>	<i>86.800</i>	<i>88.300</i>	<i>90.300</i>	<i>90.800</i>	<i>92.100</i>	<i>92.100</i>
<i>Aging</i>						
Administration	2.500	3.000	3.000	3.000	3.000	3.000
Community Based Services	7.750	7.750	7.750	8.750	8.750	8.750
Elder Care Program	5.375	3.375	3.375	3.375	3.375	3.375
RSVP	2.875	2.875	2.875	2.875	2.875	2.875
<i>Aging Total</i>	<i>18.500</i>	<i>17.000</i>	<i>17.000</i>	<i>18.000</i>	<i>18.000</i>	<i>18.000</i>
Cooperative Extension	0.000	0.000	0.000	0.000	0.000	0.000
Housing, Human Rights & Comm. Development	4.000	4.000	4.000	4.000	4.000	4.000
Child Support	12.000	13.000	13.000	13.000	13.000	13.000
Human Services Total	287.800	291.300	283.300	288.800	290.100	290.100
Public Safety						
Sheriff	138.000	138.000	138.000	138.000	138.000	138.000
<i>EMS</i>						
Administration	6.000	6.000	6.000	6.000	7.000	6.000
Medical Services	62.000	68.000	74.000	74.000	78.000	78.000
Life Safety	2.000	2.000	3.000	3.000	3.000	3.000
Telecommunications	27.000	31.000	35.000	35.000	40.000	40.000
<i>EMS Total</i>	<i>97.000</i>	<i>107.000</i>	<i>118.000</i>	<i>118.000</i>	<i>128.000</i>	<i>127.000</i>
Public Safety Total	235.000	245.000	256.000	256.000	266.000	265.000
General Fund Total	<u>768.600</u>	<u>784.925</u>	<u>802.425</u>	<u>806.925</u>	<u>828.550</u>	<u>827.550</u>

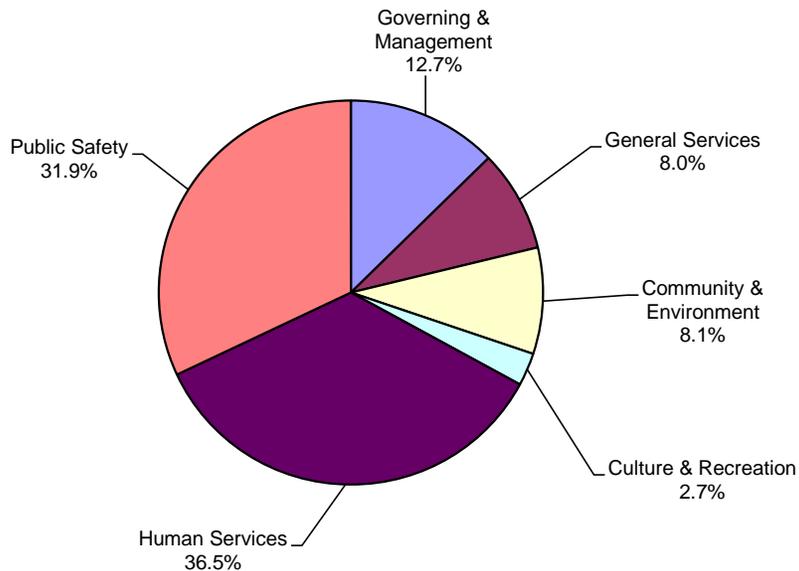
Permanent Full-Time Equivalent (FTE) Budgeted Positions

All Funds

	2010-11	2011-12	2012-13	2012-13	2013-14	2013-14
	Actual	Actual	Original	12-Month	Department	Manager
	F.T.E.'s	F.T.E.'s	Budget	Estimate	Requested	Recommended
Other Funds						
Aging - Senior Health Coordination	1.000	1.000	1.000	1.000	1.000	1.000
Tax Administration - Revaluation	1.500	2.000	2.000	2.000	2.000	2.000
Criminal Justice Partnership (OJJ)	1.000	1.000	1.000	0.000	0.000	0.000
Hyconeechee Regional Library	0.600	0.000	0.000	0.000	0.000	0.000
Emergency Telephone	2.000	2.000	2.000	2.000	2.000	2.000
Health - Home Visiting	1.000	0.000	0.000	0.000	0.000	0.000
Health - Health and Wellness Trust	1.000	1.000	0.000	0.000	0.000	0.000
Health - Child Care Health Consultant	1.000	1.000	1.000	1.000	1.000	1.000
Health - Health Disparities Grant	0.000	0.000	0.000	0.000	1.000	1.000
Housing - Section 8	7.000	7.000	7.000	7.000	7.000	7.000
Housing - Urgent Repair Program	1.000	1.000	1.000	1.000	1.000	1.000
Housing - HOME Program	1.000	1.000	1.000	1.000	1.000	1.000
Housing - Homelessness Program	1.000	1.000	1.000	1.000	1.000	1.000
Social Services - Homelessness Grant	3.000	3.000	3.000	0.000	0.000	0.000
Social Services - Community Response Grant	0.000	0.000	0.000	1.000	1.000	1.000
Solid Waste/Landfill Operations	58.500	59.750	59.750	59.750	56.700	56.700
Visitors Bureau	6.000	6.000	6.000	6.000	6.000	6.000
Other Funds Total	86.600	86.750	85.750	82.750	80.700	80.700
Grand Total	<u>855.200</u>	<u>871.675</u>	<u>888.175</u>	<u>889.675</u>	<u>909.250</u>	<u>908.250</u>

- (1) Includes Purchasing and Central Services, Building and Grounds, and Motor Pool divisions starting in FY 2009-10; effective July 1, 2010, the Grounds division moved to Parks and Recreation; Purchasing moved to Financial Services during FY 2010-11.
- (2) Effective July 1, 2013, Orange Public Transportation moved to the Planning and Inspections Department.
- (3) Human Rights is a division within Housing, Human Rights and Community Development.

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



Summary of Manager Recommended New Positions for FY 2013-14
General Fund

Department	Position	Effective Date	FTE Change	Salary and Benefits	Operating Costs	One-Time Start-Up Costs	Offsetting Revenue or Cost Savings	Net County Cost Total
Animal Services	Administrative Assistant I	January 1, 2014	1.000	\$21,981	\$0	\$1,400	\$6,300	\$17,081
Animal Services	Animal Control Officer	July 1, 2013	1.000	\$45,756	\$9,789	\$2,677	\$58,222	\$0
Board of County Commissioners	Assistant to the Clerk	July 1, 2013	1.000	\$45,755	\$0	\$0	\$9,215	\$36,540
Emergency Services	Quality Assurance/Training Officer	January 1, 2014	1.000	\$26,937	\$660	\$1,339	\$0	\$28,936
Emergency Services	Telecommunicators	January 1, 2014	4.000	\$95,276	\$1,160	\$0	\$0	\$96,436
Emergency Services	EMS Assistant Supervisors	January 1, 2014	4.000	\$107,876	\$1,972	\$0	\$0	\$109,848
Health ¹	Dental Hygienist	July 1, 2013	0.300	\$18,701	\$0	\$0	\$18,701	\$0
Health	Senior Public Health Educator	July 1, 2013	1.000	\$58,360	\$0	\$0	\$0	\$58,360
Information Technologies	Network Engineer	January 1, 2014	1.000	\$41,399	\$0	\$3,400	\$0	\$44,799
Information Technologies	Applications Division Head	January 1, 2014	1.000	\$43,328	\$0	\$3,400	\$0	\$46,728
Information Technologies	Applications Systems Analyst	April 1, 2014	1.000	\$18,955	\$0	\$3,400	\$0	\$22,355
Information Technologies	Applications Systems Analyst	April 1, 2014	1.000	\$18,955	\$0	\$3,400	\$0	\$22,355
Information Technologies	Applications Systems Analyst	May 1, 2014	1.000	\$12,639	\$0	\$3,400	\$0	\$16,039
Information Technologies	Applications Systems Analyst	May 1, 2014	1.000	\$12,639	\$0	\$3,400	\$0	\$16,039

Department	Position	Effective Date	FTE Change	Salary and Benefits	Operating Costs	One-Time Start-Up Costs	Offsetting Revenue or Cost Savings	Net County Cost Total
Library Services	Library Assistant I (increase in Hours/FTE)	July 1, 2013	0.200	\$9,215	\$0	\$0	\$9,215	\$0
Library Services	Administrative Assistant II (increase in Hours/FTE)	July 1, 2013	0.125	\$5,444	\$0	\$0	\$0	\$5,444
Public Affairs	Graphic Design Specialist	January 1, 2014	1.000	\$31,883	\$2,750	\$3,949	\$0	\$38,582
Total			20.625	\$615,099	\$16,331	\$29,765	\$101,653	\$559,542

¹ Offsetting Revenue includes funds from additional User fees and Medicaid reimbursements.

Solid Waste Enterprise Fund

Department	Position	Effective Date	FTE Change	Salary and Benefits	Operating Costs	One-Time Start-Up Costs	Offsetting Revenue or Cost Savings	Net County Cost Total
Solid Waste	Convenience Center Operator	July 1, 2013	0.625	\$27,739	\$0	\$0	\$0	\$27,739
Solid Waste	Convenience Center Operator	July 1, 2013	0.625	\$27,739	\$0	\$0	\$0	\$27,739
Solid Waste	Convenience Center Operator (increase in Hours/FTE)	July 1, 2013	0.250	\$6,387	\$0	\$0	\$0	\$6,387
Solid Waste	Convenience Center Operator (increase in Hours/FTE)	July 1, 2013	0.125	\$3,192	\$0	\$0	\$0	\$3,192
Solid Waste	Convenience Center Operator (increase in Hours/FTE)	July 1, 2013	0.250	\$6,387	\$0	\$0	\$0	\$6,387
Solid Waste	Convenience Center Operator (increase in Hours/FTE)	July 1, 2013	0.125	\$3,192	\$0	\$0	\$0	\$3,192
Total			2.000	\$74,636	\$0	\$0	\$0	\$74,636

Grant Project Fund

Department	Position	Effective Date	FTE Change	Salary and Benefits	Operating Costs	One-Time Start-Up Costs	Offsetting Revenue or Cost Savings	Net County Cost Total
Health ²	Registered Dietician (Two Year Time-Limited)	July 1, 2013	1.000	\$62,647	\$0	\$0	\$62,647	\$0
Total			1.000	\$62,647	\$0	\$0	\$62,647	\$0

² Offsetting revenue includes grant funds and revenue from third party billing.

Department on Aging

Phone Number: (919) 968 - 2070

Website: <http://orangecountync.gov/aging>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended	Account: 430
By Category (General Fund)							
Personnel Services	1,041,632	1,009,755	1,045,103	1,059,294	1,196,657	1,196,657	
Operations	464,844	454,612	390,275	501,088	565,277	565,277	
Capital Outlay	21,335	16,562	0	4,435	0	0	
Total Expenditures	\$ 1,527,811	\$ 1,480,929	\$ 1,435,378	\$ 1,564,817	\$ 1,761,934	\$ 1,761,934	
Offsetting Revenues	(764,016)	(692,729)	(707,309)	(847,643)	(707,309)	(707,309)	
County Costs (net)	\$ 763,794	\$ 788,200	\$ 728,069	\$ 717,174	\$ 1,054,625	\$ 1,054,625	
Senior Health Coordination (Grant Fund)							Account: 4303
Personnel Services	66,574	48,218	65,825	59,629	62,088	62,088	
Operations	86,327	84,506	32,779	109,230	34,775	34,775	
Capital Outlay	0	0	0	6,000	0	0	
Total Expenditures	\$ 152,901	\$ 132,725	\$ 98,604	\$ 174,859	\$ 96,863	\$ 96,863	
Offsetting Revenues	(111,199)	(91,121)	(57,000)	(129,517)	(59,000)	(59,000)	
County Costs (net)	\$ 41,703	\$ 41,604	\$ 41,604	\$ 45,342	\$ 37,863	\$ 37,863	
Total Department on Aging and Related Expenditures	\$ 1,680,712	\$ 1,613,654	\$ 1,533,982	\$ 1,739,676	\$ 1,858,797	\$ 1,858,797	

Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended	
By Program (General Fund)							
Administration	191,048	273,513	268,979	274,059	458,276	458,276	
Community-Based Services	771,210	737,152	725,337	822,048	849,288	849,288	
Elder Care Program	362,728	289,177	274,847	290,924	281,098	281,098	
Retired Senior Volunteer Program	202,824	181,087	166,215	177,786	173,272	173,272	
Total Expenditures	\$ 1,527,811	\$ 1,480,929	\$ 1,435,378	\$ 1,564,817	\$ 1,761,934	\$ 1,761,934	
Offsetting Revenue	(764,016)	(692,729)	(707,309)	(847,643)	(707,309)	(707,309)	
County Costs (net)	\$ 763,794	\$ 788,200	\$ 728,069	\$ 717,174	\$ 1,054,625	\$ 1,054,625	
Total Expenditures	\$ 1,527,811	\$ 1,480,929	\$ 1,435,378	\$ 1,564,817	\$ 1,761,934	\$ 1,761,934	
Senior Health Coordination (Grant Fund)							
Senior Health Coordination	152,901	132,725	98,604	174,859	96,863	96,863	
Total Expenditures	\$ 152,901	\$ 132,725	\$ 98,604	\$ 174,859	\$ 96,863	\$ 96,863	
Offsetting Revenue	(111,199)	(91,121)	(57,000)	(129,517)	(59,000)	(59,000)	
County Costs (net)	\$ 41,703	\$ 41,604	\$ 41,604	\$ 45,342	\$ 37,863	\$ 37,863	
Total Expenditures	\$ 1,680,712	\$ 1,613,654	\$ 1,533,982	\$ 1,739,676	\$ 1,858,797	\$ 1,858,797	

Mission Statement

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

Department on Aging – continued

Department on Aging: Administration

Major Services

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

FY 2012-13 Outcomes

- Initiated 32 of the 41 strategies identified in 2012-2017 Master Aging Plan for Year One, including:
 - Conducted a polling place survey, which captured the input of 850 residents 50 years and older throughout Orange County.
 - Utilized UNC School of Public Health graduate student Capstone Team to assist in the research, planning, and implementation of a MAP strategy for health promotion and an information dissemination plan for the Department.
 - Submitted applications for federal and state funding to support MAP objectives related to access, outreach, and caregiver support.
- Promoted the development of the Community Resource Connection (CRC) for aging services in the Orange/Chatham area that promotes the “no wrong door” model of access to services.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Prepare grant applications, proposals and reports for the funding and administration of the Department.					
Funds secured from federal, state and local public/private sources	\$631,104	\$558,572	\$707,309	\$744,855	\$707,309

FY 2013-14 Objectives

Implement Master Aging Plan 2012-2017 Objectives for Year Two, including:

- Initiate a countywide social marketing plan for the Department on Aging.
- Launch the Project Engaged volunteer effort to disseminate information to key community leaders throughout Orange County.
- Develop a health promotion campaign as outlined in the Capstone Team plan.
- Conduct a senior housing options study in conjunction with the Housing/Community Development and Planning Departments.

Department on Aging – continued

Budget Highlights

- Revenue Increase: Transfer of \$175,000 contribution from Aging's Community Based Services Division, from Carol Woods Retirement Community, for Master Aging Plan 2012-2017 implementation costs. (Note: These funds have been available and tracked in the General Fund operating budget for several years, but were recorded differently, prior to a recent change in accounting practices.)

Department on Aging: Community Based Services

Major Services

- Provide services that meet the needs of the older adult population and promote health and wellness by encouraging self-determination, stimulation and continued activity.
- Senior Center Operations: Operate the Seymour and Central Orange Senior Centers to provide older adults with opportunities for health promotion enrichment, community involvement, and public service.
- Senior Lunch Program: Serve hot, noon meals, at the senior centers, each weekday.
- Farmers' Market Outreach and Nutrition: Continue the local Farmers' Market outreach program at the senior centers to better serve older adults with fresh produce. Participate in the Senior Farmers' Market Nutrition Program, which provides Farmers' Market coupons to 98 low-income seniors, age 60 and older, enrolled in the Senior Lunch Program.
- Operate the Seymour Tech computer-learning lab, which trains older adults to utilize technology in a comfortable setting under the direction of volunteer instructors.
- Produce quarterly Senior Times newspaper, a 40-page publication, which promotes the services and activities of all Department on Aging program and services.

FY 2012-13 Outcomes

- Technology Improvements: Implemented on-line class and facility reservation system.
- Senior Lunch Program: Served an average of 130 meals per day at the Senior Centers, including 20 meals to the Senior Care Adult Day Health Program.
- Fitness Studio: Served 130 individuals through fitness studio memberships.
- Provided 370 physical function screens prior to membership to ensure that participants could safely use the equipment.
- Farmers' Market Outreach and Nutrition: Expanded the Farmers' Market Outreach Program at the Senior Centers, from 4 months to 7 months, annually.

Department on Aging – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Provide opportunities for health promotion enrichment, community involvement, and public service, at the Seymour and Central Orange Senior Centers.					
Total Senior Center participation (attendance)	184,160	188,573	190,000	190,000	190,000
Participants served through all programs (unduplicated)	3,300	3,600	4,200	4,200	4,200
Seymour Tech Volunteers	21	23	25	23	25
Service: Serve hot, noon meals at the Senior Centers each weekday.					
Meals served through Senior Lunch Program	30,281	31,047	32,500	32,500	32,500
Volunteers who assist with meal service	20	21	20	21	21
Service: Promote the health and wellness of older adults.					
Fitness Studio memberships	150	148	130	130	130
Physical Function Screens	361	424	370	370	370
Personal Training Hours	974	974	1,096	1,096	1,100

FY 2013-14 Objectives

- Locate a new revenue source to fund evening/weekend hours of operation at the Seymour and Central Orange Senior Centers.
- Increase Senior Center participation by disseminating information using digital monitors to expand communication within the facility.
- Senior Lunch Program: Promote participant contributions to increase the number of meals served daily. Continue to monitor the food quality with participant satisfaction surveys.
- Fitness Studio: Provide 370 physical function screens. Generate adequate membership fees in order for this program to be self-supporting.
- Obtain National Senior Center Standards accreditation from the National Council on Aging.

Budget Highlights

- Personnel Increase: The department received a Facilities Maintenance Supervisor (1.0 FTE), from Asset Management Services, in FY 2012-13. The position will be responsible for the on-going maintenance of both the Seymour and Central Orange Senior Centers, including daily operations, weekly, monthly and annual maintenance inspections and coordination of services through Asset Management Services. Personnel costs total \$78,703.
- Revenue Decreases: Loss of \$12,990 from the Friends of Senior Centers organizations, which funded nonpermanent personnel to work two evening shifts, at both senior centers, and Saturday hours at the Seymour Center. The FY 2013-14 budget includes funds to cover the lost revenue.
- Transfer of \$175,000 contribution to Aging's Administration Division, from Carol Woods Retirement Community, for Master Aging Plan 2012-2017 implementation costs. (Note: These funds have been available and tracked in the General Fund operating budget for several years, but were recorded differently, prior to a recent change in accounting practices.)

Department on Aging – continued

Department on Aging: Eldercare/Aging Transitions

Major Services

- Provide information and assistance on all age-related issues through the telephone help-line, Senior Health Insurance and Information (SHIP) classes and individual sessions, printed resource materials, and educational presentations to the community.
- Provide in-home assessments of needs and strengths, care planning recommendations, care coordination and short-term counseling to promote safety and well-being while delaying institutionalization.
- Facilitate referral to caregiver support and respite opportunities so that families can remain together and delay institutionalization.
- Coordinate cost effective aging-in-place alternatives to institutionalization.

FY 2012-13 Outcomes (related to implementation of Master Aging Plan initiatives)

- A greater proportion of individuals served through the Aging Transitions program received volunteer-provided services through the telephone reassurance and Friend-to-Friend programs this year due to volunteer program expansion efforts.
- Served more Chinese-speaking caregivers due to the start-up of a 2-year, NC Division of Aging and Adult Services (DAAS) grant that will develop caregiver support services for Chinese-speaking elders and their families in Orange County.
- More older adults were provided home safety assessments and “aging in place” interventions, especially in the northern part of the county, due to the implementation of a new referral protocol and collaboration effort with county Emergency Management Services (EMS).
- More older adults were provided “one-stop-shop” DSS services (such as help with food stamp, low-income energy assistance and Medicaid applications) and mental health counseling within the Senior Centers due to stronger intra-county collaborations and increased marketing efforts.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Information & Case Assistance					
Number of unduplicated persons served per month	157	150	160	150	160
Number of face-to-face contacts	2,648	2,900	2,600	2,600	2,600
Number of calls responded to on Aging Transitions Helpline	1,270	1,115	1,200	1,400	1,500
Service: In-Home & Caregiver Services					
Number of individuals receiving services	144	193	230	210	220
Number of caregivers served	106	125	150	130	140
Number of in-home & community respite clients served	38	32	30	45	40
Number of clients served with Aging-In-Place service options	N/A	36	50	35	40

Department on Aging – continued

FY 2013-14 Objectives

- MAP Implementation: Respond to recommendations from the 2012-17 Orange County Master Aging Plan (MAP) for new and expanded Eldercare-Aging Transition services. Options include increased number of caregiver support groups at the senior centers and elsewhere; expansion of the Friend-to-Friend program to support isolated and frail seniors; increased use of volunteers to provide transportation and meal delivery to seniors unable to access public transportation and organized meal service programs; and participating in a social marketing campaign to better disseminate information about available services into rural communities.
- Support relationships and contracts with UNC to provide occupational therapy, social work, and psychiatric nursing services.
- Expand DSS services under the “one-stop-shop” concept at the Senior Centers, including application for the SNAP (food stamp), LIEAP (low-income energy assistance, short-term emergency assistance), and Medicaid programs.
- Increase collaboration with other private and public programs serving older adults in Orange County to avoid duplication and increase coverage.

Budget Highlights

- No significant budget changes, in FY 2013-14.

Department on Aging: RSVP 55+ Volunteer Program

Major Services

- Volunteer Recruitment and Referral: Recruit senior volunteers (55 years+) and match them based on their interests, skills, expertise and knowledge to assignments provided by volunteer work sites (local nonprofits, public education and government entities). Provide a Benefits Package: Enable volunteers to make their desired community contributions by providing a benefits package including: Supplemental insurance coverage; mileage reimbursement (limited to VITA tax volunteers and based on IRS and TUW tax program funds); several annual recognition events for volunteers and their work site (non-profit agencies) volunteer supervisors; birthday cards; training for RSVP-Volunteer Income Tax Assistance (VITA) tax volunteers and RSVP-Senior Education Corps (SEC) school volunteers.
- Partnerships: Establish volunteer work sites with non-profit and government agencies with volunteer needs. Identify rewarding volunteer assignments for senior volunteers.
- Community Impact: Federally mandated to have 50% of RSVP volunteers serve in areas of measurable community impact.
- RSVP Direct Service Programs to Address Unmet Community Needs: Identify unmet community needs and develop and administer programs that can address needs through volunteer service: RSVP Senior Education Corps (SEC), RSVP/OC Literacy Council-English as a Second Language and the RSVP Volunteer Income Tax Assistance (VITA) programs.

Department on Aging – continued

FY 2012-13 Outcomes

- Recruited 75 new volunteers to compensate for attrition of volunteers, in the target age group of 55+.
- RSVP Advisory Council sponsored the first ever RSVP signature fundraising event to supplement the budget for the federally mandated annual recognition event. The event was a wine tasting, “Cheers For Volunteers.”
- Partnered with DSS, as a VITA Site.
- Received outside funding from the IRS and the Greater Triangle United Way to supplement the cost of the RSVP VITA Free Tax Service.
- Contracted with a software-based online appointment system, Appointment-Plus, which allows VITA tax clients to schedule their own appointment. Clients with no computer access continue to call the VITA appointment line. Have now converted 100% to online tax preparation.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: New Volunteers Recruited and Total RSVP Volunteers					
Total active RSVP volunteers	529	481	350	350	350
Total volunteer service Hours	62,236	44,193	35,000	35,000	35,000
Value of volunteer hours ¹	\$1,168,169	\$829,503	\$656,950	\$656,950	\$656,950
Number of non-profit agencies (stations) served	87	73	70	65	65
Service: RSVP VITA (Volunteer Income Tax Assistance) Free Tax Service for Low to Middle Income Clients					
Number of VITA tax volunteers	103	101	90	100	100
Number of clients using the VITA Service ²	2,005	2,000	1,800	1,800	1,800
Performance Measures (Percentage of clients using VITA)					
Affordability	99%	80%	85%	85%	90%
Electronic filing	57%	46%	50%	50%	50%
Find Tax Forms Confusing	55%	33%	40%	40%	40%

1. Volunteer hours calculated at \$18.77 per hour (2006 Economic Report to the President).
2. Decreased use due to new IRS regulations, which require each tax return to undergo a Quality Review process. Returns take more time, which reduces the number of appointments.

FY 2013-14 Objectives

- Partner with non-profit agencies to provide ongoing support as a community resource and to incorporate a volunteer management system that helps the agency provide much needed community services.
- IRS loaned computers for VITA are becoming obsolete and they have asked seasoned programs to purchase or secure donated equipment in order to provide the free tax service. RSVP will continue to supplement the equipment needed including computers and printers using VITA outside funding.
- RSVP Senior Education Corps (SEC): SEC recruits volunteers as reading and math tutors for K-5. A new initiative will introduce a financial literacy unit for 4th and 5th grades. SEC will partner with AmeriCorps, who currently provide the program in Orange County middle schools. They will provide training and materials for RSVP volunteers.

Department on Aging – continued

Budget Highlights

- Revenue Reductions – Programs Impacts: Corporation of National and Community Service (CNCS), RSVP federal sponsor, is changing the focus of RSVP nationwide. Due to current year budget cuts, RSVP programs have been directed to downsize which includes limiting the number of service agencies to those that make a measurable community impact and fall within the new federal focus areas: Education, Environmental, Healthy Futures, Veterans and Military Families, Disaster Services, Economic Opportunity. We anticipate that volunteer numbers will also decline due to station (work site) reductions. Limited volunteer referral services will be offered to terminated agencies, but they will not be official work sites.

Department on Aging: Senior Health Coordination/Wellness Program (Grant Fund)

Major Services

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

FY 2012-13 Outcomes

- Continued agreement with UNC Healthcare for funding of Wellness program (i.e. monthly Mall Walk program); increased Fit Feet service, a registered nurse providing foot health care.
- Maintained steady numbers of reduced fee senior memberships with the SportsPlex.
- Provided evidence-based program opportunities, i.e. cholesterol and diabetes screening, diabetes self-management courses, flu shots, health education programs (all in conjunction with the OC Health Department), Chronic Disease Self-Management, Matter of Balance, and Arthritis Foundation Exercise classes (co-sponsored with Triangle J Area Agency on Aging)

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Wellness Programs					
Total Number of Participants	22,200	22,260	22,320	22,540	22,765
Movement/Exercise sessions	1,420	1,490	1,550	1,700	1,765
SportsPlex Membership screenings	221	245	250	225	215
Service: Personal Health Services					
Fit Feet Clients	1,026	1,055	1,100	1,700	1,825

Department on Aging – continued

FY 2013-14 Objectives

- Maintain all program offerings at current level.
- Offer programs and services that promote healthy living and lifelong fitness based on priorities of the Master Aging Plan 2012-2017.

Budget Highlights

- United Way of the Greater Triangle Revenue: The United Way of the Greater Triangle did not renew support of the Wellness Project. The \$8,000 loss represents a 13% reduction in the grant project's revenues. To offset a portion of the loss, the department has budgeted additional Fit Feet Clinic revenue (\$10,000), based on actuals from prior years' performance.

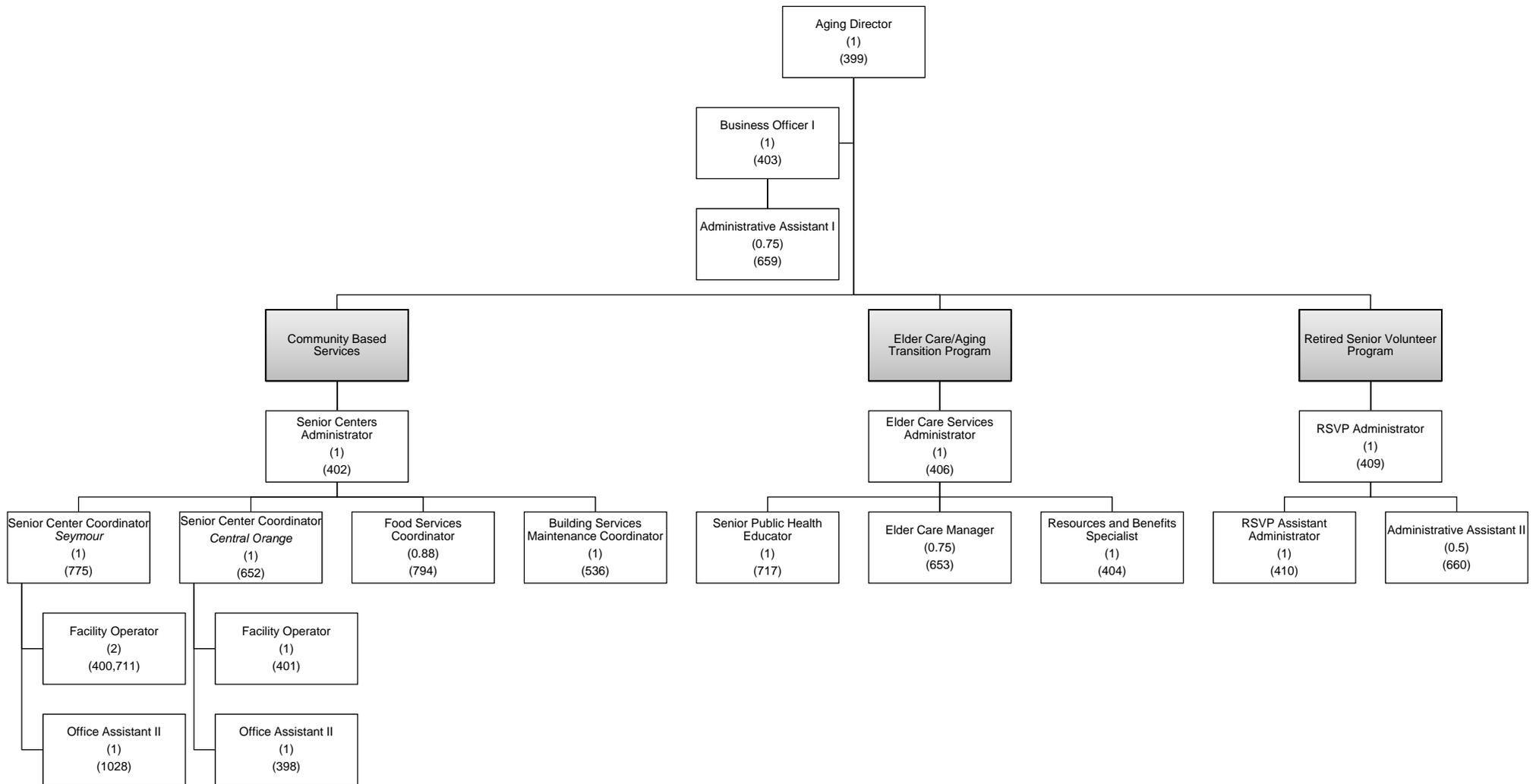
Department on Aging – continued

Department on Aging Master Aging Plan (MAP) Initiatives - Year Two

Staff will make the following recommendations for allocation of the Carol Woods funding to the Advisory Board on Aging at its July 2013 meeting:

\$	10,000	Develop a health promotion campaign Healthy Ideas education campaign to primary care practices to promote the identification/treatment of depression Exercise and disease prevention promotions Outreach and training for leaders in faith communities, senior living facilities Falls prevention educational campaign (Objective 3.1)
\$	5,000	Support Long Term Care Learning Collaborative effort to provide consultation and improvement rewards to local providers (Objective 4.2)
\$	20,000	Develop a communication campaign for the Department on Aging Website re-design; listserv re-design Purchase information dissemination tools: newspaper ads, brochures, Helpline promotion, radio time Branding for the Department and logo design Produce a mobile information display In Praise of Age video program expansion (Objective 1.1)
\$	22,000	Outreach to diverse segments of Orange County older adult population Provide bi-lingual staffing to reach Chinese-speaking participants Design and implement programs to reach the LGBT community Make direct contact with rural churches Target in-income individuals, especially in the rural community (Objective 1.3)
\$	50,000	Develop Mobility Management Program to help link older adults with transportation systems (Objective 2.4 and 2.5)
\$	31,000	Conduct an older adult housing options inventory and study using an independent consulting firm (Objective 2.1)
\$	5,000	Co-housing development utilizing a student intern (Objective 2.2)
\$	10,000	Implement Project Engaged, a national model for a senior leadership program utilizing volunteer community resource teams Utilize UNC Capstone graduate student team to develop the program in Orange County (Objective 1.1)
\$	22,000	Employ time-limited volunteer coordinator for Project Engaged, Mobility Management, Telephone Reassurance, Friend-To-Friend etc. (Objective 1.1, 2.4, 2.5, 2.7, 3.1)
<hr/>		
\$	175,000	TOTAL

Department on Aging



Animal Services

Phone Number: (919) 942-7387

Website: <http://www.orangecountync.gov/animalservices/>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Category (General Fund)						Account: 215
Personnel Services	1,259,008	1,311,514	1,411,603	1,309,190	1,543,934	1,521,955
Operations	246,393	243,594	282,740	266,926	300,422	300,422
Capital Outlay	17,538	0	0	9,575	3,150	3,150
Total Expenditures	\$ 1,522,939	\$ 1,555,108	\$ 1,694,343	\$ 1,585,691	\$ 1,847,506	\$ 1,825,527
Offsetting Revenues	(518,584)	(547,753)	(553,394)	(577,944)	(666,284)	(647,384)
County Costs (net)	\$ 1,004,355	\$ 1,007,355	\$ 1,140,949	\$ 1,007,747	\$ 1,181,222	\$ 1,178,143
Spay/Neuter Fund						Account: 2150
Personnel Services	0	2,095	10,241	9,998	12,600	6,300
Operations	35,058	42,146	64,759	59,613	64,000	70,300
Total Expenditures	\$ 35,058	\$ 44,241	\$ 75,000	\$ 69,611	\$ 76,600	\$ 76,600
Offsetting Revenues	(58,616)	(67,805)	(75,000)	(75,859)	(76,600)	(76,600)
County Costs (net)	\$ (23,558)	\$ (23,564)	\$ 0	\$ (6,248)	\$ 0	\$ 0
Total Animal Services and Related Expenditures	\$ 1,557,997	\$ 1,599,349	\$ 1,769,343	\$ 1,655,301	\$ 1,924,106	\$ 1,902,127

Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Program (General Fund)						
Administration	335,660	332,850	347,668	337,102	361,559	361,559
Animal Control	437,404	407,686	477,054	447,304	532,573	532,573
Animal Shelter	749,875	814,572	869,621	801,284	953,374	931,395
Total Expenditures	\$ 1,522,939	\$ 1,555,108	\$ 1,694,343	\$ 1,585,691	\$ 1,847,506	\$ 1,825,527
Offsetting Revenue	(518,584)	(547,753)	(553,394)	(577,944)	(666,284)	(647,384)
County Costs (net)	\$ 1,004,355	\$ 1,007,355	\$ 1,140,949	\$ 1,007,747	\$ 1,181,222	\$ 1,178,143
Total Expenditures	\$ 1,522,939	\$ 1,555,108	\$ 1,694,343	\$ 1,585,691	\$ 1,847,506	\$ 1,825,527

Mission Statement

The Animal Services Department strives to meet the needs of residents by working with volunteers and other partners to deliver cost-effective and integrated sheltering and animal control services that ensure the health, safety and wellbeing of humans, pets and the community as a whole. Addressing the problem of pet overpopulation with a proactive and positive approach is an integral ingredient of the department's mission.

Animal Services – continued

Animal Services: Administration and Programs

Major Services

- **Organizational Leadership and Oversight**
 - Lead organizational and policy change and conduct policy and operational analysis as needed.
 - Shape a positive and proactive model of animal services based upon effective management of pet overpopulation.
 - Coordinate with County Manager, County Attorney and other county staff in regard to departmental affairs and assure sound financial management.
- **Governance and Community Relations**
 - Provide staff expertise and support to the Board of Commissioners and coordinate effectively with the Animal Services Advisory Board (ASAB).
 - Receive, respond to, and as needed refer citizen complaints, concerns and requests.
 - Maintain a positive community image through professional public relations.
- **Program Development and Administration**
 - Maintain an effective pet licensing program, including an online payment system.
 - Coordinate and develop a robust volunteer program.
 - Coordinate and manage a state-of-the-art spay/neuter program as part of strategic plan for managing pet overpopulation in the county.

FY 2012-13 Outcomes

- **Organizational leadership:**
 - Sustained spay and neuter efforts while developing strategies to achieve desired outcomes in coming years.
 - Coordinate policies and practices to continue to control animal intake numbers and reduce the euthanasia of cats and dogs.
 - Oversaw the collection of almost \$600,000 in revenues; encouraged on line and direct donations; and established giving opportunities for the county's new Community Giving Fund.
- **Governance and community relations:**
 - Supported the ASAB as it conformed to the county's new policies for boards and commissions and collaborated with the board regarding various concerns.
 - Worked closely with the ASAB to develop policy recommendations regarding the recovery of stray animals in regard to fees and microchip requirements.
 - Managed high profile cases, coordinated with the county's new Public Affairs Office, and sustained a strong web presence including a vibrant Facebook page.

Animal Services – continued

- **Program administration and development:**

- Oversaw and managed a volunteer program typically exceeding 800 hours per month and a spay/neuter program responsible for more than 500 surgeries.
- Oversaw and managed a pet registration program including introducing a late fee and maintaining a strong web-licensing component.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Provide low-cost or free spay/neuter surgeries to target audience					
Number of low-cost spays and neuters	383	520	600	575	625
Percentage of target SN number (Target > 6 per 1,000 humans)	Goal = 876 59%	Goal = 886 58%	Goal = 895 67%	Goal = 895 64%	Goal=895 70%
Service: Pet Licensing Program					
Total number	21,527	21,160	23,000	23,000	24,000
Online licensing percentage	2% (partial year)	24%	—	30%	35%
Service: Maintain strong Volunteer Program					
Average weekly volunteer hours	227	208	250	250	275
Number of annual volunteers	1,565	1,666	—	1,750	1,750
Service: Community Relations and Leadership					
Admitted cats and dogs	3,458	3,294	—	3,350	3,300
• Per 1,000 humans	26	24		24	24
Euthanasia	1,466	1,240	—	1,150	1,100
• Per 1,000 humans	11	9		8	8

FY 2013-14 Objectives

- Implement a unified animal control ordinance for Orange County including the towns of Hillsborough, Chapel Hill and Carrboro.
- Implement different recovery fees for reproductive and sterilized dogs and cats; a spay/neuter deposit for repeatedly recovered stray animals; and require micro-chipping for the recovery of a stray animal.
- Reach a target of 600-plus subsidized cat and dog spays and neuters to continue to control animal intakes and euthanasia.
- Collaborate with the ASAB to begin to address free-roaming cats as part of the county's effort to effectively manage pet overpopulation.
- Develop the department's volunteer program through the creation of "second tier" leadership positions on the basis of a new Program Assistant position

Animal Services – continued

Budget Highlights

- The increase in Operations in FY 2013-14 is due to a countywide \$.05/mile surcharge in Motor Pool to help offset future vehicle replacement costs, an increase of \$3,000 in Contract Services for animal disposal fees, and operating costs associated with the new recommended Administrative Assistant I and Animal Control positions.

Animal Services: Animal Shelter Division

Major Services

- Open Admissions Sheltering
 - Provide shelter to stray, relinquished, quarantined, and confiscated animals as an open-admission shelter pursuant to applicable regulations.
 - Facilitate owner recovery and placement of animals.
 - Euthanize stray, relinquished, quarantined, or confiscated animals as needed.
- Lost Pet Recovery
 - Perform microchip scanning and rabies tag searches to identify pet owners.
 - Maintain a website for online searches of lost pets.
 - Facilitate lost and found inquiries and lost pet searches.
- Animal Placement
 - Adopt medically and behaviorally sound animals from the Animal Services Center into permanent homes.
 - Transfer animals to placement partners for final re-homing.
- Animal Health
 - Address pet overpopulation by ensuring dogs and cats are sterilized prior to adoption in a cost-effective manner.
 - Manage infectious disease through health protocols and practices to ensure the health of sheltered, reclaimed, and adopted animals.

FY 2012-13 Outcomes

- Open Admissions Sheltering: Positively managed animal “flow-through” and completed a cat condo conversion to increase the enclosure sizes in the adoption area.
- Lost Pet Recovery: Modified website to display lost and found pets not housed at the Animal Services Center to facilitate recovery; offered two microchip clinics to enhance identification and recovery of lost pets by their owners.
- Animal Placement: Maintained strong overall placement and “live release” rates; continued five special events to promote pet adoption; increased placements to partner organizations.
- Animal Health: Sustained in-house sterilization surgeries for adoptable animals; continued to optimize hourly productivity and quality of in-house sterilization procedures; implemented a canine distemper vaccination protocol change.

Animal Services – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Serve as open admission shelter					
Domestic animals admitted (cats & dogs)	3,458	3,294	3,250	3,350	3,300
• Cats admitted	1,584	1,390	--	1,540	1,518
• Dogs admitted	1,874	1,904	--	1,810	1,782
Average Length of Stay (Target ≤ 14 days)	15	13.2	--	15	14
Service: Facilitate recovery of lost pets (dogs and cats)					
Number of recoveries	468	397	--	453	475
Stray animal recovery (Target ≥ 20%)	21%	18%	--	22%	23%
Microchips per Adoption (Target ≥ 65%)	76%	63%	65%	66%	70%
Service: Maintain strong overall placement and “live release” rates *					
Number of placements (cats & dogs)	1,533	1,635	1,950	1,835	1,900
• Cat placements	706	796	--	908	931
• Dog placements	827	839	--	927	969
Live Release rate (all animals) (Target ≥ 70.0%) ⁺	66%	71%	--	82%	75%
• Live release rate for cats	55%	73%	--	74%	75%
• Live release rate for dogs	72%	68%	--	81%	75%
Service: Sustain high quality in-house sterilization surgeries for adoptable animals					
Number of animals sterilized	1,158	1,078	1,250	1,349	1,350
Number of surgeries per DVM hour (Target ≥ 2.8)	2.8	2.9	--	3.1	3.0

+The live release rate represents the sum of animals adopted, transferred to placement partners, and recovered by owners less unplaceable animals (aggressive or biting animals, animals exposed to rabies, animals surrendered for euthanasia, etc.) and then divided by the total number of animals that left the shelter

FY 2013-14 Objectives

- Continue to advance animal placement through adoption special events and partnerships with placement partner organizations.
- Continue to advance animal care within the context of an open-admission facility oriented in the expeditious “flow through” of adoptable animals and consider converting stainless steel cat enclosures to flexibly increase their size.
- Increase owner recovery of stray animals by offering more opportunities for pets to be microchipped, virtually managing lost and found records and requiring microchips as part of stray animal recovery.
- Sustain in-house sterilization services for adoptable animals by focusing on quality and maintaining hourly efficiency.
- Continue infectious disease control through preventative health care and examinations to ensure “herd health” for the benefit of pet owners and adopters.

Animal Services – continued

Budget Highlights

- The FY 2013-14 Manager Recommended Budget includes a new Administrative Assistant I position budgeted to start January 1, 2014 (Salary & Benefits and Capital Outlay of \$23,381) with offsetting revenues of \$6,300 from Spay/Neuter Fund. This position will provide daily management of the volunteer program (currently over 125 volunteers donating over 800 hours of volunteer time), and assisting with additional programs related to the County's Community Spay/Neuter program, as well as the co-location program for pets in disaster sheltering.
- Creation of new differential impoundment fees for owner recoveries to offer reduced fees for sterilized pets resulting in increased reclaim revenues (\$5,000).
- Increase microchipping of pets by offering microchips at four rabies clinics and requiring that all pets recovered are microchipped resulting in increased microchip revenues (\$10,125).

Animal Services: Animal Control & Protection Division

Major Services

- General Field Service
 - Respond to service requests in a timely manner, based upon their priority, working with residents to achieve compliance and enforcing animal laws.
 - Impound and/or confiscate animals running at large, surrendered by their owner, behaving aggressively, and neglected or treated inhumanely.
 - Attempt to identify stray or lost animals and return to their owners unless there is a compelling reason to impound the animal.
 - Manage permits for kennels and pet shops in accordance with the county's animal control ordinance.
 - Confer with staff attorney and then coordinate with District Attorney regarding criminal matters.
- Public Health and Safety
 - Investigate animal bites and rabies exposures and implement proper public health protocols, e.g., testing and quarantines
 - Review reported bites and aggressive incidents, deem dogs dangerous or vicious, and make available an appeal hearing pursuant to the requirements of NCGS.
 - Coordinate with the Health Director as needed and also with county Communicable Disease Nurses who are responsible for human risk assessment and advice.
- Animal Protection
 - Investigate animal neglect and cruelty complaints and work with animal owners to achieve compliance with legal requirements.
 - Seize animals for their protection when necessary and institute appropriate legal action regarding their custody as well as criminal action.

Animal Services – continued

- Inform and educate owners on proper animal care under the requirements of the county’s animal ordinances and NCGS.
- Community Service
 - Inform and educate pet owners and others in the course of normal duties.
 - Promote responsible pet ownership, facilitate public outreach regarding low cost rabies vaccination clinics and refer pet owners to the county’s Community Spay/Neuter Program.

FY 2012-13 Outcomes

- General Field Services: Greater use of department’s integrated software (Chameleon) to receive, dispatch and track field service requests; inspection of kennels and issuance of permits; and fine and fee collection using debt set-off process in coordination with County Attorney.
- Public Health and Safety: Initiated review of standard operating guidelines for dangerous dog investigations and for rabies control responsibilities.
- Animal Protection: Continuing coordination with County Attorney, District Attorney and local law enforcement in various investigations, civil actions, and criminal actions.
- Community Service: Promoted the Community Spay/Neuter Program and coordinated with the Coalition to Unchain Dogs to help pet owners conform with tethering requirements.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: General Field Services					
Service Responses	5,285	5,692	5,190	5,700	6,175
• Responses per officer	881	949	865	950	882
Animal Impounds	1,060	799	950	900	1,000
Met stray animal response target (<120 minutes)	—	65%	—	70%	75%
Service: Health and Safety					
Exposure and bite investigations	305	301	300	300	325
• Met response target (< 90 minutes)	-----	47%	-----	50%	66%
Positive Rabies Cases	16	18	16	16	16
Service: Animal Protection					
Investigations	355	357	350	350	352
Met response target (<90 minutes)	—	43%	—	50%	65%

Animal Services – continued

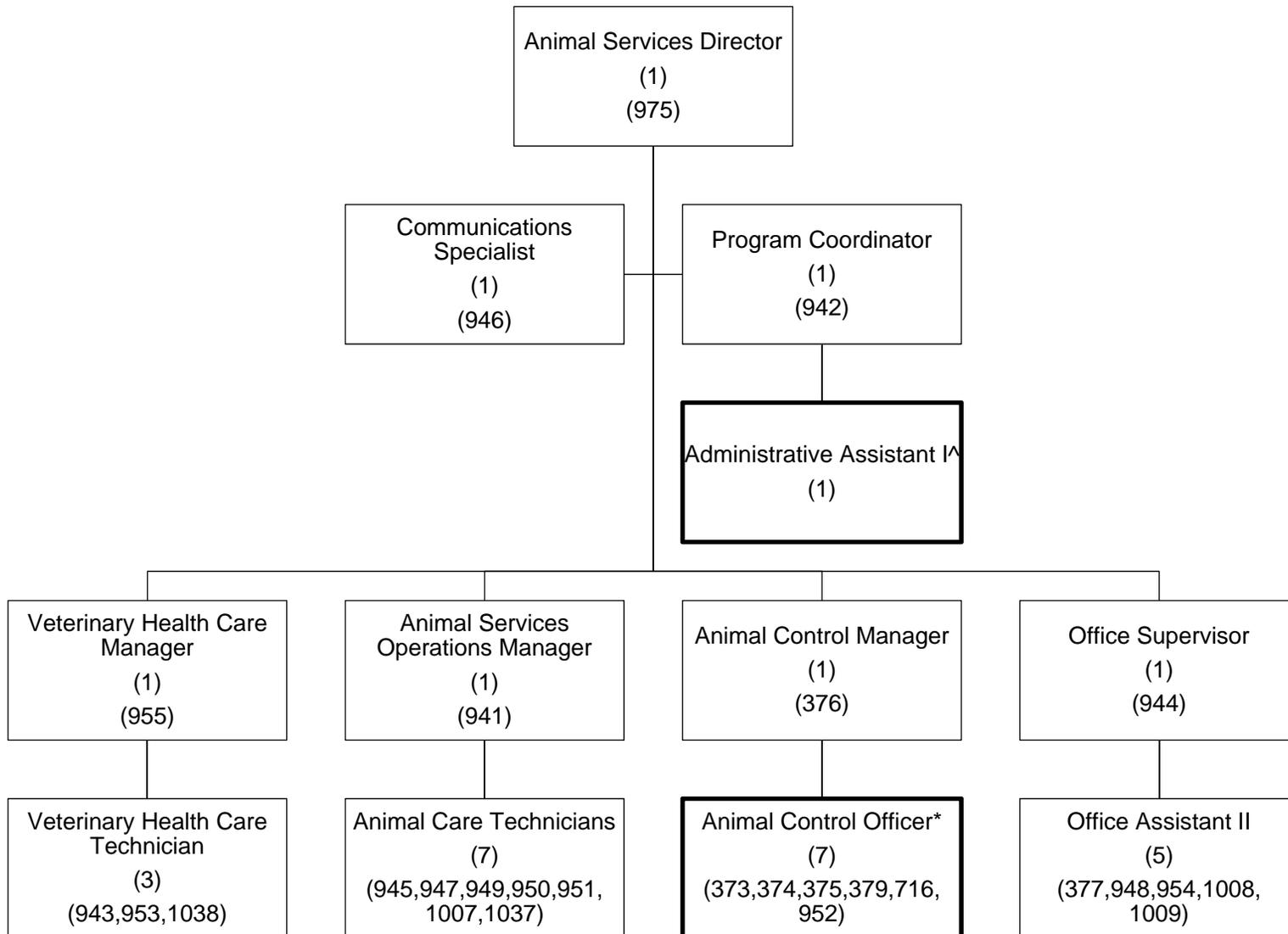
FY 2013-14 Objectives

- Complete the ongoing effort to create a unified animal control ordinance with other County staff as well as staff from different municipalities.
- Implement a method for managing response times for select categories of services and develop a “priority” category.
- Establish an appropriate radio communication system for field services to improve efficiency and effectiveness and enhance officer safety.
- Initiate public outreach about the kennel permit process based upon a dedicated webpage and informational handout.
- Implement animal control services for the Town of Carrboro effective July 1, 2013, and continue to effectively manage all contract services.

Budget Highlights

- The FY 2013-14 Manager Recommended Budget includes a new Animal Control Officer position (1.0 FTE) dedicated to the Town of Carrboro. The direct personnel, operating, and capital outlay costs for the position (\$58,222) will be paid by the Town.
- The increase in revenues for FY 2013-14 includes an Agreement with the Town of Carrboro to provide animal control services (\$58,222), and an increase of \$11,089 in the amount of the Hillsborough animal control agreement, based on a correction to the indirect costs calculation.

Animal Services



FY 2013-14

*New Position

^New Position (effective 1/1/14)

Recommended

Article 46 Sales Tax

The Article 46 One-Quarter Cent (1/4 cent) County Sales and Use Tax was approved by Orange County voters in the November 2011 election, and became effective April 1, 2012. A Special Revenue Fund has been established to receive and account for the One-Quarter Cent (1/4 cent) Sales and Use Tax proceeds. The sales and use tax is estimated to generate approximately \$2.5 million annually with proceeds divided 50% to the County's two school systems and 50% to Economic Development initiatives. The funds will remain separate from the County's General Fund to allow for more isolated and accurate tracking of revenues and expenditures. The Board of County Commissioners approved a ten-year commitment to allocate the proceeds as follows:

- 50% of the funding will be allocated in an equitable manner between the County's two school systems, based on the Average Daily Membership (ADM) of each school system, for the dedicated purpose of funding capital projects, including but not limited to, facility improvements at older schools and the procurement of technology.
- 50% of the funding will be allocated to Economic Development initiatives.

The tables below reflect proposed uses of the anticipated proceeds by the two school systems and Economic Development in FY 2013-14:

School Systems Proposed Use for FY 2013-14	Amount
Technology – Student Access Computing Devices (Chapel Hill-Carrboro City Schools)	\$ 400,950
Property Repairs Identified in Facilities Assessment (Chapel Hill-Carrboro City Schools)	\$ 400,950
Technology – 1:1 Laptops Initiative (District-Wide – Orange County Schools)	\$ 516,850
TOTAL	\$1,318,750

Article 46 Sales Tax – continued

Economic Development Proposed Use for FY 2013-14	Amount
Debt Service on Infrastructure	\$ 768,750
Utility Service Agreement with Mebane	\$ 50,000
Collaborative Outreach	\$ 20,000
Small Business Loan Pool	\$ 200,000
Collateral Materials	\$ 20,000
Innovation Center	\$ 100,000
Agricultural Economic Development	\$ 60,000
Business Investment Grants	\$ 100,000
TOTAL	\$1,318,750

The FY 2013-18 Capital Investment Plan lays out more specifically the projects and initiatives that are planned with the proceeds over the next five (5) years.

Asset Management Services

Phone Number: (919) 245-2625

Website: <http://orangecountync.gov/AssetMgmt/index.asp>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Category (General Fund)						Account: 240
Personnel Services	2,281,335	2,082,629	2,134,247	1,991,019	2,020,269	2,020,269
Operations	2,986,296	3,114,964	2,091,499	1,823,130	2,105,699	2,105,699
Capital Outlay	44,448	66,831	31,500	50,493	78,994	78,994
Total Expenditures	\$ 5,312,079	\$ 5,264,424	\$ 4,257,246	\$ 3,864,642	\$ 4,204,962	\$ 4,204,962
<i>Offsetting Revenues</i>	<i>(400,871)</i>	<i>(336,643)</i>	<i>(336,710)</i>	<i>(337,445)</i>	<i>(336,810)</i>	<i>(336,810)</i>
County Costs (net)	\$ 4,911,208	\$ 4,927,781	\$ 3,920,536	\$ 3,527,197	\$ 3,868,152	\$ 3,868,152
Total Asset Management Services and Related Expenditures	\$ 5,312,079	\$ 5,264,424	\$ 4,257,246	\$ 3,864,642	\$ 4,204,962	\$ 4,204,962

Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Program (General Fund)						
Administration	419,325	426,584	555,001	541,313	507,648	507,648
Facilities Maintenance	2,663,889	2,371,475	2,504,765	2,248,796	2,459,088	2,459,088
Central Services	1,197,232	1,462,636	122,200	24,126	122,200	122,200
Custodial Services	773,816	714,351	814,998	789,527	895,264	895,264
Motor Pool	257,818	289,378	260,282	260,880	220,762	220,762
Total Expenditures	\$ 5,312,079	\$ 5,264,424	\$ 4,257,246	\$ 3,864,642	\$ 4,204,962	\$ 4,204,962
<i>Offsetting Revenue</i>	<i>(400,871)</i>	<i>(336,643)</i>	<i>(336,710)</i>	<i>(337,445)</i>	<i>(336,810)</i>	<i>(336,810)</i>
County Costs (net)	\$ 4,911,208	\$ 4,927,781	\$ 3,920,536	\$ 3,527,197	\$ 3,868,152	\$ 3,868,152
Total Expenditures	\$ 5,312,079	\$ 5,264,424	\$ 4,257,246	\$ 3,864,642	\$ 4,204,962	\$ 4,204,962

Mission Statement

AMS strives for excellence in providing safe, reliable, sustainable, clean and comfortable facilities, vehicles, and related assets to Orange County residents, employees and visitors.

Asset Management Services: Administrative Division

Major Services

- Manage and support capital projects as identified in the Capital Investment Plan (CIP), including departmental support and guidance for Solid Waste, Planning, and Orange County Sportsplex capital projects.
- Acquire and manage real estate, including leases, as may be needed for County operations; and coordinate space allocations for County departments.

Asset Management Services - continued

- Serve as liaison with Court offices regarding facilities and other operational needs as required.
- Manage utility services (electricity, natural gas, water, fuel oil, propane) for County facilities.¹
- Manage service contracts for County facilities (life safety systems, security, elevators, pest management, etc).
- Steward of the County Facilities Use Policy and its Reservation Process.
- Dispose of assets at the end of their useful County life.
- Administer building access and security systems in County facilities.
- Formulate and promote conservation and sustainability practices in County operations as it respects facilities use (e.g. promote management practices designed to reduce overall energy use by County departments).
- Manage fueling services for County vehicles.

FY 2012-13 Outcomes

- Significant Capital Projects completed and opened for their intended use in FY2012-13:
 - Buckhorn phase 2/Efland sanitary sewer system, thereby opening up sewer infrastructure to the Efland community after beginning development.
 - Walnut Grove Church Road Solid Waste Convenience Center, thereby providing the first regional convenience center for use in anticipation of the closing of the Orange County Landfill.
 - 129 E. King Street Stormwater improvement completed, thereby improving site drainage and minimizing the potential structural damage to the building.
 - Sportsplex pool Dectron HVAC unit replacement, thereby improving the air quality within this heavily used recreation and competition pool area.
 - Sportsplex pool ultra-violet treatment system installed, thereby increasing water and air quality as well as reducing significant health risks associated with normal human swimmer contaminants.
 - Sportsplex pool roof renovations completed.
- Significant Capital Projects started or in design:
 - Phase 2 Community Geothermal System serving the Historic Courthouse, the District Attorney facility, Court Street Annex, Battle Courtroom, and the well infrastructure for the Jail.
 - Buckhorn-Mebane EDD Phase 2 water & sewer project.
 - Northern Human Services Center Community Center Adaptive Re-Use.
 - Eubanks Road Solid Waste Convenience Center.
 - Rogers Road Community Center.
- Significant Sustainability and Conservation Initiative Outcomes in FY 2012-13:

¹ Currently excludes Solid Waste facilities, Parks facilities and Orange County SportsPlex

Asset Management Services - continued

- Use of Energy Banks funds for replacement of high-wattage light fixtures in Eno River Parking Deck with low wattage LED fixtures, and installation of solar film on windows at Link Government Services Center and Government Services Annex building to reduce heat transmission. These investments will pay for their initial installation through energy savings in 5-7 years.
- Delivery of “Energy and Water Use Scorecards” to Board of County Commissioners that show the County meeting or exceeding its savings goals in the areas of water and electricity.
- Completion and delivery of updated “Orange County Facility” report.
- Significant Real Estate Development Outcomes in FY2012-13:
 - Secured North Carolina Council of State approval for a long-term land lease to construct a new County jail facility.
 - Managed the approval process of a comprehensive Southern Orange County Government Services Master Plan to govern the long-term site development and construction for facilities serving southern Orange County.
 - Effectively closed the Northern Human Services Center for Operations, with an estimated annual savings of \$65,000 to \$75,000.
 - Secured Board approval for the site selection criteria for the Southern Branch Library.
- Significant Administrative and Organizational Outcomes in FY2012-13:
 - Consolidated AMS administrative services, archives, customer relations management, and base operations at the West Campus Office Building, thereby increasing department mission efficiency while reducing the energy consumption and making available the AMS North administrative building for other County uses.

Asset Management Services: Facilities Maintenance Division

Major Services

- Provide preventative maintenance, corrective and restorative services to 44 County-owned properties in areas including, but not limited to: electrical, heating, air conditioning and ventilation (HVAC), painting, plumbing and carpentry through a combination of outside contractors and in-house staff.
- Delivery of annual “Know Your Building” training for building occupants for safety, efficient and sustainable operations.
- Performance of annual building “stress testing” to verify proper operation of critical building systems.

FY 2012-13 Outcomes

- Completion of improvements to electronic security system at Orange County Jail.
- Successfully integrated the recently acquired Eno River Parking deck and increased the level of maintenance and operations efficiency.

Asset Management Services - continued

- Replacement of exterior doors at Whitted Center.
- Streamlined delivery of services through: consolidation of operations at West Campus Office Building, establishment of stock on service vehicles, and at the Jail to reduce travel time. Targeted reduction in \$/gross square footage (GSF) for repair and maintenance (R&M) costs.
- Training to increase knowledge and capabilities of staff to achieve efficiencies, positive outcomes, individual confidence and professional growth.
- Cross training for increased proficiency of staff in delivery of services.

Asset Management Services: Facilities Services Division

Major Services

- Routine cleaning of County and Court system occupied buildings (24 buildings comprising 299,074 cleanable square feet).²
- Scheduled floor care (carpet cleaning, hard surface refinishing) for County and Court system occupied buildings.
- Supply management for spaces cleaned by Custodial Services.
- Set up and tear down for all County Commissioner events/meetings, including but not limited to furnishings for the County Commissioners, audio visual and public address equipment, seating for the public (approximately 52 meetings annually).

FY 2012-13 Outcomes

- 150,000 square feet of carpet cleaned and tile refinished.

Asset Management Services: Fleet Services Division

Major Services

- Maintain the County's fleet of over 300 vehicles, which includes: emergency response vehicles, buses, vans, automobiles; and maintain more than 100 pieces of equipment such as tractors, trailers, mowers, vehicle mounted chair lifts, animal cages and compressors and 14 emergency generators serving County facilities.

FY 2012-13 Outcomes

- Ensured the availability of vehicles and equipment for use when needed by County departments.
- Completed the major task of recalling and re-issuing new required Government license plates and registrations for all fixed assets within the County portfolio.

² Excludes: SportsPlex, Sheriff Department facilities, Solid Waste facilities, DSS facilities. Cleanable square footage

Asset Management Services - continued

- Established an annual review process for the physical inventory of vehicle related fixed assets to ensure accountability and accuracy of the record and to ensure serviceability of the equipment.
- Conducted a skills assessment and facility evaluation to assist in programming the proper training and professional development programs for a more efficient and responsive service operation.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Facilities Operating Cost (Total Cost Per Square Foot – Direct Labor, Materials, Contract Services, Utilities)					
Performance Index: FY2009-10 baseline: \$6.42 per square foot	\$4.90	\$4.53	\$4.27	\$3.93	\$4.41
Variance from Index Year:	-24%	-29%	-33%	-39%	-31%
Energy Consumed (Million BTUs per 1,000 Square Feet)					
Performance Index: FY2009-10 baseline: 96.2	86.1	83.5	Not applicable ³	Awaiting 12-13 Actual ⁴	Not applicable ⁵
Variance from Index Year:	-10%	-13%	Not applicable	Awaiting 12-13 Actual	Not applicable
Fuel Consumption (Total Gallons)					
Performance Index: FY2009-10 baseline: 240,813	251,382	252,708	Not applicable	232,174	Not applicable
Variance from Index Year:	+4.3%	+5%	Not applicable	-3.6%	Not applicable
Fuel Efficiency (Miles Per Gallon)					
Performance Index: FY2009-10 baseline: 12.82	12.83	12.14	Not applicable	13.08	Not applicable
Variance from Index Year:	0%	-5.3%	Not applicable	2%	Not applicable
Water Consumption (Gallons per Square Foot)					
Performance Index: FY2009-10 baseline: 15.93	13.03	15.59	Not applicable	14.50	Not applicable
Variance from Index Year:	-18%	-2%	Not applicable	-9%	Not applicable
Service: Repair and Maintenance Cost for County vehicles (Average cost per mile driven)					
Performance Index: FY2009-10 baseline: \$0.29	\$0.31	\$0.23	\$0.21	\$0.23	\$0.22
Variance from Index Year:	7%	-21%	-28%	-21%	-24%

³ This is the first year for reporting this measure. As such, no projection was made for current year.

⁴ Energy data is driven by weather conditions, and so cannot be projected with accuracy.

⁵ Energy data is driven by weather conditions, and so cannot be projected with accuracy.

Asset Management Services - continued

FY 2013-14 Objectives

- Refine and improve performance measures for next fiscal year and beyond.
- Appropriately plan, manage and provide departmental support for the Board Approved Capital Projects.
- Develop and commission a fully functional Master Asset Information Database that will support accurate reporting and management use of facilities, fleet, and other real estate assets asset information.
- Develop and commission a useful customer service and relations survey process to assist in the systematic gathering and response to customer feedback, concerns, and needs. This feedback mechanism is planned to become an integrated Performance Measure for the Department.
- Develop and commission a robust training and professional development program in order that the Department's services are effective, efficient, and meaningful to both the County's customers as well as to AMS employees.
- Continue to manage a comprehensive and consolidated inventory system for facilities care and fleet maintenance inventories.
- Continue to implement energy, water, and fuel management policies for County facilities and vehicles.
- Continue the deployment of projects through the self-funded "Energy Bank" that will allow the County to invest in energy savings programs while receiving a return on investment through projected energy savings resulting from the investments themselves.
- Establish a long-term floor care cleaning and refinishing plan.
- Maintain or reduce cost per square foot for routine cleaning services through efficiencies in operation.
- Continue to explore and implement custodial service delivery options that will balance service expectations and available resources.
- Complete consistent training for vehicle maintenance and shop management.
- Develop and use technician and shop performance metrics, based on industry standards. These metrics will become a formal performance measure.

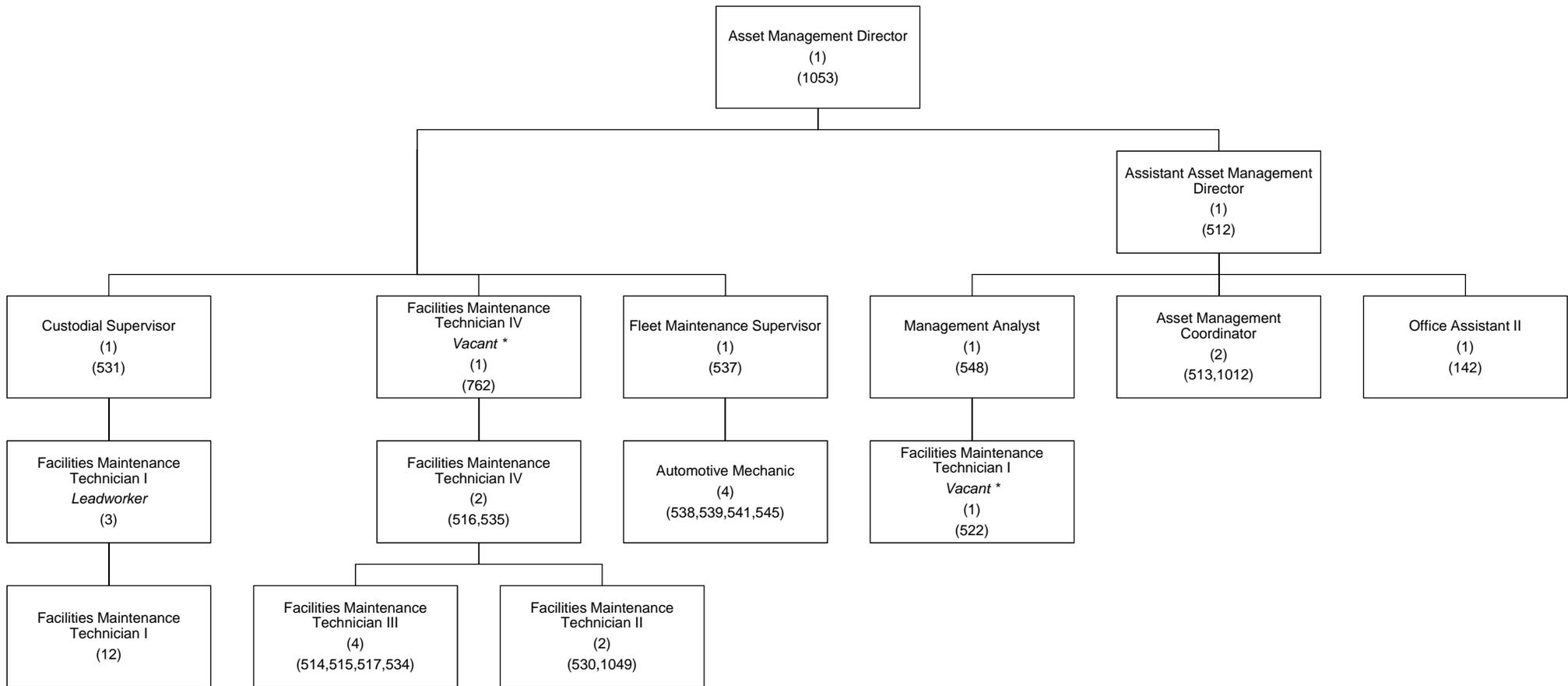
Budget Highlights

- Decreases in Personnel Services for FY 2013-14 is related to the transfer of an Asset Management Coordinator position to Finance and Administrative Services and the transfer of a Facilities Maintenance Coordinator position to the Department on Aging during FY 2012-13.
- The FY 2013-14 Manager Recommended Budget includes an increase in Training and Professional Development costs of \$35,545 – AMS plans to aggressively incorporate skills development training in all functional areas to include technical "currency" training, leadership training, advanced certifications in support of the department mission and efficiency. The program also seeks to establish a foundation, culture and identifiable career progression system for more confident, professional, entrepreneurial, and loyal employees dedicated to supporting Orange County government.

Asset Management Services - continued

- Mandated energy costs – Asset Management Services has budgeted for Duke Energy's requested 10% rate increase for electricity and the natural gas industry-projected increase of 10% from current low rates, for FY 13-14. Despite these rate increases, the overall utility budget request includes an increase of less than 1% in utilities due to the divestiture of, and lowering of utility intensity within, certain buildings as well as continued implementation of efficiency measures.
- Vehicle replacement funds are being accumulated through the new Internal Services Fund ("ISF") established in FY 2012-13. Effective July 1, 2013, an additional \$.05 per mile driven will inure to this fund. An estimated 3,027,000 miles will be driven County-wide during FY 2013-14, equating to an estimated \$151,350 in budgeted contribution to the ISF.
- For FY 2013-14, the Motor Pool division includes a cost of Personnel, Operations, and Capital Outlay of \$1,723,696, less the chargebacks to departments of \$1,502,934 for a net Motor Pool cost of \$220,762. (Motor Pool division budget highlight).
- For FY 2013-14, the Motor Pool division projects a decrease in unit costs for gas and diesel. However, overall fuel cost will increase due to the Solid Waste Department beginning to acquire diesel fuel from the County's fuel station located at the Asset Management North campus. The Solid Waste Department is charged back for diesel fuel acquired at this facility.
- The FY 2013-14 Manager Recommended Budget includes Capital Outlay funds of \$78,994 for the purchase of diagnostic equipment for building and system troubleshooting/repair; the purchase and installation of a camera system for the Eno River parking deck; the purchase of an additional heavy duty lift for servicing ambulances and buses; and purchase of additional floor care machines to service high-demand health care areas at Southern Human Services Center and Whitted Human Services Center.
- Reclassified an Automotive Mechanic Helper position to a Facilities Maintenance Technician I during FY 2012-13, and moved the position from the Motor Pool division to Custodial Services division.

Asset Management Services



FY 2013-14

Recommended

*Vacant positions proposed for reclassification.

Board Of County Commissioners

Phone Number: (919) 245-2130

Website: <http://www.co.orange.ncus/occlerksbocc.asp>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Category (General Fund)						Account: 200
Personnel Services	407,177	403,659	397,036	399,190	452,828	470,628
Operations	103,895	152,836	400,805	251,242	297,450	297,450
Capital Outlay	0	0	0	75,261	0	0
Total Expenditures	\$ 511,072	\$ 556,495	\$ 797,841	\$ 725,693	\$ 750,278	\$ 768,078
County Costs (net)	\$ 511,072	\$ 556,495	\$ 797,841	\$ 725,693	\$ 750,278	\$ 768,078
Total Board of County Commissioners and Related Expenditures	\$ 511,072	\$ 556,495	\$ 797,841	\$ 725,693	\$ 750,278	\$ 768,078

Mission Statement

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

Major Services

- Custodian for the County seal and the retention of official records including minutes, ordinance books, records of County-appointed boards and committees, resolutions, contracts, agreements, and leases, etc., in accordance with the North Carolina General Statutes.
- Prepares official copies of documents including ordinances, resolutions and meeting minutes as adopted by the Board; certifies legal documents on behalf of the County.
- Administers appointment process for 20+ volunteer boards and commissions internally and 20+ multi-jurisdictional boards externally.
- Ensures public access to County records as required by state public records laws
- Provides primary/secondary communications between Orange County Government and the public through local and regional media outlets
- Support for Board of Commissioners, which includes scheduling, and coordination of meetings for Commissioners and other officials as necessary, ensuring availability of rooms, equipment, materials, refreshments etc., as requested or otherwise deemed necessary. Handles scheduling the travel arrangements including hotel, airline and car rental reservations.
- Updates and maintains the content of the website along with the PIO
- Responds to public requests for information
- Maintains and makes easily accessible all official records of the local legislative process through Records Management Program

Board of County Commissioners – continued

FY 2012-13 Outcomes

- Provided BOCC meeting support for 58 meetings and was the administrative lead for Granicus
- Transference of massage applications from Clerk's office to the Sheriff's Office as a "one-stop shop" for these applications (due to the requirement of background check performed by the Sheriff's Office)
- Implementation of Advisory Boards Policy and new on-line application and residency requirements
- Closed Session minutes – 16 drafted and BOCC approved
- Continued push out of agenda and meeting highlights before Board meetings.
- Continue to assist the media in their coverage and understanding of County issues along with PIO
- Assisted in the implementation and training of departments on the in-house agenda preparation program to improve efficiency for departments submitting and tracking agenda items. Assisted in cross-training the Administration department on the agenda process.
- County Web Redesign – Continue to assisted and participate in web redesign

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service:					
Appointment to Advisory Boards and Commissions (including advertising, processing applications, agenda process for appointments, follow up after appointments are made)	166	122	110	94	100
Service:					
BOCC Meetings-agendas, minutes, follow up processes	54	60	54	58	55-60
Webcasting of BOCC Meetings			20	21	21

FY 2013-14 Objectives

- Continue to improve communications with citizens through public meetings, web streaming of meetings, media, and integrated technology.
- Workload for the Clerks' Office has grown due to the increase in number of commissioners since 2008; and also the implementation of the new Advisory Board policies. Board Committees. Initiate process to reinstate Assistant to the Clerk/Boards and Commissions position
- Implement web streaming of all meetings
- Assist with Increasing interaction and site traffic from County residents, organizations, and other entities through social media, e-services, and feedback forums

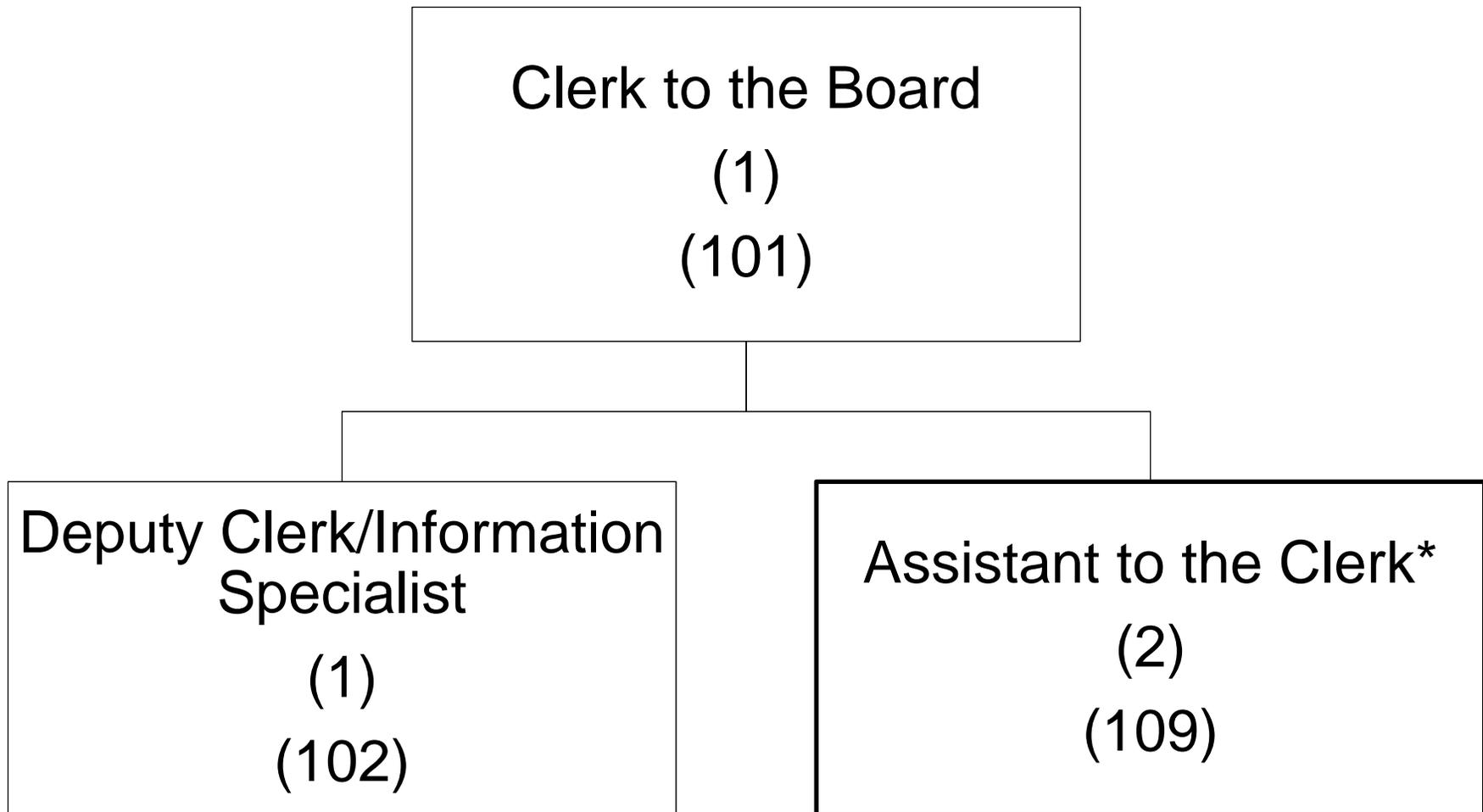
Board of County Commissioners – continued

- Continue to cross-train staff
- With the creation of the Public Affairs Office, some services are evolving and some new services have been implemented. Our office workload may actually increase,
 - New website redesign project – (The redesign may take 6-months more or less.)
 - New website support – (Once the new website process is implemented, all web content modifications will go through a central approval process. PIO is the approval person and our office will be the alternate.)
 - The channel 180 maintenance and controls will go through significant changes this week. (our office will probably need to be trained and given access authority to update and program the content.)
 - Other services such as social media tools will be implemented by PIO and our office will most likely be an alternate to avoid a single point of failure.

Budget Highlights

- The FY 2013-14 Manager Recommended Budget includes an Assistant to the Clerk position (1.0 FTE), effective July 1, 2013. This is a re-instatement of an Assistant to the Clerk/Boards and Commissions' position that was eliminated during the FY 2010-11 budget process. Existing temporary personnel funds will be reduced by \$9,215 to help offset the cost of the position in FY 2013-14.
- The overall decrease in Operations in FY 2013-14 is mostly due to not budgeting for a Reserve for Rogers Road, which represented a one-time expense of \$120,000 in the FY 2012-13 approved budget.
- The FY 2013-14 Manager Recommended Budget includes \$17,800 in Personnel Services for Public Safety coverage at all meetings. The budgeted amount consists of 2 Sheriff Deputies and 1 Paramedic at each Regular Board meeting, and 1 Sheriff Deputy at all other meetings.
- The Capital Outlay of \$75,261 in the FY 2012-13 12 Month Estimate reflects the Board approved upgrades to audio/visual equipment at their November 20, 2012 regular meeting.

Board of County Commissioners Office



Board of Elections

Phone Number: (919) 245-2350

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

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Category (General Fund)						Account: 310
Personnel Services	351,606	424,280	385,022	459,474	469,106	469,106
Operations	90,802	156,193	167,639	194,862	234,750	234,750
Capital Outlay	4,207	2,624	4,729	15,741	0	0
Total Expenditures	\$ 446,615	\$ 583,096	\$ 557,390	\$ 670,077	\$ 703,856	\$ 703,856
<i>Offsetting Revenues</i>	<i>102</i>	<i>(31,991)</i>	<i>(100)</i>	<i>(30,967)</i>	<i>(46,000)</i>	<i>(46,000)</i>
County Costs (net)	\$ 446,717	\$ 551,105	\$ 557,290	\$ 639,110	\$ 657,856	\$ 657,856
Total Board of Elections and Related Expenditures	\$ 446,615	\$ 583,096	\$ 557,390	\$ 670,077	\$ 703,856	\$ 703,856

Mission Statement

The Orange County Board of Elections conducts all Federal, State, County, municipal, and special elections in accordance with the mandates set by Federal and State law and State Board of Elections policy. Our mission is to maintain the integrity of elections, ensure election results are accurate, and make the election process inclusive for all eligible voters.

Major Services

- Conduct Federal, State, county, municipal and special elections
- Receive and process voter registration forms
- Serve as the county source for information on election laws, rules and regulations
- Receive candidate filings and issue certifications to elected officials
- Receive, audit and post campaign finance reports
- Recruit and train precinct officials
- Secure polling places ensuring ADA compliant accessibility

FY 2012-13 Outcomes

- Effectively and efficiently conducted all Elections held in Orange County
- Successfully operated 5 early voting sites for the General Election with extended evening and Saturday voting hours
- Recruited, trained and managed 46 seasonal staff members for our early voting sites
- Prompt sorting and reported results of 54,229 ballots voted prior to Election Day by precinct
- Rewrote election training manual and produced a training video used for precinct official training
- Timely processed registrations received for accurate and up-to-date voter registration database

Board of Elections – continued

- Conducted voter registration drives in high schools and assisted other organizations with drives
- Maintained website to provide current election information and make it more user friendly
- Awarded \$25,862.95 in ADA Grant funds to update our precincts with ADA compliant equipment and to offset coding costs in 2012
- Expeditiously reported Election Night results - Orange County was one of the first large counties in the state to report 100% of Election Night results
- Campaign Finance Report Records are now on the website giving increased access to the members of the community and election committees
- Started the State mandated process of scanning all legacy voter registration records

SERVICE: Conduct Elections

Outcome Measures	2009 Municipal	2010 Primary	2010 General	2011 Municipal	2012 Primary	2012 General
Registered Voters	70,143	100,189	102,462	102,224	105,111	111,851
Total Ballots Cast	11,819	15,031	46,127	17,919	46,079	77,050
Voter Turnout	16.85%	15.0%	45.02%	17.53%	43.84%	68.89%
Ballots Cast Prior to Election Day	20.20%	16.77%	37.36%	24.19%	37.35%	70.18%
Ballots Cast on Election Day	79.80%	83.23%	62.64%	75.81%	62.65%	29.82%

2nd Primary Elections were held on June 22, 2010 (7.79% voter turnout)
and on July 17, 2012 (2.46% voter turnout).

SERVICE: Voter Registration

Outcome Measures	2009 Actual	2010 Actual	2011 Actual	2012 Actual
Voter Registration Drives	2	3	4	6
Registrations Processed	9,603	17,969	12,671	43,869
Registrations Removed	13,093	5,536	9,208	14,309
Voter Card Mailings	33,481	25,877	30,541	58,005

Board of Elections – continued

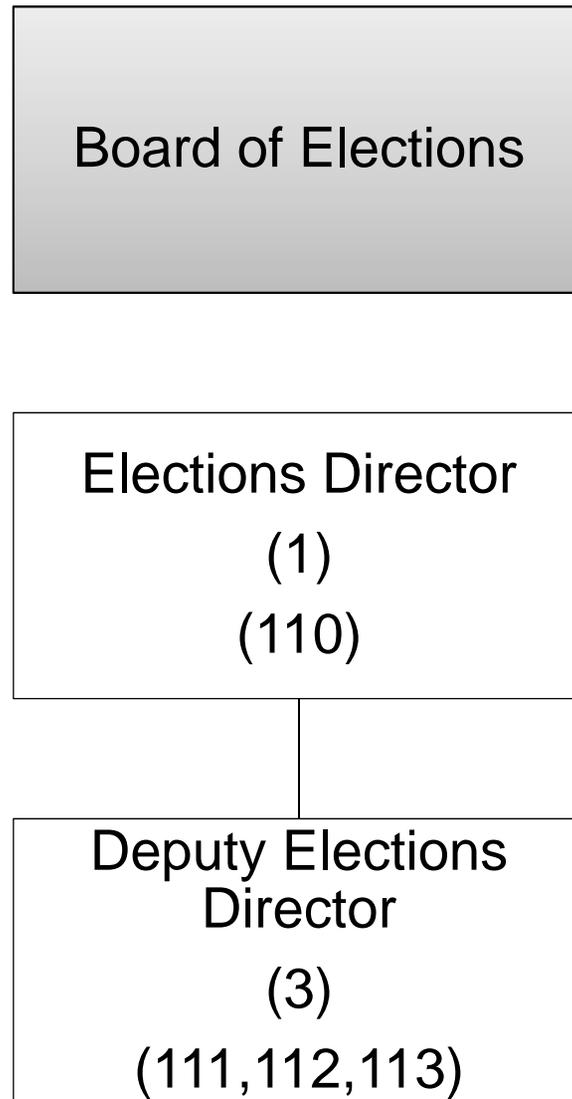
FY 2013-14 Fiscal Year Objectives

- Successfully conduct 2013 Municipal and 2014 Primary Elections
- Increase voter participation
- Provide the best possible customer services the voting public
- Appoint and train new precinct officials
- Continue to earn and maintain the public trust
- Work to maintain our most informative and user friendly website.
- Continue to diligently and accurately maintain our registration database

Budget Highlights

- The increase in revenues of \$45,900 in FY 2013-14 is due to Municipal Elections to be held in 2013.
- The increase in Personnel Services and Operations in FY 2013-14 is due to budgeting for three (3) elections in FY 2013-14; only one (1) election was budgeted in FY 2012-13.
- Contract Services – Recommending a five-year contract with Printelect for voting machine hardware and software maintenance decreasing maintenance cost by \$9,653 next FY. Savings in excess of \$50,000 over five-year plan or 15% each year versus the one-year plan. Rates are locked in with no additional cost increases on an annual basis during the contracted period.

Board of Elections



Manager Recommended FY 2013-18 Capital Investment Plan

The Manager Recommended FY 2013-18 Capital Investment Plan (CIP) was presented to the Board of County Commissioners on March 12, 2013. The following CIP Summaries were included as part of the presented Plan. The Board has held work sessions on April 11, 2013 and May 9, 2013 to continue review and discussion. The Board will consider approval of the FY 2013-18 CIP on June 18, 2013.

**Orange County Capital Investment Plan - Recommended
Fiscal Years 2013-18**

	Current Fiscal Year 2012-13	Year 1 Fiscal Year 2013-14	Year 2 Fiscal Year 2014-15	Year 3 Fiscal Year 2015-16	Year 4 Fiscal Year 2016-17	Year 5 Fiscal Year 2017-18	Five Year Total	Year 6 to Year 10
Appropriations								
County Capital Projects	7,477,325	5,895,268	7,478,510	20,054,569	14,043,500	40,191,308	87,663,155	43,829,760
Special Revenue Fund (Article 46 Sales Tax)								
Economic Development	1,300,000	1,319,500	1,339,293	1,359,382	1,379,773	1,400,469	6,798,417	7,215,590
Chapel Hill Carrboro City Schools	790,500	801,900	813,471	825,216	837,136	849,236	4,126,959	4,441,123
Orange County Schools	509,500	516,850	524,310	531,882	539,568	547,369	2,659,979	2,862,494
Proprietary Capital Projects ⁽¹⁾								
Water & Sewer Utilities	4,811,146	896,250	5,536,000	2,500,000	185,000	150,000	9,267,250	1,000,000
Solid Waste	931,208	3,513,936	2,623,992	1,796,554	2,225,730	1,308,072	11,468,284	9,263,952
Sportsplex	660,000	710,000	1,175,000	2,150,000	1,210,000	375,000	5,620,000	
Schools Capital Projects								
Chapel Hill Carrboro City Schools	24,605,782	3,130,742	4,333,578	9,886,247	30,262,833	8,239,801	55,853,201	72,134,685
Orange County Schools	1,940,417	1,947,918	5,298,179	14,274,223	2,013,424	2,035,917	25,569,661	32,007,177
Total	43,025,878	18,732,364	29,122,333	53,378,073	52,696,964	55,097,172	209,026,906	172,754,781
Revenues/Funding Source								
Available Project Balances	450,000	164,000					164,000	
Transfer from Capital Reserve	50,000							
Transfer from General Fund - County	1,254,397	1,345,000	1,176,510	907,000	907,000	712,800	5,048,310	5,207,500
Transfer from General Fund - W & S Utilities	420,900	275,000	350,000			150,000	775,000	
Transfer from General Fund - Schools	3,724,849	3,724,849	3,780,722	3,837,433	3,894,994	3,953,419	19,191,417	20,674,606
Transfer from other Capital Projects	623,000					425,000	425,000	
County Capital Fund Balance								
Visitors Bureau Fund Balance								
Solid Waste Fund Balance	585,387	3,363,936	722,069	754,119	1,124,726	785,756	6,750,606	4,221,038
Sportsplex Fund Balance	660,000	710,000	225,000	250,000	310,000	375,000	1,870,000	
Recycling - 3R Fee	345,821		214,055	753,918	1,101,004	522,316	2,591,293	5,042,914
Lottery Proceeds	1,321,350	1,353,811	1,353,811	1,353,811	1,353,811	1,353,811	6,769,055	6,769,055
QSCBs								
Register of Deeds Fees	75,000	75,000	80,000	80,000	80,000	80,000	395,000	400,000
9-1-1 Funds	485,478	198,000		30,000			228,000	
Grants & Contributions	10,000	225,000	300,000	3,412,500	242,500	125,000	4,305,000	3,082,500
User Fees/Donations							-	125,000
Article 46 Sales Tax Proceeds	2,600,000	2,638,250	2,677,074	2,716,480	2,756,477	2,797,074	13,585,355	14,519,207

	Current Fiscal Year 2012-13	Year 1 Fiscal Year 2013-14	Year 2 Fiscal Year 2014-15	Year 3 Fiscal Year 2015-16	Year 4 Fiscal Year 2016-17	Year 5 Fiscal Year 2017-18	Five Year Total	Year 6 to Year 10
<i>Article 46 Sales Tax Reserve Funds</i>					185,000		185,000	
<i>State Revolving Loan Funds</i>	134,200	621,250					621,250	
<i>Financing:</i>								
<i>Debt Financing - County Capital</i>	4,529,450	2,654,000	5,922,000	15,625,069	12,814,000	38,848,508	75,863,577	35,014,760
<i>Debt Financing - W & S Utilities</i>	4,256,046		5,186,000	2,500,000			7,686,000	1,000,000
<i>Debt Financing - Solid Waste</i>		150,000	1,687,868	288,517			2,126,385	
<i>Debt Financing - Sportsplex</i>			950,000	1,900,000	900,000		3,750,000	
<i>Debt Financing - E-9-1-1</i>		1,234,268					1,234,268	
<i>Debt Financing - Schools Capital</i>	21,500,000		4,497,224	18,969,226	27,027,452	4,968,488	55,462,390	76,698,201
Total	43,025,878	18,732,364	29,122,333	53,378,073	52,696,964	55,097,172	209,026,906	172,754,781

⁽¹⁾ Orange County has established three Proprietary Funds used to account for services provided to customers. All three Funds are established as enterprise funds and fees are imposed on customers to pay for the full cost of providing the services. The Water & Sewer Utilities Fund accounts for revenues and expenses related to the provision of sewer service. The Solid Waste Fund accounts for the revenues and expenses related to the provision of solid waste disposal and recycling activities. The Sportsplex Fund accounts for the revenues and expenses related to the services provided at the Triangle Sportsplex. All three funds are included as supplemental information and are not funded by the General Fund.

**County Capital Projects Summary
Fiscal Years 2013-18**

Projects	Current Fiscal Year 2012-13	Year 1 Fiscal Year 2013-14	Year 2 Fiscal Year 2014-15	Year 3 Fiscal Year 2015-16	Year 4 Fiscal Year 2016-17	Year 5 Fiscal Year 2017-18	Five Year Total	Year 6 to Year 10
Appropriations								
<i>Emergency Services 510 Meadowlands</i>	37,500	100,000					100,000	
<i>Northern Human Services Center</i>	250,000		2,000,000				2,000,000	
<i>Seymour Senior Center</i>	70,000						-	
<i>Southern Orange Campus (Future Planning)</i>	300,000		400,000	3,600,000			4,000,000	
<i>Southern Human Services (Expansion)</i>					6,650,000		6,650,000	
<i>Southern Library</i>	50,000	600,000		525,000	3,500,000	3,500,000	8,125,000	
<i>Upfit of Link Gov Services Center</i>	25,000						-	
<i>HVAC Projects - Geothermal</i>	1,759,200	110,000	52,500	20,000			182,500	1,610,760
<i>Roofing Projects</i>	165,000	115,000	179,010	390,569	389,500	87,800	1,161,879	
<i>Affordable Housing</i>	170,000	170,000					170,000	
<i>Information Technology</i>	950,000	700,000	500,000	500,000	500,000	500,000	2,700,000	2,500,000
<i>Register of Deeds Automation</i>	75,000	75,000	80,000	80,000	80,000	80,000	395,000	400,000
<i>Animal Services Facility</i>					100,000		100,000	
<i>Proposed Jail</i>		250,000		500,000	500,000	29,000,000	30,250,000	
<i>Whitted Building</i>	295,000	150,000		1,400,000			1,550,000	
<i>Energy Bank</i>	50,000	50,000	50,000				100,000	
<i>Environment and Agriculture Center</i>						1,353,508	1,353,508	
<i>Government Services Center Annex</i>						350,000	350,000	
<i>Historic Rogers Road Community Center</i>	650,000							
<i>Viper Radio System</i>	543,750	500,000	500,000		500,000	500,000	2,000,000	1,000,000
<i>Communication System Improvements</i>	753,875	1,725,268	122,000	307,000	39,000	920,000	3,113,268	
<i>EMS Substations</i>	50,000	875,000		875,000		875,000	2,625,000	875,000
<i>Blackwood Farm Park</i>	50,000	100,000	500,000	3,400,000	1,300,000	2,100,000	7,400,000	600,000
<i>Bingham District Park</i>							-	7,000,000
<i>Cedar Grove Park Phase II</i>							-	1,600,000
<i>Conservation Easements</i>		250,000	250,000	250,000	250,000	250,000	1,250,000	1,250,000
<i>Upper Eno Nature Preserve-Public Access Area</i>				440,000			440,000	440,000
<i>Eurosport Soccer Center Phase II</i>			145,000	942,000		675,000	1,762,000	4,639,000
<i>Lands Legacy</i>			2,400,000				2,400,000	2,000,000
<i>Millhouse Road Park</i>			100,000	6,400,000			6,500,000	3,000,000
<i>Mountains to Sea Trail</i>							-	500,000
<i>New Hope Preserve/Hollow Rock Public Access</i>	10,000	125,000	200,000		235,000		560,000	165,000
<i>Northeast District Park</i>							-	8,000,000
<i>River Park Phase II</i>				250,000			250,000	
<i>Twin Creeks Park Campus Phase II</i>	600,000						-	8,000,000
<i>Joint Artificial Turf Soccer Fields - Town of CH</i>	623,000							
<i>Little River Park Phase II</i>				175,000			175,000	250,000
Total	7,477,325	5,895,268	7,478,510	20,054,569	14,043,500	40,191,308	87,663,155	43,829,760

Projects	Current Fiscal Year 2012-13	Year 1 Fiscal Year 2013-14	Year 2 Fiscal Year 2014-15	Year 3 Fiscal Year 2015-16	Year 4 Fiscal Year 2016-17	Year 5 Fiscal Year 2017-18	Five Year Total	Year 6 to Year 10
Revenues/Funding Source								
<i>Available Project Balances</i>	450,000	164,000					164,000	
<i>Transfer from Capital Reserve</i>	50,000							
<i>Transfer from General Fund</i>	1,254,397	1,345,000	1,176,510	907,000	907,000	712,800	5,048,310	5,207,500
<i>Transfer from Other Projects</i>	623,000					425,000	425,000	
<i>Register of Deeds Fees</i>	75,000	75,000	80,000	80,000	80,000	80,000	395,000	400,000
<i>User Fees/Donations</i>								125,000
<i>County Capital Fund Balance</i>								
<i>Visitors Bureau Fund Balance</i>								
<i>9-1-1 Funds</i>	485,478	198,000		30,000			228,000	
<i>Grant Funding from State/Fed for Parks</i>		200,000	250,000	125,000	125,000	125,000	825,000	1,375,000
<i>Contributions from Other Infrastructure Partners</i>	10,000	25,000	50,000	3,287,500	117,500		3,480,000	1,707,500
<i>Debt Financing - E-9-1-1</i>		1,234,268					1,234,268	
<i>Debt Financing</i>	4,529,450	2,654,000	5,922,000	15,625,069	12,814,000	38,848,508	75,863,577	35,014,760
Total	7,477,325	5,895,268	7,478,510	20,054,569	14,043,500	40,191,308	87,663,155	43,829,760
		-	-	-	-	-	-	-

**County Capital Operating Impact Summary
Fiscal Years 2013-18**

Related Operating Costs	Year 1 Fiscal Year 2013-14	Year 2 Fiscal Year 2014-15	Year 3 Fiscal Year 2015-16	Year 4 Fiscal Year 2016-17	Year 5 Fiscal Year 2017-18	Five Year Total	Year 6 to Year 10
<i>Personnel Services</i>							
<i>Blackwood Farm Park</i>	12,000	12,000	12,000	65,000	65,000	166,000	325,000
<i>Bingham District Park</i>						-	81,000
<i>Cedar Grove Park Phase II</i>							20,000
<i>Upper Eno Nature Preserve</i>				80,000	80,000	160,000	400,000
<i>Millhouse Road Park</i>						-	240,000
<i>Twin Creeks Park</i>						-	160,000
<i>Operations</i>							
<i>Blackwood Farm Park</i>	5,000	5,000	5,000	55,000	55,000	125,000	275,000
<i>Bingham District Park</i>							165,000
<i>Upper Eno Nature Preserve</i>				10,000	10,000	20,000	80,000
<i>Eurosport Soccer Center Phase II</i>				5,000	5,000	10,000	61,000
<i>Millhouse Road Park</i>						-	300,000
<i>New Hope Preserve</i>						-	
<i>Northeast District Park</i>			10,000			10,000	
<i>Twin Creeks Park</i>						-	200,000
<i>Debt Service</i>							
<i>Northern Human Services Center</i>			192,000	192,000	192,000	576,000	960,000
<i>Southern Human Services Center Future Planning</i>	28,800	28,800	67,200	412,800	412,800	950,400	2,064,000
<i>Southern Human Services Center Expansion</i>	17,280	17,280	17,280	17,280	655,680	724,800	3,278,400
<i>Southern Library</i>		41,856	41,856	92,256	428,256	604,224	3,821,280
<i>Upfit of Link Gov Services Center</i>						-	
<i>HVAC Projects - Geothermal</i>	168,883	168,883	168,883	168,883	168,883	844,415	1,617,580
<i>Roofing Projects</i>	15,840	15,840	15,840	50,215	50,215	147,950	251,075
<i>Information Technology</i>	260,892	304,284	304,284	304,284	304,284	1,478,028	588,492
<i>Proposed Jail</i>		24,000	24,000	72,000	144,000	264,000	14,520,000
<i>Whitted Building</i>	28,320	28,320	28,320	162,720	162,720	410,400	813,600
<i>Environment and Agriculture Center</i>						-	649,685
<i>Government Services Center Annex</i>							168,000
<i>Viper Radio System</i>	118,701	227,853	337,005	337,005	446,157	1,466,721	1,309,824
<i>Communication System Improvements</i>	35,801	337,997	337,997	337,997	337,997	1,387,789	1,306,416
<i>EMS Substations</i>		84,000	84,000	168,000	168,000	504,000	1,680,000
<i>Blackwood Farm Park</i>		9,600	57,600	384,000	508,800	960,000	3,552,000
<i>Upper Eno Nature Preserve</i>				42,240	42,240	84,480	211,200
<i>Eurosport Soccer Center Phase II</i>				76,800	76,800	153,600	504,000
<i>Lands Legacy</i>			230,400	230,400	230,400	691,200	1,152,000
<i>Millhouse Road Park</i>				307,200	307,200	614,400	1,536,000

Related Operating Costs	Year 1 Fiscal Year 2013-14	Year 2 Fiscal Year 2014-15	Year 3 Fiscal Year 2015-16	Year 4 Fiscal Year 2016-17	Year 5 Fiscal Year 2017-18	Five Year Total	Year 6 to Year 10
<i>Northeast District Park</i>						-	
<i>River Park, Phase II</i>				24,000	24,000	48,000	120,000
<i>Twin Creeks Park</i>	57,600	57,600	57,600	57,600	57,600	288,000	288,000
<i>Central Efland/North Buckhorn Sewer</i>	148,798	148,798	148,798	148,798	148,798	743,990	743,990
<i>McGowan Creek Outfall</i>		45,432	45,432	45,432	45,432	181,728	227,160
<i>Buckhorn EDD Phase 2</i>	340,484	340,484	340,484	340,484	340,484	1,702,418	1,702,418
<i>Buckhorn EDD Phase 3 & 4</i>				200,000	200,000	400,000	1,000,000
<i>Efland Sewer Flow to Mebane</i>			274,880	274,880	274,880	824,640	1,374,400
<i>Hillsborough EDD</i>						-	-
<i>Eno EDD</i>			140,000	140,000	140,000	420,000	700,000
<i>Total</i>	1,238,399	1,898,027	2,940,859	4,802,274	6,082,626	16,962,185	48,446,520
<i>Revenues/Funding Source</i>							
<i>General Fund - Operations</i>	17,000	17,000	27,000	215,000	215,000	491,000	2,307,000
<i>General Fund - Debt Service</i>	876,915	1,267,095	1,885,047	3,358,462	4,638,814	12,026,333	40,533,254
<i>E-9-1-1 Fund - Debt Service</i>		269,448	269,448	269,448	269,448	1,077,792	269,448
<i>Article 46 Sales Tax - Debt Service</i>	340,484	340,484	755,364	955,364	955,364	3,347,060	4,776,818
<i>Operations/funding from other sources</i>							540,000
<i>User Fees</i>	4,000	4,000	4,000	4,000	4,000	20,000	20,000
<i>Total</i>	1,238,399	1,898,027	2,940,859	4,802,274	6,082,626	16,962,185	48,446,520

**Article 46 Sales Tax Fund Summary - RECOMMENDED
Fiscal Years 2013-18**

Project Name	Article 46 Sales Tax									Project Status
Functional Service Area	Special Revenue Fund									Starting Date
Department										Completion Date
Project Budget	Prior Years Funding	Current Fiscal Year 2012-13	Year 1 Fiscal Year 2013-14	Year 2 Fiscal Year 2014-15	Year 3 Fiscal Year 2015-16	Year 4 Fiscal Year 2016-17	Year 5 Fiscal Year 2017-18	Five Year Total	Year 6 to Year 10	
<i>Appropriation</i>										
<i>Economic Development</i>	312,500	1,300,000	1,319,500	1,339,293	1,359,382	1,379,773	1,400,469	6,798,416	7,215,590	
<i>Chapel Hill-Carrboro City Schools</i>	190,625	790,500	801,900	813,471	825,216	837,136	849,236	4,126,959	4,441,123	
<i>Orange County Schools</i>	121,875	509,500	516,850	524,310	531,882	539,568	547,369	2,659,979	2,862,494	
<i>Total Project Budget</i>	625,000	2,600,000	2,638,250	2,677,074	2,716,480	2,756,477	2,797,074	13,585,354	14,519,207	
<i>General Fund Related Operating Costs</i>										
<i>Personnel Services</i>										
<i>Operations</i>										
<i>New Debt Service</i>										
<i>Total Operating Costs</i>			-	-	-	-	-	-	-	
<i>Revenues/Funding Source</i>										
<i>Article 46 Sales Tax</i>	625,000	2,600,000	2,638,250	2,677,074	2,716,480	2,756,477	2,797,074	13,585,354	14,519,207	
Total	625,000	2,600,000	2,638,250	2,677,074	2,716,480	2,756,477	2,797,074	13,585,354	14,519,207	

Project Description/Justification

The Article 46 (1/4 cent) Sales Tax was approved by the voters in the November 2011 election, and became effective April 1, 2012. The anticipated revenue generated in FY 2012-13 is \$2,600,000, with an assumption of 1.5% growth in subsequent years. 50% of the proceeds are for Economic Development initiatives, and 50% of the proceeds for Education (allocated by the ADM count of the two school districts). Prior Years Funding reflects FY 2011-12, when proceeds for the April-June 2012 quarter were estimated at \$625,000.

Water & Sewer Utilities Capital Projects Summary - RECOMMENDED
Fiscal Years 2013-18

Projects	Current Fiscal Year 2012-13	Year 1 Fiscal Year 2013-14	Year 2 Fiscal Year 2014-15	Year 3 Fiscal Year 2015-16	Year 4 Fiscal Year 2016-17	Year 5 Fiscal Year 2017-18	Five Year Total	Year 6 to Year 10
Appropriations								
<i>Efland/North Buckhorn Sewer Expansion</i>	-						-	
<i>McGowan Creek Outfall</i>	134,200	621,250					621,250	
<i>Lake Orange Capital Maintenance</i>	69,300						-	
<i>Buckhorn-Mebane EDD Phase 2</i>	4,256,046						-	
<i>Buckhorn-Mebane EDD Phase 3 & 4</i>			350,000	2,500,000			2,850,000	
<i>Efland Sewer Flow to Mebane</i>	151,600	160,000	3,436,000				3,596,000	
<i>Richmond Hills Pump Station Rehab</i>					185,000		185,000	
<i>Hillsborough EDD</i>						150,000	150,000	1,000,000
<i>Eno EDD</i>	200,000	115,000	1,750,000				1,865,000	
Total	4,811,146	896,250	5,536,000	2,500,000	185,000	150,000	9,267,250	1,000,000
General Fund Related Operating Costs								
<i>Personnel Services</i>								
<i>Operations</i>								
<i>New Debt Service</i>		489,282	534,714	949,594	1,149,594	1,149,594	4,272,778	5,747,970
<i>Total Operating Costs</i>		489,282	534,714	949,594	1,149,594	1,149,594	4,272,778	5,747,970
Revenues/Funding Source								
<i>Transfer from General Fund</i>	420,900	275,000	350,000			150,000	775,000	
<i>Transfer from Other Projects</i>							-	
<i>General Fund - Debt Service Payments</i>		148,798	194,230	194,230	194,230	194,230	925,718	971,150
<i>Article 46 Sales Tax - Debt Service</i>		340,484	340,484	755,364	955,364	955,364	3,347,060	4,776,820
<i>Reserve Funds - Article 46 Sales Tax</i>					185,000		185,000	
<i>County Capital Fund Balance</i>	-						-	
<i>EPA Special Appropriations Grant</i>							-	
<i>State Revolving Loan Funds</i>	134,200	621,250					621,250	
<i>Debt Financing - Article 46 Sales Tax</i>	4,256,046		5,186,000	2,500,000			7,686,000	1,000,000
Total	4,811,146	1,385,532	6,070,714	3,449,594	1,334,594	1,299,594	13,540,028	6,747,970

The Water & Sewer Utilities Fund accounts for revenues and expenses related to the provision of sewer service.

Solid Waste Capital Projects Summary - RECOMMENDED
Fiscal Years 2013-18

Projects	Current Fiscal Year 2012-13	Year 1 Fiscal Year 2013-14	Year 2 Fiscal Year 2014-15	Year 3 Fiscal Year 2015-16	Year 4 Fiscal Year 2016-17	Year 5 Fiscal Year 2017-18	Five Year Total	Year 6 to Year 10
Appropriations								
<i>Environmental Support</i>			100,592				100,592	
<i>Sanitation</i>	278,895	347,090	1,894,812	505,808	522,865	156,139	3,426,714	1,631,799
<i>Recycling Operation</i>	345,821		214,055	753,918	1,101,004	522,316	2,591,293	5,042,914
<i>Landfill - MSW*</i>		3,166,846					3,166,846	
<i>Landfill - C & D</i>	306,492		414,533	536,828	601,861	629,617	2,182,839	2,589,239
Total	931,208	3,513,936	2,623,992	1,796,554	2,225,730	1,308,072	11,468,284	9,263,952
Revenues/Funding Source								
<i>Sold Waste Fund Balance</i>	931,208	3,363,936	936,124	1,508,037	2,225,730	1,308,072	9,341,899	4,221,038
<i>3R Fee</i>							-	5,042,914
<i>Debt Financing</i>		150,000	1,687,868	288,517			2,126,385	
<i>Grant</i>							-	
Total	931,208	3,513,936	2,623,992	1,796,554	2,225,730	1,308,072	11,468,284	9,263,952

Solid Waste/Landfill Fund is a self supporting Proprietary Fund that is used to account for revenues and expenses related to the provision of solid waste disposal and recycling activities for the citizens of Orange County.

*\$3,120,815 was originally budgeted in FY 2012-13, but costs will be realized in FY 2013-14 due to a delay by the State in approval of the closure plan. The Landfill closes on June 30, 2013, and closure construction costs of \$3,166,846 will be incurred in FY 2013-14.

Sportsplex Capital Projects Summary - RECOMMENDED
Fiscal Years 2013-18

Project Budget	Current Fiscal Year 2012-13	Year 1 Fiscal Year 2013-14	Year 2 Fiscal Year 2014-15	Year 3 Fiscal Year 2015-16	Year 4 Fiscal Year 2016-17	Year 5 Fiscal Year 2017-18	Five Year Total	Year 6 to Year 10
Appropriations								
Land/Building Design Construction/Repairs/Renovations		30,000					30,000	
<i>New Facilities Projects:</i>								
Major Expansion Phase 1 (1)			950,000				950,000	
Major Expansion Phase 2 (1)				1,900,000			1,900,000	
Major Expansion Phase 3 (1)					900,000		900,000	
<i>Renovation Projects:</i>								
Lobby - Renovations (floor, walls, lighting) (8a)	165,000						-	
Lobby - Renovations (program space expansion)		110,000					110,000	
Girls/Women's Locker-room (5)		30,000					30,000	
Men's and Women's Bathrooms (7)		40,000					40,000	
<i>Facility Maintenance/Replacement Items:</i>								
Parking Lot Repair/Repave				150,000			150,000	
Pool Roof repair	180,000						-	
Pool wall reglaze			125,000				125,000	
Tilt up Panel (exterior wall system)			100,000				100,000	
Rotating Fitness Equipment Upgrade/Replacement (9)		100,000		100,000		100,000	300,000	
Kidsplex Equipment Upgrade (10)						50,000	50,000	
New UV System for Pool	100,000						-	
Bleachers (2)		20,000					20,000	
Pool pump/boiler #2						50,000	50,000	
Cooling Tower Replacement	100,000						-	
Major upgrade of Servers, Telephones (8)	35,000						-	
Rink concrete ice floor repair (3)		75,000				75,000	150,000	
Rink de-humidification /Ice Rink Munters		125,000					125,000	
Zamboni		100,000					100,000	
Major rebuild - compressors/chiller barrel					100,000		100,000	
Lobby - HVAC Replacement	80,000						-	
Climbing Wall (outside- fee based)					100,000		100,000	
HVAC Contingency (12)					50,000	50,000	100,000	
IT Contingency (12)						50,000	50,000	
Ice Rink/Fitness Wall Repair Paint Project					40,000		40,000	
Pool Lane Timer/Scoreboard (4)		15,000					15,000	
Rink Scoreboard					20,000		20,000	
Outside Pavilion/Play Area (6)		45,000					45,000	
Inflatables (13)		20,000					20,000	
Total	660,000	710,000	1,175,000	2,150,000	1,210,000	375,000	5,620,000	
Revenues/Funding Source								
Sportsplex Fund Balance	660,000	710,000	225,000	250,000	310,000	375,000	1,870,000	
Transfer from General Fund			950,000	1,900,000	900,000		3,750,000	
Debt Financing								
Total	660,000	710,000	1,175,000	2,150,000	1,210,000	375,000	5,620,000	

1. Review with Engineers/Designers revealed that previously proposed Phase 2 Mezzanine (ice) is not feasible. However project has been re-scoped to create national class recreation facility adding indoor turf and court. Project defined to straddle three years:
 - a. Phase 1 is the originally contemplated pool mezzanine of 5,400 sq. ft. featuring new member lockers; dedicated spin/row/"Krank" room and 1,800 sq. ft. senior/ adult cardio/ strength center.
 - b. Phase 2 is a new building addition of 95x165 that will house a turfed field to be used for soccer, lacrosse, senior walking, running, kidsplex, kickball and programs proprietary to RFP such as Lil Kickers that will be brought to Orange County. NOTE: this is a new CIP project proposed by the operator of the Sportsplex, and the projected annual revenues related to this project is anticipated to cover the annual debt service required for this project.
 - c. Phase 3 is a new regulation sized high school/college basketball court (50x84) housed in a building footprint of 75x100 to include bleacher seating. NOTE: this is a new CIP project proposed by the operator of the Sportsplex, and the projected annual revenues related to this project is anticipated to cover the annual debt service required for this project.
 - d. There has been positive dialogue with the Town of Hillsborough on parking approval
2. Bleachers to add seating for rink based venues such as Nutcracker; Skating competitions; Collegiate hockey; Youth hockey (portable to pool)
3. Rink floor reapr split into two projects
4. Pool Electronic Timer and scoreboard. Scoreboard is 19 years old and failing. Repairs are costly and increasingly less feasible. Required for revenue generating swim meets and lane training
5. Increasingly, youth and adult teams are co-ed. Proposal to convert referee room into girls/women's change room and build replacement ref room and storage in part of Zamboni room
6. Outside pavilion to be built tin flat grassy area to the west of pond. To be used for Kidsplex outdoor activities; rented for parties. Orange County Charter School has expressed interest in partnering. There may also be grants available.
7. Men's and Women's main lobby bathrooms are very worn. Replace flooring; stall dividers; paint; replace eiling tiles. Efficient lighting (motion sensor) and low flow plumbing fixtures. Lower counters and child appropriate toilets. Add safe, locked storage for cleaning supplies. (all of this has been noted by the Health Inspector)
8. Servers upgraded out of equipment repair/replace budget in 2012/13. Building wide telephone/intercom still requirec
- 8(a) Facilitates 1,834 additional GroupX space for programs. Results in \$312,000 incremental annual revenue.
9. Major cardio equipment typically has an estimated useful life of 3 years with the heavy usage being experienced by the increasing Sportsplex membership. While rigorous regular maintenance programs can extend life, it is appropriate to maintain a budgeted contingency based on industry replacement standards. Aftermarket for used equipment is not known.
10. Similar to above. With growth in Kidsplex program we expect more capital needs for this program
11. Pumps and boilers have the least useful life of all mechanical classes of equipment. Contingency for replacement.
12. Contingency for HVAC equipment and major IT equipment such as server.
13. Inflatables. This is one of the lowest cost ways to generate revenue. Can be used for Kidsplex; Parties and for fee admission using renovated lobby space. Quality inflatables can be purchased for \$2,500 to \$3,000 each. Payback is less than one year.

Schools Capital Projects Summary - RECOMMENDED
Fiscal Years 2013-18

Projects by School System	Current Fiscal Year 2012-13	Year 1 Fiscal Year 2013-14	Year 2 Fiscal Year 2014-15	Year 3 Fiscal Year 2015-16	Year 4 Fiscal Year 2016-17	Year 5 Fiscal Year 2017-18	Five Year Total	Year 6 to Year 10
Chapel Hill Carrboro City Schools								
Long Range Capital								
Pay-As-You-Go Funds ⁽¹⁾	2,290,782	2,290,782	2,325,144	2,360,021	2,395,421	2,431,353	11,802,720	12,714,884
Lottery Proceeds ⁽²⁾	815,000	839,960	839,960	839,960	839,960	839,960	4,199,800	4,199,800
Middle School #5			1,168,474	6,686,266	27,027,452	4,968,488	39,850,680	
Carrboro HS Additions								19,743,948
Elementary # 12								35,476,053
QSCBs								
Elementary # 11	21,500,000						-	
Total	24,605,782	3,130,742	4,333,578	9,886,247	30,262,833	8,239,801	55,853,200	72,134,685
Orange County Schools								
Long Range Capital								
Pay-As-You-Go Funds ⁽¹⁾	1,434,067	1,434,067	1,455,578	1,477,412	1,499,573	1,522,066	7,388,696	7,959,722
Lottery Proceeds ⁽²⁾	506,350	513,851	513,851	513,851	513,851	513,851	2,569,255	2,569,255
OSCBs								
Elementary #8								21,478,200
Cedar Ridge HS Auxilliary Gym			3,328,750				3,328,750	
Cedar Ridge HS Classroom Wing				12,282,960			12,282,960	
Total	1,940,417	1,947,918	5,298,179	14,274,223	2,013,424	2,035,917	25,569,661	32,007,177
Total all Schools	26,546,199	5,078,660	9,631,757	24,160,470	32,276,257	10,275,718	81,422,861	104,141,862
Revenues/Funding Source								
General Fund (Pay-As-You-Go)	3,724,849	3,724,849	3,780,722	3,837,433	3,894,994	3,953,419	19,191,416	20,674,606
Lottery Proceeds	1,321,350	1,353,811	1,353,811	1,353,811	1,353,811	1,353,811	6,769,055	6,769,055
Debt Financing	21,500,000		4,497,224	18,969,226	27,027,452	4,968,488	55,462,390	76,698,201
QSCBs	-							
Total	26,546,199	5,078,660	9,631,757	24,160,470	32,276,257	10,275,718	81,422,861	104,141,862

Note 1: The Article 46 one quarter cent sales tax proceeds for schools is included in the Special Revenue Projects section of the CIP.

Note 2: School Construction is guided by the Schools Adequate Public Facilities Ordinance (SAPFO) projections of capacity and need.

⁽¹⁾ Pay-As-You-Go funds reflect same funding in FY 2013-14 as in FY 2012-13, and assumes a 1.5% annual growth throughout the 5 year CIP period.

NOTE: additional PAYG funding was approved in FY 2012-13 to reflect savings in debt service in FY 2012-13.

⁽²⁾ Lottery Proceeds are assumed at the same amount throughout the 5 year CIP period, based on the most recent lottery estimates from the State. The funds will be distributed on the basis of each school system's Average Daily Membership (ADM).

Child Support Enforcement

Phone Number: (919) 245 - 2175

Website: <http://www.orangecountync.gov/cse>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Category (General Fund)						Account: 440
Personnel Services	806,985	833,558	848,789	815,148	856,201	856,201
Operations	119,009	109,125	102,991	115,987	99,240	99,240
Capital Outlay	2,444	30,664	5,000	4,000	2,500	0
Total Expenditures	\$ 928,439	\$ 973,347	\$ 956,780	\$ 935,135	\$ 957,941	\$ 955,441
<i>Offsetting Revenues</i>	<i>(1,658,952)</i>	<i>(1,562,461)</i>	<i>(1,452,780)</i>	<i>(1,104,100)</i>	<i>(1,258,100)</i>	<i>(1,258,100)</i>
County Costs (net)	\$ (730,513)	\$ (589,114)	\$ (496,000)	\$ (168,965)	\$ (300,159)	\$ (302,659)
Total Child Support Enforcement and Related	\$ 928,439	\$ 973,347	\$ 956,780	\$ 935,135	\$ 957,941	\$ 955,441

Mission Statement

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

Major Services

- Locate non-custodial parents.
- Establish paternity for children born outside of marriage.
- Establish and enforce child support orders.

FY 2012-13 Outcomes

- Paternity will be established for 125 Orange County children.
- 205 new child support orders will be established.
- Orange County children will receive financial support totaling \$5.9 million.
- Efficiency Gain: Transition to electronic document filing will decrease storage and management costs while increasing efficiency.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Paternity					
Paternity established for children	162	135	150	135	135
Service: Establishment					
New child support orders established	222	205	220	205	205

Child Support Enforcement – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Enforcement					
Total child support collected for Orange County children* (in millions)	\$5.89	\$5.99	\$5.90	\$5.90	\$5.90
Percentage of current support collected annually	63.6%	66.0%	65.5%	65.5%	66.5%

*Note: Includes current support and payments on arrearages.

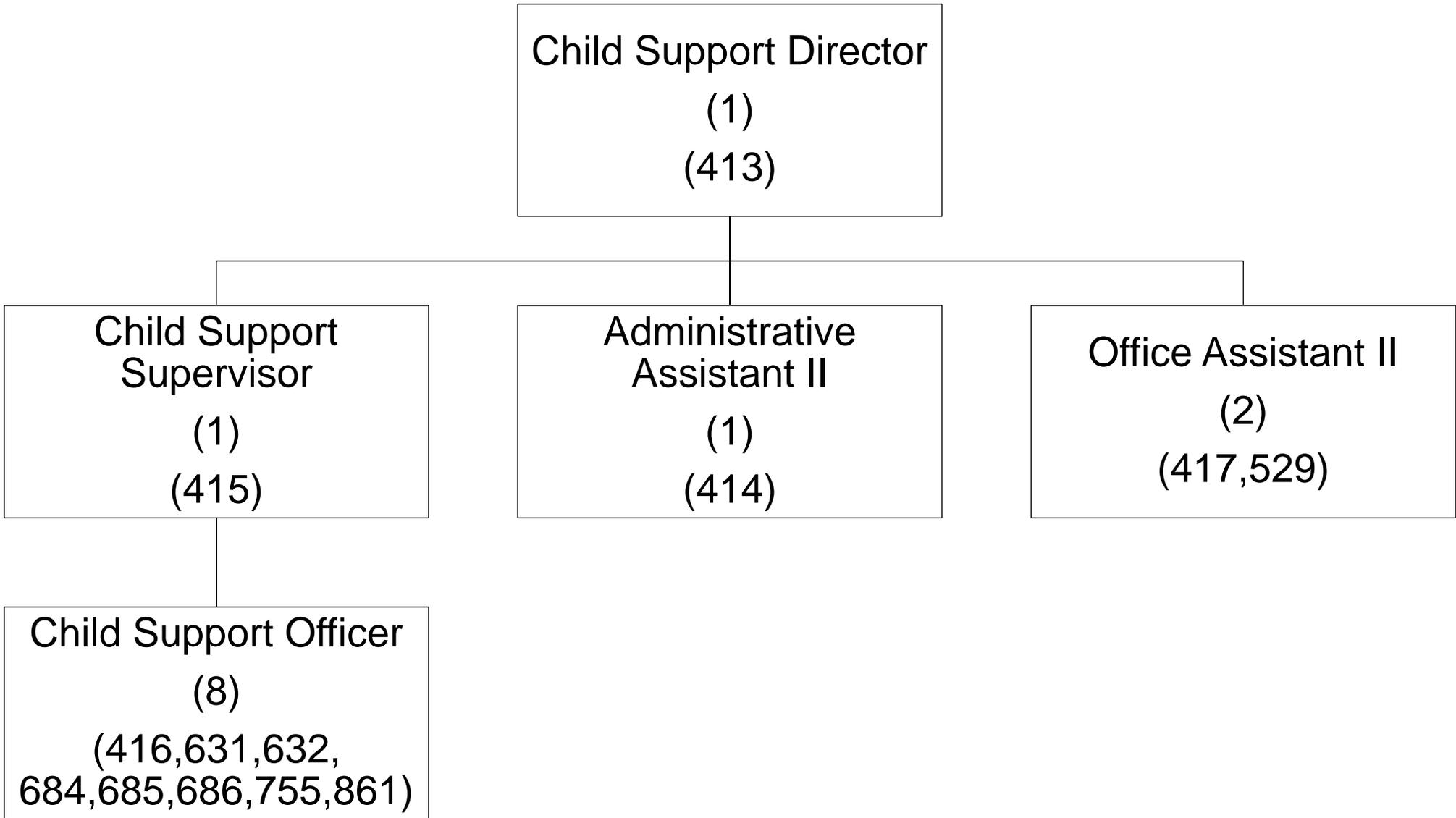
FY 2013-14 Objectives

- Establish paternity for 135 children.
- Establish court-ordered support for 205 families.
- Increase total collections of child support (current and past due) to \$6 million. Increase collections of current support owed to 66.5% of annual obligation.

Budget Highlights

- 2013-14 Revenues: Revenues will decrease by \$195,000 due to reduced expenditure reimbursements (cost allocation plan) and State incentive payments. Unemployment, underemployment and an expected reduction in unemployment benefits will continue to effect collections, next year.

Child Support Enforcement



N.C. Cooperative Extension, Orange County Center

Phone Number: (919)245-2059

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

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						Account: 450
Personnel Services	300,312	299,085	347,063	307,637	343,805	343,805
Operations	30,314	39,599	48,521	46,028	48,521	48,521
Capital Outlay	0	0	0	0	5,500	5,500
Total Expenditures	\$ 330,626	\$ 338,685	\$ 395,584	\$ 353,665	\$ 397,826	\$ 397,826
<i>Offsetting Revenues</i>	0	(6,906)	(5,000)	(5,511)	(5,000)	(5,000)
County Costs (net)	\$ 330,626	\$ 331,779	\$ 390,584	\$ 348,154	\$ 392,826	\$ 392,826
Total Cooperative Extension and Related Expenditures	\$ 330,626	\$ 338,685	\$ 395,584	\$ 353,665	\$ 397,826	\$ 397,826

Mission Statement

North Carolina Cooperative Extension is an educational partnership helping people put research-based knowledge to work for economic prosperity, environmental stewardship, and an improved quality of life. We provide non-formal educational programs designed to meet the needs and issues most important to our customers and their communities.

Major Services

Sustainable Agriculture: Crops and Livestock

- Provide educational programs and technical support to animal and crop agricultural producers, and assist in the implementation of best management and marketing practices that will maintain profitability and environmental stewardship.
- Provide training and apprenticeships for existing farmers and potentially new farmers on fruit, vegetable and flower production, using organic methods in the PLANT@ Breeze training program to enhance the Local Food system.
- Provide diagnosis of diseases, insect pest and weeds pests problems on farms, homes and gardens.

Horticulture

- Provide technical support and educational seminars for Green Industry, landscape contractors and landscape maintenance professionals and assist in the adoption of best management practices in the areas of horticulture, pesticide alternatives and safety.
- Deliver researched based horticultural information to the gardening public and support community gardens via Extension Master Gardener Volunteers.
- Provide educational classes, newsletters, newspaper articles, web page development, individual consultations, email and phone calls for home gardeners to learn proper plant selection and landscape management techniques that minimize water use and chemical inputs.

Cooperative Extension– continued

Family and Consumer Sciences: Nutrition and Household Management

- Provide educational programs to restaurant workers, consumers and limited resource families and assist in the adoption of good nutrition, weight management, food safety, financial management, parenting and estate planning so adults and children will make decisions that keep families together, make healthy food choices and be physically active.

4H Youth Development

- Engage youth through non-formal and formal educational opportunities that expand and enhance skills and knowledge empowering them to develop cognitive, social, physical, and emotional skills.
- Coordinate adult volunteers serving as advisers and leaders in implementing effective county-based 4-H programs.

FY 2012-13 Outcomes

Sustainable Agriculture: Crops and Livestock

- Field crop and livestock producers will gain knowledge and skills leading to increased production, crop diversification and increase consumer awareness of local agricultural systems.
- New and existing farmers learn new marketing and management skills increasing sales to local markets.
- Farmers will explore organic alternatives for pest control and those who to use pesticides will learn to use personal protective equipment and application methods that reduce health risks and assure food and water quality.

Horticulture

- Green Industry Professionals will enhance the value of plants and landscapes while conserving valuable natural resources and protecting the environment
- Commercial pesticide applicators will learn about reducing pesticides and pesticide alternatives but when used will use personal protective equipment (PPE) and pesticide application methods that reduce exposure and assure water quality.
- Master Gardeners will develop and support community gardens and school gardens.
- Home gardeners will improve horticultural skills related to selection of appropriate plants, reduced use of pesticides and excess water and fertilizers.
- Home gardeners will divert waste from the landfill
- Youth will gain knowledge of food production and eat more vegetables.

Family and Consumer Sciences: Household Management

- Consumers will increase skills in money management, credit and estate planning.
- Homeowners will have pest identified.
- Homeowners will learn skills in residential energy conservation.
- Extension Community Association Volunteers will learn new skills used to manage households and deliver this information to community groups.
- Those who are parenting in the absence of biological parents will learn new parenting skills.

Cooperative Extension– continued

Family and Consumer Sciences: Food and Nutrition

- Consumers will learn food safety and food preservations techniques.
- Restaurant work will complete ServSafe Food Safety Certification Course
- Individuals attending classes will lose weight in Eat Smart, Move More, Weigh Less program
- Individuals attending classes will learn elements of good nutrition.

4H Youth Development

- Youth will gain knowledge in STEM (Science, Technology, Engineering and Math).
- Youth enrolled in the community club program will be active participants in club projects providing community betterment.
- Youth in classroom and after-school program activities will increase physical activity and making more nutritious food choices.
- Adults will be trained as a club leader.
- Club leaders and teachers will adopt 4H curriculum.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Sustainable Agriculture: Crops and Livestock					
Individual contacts with farmers enrolled in educational programs, receiving consultation via phone, email or on-site visit.	340	300	350	350	350
Farmers putting news skills to use in soil testing, fertilization or pesticide recommendations	58	60	75	75	75
Farmers improving pasture management and herd health	15	54	70	50	75
New farmers and existing farmers selling to local markets	25	48	66	66	70
Farmers income generated at local markets and livestock sales	\$244,000	\$236,000	\$368,000	\$368,000	\$400,000
Horticulture					
Number of home gardeners receiving research-based information.	6,700	6,800	6,500	6,500	6,500
Number of Green Industry Professional with increased horticulture skills and reducing pesticide use.	115	120	150	150	150
Number of Master Gardener Volunteers	55	60	65	65	65
Number of Home Gardeners adopting at least one new practice.	5,360	6120	4,000	6,000	6,000
Estimated value of Master Gardener volunteer service and financial impact of	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000

Cooperative Extension– continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
horticulture program on Green Industry.					
Family and Consumer Sciences: Household Management					
Families improving estate planning.	25	25	45	45	45
Pest identification and control.	50	40	35	35	35
Households implementing residential energy conservation.	35	85	85	85	85
Extension Community Association volunteers trained.	270	115	120	120	120
Parent learning new skills.		25	25	25	25
Family and Consumer Sciences: Food and Nutrition					
Number of individuals enrolled in educational programs and receiving nutritional consultation including the Expanded Food and Nutrition Education Program	20,000	20,000	20,000	13,500	20,000
Restaurant workers passing ServSafe Certification	100	100	100	100	100
Individuals Reducing Body Mass Index		20	30	35	35
Percentage of Individuals Eating More Fruits and Vegetables and following safe food handling practices	75%	82%	80%	80%	80%
Homemakers following Food Preservation guidelines		50	50	50	50
4-H Youth Development:					
Number of Youth enrolled in 4-H	175	135	165	165	165
Number of youth increasing physical activity, making more nutritious food choices or gaining knowledge of science	4,350	4,250	3,000	3,000	3,000
Number of adults trained as club leaders using 4H curriculum	22	14	20	20	20

FY 2013-14 Objectives

Sustainable Agriculture: Crops and Livestock

- Provide an increase number of educational programs for livestock and crop producers with the new livestock agent.
- Expand PLANT@ Breeze Farm infrastructure by developing new irrigation system.

Cooperative Extension– continued

Horticulture

- Enhance the Green industry's level of professionalism and knowledge of proper tree care practices via promotion the use of Certified Arborist and Certified Landscape Technicians.

Family and Consumer Sciences: Nutrition and Household Management

- Provide family finance education to empower individuals to improve consumer buymanship skills.
- Provide energy education programs to assist consumers in reducing energy consumption.
- Provide estate planning education and planning for future dependency and incompetency training.
- Provide volunteer leadership opportunities to enhance leadership skills of community members.

Family and Consumer Sciences: Food and Nutrition

- Continue to provide Eat Smart, Move More, Weigh Less to improve the health, wellbeing, and eating habits of Orange County Citizens.
- Continue to provide ServSafe Food Safety Certification course for restaurant workers to enhance the food safety knowledge of Orange County food service employees.
- Provide food preservation programming to individuals to increase knowledge and practice of food preservation methods.
- Provide nutrition education programs to individuals and families to increase knowledge of basic nutrition principles.

4-H Youth Development

- To provide youth with enriching, hands-on experiences in cooperation with the Chapel Hill YMCA and
- To provide learning experiences for youth during summer, after-school care, and through community club activities.

Budget Highlights

- The FY 2013-14 Manager Recommended Budget includes \$5,500 in Capital Outlay for the replacement of a refrigerator (\$1,000) and the replacement of a color work group printer (\$4,500).
- All employees within the Cooperative Extension Service are State employees and are budgeted as contracted personnel, as per the Memorandum of Agreement with the State.
- The \$5,000 in revenue includes class fee revenue at the W.C. Breeze Family Farm; the County continues to contribute \$10,000 for the programs at the Breeze Farm and is included within the department's Operating budget.

County Attorney

Phone Number: (919) 245 - 2320

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						Account: 205
Personnel Services	399,180	406,644	432,545	432,970	469,959	469,959
Operations	37,657	35,499	56,441	50,296	56,443	56,443
Capital Outlay	1,305	0	0	0	0	0
Total Expenditures	\$ 438,142	\$ 442,143	\$ 488,986	\$ 483,266	\$ 526,402	\$ 526,402
County Costs (net)	\$ 438,142	\$ 442,143	\$ 488,986	\$ 483,266	\$ 526,402	\$ 526,402
Total County Attorney's Office and Related Expenditures	\$ 438,142	\$ 442,143	\$ 488,986	\$ 483,266	\$ 526,402	\$ 526,402

Mission Statement

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

Major Services

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

FY 2012-13 Outcomes

- Collections: Collected approximately \$260,000 in past due fees.
- Ordinance Codification: Prepared Orange County's Unified Development Ordinance for codification.
- Litigation: Successfully defended 35 taxpayer appeals before the North Carolina Property Tax Commission. Successfully prosecuted two (2) animal forfeiture cases in Orange County District Court. Successfully defended two (2) delinquent account appeals before the Orange County Magistrate and the Office of Administrative Hearings. Initiated nine (9) actions to secure easements for expansion of sanitary sewer lines in areas near Efland and Buckhorn Road.

County Attorney – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Cost-saving legal actions					
Delinquent Accounts Collection (dollars collected)	\$100,000	\$120,000	\$200,000	\$260,000	\$140,000

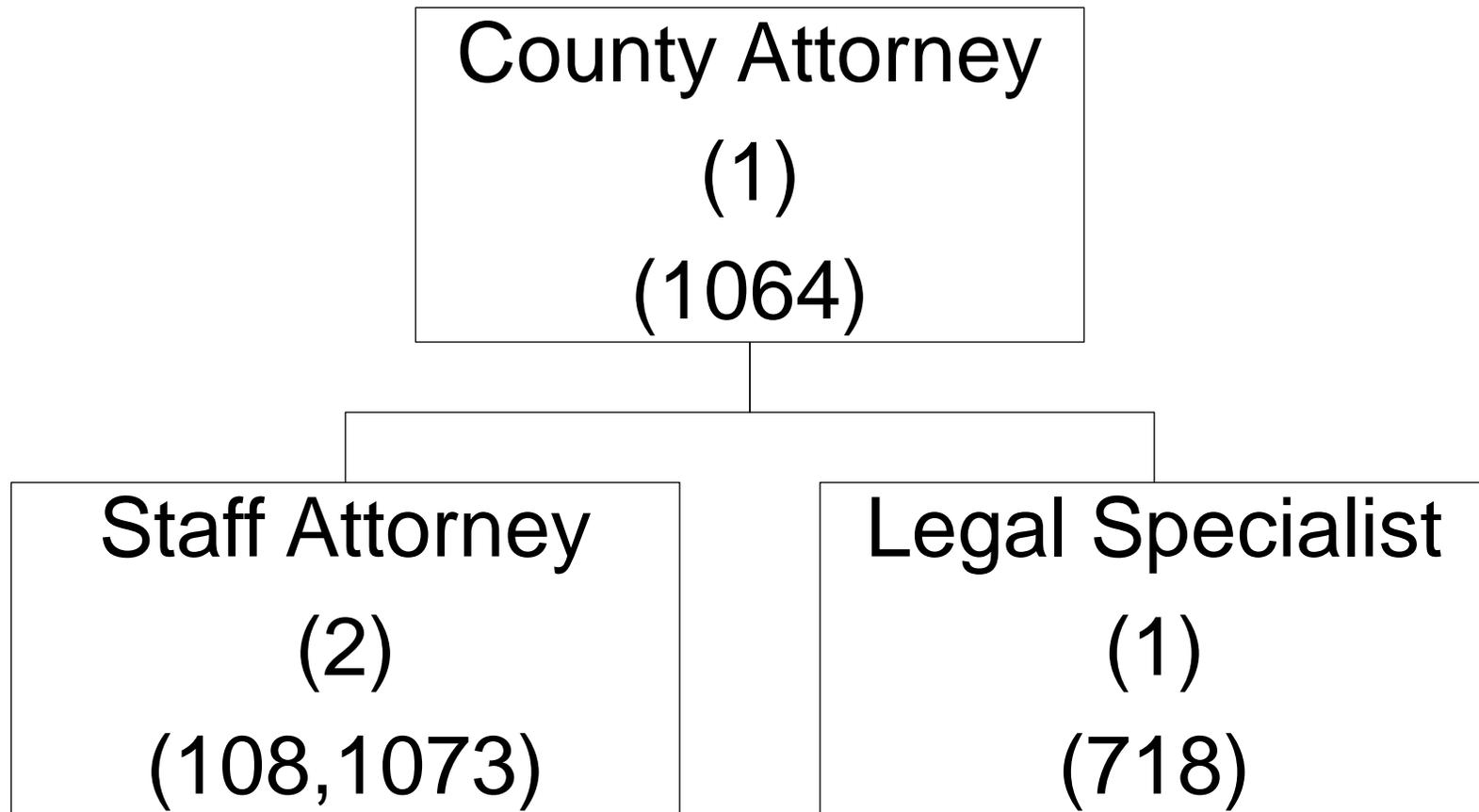
FY 2013-14 Objectives

- Finalize codification of the Orange County Unified Development Ordinance.
- Complete 99% of contract reviews, within 10 business days.

Budget Highlights

- Personnel cost increase reflects a mid-year, position reclassification.

County Attorney's Office



County Manager's Office

Phone Number: (919) 245 - 2300

Website: <http://orangecountync.gov/manager>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						Account: 210
Personnel Services	690,065	679,971	757,763	734,323	671,218	671,218
Operations	22,755	27,791	66,513	51,600	48,585	48,585
Capital Outlay	0	0	0	0	0	0
Total Expenditures	\$ 712,820	\$ 707,761	\$ 824,276	\$ 785,923	\$ 719,803	\$ 719,803
County Costs (net)	\$ 712,820	\$ 707,761	\$ 824,276	\$ 785,923	\$ 719,803	\$ 719,803
Total County Manager's Office and Related	\$ 712,820	\$ 707,761	\$ 824,276	\$ 785,923	\$ 719,803	\$ 719,803

Mission Statement

The Orange County Manager's Office ensures that all County departments provide residents with adequate levels of government services, as efficiently as possible. The Orange County Manager's Office also implements the policies of the Board of County Commissioners (BOCC) and coordinates, monitors, and evaluates all County government activities.

Major Services

- Oversee the development of the annual operating budget and capital investment plan. Establish budget criteria and service performance levels to assure efficient service delivery to Orange County residents.
- Investigate and develop strategies for improving service delivery, with an emphasis on measurable service outcomes, for County residents. Evaluate County operations and coordinate the implementation of Board initiatives and policies.
- Provide guidance to the County's two school systems on matters related to funding for operations and capital facilities and manage outside agency annual grant application process.
- Coordinate the County legislative process, which includes agenda preparation and response coordination, for follow-up items from BOCC meetings. Assist the BOCC in identifying and advocating proposed legislation for the BOCC's legislative agenda, submitted annually to the North Carolina General Assembly.

FY 2012-13 Outcomes

- Addressed multiple budget and personnel related issues including selective filling of vacant staff positions to achieve financial savings and presentation to the Board of Commissioners of the pending financial challenges associated with continuing to provide existing and future services to County residents.
- Led the execution of technical and analytical tasks associated with Schools Collaboration and special endeavors regarding the school districts.
- Established Public Affairs program, including hiring of Public Affairs Department.

County Manager's Office – continued

- Implemented Paperless Agenda Process for all Board of County Commissioners Regular Meetings, Work Sessions and Joint Meetings.
- Concluded work of the Emergency Services Workgroup.
- Committee Work:
 - Approval of three (3) new Fire/Insurance Districts.
 - Interim report and continuation of Historic Rogers Road Neighborhood Task Force.
 - Installation of Efland-Buckhorn Wastewater Improvements.
 - Multiple projects related to Economic Development.
 - Converted Piedmont Food & Agricultural Processing Center to non-profit status.
 - Approval of Bus and Rail Investment Plan.
 - Planned and implemented One-Half Cent Sales Tax, for transit needs.

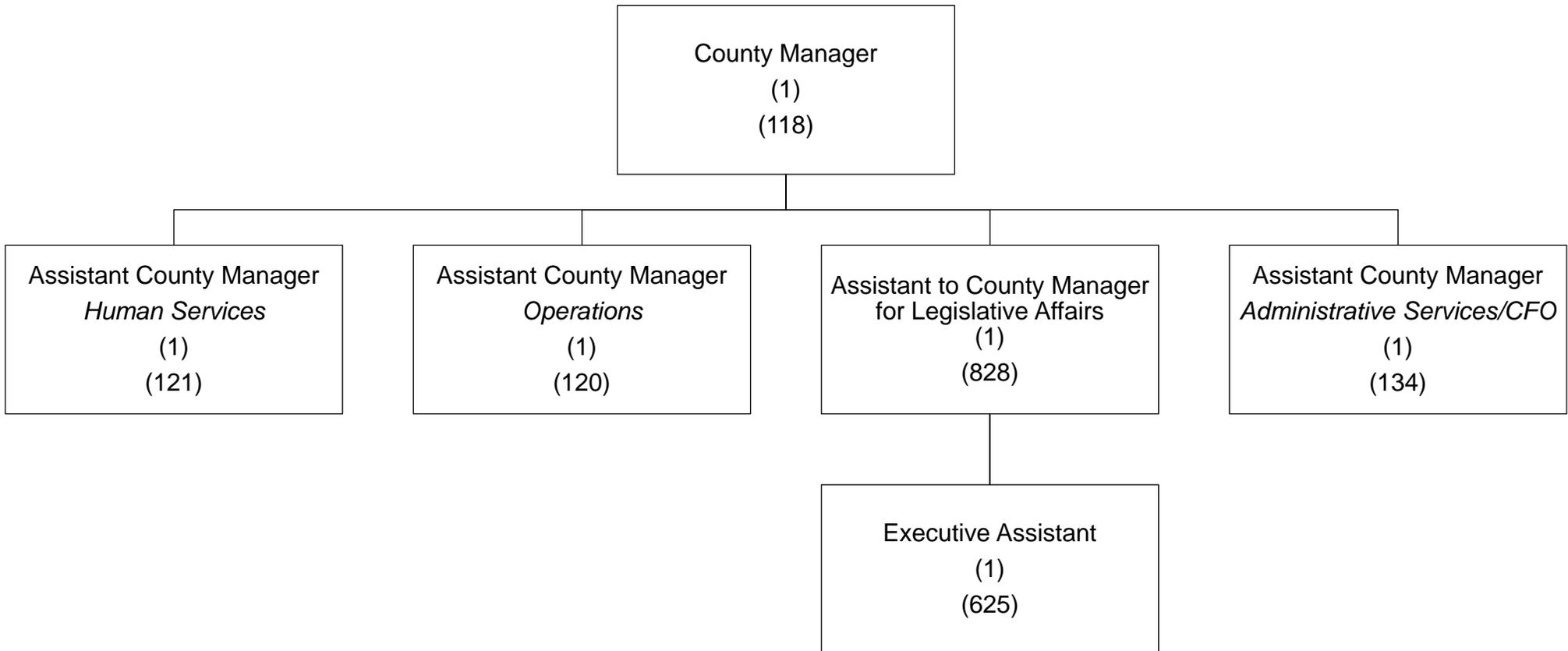
FY 2013-14 Fiscal Year Objectives

- Monitor federal sequestration impacts on County departments and services.
- Review County operations for duplicative activities and investigate reorganization/reassignment of existing staff.
- Continue progress on Historic Rogers Road Neighborhood Task Force, Efland-Buckhorn wastewater improvements, and economic development.
- Work with the Board of Commissioners to address the financial challenges associated with providing services to County residents.

Budget Highlights

- The creation of the Public Affairs Department, on July 1, 2013, will reduce the County Manager's budget by approximately \$108,000, in personnel and operating costs.

County Manager's Office



Courts

Website: <http://www.nccourts.org/county/orange/default.asp>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						
Personnel Services	0	9,000	0	0	9,000	9,000
Operations	148,066	54,981	81,655	71,055	81,655	81,655
Capital Outlay	122	35	0	300	0	0
Total Expenditures	\$ 148,188	\$ 64,016	\$ 81,655	\$ 71,355	\$ 90,655	\$ 90,655
County Costs (net)	\$ 148,188	\$ 64,016	\$ 81,655	\$ 71,355	\$ 90,655	\$ 90,655
Total Courts and Related Expenditures	\$ 148,188	\$ 64,016	\$ 81,655	\$ 71,355	\$ 90,655	\$ 90,655

Major Services

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

Budget Highlights

- The increase in Personnel Services for FY 2013-14 is due to budgeting for Jury Personnel master list in FY 2013-14; this is budgeted every other fiscal year.

Department of the Environment, Agriculture, Parks & Recreation (DEAPR)

Phone Number: (919) 245 - 2510

Website: <http://orangecountync.gov/deapr>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Category (General Fund)						Account: 615
Personnel Services	2,315,053	2,290,835	2,327,552	2,269,823	2,415,816	2,415,816
Operations	553,093	480,403	545,364	581,749	563,102	563,102
Capital Outlay	10,464	4,408	35,000	46,249	54,250	54,250
Total Expenditures	\$ 2,878,610	\$ 2,775,646	\$ 2,907,916	\$ 2,897,821	\$ 3,033,168	\$ 3,033,168
Offsetting Revenues	(408,449)	(451,227)	(400,198)	(466,938)	(437,758)	(437,758)
County Costs (net)	\$ 2,470,161	\$ 2,324,419	\$ 2,507,718	\$ 2,430,883	\$ 2,595,410	\$ 2,595,410
Total Department of Environment, Agriculture,	\$ 2,878,610	\$ 2,775,646	\$ 2,907,916	\$ 2,897,821	\$ 3,033,168	\$ 3,033,168

Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Program (General Fund)						
Admin/Support Services	1,916,382	696,267	659,301	730,987	679,357	679,357
Natural and Cultural Resources	637,474	232,172	254,549	235,361	282,112	282,112
Parks	0	993,985	1,067,903	1,067,336	1,075,419	1,075,419
Recreation	3,140	533,970	607,746	548,557	668,650	668,650
Soil & Water Conservation	321,614	319,251	318,417	315,580	327,630	327,630
Total Expenditures	\$ 2,878,610	\$ 2,775,646	\$ 2,907,916	\$ 2,897,821	\$ 3,033,168	\$ 3,033,168
Offsetting Revenue	(408,449)	(451,227)	(400,198)	(466,938)	(437,758)	(437,758)
County Costs (net)	\$ 2,470,161	\$ 2,324,419	\$ 2,507,718	\$ 2,430,883	\$ 2,595,410	\$ 2,595,410
Total Expenditures	\$ 2,878,610	\$ 2,775,646	\$ 2,907,916	\$ 2,897,821	\$ 3,033,168	\$ 3,033,168

Mission Statement

The Department of Environment, Agriculture, Parks and Recreation (DEAPR) works to conserve and manage the natural and cultural resources of Orange County. Included within this “green infrastructure” are natural areas and nature preserves, open spaces, parks and recreation facilities, water resources, and agricultural and cultural resource lands. Consistent with the strong environmental ethic of the community, DEAPR also strives to bring environmental education, recreation, athletics and other programs to residents of the County - with a goal of promoting cultural, physical and natural stewardship and well-being.

DEAPR: Administration/Support Services

Major Services

- Direct the master planning process, for future parks and facilities.

DEAPR - continued

- Supervise consultants and contractors in the development of parks and recreation facilities.
- Administer repairs and renovations of parks and recreation facilities.
- Coordinate department public information and communications.
- Assist County departments with site planning and construction drawing documentation.
- Provide staff support for citizen based Parks and Recreation Council, the Intergovernmental Parks Work Group and others, as needed.
- Provide environmental programming community events.
- Manage the Road Sign replacement program.
- Publish three issues of the Program Guide, annually (through 2012-13).

FY 2012-13 Outcomes

- Comprehensive Parks and Recreation Master Plan: Managed the development of plan. Provided graphic presentation materials for public input and focus group meetings, for the Comprehensive Parks and Recreation Master Plan.
- Other Master Plan Involvement: Assisted with consultant selection for Master Plan of the Southern Human Services Campus and participated in Master Plan process. Provided visuals used in public deconstruction presentations of Northern Human Services Center.
- Park Improvements: Managing park improvement projects at Efland Cheeks Park, River Park, Fairview Park, Eurosport Soccer Center, Twin Creeks and future Blackwood parks.
- Trail Development: Planned parking and trails for a proposed, Sevenmile Creek public access area environment. Aided Durham County in preparation of a Recreational Trails Grant for the Hollow Rock Access Area.
- Research and Policy: Researched the implementation of NC’s “Concealed Carry” legislation, as the department implemented Orange County’s new ordinance. Working with the Health Department in planning the execution of the new “Smoke Free Public Places” rule.
- Event Coordination: Organizing an elementary school field trip, promoting agriculture and agriculture heritage. Coordinated, the Earth Fair 2012 at River Park, with other county departments, municipalities and nonprofits. Provided floor plan schemes for possible department relocation.
- Organized 14 meetings for the Parks and Recreation Council and Intergovernmental Parks Work Group.
- Reservations: Managed over 4,500 program and 2,000 facility reservations. Total reservations have increased 21%, since FY 2011-12.
- Technology Gains: The division recorded significant increases for both program (21%) and facility (25%) reservations, through WebTrac, the online reservation software.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Program Registrations					
Total number of Registrations Processed	4,006	3,959	4,800	4,800	4,800
Percent of on-line registrations taken through WebTrac	0%	29%	35%	50%	50%

DEAPR - continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Facility Reservations					
Total Number of Reservations Processed	2,226	1,437	2,000	2,000	2,000
Percent of on-line reservations taken through WebTrac	0%	11%	36%	36%	40%

FY 2013-14 Objectives

- Complete the Comprehensive Parks and Recreation Master Plan.
- Special Events: Organize and conduct a Farm-to-Table field trip, at the future Blackwood Farm park site. Celebrate Earth Day with an environmental education event, in coordination with the town of Hillsborough's Last Friday event.
- Coordinate, with Orange County municipalities, a Phase 2 of the Interactive Parks Locator Map to include countywide trails and greenways.
- Develop plan for limited opening of Blackwood Farm Park, with identified resources and activities, in spring 2014. Continue a multijurisdictional effort in the development of the Hollow Rock Access Area of the New Hope Preserve.
- Work within a team environment on the Northern Human Services Project. Coordinate community meetings on future of Northern Human Services Center; work with Asset Management staff to develop plan for architectural design options and community dialogue re planned new/renovated facility.
- Develop partnerships with numerous public, private and non-profit entities in the provision of parks and recreation services.
- Event Management: Administer contracts and leases (e.g. Farmers Market) and serve as liaison to events on County grounds (e.g. Hog Day).

Budget Highlights

- Motor Pool: Increase (\$9,580) reflects needed repairs, increased fuel costs and a \$0.05 mileage rate increase, in FY 2013-14.
- Fee Schedule Request: Proposed changes, effective July 1, 2013, include eliminating the cost ranges for tournament vending permits (\$100 per day, formerly \$100-\$300), setting a firm rate for recreation equipment rentals (\$25 per use, formerly staff determined) and creating a drop-in pass program at Central Recreation Center (\$3 per day, \$15 semi-annually, \$15 annually).

DEAPR: Natural and Cultural Resources Division

Major Services

- The Natural and Cultural Resources (NCR) Division provides a wide range of services in the areas of land conservation; water resources policy analysis; protection of significant historic/cultural resources agricultural land preservation, and efforts to implement the long-term goal of environmental responsibility in county government.

DEAPR - continued

- The Lands Legacy Program works to conserve high priority natural and cultural resource lands, with landowners and other partners (e.g., land trusts, universities, other jurisdictions).
- The Local Historic Landmark Program recognizes properties and groups of properties (districts) with local historic and architectural significance. Once designated, individual local landmarks are eligible for a 50% property tax deferral. All designated properties (individual and districts) are subject to a design review process prior to making exterior changes. The program is administered through the Historic Preservation Commission.
- Orange Well Net is a groundwater, observation well network established by the County and other partners in 2010. The network currently includes six bedrock wells that monitor fluctuations in bedrock groundwater levels. This information is used to inform the public and officials about groundwater supply issues, including the impact of natural phenomena (such as drought) on groundwater in Orange County. Groundwater levels are collected hourly, and this information is made available to the public on the NC Division of Water Resources web page.
- H2Orange is a multi-departmental initiative, led by DEAPR NCR, to share information on County water resources, including: reservoir levels, surface water data, drought information (historic/current), water conservation, stormwater and erosion control information, and weather.
- The goal of Environmental Responsibility in County Government was adopted by Orange County in December 2005. DEAPR works with other county departments to implement objectives that support the goal of performing County functions with sensitivity and ethics that promotes environmental responsibility and leadership.
- The NCR Division maintains a comprehensive database of significant natural and cultural resources in Orange County. These data are updated regularly; most are available electronically for use by other County departments, other jurisdictions, partner entities, and the general public.

FY 2011-12 Outcomes

- Secure and fund permanent conservation easement to protect Thompson farm (40 acres).
- Acquired 1.07-acre addition to the Sevenmile Creek Preserve (Brooks' donation).
- Developed request for new County water allocation from Jordan Lake, with assistance from other departments.
- Helped a landowner designate the Captain John S. Pope Farm as an Orange County Local Historic Landmark and listed on the National Register of Historic Places.
- Organized the 2013 Agricultural Summit.
- Prepared joint NCDOT application for proposed Old Well to Jordan Lake Scenic Byway.

DEAPR - continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Land conservation and landmark preservation.					
Land conserved through Lands Legacy Program (acres)	11	439	40	41	108
Local landmarks designated through Local Landmark Program	1	0	1	1	1
Grant funds received for completing County land conservation projects	\$322,000	\$95,000	\$0	\$0	\$205,000
Service: Manage the Orange Well Net network.					
Ground water monitoring wells established by Orange Well Net	3	3	0	0	1

FY 2013-14 Fiscal Year Objectives

- Work with IT to post the Historic Properties Inventory, on the Orange County web site.
- Complete one farmland conservation easement with federal/state grant funds.
- Acquire land for the future Bingham District Park.
- Acquire landowner agreements for new segments of the NC Mountains-to-Sea Trail.
- Add new wells, in needed geologic zones or locations, to Orange Well Net.
- Designate a new Orange County Local Historic Landmark.
- Conduct the 2014 Agricultural Summit.

Budget Highlights

- Manager Recommended Budget includes \$20,000 to construct 1-2 secure well-net monitoring sites.

DEAPR: Parks Division

Major Services

- Manage approximately 1,674 acres of County parks, grounds and landscape areas. Maintain 8 County parks (562 acres) and County grounds/landscape areas (60 acres). Coordinate with Natural and Cultural Resources Division to manage and provide stewardship on 6 future park sites (553 acres), and 5 public open-spaces/preserves (459 acres).
- Preserve the quality of all County parks, play structures, athletic fields and facilities and meet codes and standards, where applicable. Increase playing season duration while maintaining and improving fields, safety and park patron experience.
- Conduct Environmental Education and nature programs and special events to various age groups at Little River Park and for school classes and groups.

DEAPR - continued

FY 2012-13 Outcomes

- All County Parks, public open space and grounds/landscape areas are maintained to a high level of excellence, per the standards developed and implemented by the Superintendent of Parks, using various reference materials from the NPRA, Park management Standards, Sports Turf Association.
- Increased reservations and public use of County athletic fields in response to community needs. Remained open two months longer.
- Conducted 46 Environmental Education classes and 2 Arbor Day programs, which increased programming and public involvement. Numerous special events were held (e.g. Arbor Day and participation in Earth Day celebrations).
- County park playgrounds meet or exceed all safety standards or regulations.
- Prompt response to work orders pertaining to missing or newly required County road signs.
- Monthly safety and Divisional meetings conducted, ensuring that employees are instructed and updated on proper safety standards and county rules and regulations.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Maintain parks and grounds/landscape areas.					
Park Acreage Maintained	542	562	562	562	612
Grounds and Landscape Areas	47	60	60	60	70
Provide stewardship support and management of Lands Legacy future park and preserve sites (number of sites)	5	6	7	7	7
Service: ensure adequate and appropriate maintenance of facilities and equipment.					
Number of fields where annual maintenance is performed (e.g. aeration, seeding)	13	14	14	14	15

FY 2013-14 Objectives

- Maintain County parks and grounds/landscape areas; manage and assist in stewardship of future park sites, open space lands and future preserves. Maintain all Park Playgrounds to meet or exceed NPSI and ASTM codes and standards.
- Open, on a part-time basis, the Blackwood Farm Park, based on an operations plan to be presented in fall 2013.
- Develop and Implement Meadow and Wildlife Enhancement programs, with pilot project at Blackwood Farm Park.
- Explore expanded usage of playing fields, and the potential for alternative playing field surfaces.
- Design and install five (5) miles of new hiking trails at Seven Mile Creek and Hollow Rock.
- Conduct a minimum of four (4) Arbor Day celebrations, in collaboration with local schools, and expand Environmental Education programs beyond Little River Park to include Blackwood Farm Park.

DEAPR - continued

- Continue participation in the Boy Scouts of America Eagle Scout award program and use Eagle Scout projects to augment park facilities. The division assisted two boy scouts in becoming Eagle Scouts, in FY 2012-13.

Budget Highlights

- The Parks Division continues to experience increasing deferred equipment costs (replacement, repair and maintenance), and an increase in motor pool costs due to fuel prices. Some of the most-pressing of these needs are included in the budget.
- Increases in seasonal staff reflect the limited opening of Blackwood Farm Park and FY 2012-13's living wage increase. In the last four years, the County has opened three parks without additional full-time staff. Historically, seasonal staff has been hired to address the dramatic increase in park usage during April-October.

DEAPR: Recreation Division

Major Services

- Coordinate recreation programs for youths and adults, including athletic leagues, instructional programs, special population classes and summer camps. Partner with community organizations to provide requested services to the community, in a low-cost and all-inclusive manner.
- Provide orientation for parents and training for coaches who participate in youth athletic leagues or programs. Parent Orientations introduce parents to the benefits of youth sports and proper behavior for supporters, during athletic games and practices. The Volunteer Coaches Training Program teaches coaches on the skills of teaching youth sports in a positive, fun, and cultivating atmosphere. Coaches receive criminal background and sexual predator checks, every two years.
- Manage the scheduling, billing and rental supervision of the County's recreational facilities: Fairview Park's tennis courts, basketball court and softball field; Eurosport Soccer Center's five full size soccer fields, Cedar Grove Community Park's three ball fields; Efland Community Park's three ball fields and football field; Central Recreation Center's gymnasium and two multipurpose rooms; and the Efland Community Center.

FY 2012-13 Outcomes

- In FY 2012-13, County recreational facilities served over 40,000 Orange County residents and generated \$38,000.
- Implemented youth and adult running programs, meeting a need indicated on community interest surveys. In total, 53 residents competed in area 5K races, many for the first time, accomplishing the division's mission of promoting healthy lifestyles. "Ready, Set, Run," for youth ages 7 to 12, had 15 participants in a fall session and 20 participants in a spring session. Community Couch-to-5K for adults had 18 participants in a spring session. The running programs combined generated \$2,745 in revenue.
- Held a free Movie-in-the-Park showing, during the fall and spring, at River Park in downtown Hillsborough. Fall's performance of "Yogi Bear" was attended by over 250 people.
- Hosted 10 Parent Orientations and 5 volunteer training classes. In 2012, 204 coaches completed the background check process.

DEAPR - continued

- The Special Populations inclusion policy and medication policy ran for its first full year. Ninety-three Orange County residents participated in recreation and athletic programs without limitations. The medication policy was successfully incorporated into all spring and summer camps. Forty-one participants were able to participate in our programs while taking medications under their physicians care and with our support.
- Increased Eurosport Soccer Center field reservations by 35.3%, with the addition of eight new tournaments. Eurosport Soccer Center rental revenues are projected to increase by 58% with concession revenues increasing by 73%. Total revenues at Eurosport Soccer Center are projected at \$63,000, for FY 2012-13.
- Facilitated recreational summer camps. The program hosted 281 classes, served 4,500 Orange County participants, and generated \$256,000 in General Fund revenues.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Development and implementation of a wide range of recreation programs.					
Adult physical fitness healthy lifestyle:					
Programs	68	76	76	76	74
Participants	873	1,170	1,170	1,200	1,000
Service: Recreation Division facility management and rental supervision.					
Recreation facility usage (in hours)	1,844.00	5,902.23	2,100.00	5,854.50	5,900.00
Recreation facility revenue	\$42,739	\$52,971	\$35,483	\$55,751	\$43,005
Recreation facility attendance	129,174	218,000	201,548	220,000	200,000

FY 2013-14 Objectives

- Implement convenient, online training options for Parent Meeting and Coaches Training. Current information and training sessions are in-person and mandatory, which creates scheduling conflicts.
- Improve volunteer coaches screening beyond the department's current criminal background and sexual predator checks. Institute interview and review process to assure that coaches' beliefs and philosophies align with the mission and objectives of Orange County DEAPR – Recreation Division youth athletic leagues. Improve in-season review and training mechanisms to assist in teaching and developing coaches for the betterment of all youth league participants and families.
- Establish a volunteer advisory board for Orange County DEAPR Youth Soccer. A board currently exists for the Basketball League (679 participants summer 2012 and winter 2013), but a similar advisory structure does not exist for the Soccer League, which is of comparable size (666 participants spring 2012 and fall 2012).

Budget Highlights

- Participant Insurance: The department will fund participant insurance (\$9,000) for all youths, in FY 2013-14. The funds will provide each participant with adequate recreation insurance and a proposed fee increase will offset the cost.
- Efland Cheeks: Increased seasonal staff (\$3,850) will provide building supervision and program assistance at the Efland Cheeks Community Center for the United Voices of Efland and the Efland Community.

DEAPR - continued

- Revenue Increases: Increased FY 2013-14 budget (\$18,067), at Eurosport Soccer Center, based on additional field and tournament revenues in FY 2012-13.

DEAPR: Soil and Water Conservation

Major Services

- Inform County citizens of regulatory and incentive programs related to conservation and protection of agriculture, soil, water, and other natural resources issues. Provide land use recommendations, agricultural conservation planning, nutrient management planning, and technical assistance to landowners, homeowners, schools, municipalities, and other public and private groups.
- Improve water quality and protect natural resources in with State and Federal technical and financial incentive programs, for land users. These programs include:
 - NC Agricultural Cost Share Program (NCACSP)
 - NC Community Conservation Assistance program (CCAP)
 - USDA Farm Bill-Environmental Quality Incentives program (EQIP)
 - Conservation Reserve Enhancement Program (CREP)
 - Drought Appropriations (DA)
 - NC Impaired and Impacted Streams (IIP)
 - Agriculture Water Resources Assistance Program (AgWRAP)
 - Jordan Lake 319/Falls Lake 319 Best Management Practice funds (JL-319 or FL319)
 - USDA-Farm and Ranchland Protection program (FRPP)
 - NC Agriculture Development and Farmland Preservation Trust Fund (ADFP)
 - Orange County Voluntary / Enhanced Voluntary Agricultural District (VAD/EVAD)
- Provide technical assistance to agricultural landowners to meet the State mandated nutrient reductions in the Jordan Lake and Falls Lake watersheds (covers over 95% of Orange County).
- Promote the USDA-FRPP, NC-ADFP, VAD/EVAD, and other programs of interest, to landowners that encourage preservation and conservation of agriculture lands and natural areas.
- Support the Voluntary Agricultural District (VAD) and Enhanced Voluntary Agricultural District (EVAD) Programs, for qualifying farmers. VAD participants enroll in a revocable, 10-year conservation agreement and receive recognition, waiver from water and sewer assessments, and protection from nuisance and condemnation suits. EVAD participants enroll in an irrevocable 10-year conservation agreement receive additional benefits such as cost share assistance and an expanded bona fide farm status for zoning purposes.
- Enhance citizen awareness of Natural Resource Conservation through educational programs

FY 2012-13 Outcomes

- Provide technical and financial assistance to landowners; planning and designing BMP's to treat water quality problems. Assess treatment needs for animal operations and cropland relative to water quality and soil erosion issues; installation of best management practices (BMP's) treating agricultural sediment and nutrient runoff problems.

DEAPR - continued

- Promote best land use and total resource management systems; agricultural conservation planning that includes sediment and nutrient reduction, wildlife enhancement, water quality improvement; and reforestation through available cost share/incentive programs.
- Provide technical assistance to urban landowners; assessment, planning and designing BMP's to retrofit and treat water quality concerns with sediment and storm water runoff problems. Continue successful abandoned well closure program working directly with and using guidelines from the Orange Co. Environmental Health Dept. and the NC Division of Water Quality
- Assist DEAPR/Natural and Cultural Resources division with technical assistance, development and review of agricultural conservation plans, assist with yearly status reviews of conservation easements secure state and federal funding for the Orange County agricultural conservation easement program.
- Increase awareness and enrollment in the VAD/EVAD program available to agricultural operations. Project an enrollment increase of 65% (4,500 acres), by June 2013.
- Promote natural resources educational opportunities by assisting schools/teachers/home-schoolers with developing outdoor classrooms, farm trips, mini-grants program, teachers' workshops, environmental field days, local, state and national Envirothon contest, and free resource materials.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Help conserve natural resources and promote good agricultural practices through agricultural and resource conservation cost-share programs.					
Allocate funds encumbered/contracted with agricultural land users with ACSP, DA, IIP, AgWRAP, CREP, JL 319 funds	\$71,470	\$133,982	\$102,000	\$111,443	\$104,000
Allocate funds encumbered/contracted with urban land users with CCAP*	\$26,580	\$17,120	\$3,850	\$3,850	\$4,000
Allocate USDA-EQIP funding for installation of conservation practices*	\$120,000	\$115,000	\$120,000	\$120,000	\$120,000
Apply for State/Federal Farmland Protection Program funding for easements (match funding \$)	\$150,000	\$0	\$0	\$50,000	\$50,000
Farmland Enrolled in VAD/EVAD program (total acres)	2,540	2,956	3,500	4,500	6,000
Promote natural resources; assist citizens with information; educational opportunities, (no. of individuals)	2,200	2,100	2,400	2,800	2,400

*Note: Based on available grant funding.

FY 2013-14 Objectives

- Maintain a high level of customer service through agriculture implementation of best management practices (BMP) that will improve soil and water quality in watersheds and utilization of incentive programs.
- Increase awareness and advance County, state and federal programs that provide education, technical and financial assistance to agricultural and non-agricultural landowners, public and private, to protect Orange County's natural resources.

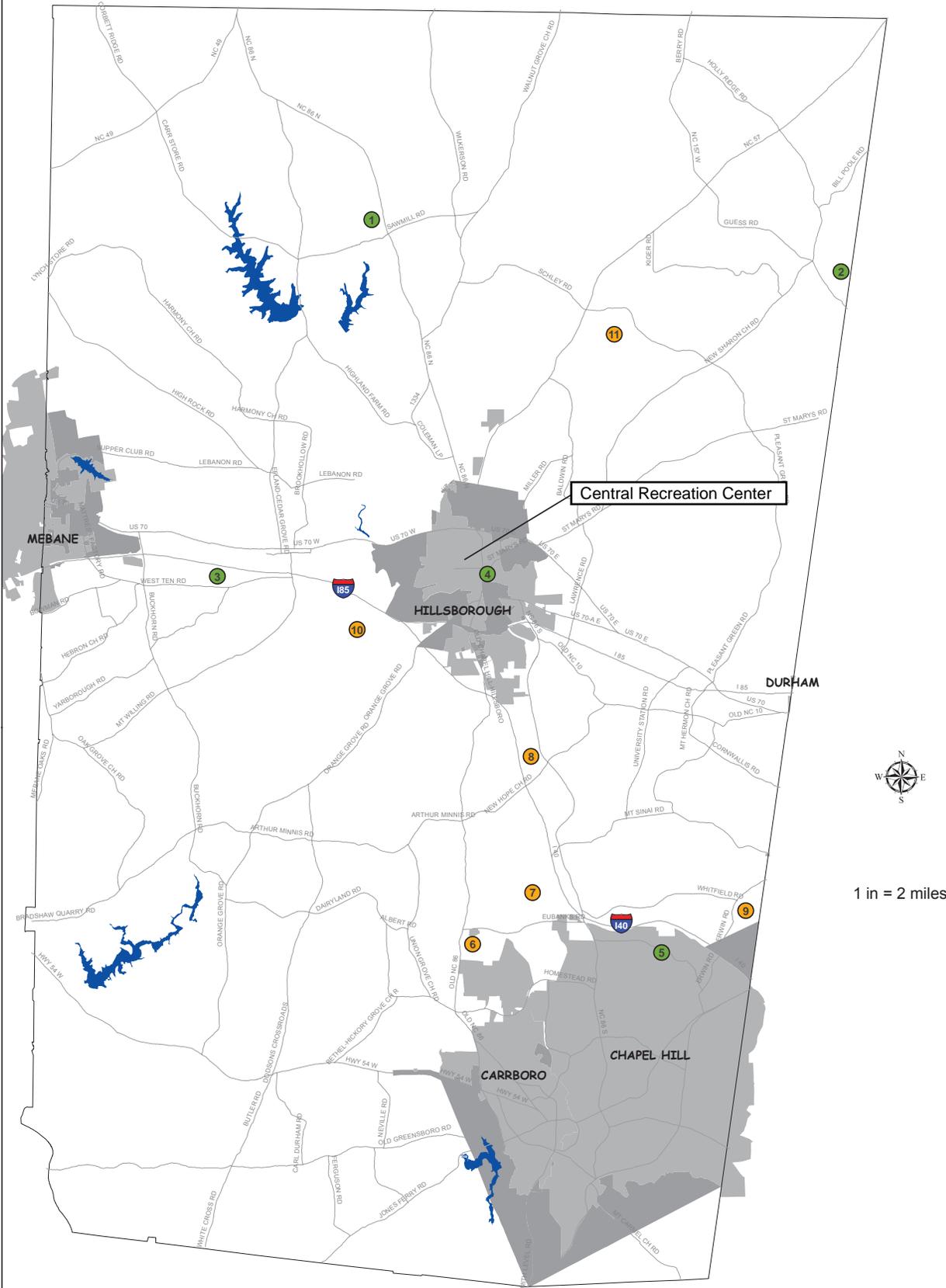
DEAPR - continued

- Provide assistance to agricultural landowners in meeting the required nutrient reductions goals in the Jordan Lake and Falls Lake Watersheds to meet state mandated rules. Provide watershed BMP updates and technical information to NCDA-Soil and Water Conservation, NC Division of Water Quality, and NC Environmental Management Commission as requested.
- Assist DEAPR/Natural and Cultural Resources division with review of conservation plans and securing state and federal funding for the Orange county Farm Preservation/purchasing development rights on agricultural lands, and assist with yearly status reviews of conservation easements.
- Heighten awareness of VAD/EVAD program to qualifying agricultural operations. Increase conservation agreements with landowners to protect and enhance County agriculture lands.
- Increase awareness to citizens about the importance of conservation and preservation of natural resources through educational programs and workshops, for students and adults.

Budget Highlights

- No significant budget changes, in FY 2013-14.

Orange County Current and Proposed Park Locations



Legend



- Existing Parks
- 1. Cedar Grove Park
- 2. Little River Regional Park
- 3. Eurosport Soccer Center
- 4. River Park
- 5. Cedar Falls Park



- Future Parks
- 6. Twin Creeks (Moniese Nomp) Park
- 7. Millhouse Road Park
- 8. Blackwood Farm Park
- 9. Hollow Rock Access Area / New Hope Creek Preserve
- 10. Upper Eno Nature Preserves
- 11. Northeast District Park

— Main roads

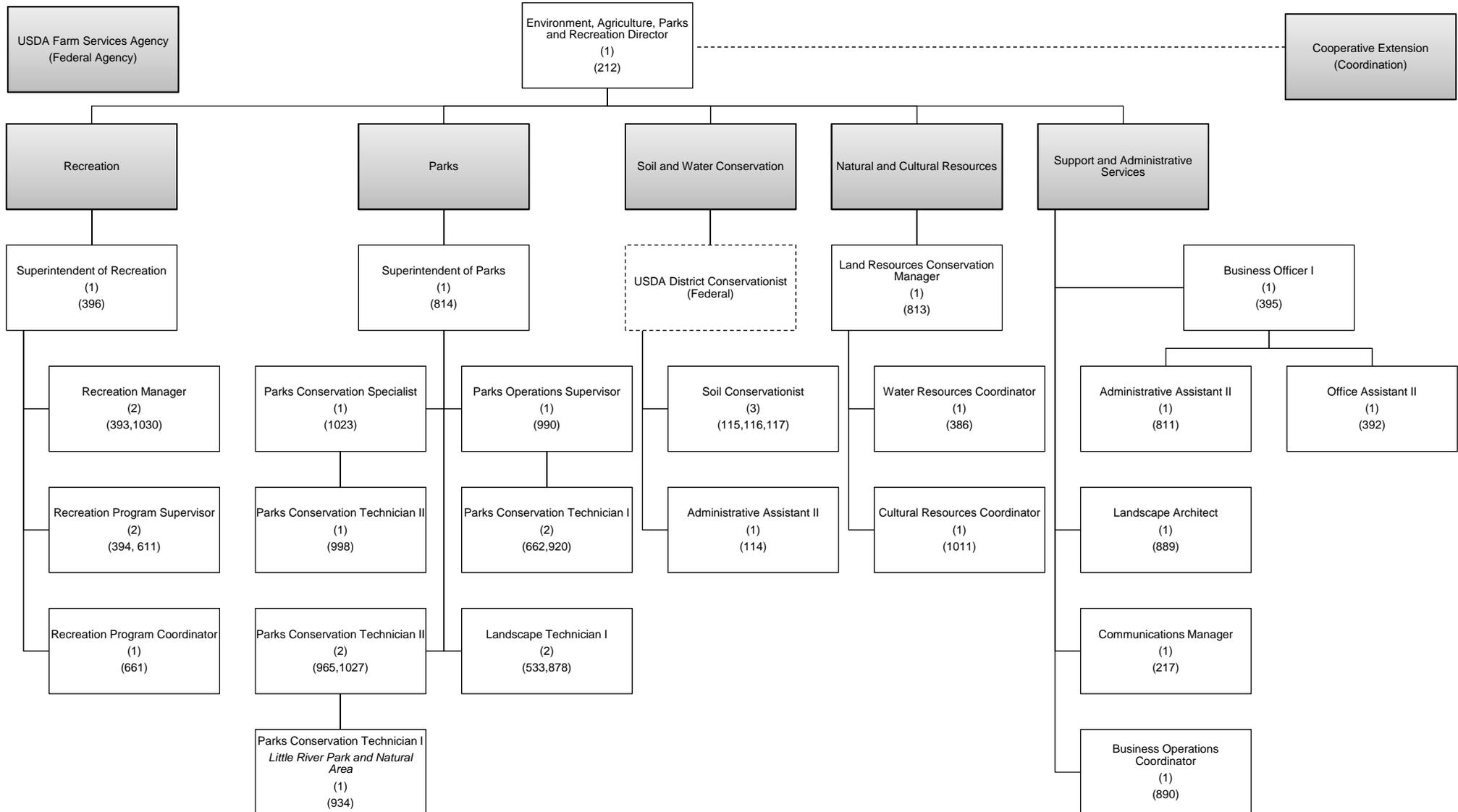
■ Towns

■ Municipal ETJs

■ Lakes



Department of Environment, Agriculture, Parks & Recreation



FY 2013-14

Recommended

Debt Service

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Debt Service (General Fund)						
School Debt Service						
Principal - GO Bonds	11,157,348	10,775,706	10,694,530	10,694,530	9,618,676	9,618,676
Principal - Non-GO Debt	5,274,477	4,607,605	2,785,489	2,785,489	4,339,655	4,339,655
Interest - Non-GO Debt	1,750,857	1,402,150	1,209,569	1,209,569	2,674,219	2,674,219
Debt Service Reserves	0	0	663,196	663,196	0	0
Total School Debt Service	\$ 18,182,682	\$ 16,785,462	\$ 15,352,784	\$ 15,352,784	\$ 16,632,550	\$ 16,632,550
County Debt Service						
Principal - GO Bonds	1,554,415	1,456,825	1,495,394	1,495,394	1,729,919	1,729,919
Interest - GO Bonds	972,551	647,389	947,488	947,488	1,043,124	1,043,124
Principal - Non-GO Debt	4,617,115	5,164,477	4,499,762	4,499,762	4,184,744	4,184,744
Interest - Non-GO Debt	3,298,886	2,408,973	3,255,647	3,255,647	2,019,449	2,019,449
Total County Debt Service	\$ 10,442,967	\$ 9,677,663	\$ 10,198,291	\$ 10,198,291	\$ 8,977,236	\$ 8,977,236
Total Debt Service Expenditures	\$ 28,625,649	\$ 26,463,124	\$ 25,551,075	\$ 25,551,075	\$ 25,609,786	\$ 25,609,786

These funds repay principal and interest due on non-enterprise fund debt. This includes outstanding voter approved General Obligation (GO) bonds and other alternative financing issuances related to School and County capital projects.

Debt Management

Orange County's primary objective in managing the amount of debt issued to meet long-term capital needs is to keep the level of indebtedness within available resources. The Board has a longstanding Debt Management Policy that establishes parameters, procedures and other objectives related to debt issuance. A major benchmark included in the Policy provides for the County's annual non-enterprise fund debt service payments to be no more than 15 percent of the County's total General Fund budget. Fifteen percent of the fiscal year 2013-14 recommended General Fund Budget equals \$27,888,179 compared to our anticipated debt service payments of \$25,609,786. The table below compares the County's current level of debt with the levels outlined in the Debt Management Policy.

Debt Service – continued

County's Debt Level for Fiscal Year 2013-14			
	Per County's Adopted Debt Management Policy	Legal Debt Limit per NC General Statute	As Included in FY 2013-14 Recommended Budget
Annual Debt Service Payments as a Percentage of General Fund Expenditures	No greater than 15%	N/A	13.8%
Total Outstanding Debt as a Percentage of Total Assessed Valuation	No greater than 3%	No greater than 8%	1.38%

Bond Ratings

Current bond ratings for the three rating agencies are as follows:

- Fitch – AAA with a positive outlook
- Standards and Poors – AAA with a positive outlook
- Moody's – A1 with a positive outlook

Economic Development

Phone Number: (919) 245 - 2325

Website: <http://GrowInOrangeNC.com>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						Account: 600
Personnel Services	316,114	268,666	289,507	290,431	309,207	309,207
Operations	54,491	67,230	83,070	69,124	83,070	83,070
Capital Outlay	1,199	22,289	0	0	0	0
Total Expenditures	\$ 371,804	\$ 358,184	\$ 372,577	\$ 359,555	\$ 392,277	\$ 392,277
<i>Offsetting Revenues</i>	<i>(12,000)</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
County Costs (net)	\$ 359,804	\$ 358,184	\$ 372,577	\$ 359,555	\$ 392,277	\$ 392,277
Total Economic Development and Related Expenditures	\$ 371,804	\$ 358,184	\$ 372,577	\$ 359,555	\$ 392,277	\$ 392,277

Mission Statement

The Economic Development office strives to make Orange County a smart, innovative place in which to live and work. Orange County encourages the recruitment of high tech investments in sustainable technologies that provide jobs for county residents and increase the non-residential tax base. By seeking to attract these knowledge-based investments in growth business clusters, we endeavor to enhance the financial well-being and quality of life for our residents.

Major Services

- Operate targeted programs to strengthen and market the local economy through business development, capital investment, and job growth.
- Provide guidance to new, expanding, and relocating businesses to include entrepreneurs, high tech manufacturing, agriculture, arts, and tourism.
- Oversee activities of the Chapel Hill/Orange County Visitors Bureau and the Orange County Arts Commission.
- Provide financing for small businesses and local entrepreneurs through the Orange County Small Business Loan Program.
- Provide county-wide business, economic and demographic data to stakeholders through our website, presentations and printed materials.
- Market the county's available commercial/industrial buildings and economic development sites to businesses, prospects, and site selection consultants.

FY 2012-13 Outcomes

- Outreach: Increased County site visits by investors and business prospects, by 5% (12). Engaged with the North Carolina Department of Commerce, the Research Triangle Regional Partnership and site selection consultants in presenting a credible economic story to respective staff and developers.

Economic Development – continued

- Prepared economic development publications on small businesses and the local economy (free, upon request). Continued work on marketing efforts and infrastructure improvements for all Economic Development Districts (EDDs). Site data sheets were developed for sites in the EDDs. BOCC approved rezoning of 700 acres and awarded a \$4.2 million water/sewer contract, for EDDs.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Attract new economic opportunities, to Orange County.					
Number of Request for Information (RFI) to commercial prospect inquiries.	N/A	1	35	35	40
Change in visitor frequency (developers, prospects, businesses) from prior year	0	5%	10%	10%	25%
Service: Market Orange County's business advantages through business development and job growth.					
Web contacts	56,000	75,000	125,00	100,000	125,000
Number of businesses	3,652	3,793	3,850	3,850	3,900
Orange County employment	64,429	65,908	65,000	65,000	68,000
Service: Provide guidance and resources to new, expanding and relocating businesses.					
Small Business and Technology Development Center local clients	164	225	225	225	225
Small Business Loan (approvals/applications)	3/7	2/5	4/8	4/8	5/8
Percentage increase of existing business (visitation/interview)	N/A	10%	10%	10%	25%
Service: Increase the economic vitality of Orange County through leveraging of partnership with NC Department of Commerce.					
RFIs submitted to the Department of Commerce	N/A	1	10	10	35
Current Projects	N/A	N/A	1	1	1
Service: Foster recruitment and retention of a skilled workforce - attract skilled workers to match requirements of key industries.					
Unemployment Rate	6.7%	6.7%	6.2%	6.2%	6.0%
Workforce	64,429	65,908	65,908	65,000	68,000

FY 2013-14 Objectives

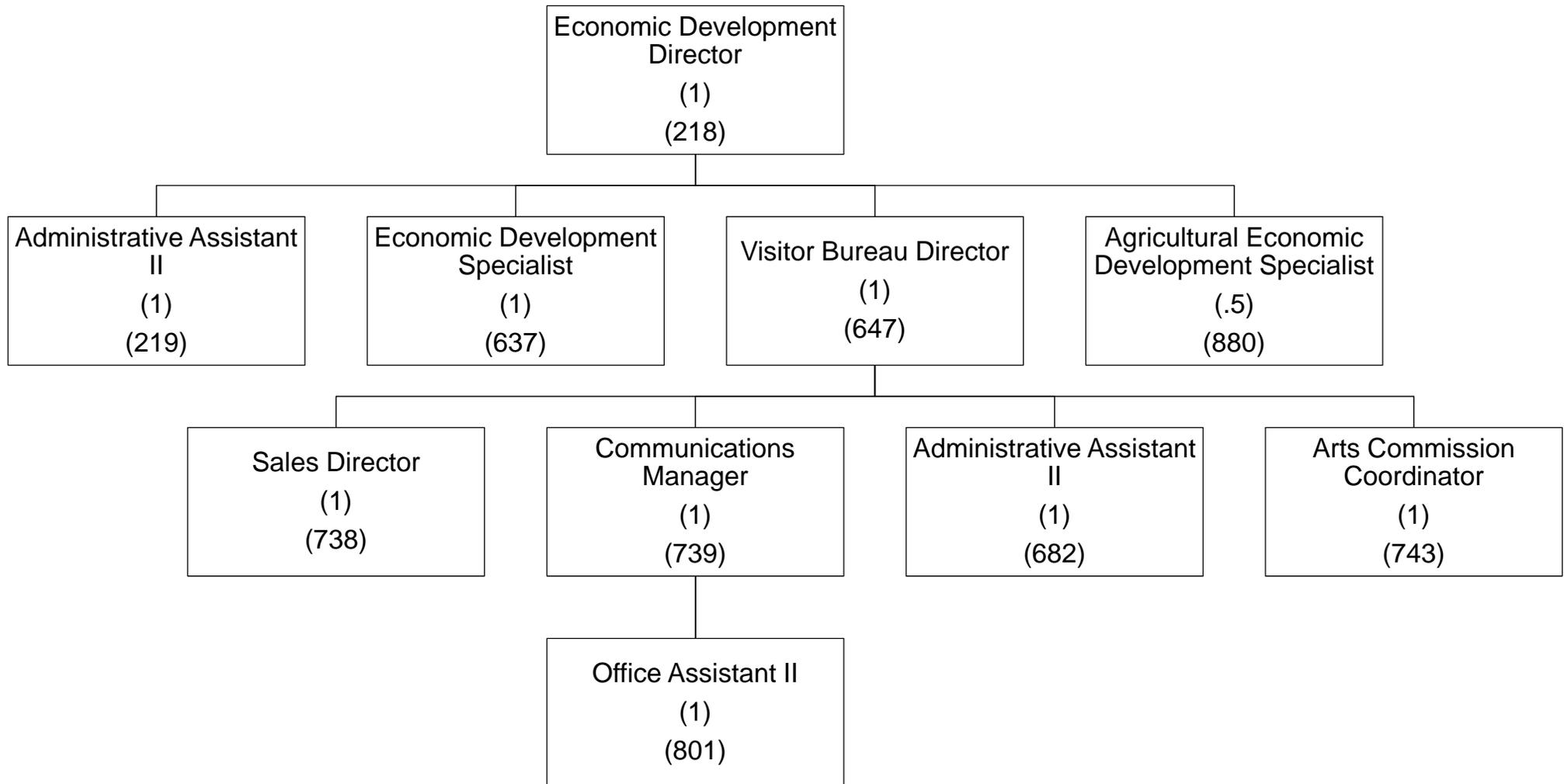
- Increase the percentage of corporate inquiries and prospect visits, by 15% each.
- Refine the department's marketing materials, advertising outreach, and networking and increase generation of business prospects within the county's Economic Development Districts.
- Develop new ways to encourage agricultural economic development and leverage the county's tourism assets toward business recruitment.
- Increase the number of Orange County Small Business Loan Program applicants and loans approvals.

Budget Highlights

- Note: The Article 46 Quarter-Center Sales Tax has its own section within the budget document, which outlines tax-funded economic development initiatives.

Economic Development

(Including Arts Commission & Visitors Bureau)



Education

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Local School Systems						
Current Expenses (General Fund)						
Orange County Schools	22,777,272	23,069,574	24,021,695	24,021,695	25,489,450	24,439,208
Chapel Hill/Carrboro City Schools	36,594,720	36,305,808	38,368,205	38,368,205	43,553,040	39,027,496
Total General Fund Expenses	\$ 59,371,992	\$ 59,375,382	\$ 62,389,900	\$ 62,389,900	\$ 69,042,490	\$ 63,466,704
Recurring Capital						
Orange County Schools	1,150,800	1,165,500	1,155,000	1,155,000	1,155,000	1,155,000
Chapel Hill/Carrboro City Schools	1,849,200	1,834,500	1,845,000	1,845,000	1,845,000	1,845,000
Total Recurring Capital Expenses	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
Long Range Capital						
School Capital	5,159,091	5,453,620	3,724,849	4,780,703	3,724,849	3,724,849
Total Long Range Capital Expenses	\$ 5,159,091	\$ 5,453,620	\$ 3,724,849	\$ 4,780,703	\$ 3,724,849	\$ 3,724,849
Debt Service						
Principal & Interest Schools GO Bonds	11,157,348	10,775,706	10,694,530	10,694,530	9,618,676	9,618,676
Principal Non-General Obligation	5,274,477	4,607,605	2,785,489	2,785,489	4,339,655	4,339,655
Interest Non-General Obligation	1,750,857	1,402,150	1,209,569	1,209,569	2,674,219	2,674,219
Debt Service Reserve	0	0	663,196	663,196	0	0
Total Debt Service Expenses	\$ 18,182,682	\$ 16,785,462	\$ 15,352,784	\$ 15,352,784	\$ 16,632,550	\$ 16,632,550
Other School-Related Programs						
School Health Nursing Initiative	610,450	630,040	683,706	683,706	820,501	683,706
School Resource Officers	531,255	529,410	531,405	542,033	545,514	545,514
School Social Workers	634,774	609,461	692,283	644,936	692,283	692,283
Reserve for Fair Funding for Schools	988,000	988,000	988,000	988,000	988,000	988,000
Total Other School-Related Expenses	\$ 2,764,479	\$ 2,756,910	\$ 2,895,394	\$ 2,858,675	\$ 3,046,298	\$ 2,909,503
Total Local School Systems Expenses	\$ 88,478,244	\$ 87,371,374	\$ 87,362,927	\$ 88,382,062	\$ 95,446,187	\$ 89,733,606
Durham Technical Community College (DTCC)						
Current Expenses (General Fund)						
Durham Technical Community College	537,521	537,521	529,450	529,450	540,000	540,000
Total General Fund Expenses	\$ 537,521	\$ 537,521	\$ 529,450	\$ 529,450	\$ 540,000	\$ 540,000
Recurring Capital						
Durham Technical Community College	15,000	39,000	40,000	40,000	50,000	50,000
Total Recurring Capital Expenses	\$ 15,000	\$ 39,000	\$ 40,000	\$ 40,000	\$ 50,000	\$ 50,000
Debt Service						
Principal & Interest Non-GO Bonds	310,764	303,304	295,843	295,843	295,843	295,843
Total Debt Service Expenses	\$ 310,764	\$ 303,304	\$ 295,843	\$ 295,843	\$ 295,843	\$ 295,843
Total Durham Technical Community College Expenses	\$ 863,285	\$ 879,825	\$ 865,293	\$ 865,293	\$ 885,843	\$ 885,843
Total Education Expenditures	\$ 89,341,529	\$ 88,251,199	\$ 88,228,220	\$ 89,247,355	\$ 96,332,030	\$ 90,619,449

Note: In addition to the funding outlined here, in fiscal year 2013-14 Chapel Hill Carrboro City Schools anticipate receiving approximately \$19.38 million from its special district tax proceeds.

Education – continued

Local School Systems

In North Carolina, each county is responsible for supplementing state and federal appropriations to public education. Local current expense appropriations are allocated to each school system based on an equal amount per pupil. In addition, counties provide funds to each system for recurring and long-range capital projects. School systems in North Carolina do not have separate taxing authority and are not allowed to issue debt for school construction and renovation projects. Therefore, issuance and repayment of long-term debt, such as general obligation bonds and private placement loans, are the responsibility of county government. Many school units in the state also have special district taxes. These voter-approved taxes, levied within the unit's boundaries, further supplement county funding.

Student Enrollment Projections

In accordance with North Carolina General Statutes, the State Department of Public Instruction (DPI) certifies the estimated number of students who will attend public school in each district during the next academic year. These numbers are available to the Boards of Education and Board of County Commissioners in March of each year and are often referred to as the March ADM (Average Daily Membership) numbers. DPI allows counties to modify these totals to incorporate the number of students residing in each district who are expected to attend charter schools the following academic year. The resulting total projected student populations for each system are multiplied by the per pupil appropriation approved by the Board of County Commissioners to determine the total current expense appropriation for each district.

- **Student Enrollment Projections for the Orange County Schools**

Based on DPI projections, the Orange County School district enrollment for fiscal year 2013-14 totals 7,501, an increase of 81 students from the March 2012 projections. Budgeted charter school students total 254, less the out of district students of 89, brings the total district enrollment to 7,666. The number of charter students and out of district students are the same numbers as used in fiscal year 2012-13.

- **Student Enrollment Projections for the Chapel Hill-Carrboro City Schools**

The Chapel Hill-Carrboro City School District DPI projections total 12,256, reflecting an increase of 127 when compared to the March 2012 projections. Budgeted charter school students total 117, less the out of district students of 131, brings the total district enrollment to 12,242. The number of charter students and out of district students are the same as used in fiscal year 2012-13.

Education – continued

2013-14 Enrollment Projections

	CHCCS	OCS	Total
March 2013 Department of Public Instruction ADM Planning #s	12,256	7,501	19,757
Less: Out of District	<u>131</u>	<u>89</u>	<u>220</u>
	12,125	7,412	19,537
Plus: Budgeted Charter Students	<u>117</u>	<u>254</u>	<u>371</u>
Total Budgeted Students	12,242	7,666	19,908
	61.50%	38.50%	

Current Expense

As stated earlier, local current expense funding supplements State and Federal funds received by each district for the operation of the schools. North Carolina law requires boards of county commissioners to provide equal per pupil appropriations to each system in counties that have more than one school administrative unit, as is the case in Orange County.

It is important to note that the Chapel Hill-Carrboro City School system also receives proceeds from a special district tax approved many years ago by the voters of that district. At this time, the Orange County School system does not have a similar taxing authority.

The recommended fiscal year 2013-14 budget provides \$3,188 per student for each of the 19,908 students in the two school systems. This represents a \$21 per pupil increase from the \$3,167 per pupil approved for fiscal year 2012-13.

- **Current Expense Funding for the Orange County Schools**

The recommended budget increases the current year funding level by \$417,513 and brings the total appropriation in current expense funding to \$24,439,208.

- **Current Expense Funding for the Chapel Hill-Carrboro City Schools**

For the Chapel Hill-Carrboro City Schools, the recommended budget increases the current year funding level by \$659,291 and brings the total current expense funding for the District to \$39,027,496.

- **District Tax – Chapel Hill-Carrboro City Schools**

The special district tax rate for the Chapel Hill Carrboro City Schools is recommended to remain at 18.84 cents per \$100 assessed value for FY 2013-14. Each penny on the Chapel Hill-Carrboro district tax rate for fiscal year 2013-14 is expected to produce \$1,029,085. Anticipated revenue from this special tax is estimated to generate \$1,584 per student for the district. Projected revenue from district tax proceeds for fiscal year 2013-14 totals \$19,387,964.

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.

Education – continued

Schools receive the equivalent of approximately 2 cents on the tax rate for recurring capital. This amount is distributed to each district based on its share of the total number of students. For fiscal year 2013-14, the recommended budget provides total funding for recurring capital at \$3.0 million. Of the total, recurring capital for the Chapel Hill-Carrboro City Schools equals \$1,845,000, and Orange County Schools' allocation is \$1,155,000.

Long-Range Capital and School Capital Projects

The County plans and programs long-range school capital funding through the County's Capital Investment Plan (CIP). Projects are funded by a combination of State and local bonds, non-bond financing and pay-as-you-go funding sources. The latter include dedicated half-cent sales tax revenues and property tax earmarked under the Board's Capital Funding Policy.

Debt Service

These funds repay principal and interest due on School related debt including general obligation bonds and private placement loans.

Durham Technical Community College (DTCC)

The Orange County Satellite Campus of Durham Technical Community College, located at the Waterstone Development located just south of Hillsborough off Highway 86, opened in May 2008.

As with local school districts, counties in North Carolina are responsible for supplementing state and federal appropriations to community colleges. For the most part, counties are responsible for day-to-day operating costs such as utilities, security and custodians. Counties are not responsible for teaching staff.

The recommended budget provides a total of \$885,843 to DTCC for fiscal year 2013-14. This includes current expense funding of \$540,000, recurring capital of \$50,000 and debt service allocations of \$295,843.



**Board of Education's
Budget Request**

2013-2014

April 11, 2013

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BUDGET MESSAGE



Chapel Hill – Carrboro City Schools

2013-2014 Budget Message

The local budget that has been developed and recommended specifically addresses the needs of our school system and focuses on the priorities identified by the Board for 2013-14 at our recent Board planning meeting. The local budget requires an increase in the local per pupil expenditure. The majority of this increase is directly attributed to mandated cost increases, anticipated loss of grant funds, and the opening of Northside Elementary School. We are recommending additional funding to lower class sizes at the elementary and high school level. We are also recommending a small increase in expenditures to support professional development and curriculum development to improve instruction and continue our focus on Common Core implementation. Finally, we have included some initial recommendations to address ongoing safety and security needs and a small amount of funding to support general administrative operating needs. All along we have looked for opportunities to restructure or reallocate our existing budgets to minimize our total budget request.

Background Information

Since the 2009-10 budget year, school districts across the country have been dealing with the impacts of the Great Recession. Our district is no exception. Over the past several years we have eliminated nearly \$8 million dollars in expenditures and absorbed an average of nearly \$1 million dollars per year (\$4.5 million over 5 years) in mandated cost increases. Each year the district has addressed the discretionary reduction from the state by reducing teacher and teacher assistant positions and we have avoided more significant reductions through the increased use of fund balance as part of a multiple year strategy. This is anticipated to be the final year that the district is able to utilize fund balance at an increased level to fund recurring expenditures.

In developing the budget, we were faced with a variety of budget drivers that impacted our work. These budget drivers included continued student enrollment growth, continued mandated cost increases (health insurance and retirement match), the potential loss of federal funds as a result of sequestration and expiring grants, concerns about class sizes, ongoing safety and security needs, unknowns at the state level, and the need to fund the operational expenses associated with the opening of Northside Elementary school. We also received and considered millions of dollars of identified needs from our schools and program leaders. Finally, the budget was developed using the same initial appropriation of fund balance as was used this year.

Local Revenues and Expenditure Changes

The recommended local budget will require additional revenues totaling \$5,401,723. We have estimated that our enrollment will increase by 127 students next year. At the current per pupil expenditure level, the projected increase in revenue would be \$593,761. Other Local revenue projections have been updated and net to a revenue reduction of \$69,634 mainly due to the loss of interest income revenue. The recommended budget would require an increase of \$393 in the per pupil expenditure over what was approved by the County Commissioners for the current fiscal year.

Mandated Cost Increases

The Board's budget includes mandated cost increases and continuation expenses for medical insurance and retirement match, as well as a 1% salary increase for locally paid employees based on the Governor's proposed budget. We have funding budgeted to provide an additional bonus to staff so that each full time employee receives an increase in pay of at least \$500 next year. The recommendation also includes the funding necessary to fund increases in school supplies for the additional students. In total, our cost increase associated with growth and state mandates is \$878,607.

Continuation of Current Services

We are also requesting funding to maintain needed current positions and programs. Instructional coaching positions, professional development, and programs and services that serve disadvantaged students are all seen as critical. The majority of these have been funded through federal funds. The Race to the Top funds have been exhausted and other federal funds are subject to sequestration. In total, we are requesting \$1,132,850 to maintain these needed positions and services.

Recommended Budget Additions

Operating funds to open Northside Elementary (\$1.9 million) is a priority funding request from the district. Additionally, \$2.4 million in expansion requests have been recommended. They are categorized and summarized in the budget attachments.

The great majority (\$1.9 million) of these additions are to provide direct support and services to students. Additional funding is necessary to support Exceptional Children program growth at the pre-K and middle school level and the needs of students with 504 plans. We are also seeking to address class size concerns, specifically in grades 4-5 and in core classes at the high school level. With our continued focus on improving instruction and literacy we are recommending literacy coaches at the middle school level. A small amount of funding is

provided for needed school supplies and to support technology needs for teachers and students in our high schools.

We have also recommended additional funds to support professional development and curriculum development. An additional \$141,425 in funding is necessary to support needs in this area.

We have also included \$120,000 in funding for safety and security related expenses. While the district has always placed an emphasis on health and safety in all that we do, recent horrific local and national events at schools have elevated our community's concerns and desires for an even greater emphasis. We feel that moving forward we will need to have a constant and continued focus on this area. This area continues to be a work in progress as we consult with local law enforcement and outside consultants on what our district will need moving forward. The structure of the expenditures may change as it becomes clearer. We have already begun to handle facility needs through our CIP funding.

Finally, we have recommended \$164,095 in additional funding to support general administrative and supply expenditures. The majority of this is to provide necessary custodial supplies to schools. A small but critical addition for recruiting qualified talented teachers and administrators is also recommended. Included in this section is support for the Superintendent's office with respect to attorney fees, leadership initiatives, and communications.

Budget Reallocations

In developing the budget, we looked internally to identify what we could do differently and what could be restructured or reprioritized. In total we identified nearly \$900,000 in expenditures that could be reduced to help minimize the budget increases. We are recommending that we reduce the contracted services budget within the Instructional Services Division. At the middle school level, we are recommending that we change how we staff in-school suspension and we are recommending a teacher assistant allocation reduction at the middle school level. This would yield a net savings of about \$420,000. Historically the middle schools exchange these positions for additional teacher allocations. A review of their current staffing levels and course loads show that there are areas in which savings could be achieved. A similar situation exists at the high school level. With the pending arrival of Power School (a new student information management system), we are creating new guidelines and procedures for schools to use when developing schedules. We expect that this will create more accurate schedules and through this process more efficiently allocate teacher positions to schools. It may result in some staff having to teach in two locations or having some positions filled with a part time employee. We also anticipate that we may need to make some decisions on when or whether to offer some low enrollment courses.

We will be implementing other changes that do not have a dollar impact, but do help us achieve our goals. Some of these changes include a restructuring of the Middle School After

School program by consolidating the program with the Communities in Schools program. This change is aimed to increase the academic focus within the program as well as provide greater consistency. We will be seeking to reallocate some of our utility budget to provide funding for a sustainability position. We fully expect this position to pay for itself through utility savings and through the solicitation of grant funds. This will generate continued savings for years to come while increasing our commitment to one of our community's core values. We are evaluating job descriptions and schedules to see if changes can be made to facilitate additional technology support at the schools. These efforts will continue as we move forward.

State Budget

At this time, we have received a planning allotment for the state budget which is similar to the budget approved by the General Assembly last year. The Governor's budget has proposed a reduction in teacher assistant positions which will impact the district by an estimated \$1 million reduction or approximately 30 teacher assistant positions. The Board has not addressed this potential loss in this budget request, but may be in the position of having to make further budget reallocations or reductions if the teacher assistant funding is reduced by the state.

The state budget proposes a small increase over the current year's budget. This is in large part due to the anticipated additional funds that would be provided with enrollment growth. After accounting for the additional teacher and teacher assistant positions required to meet our enrollment increases and class size maximums, as well as the discretionary reduction, we currently project a small net increase in our state budget of \$63,000. Unless something changes, we would assume that the discretionary reduction will remain in place. It totaled \$3,096,139 in 2012-13. This equates to the continued loss of 50 additional teachers and approximately 25 additional teacher assistants.

Other

We also feel that it is imperative to remember that we have large capital funding needs. We have a significant number of facilities in excess of forty years old and a few that are over sixty years old. Over the next few months, we will have much more information and will develop more concrete recommendations as the results of our facility study become clearer. In addition, our technology funding is lacking the resources to be able to provide the needed infrastructure and support to deliver technology resources to all of our students and staff, let alone meet the anticipated online testing requirements. Both the state and the county have reallocated capital money to help fund operational budgets over the past few years. The County has been making great efforts to increase capital funding to the district and it is appreciated. Nevertheless, our unfunded facility and technology needs continue to grow. We

need to continue to advocate for this funding to be restored and continue to look for opportunities to address these needs.

Summary

In summary, the Chapel Hill-Carrboro City Schools is continuing to grow. Enrollment growth, combined with the impact of mandated cost increases, expiring grant funding, and continued slow economic recovery has lead to the need to request additional funding from our community to support our students' educational needs. This budget is based on the County Commissioners appropriating additional funding compared to the current year. It is also based on the Board continuing to use additional fund balance to help balance the budget. We will continue in our efforts to realign and repurpose existing resources. Over the next few months, we will be closely monitoring developments at both the local and state level. As the picture becomes clearer, administration will bring forward additional budget recommendations as necessary.

Chapel Hill – Carrboro City Schools continues its commitment to providing a quality education for all of our students. This budget request reflects the priorities of our Board and our focus on improving instruction.

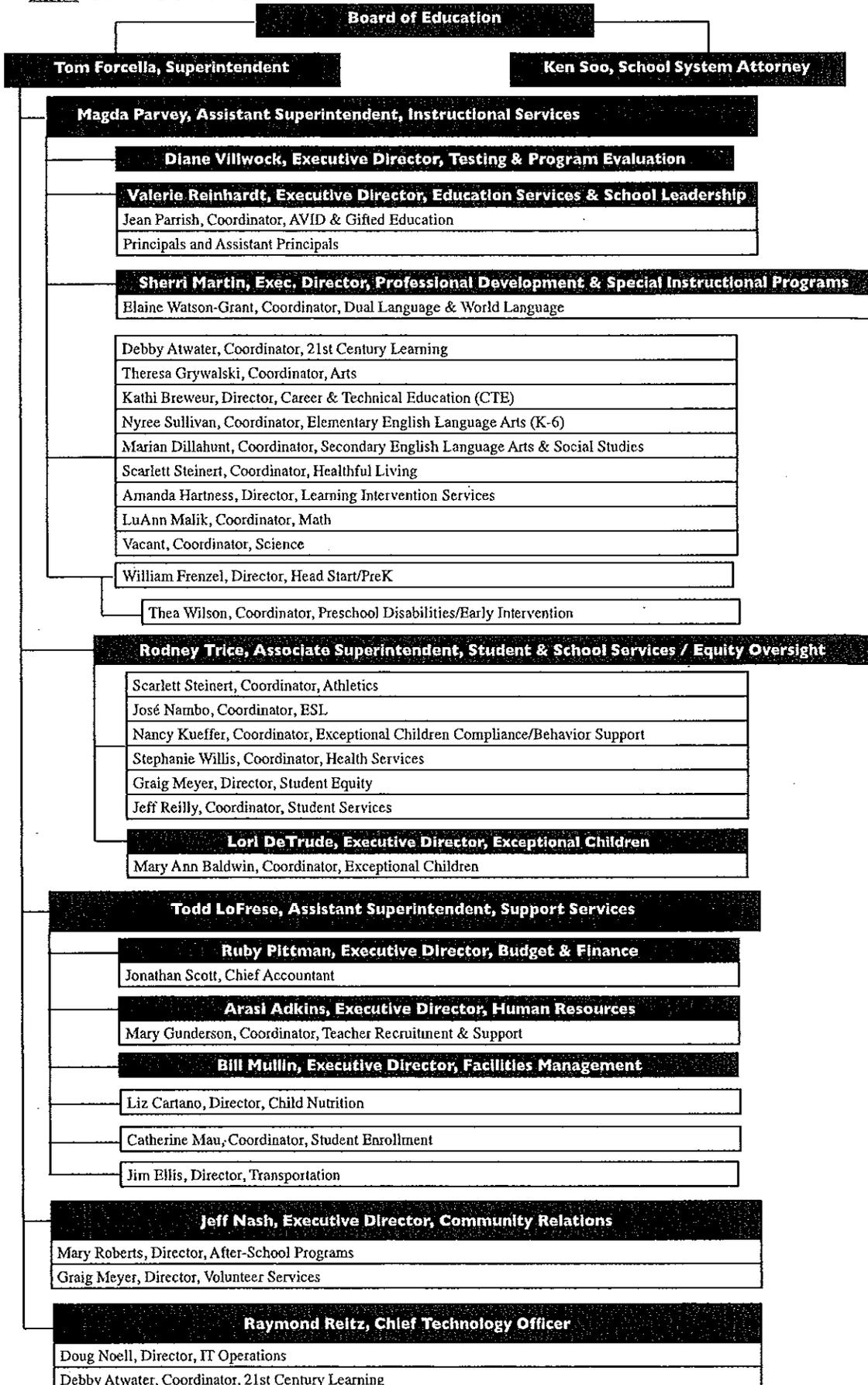
The continued support of the County Commissioners to public education in Orange County is greatly appreciated. We thank you and our entire community for making education a priority.

Respectfully Submitted,



Dr. Thomas A. Forcella





CHAPEL HILL-CARRBORO CITY SCHOOLS
Board of Education Members and Principal Officials

Michelle (Shell) Brownstein, Chair

Jamezetta Bedford, Vice-Chair

James Barrett

Mia Burroughs

Mike Kelly

Greg McElveen

Annetta Streater

Tom Forcella, Superintendent

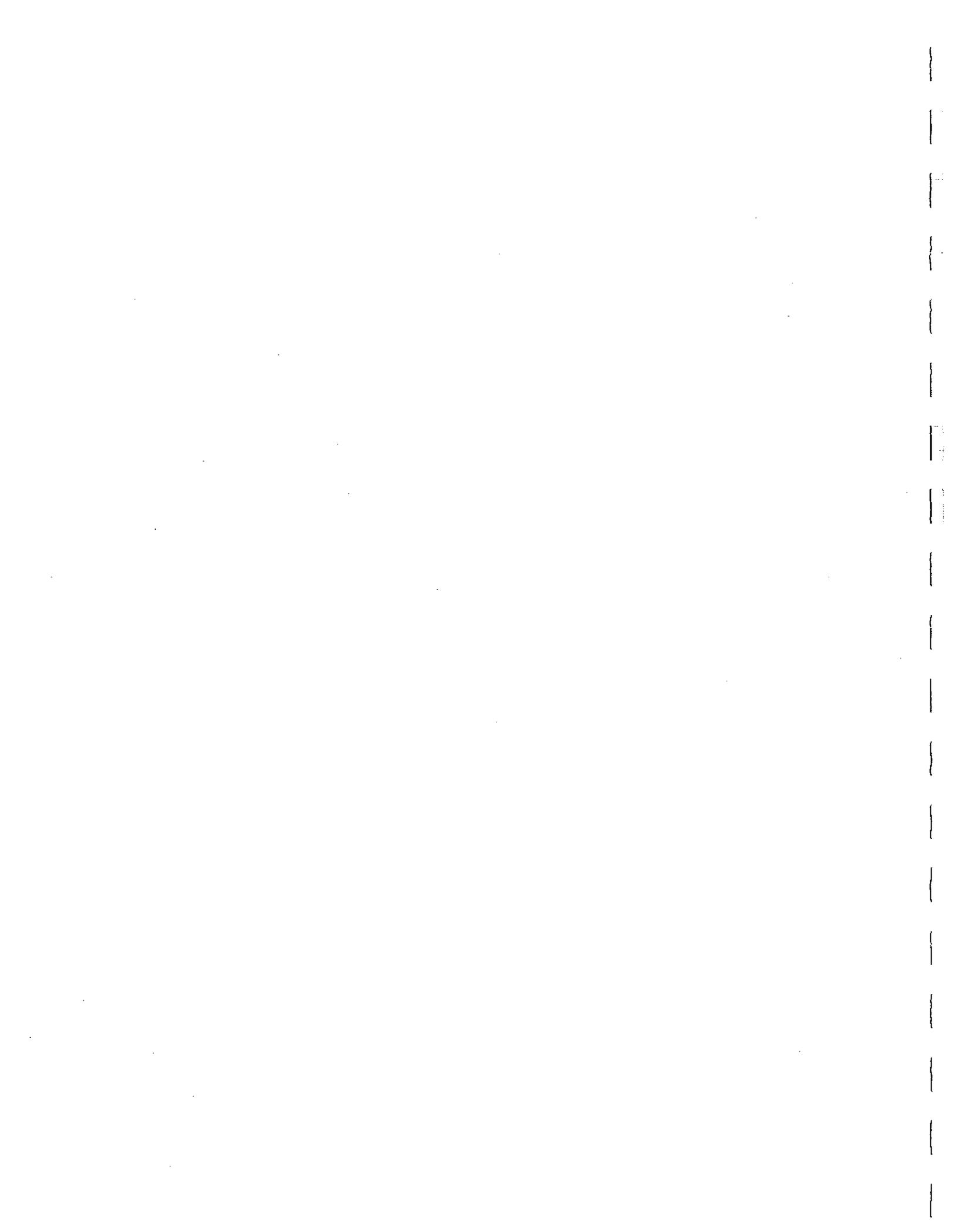
Magda Parvey, Assistant Superintendent
for Instructional Services

Todd LoFrese, Assistant Superintendent
for Support Services

Ruby Pittman, Executive Director of Budget and Finance

Lincoln Center
750 South Merritt Mill Road
Chapel Hill, NC 27516
(919) 967-8211

March 7, 2013



Chapel Hill –Carrboro City Schools Principals

Principals

Emily Bivins	Carrboro Elementary School
Marny Ruben	Seawell Elementary School
Lewis A. Ware	Estes Hills Elementary School
Victoria Creamer	Ephesus Road Elementary School
Darlene Ryan	Glenwood Elementary School
Rita Bongarten	Frank Porter Graham
Patrenia McDowell	McDougle Elementary School
Amy Rickard	Morris Grove Elementary School
Janice Croasmun	Rashkis Elementary School
Keri Litwak	Scroggs Elementary School
Beverly Rudolph	Culbreth Middle School
Debra Scott	McDougle Middle School
Jonathan Enns	Phillips Middle School
Phillip Holmes	Smith Middle School
Laverne Mattocks	Carrboro High School
Eileen Tully	East Chapel Hill High School
Melodie Parrish, Interim	Chapel Hill High School
John Williams	Phoenix Academy High School
Sharon Leplin	Hospital School, UNC Hospital



Chapel Hill-Carrboro City Schools 2013-14 Local Fund Budget Calendar

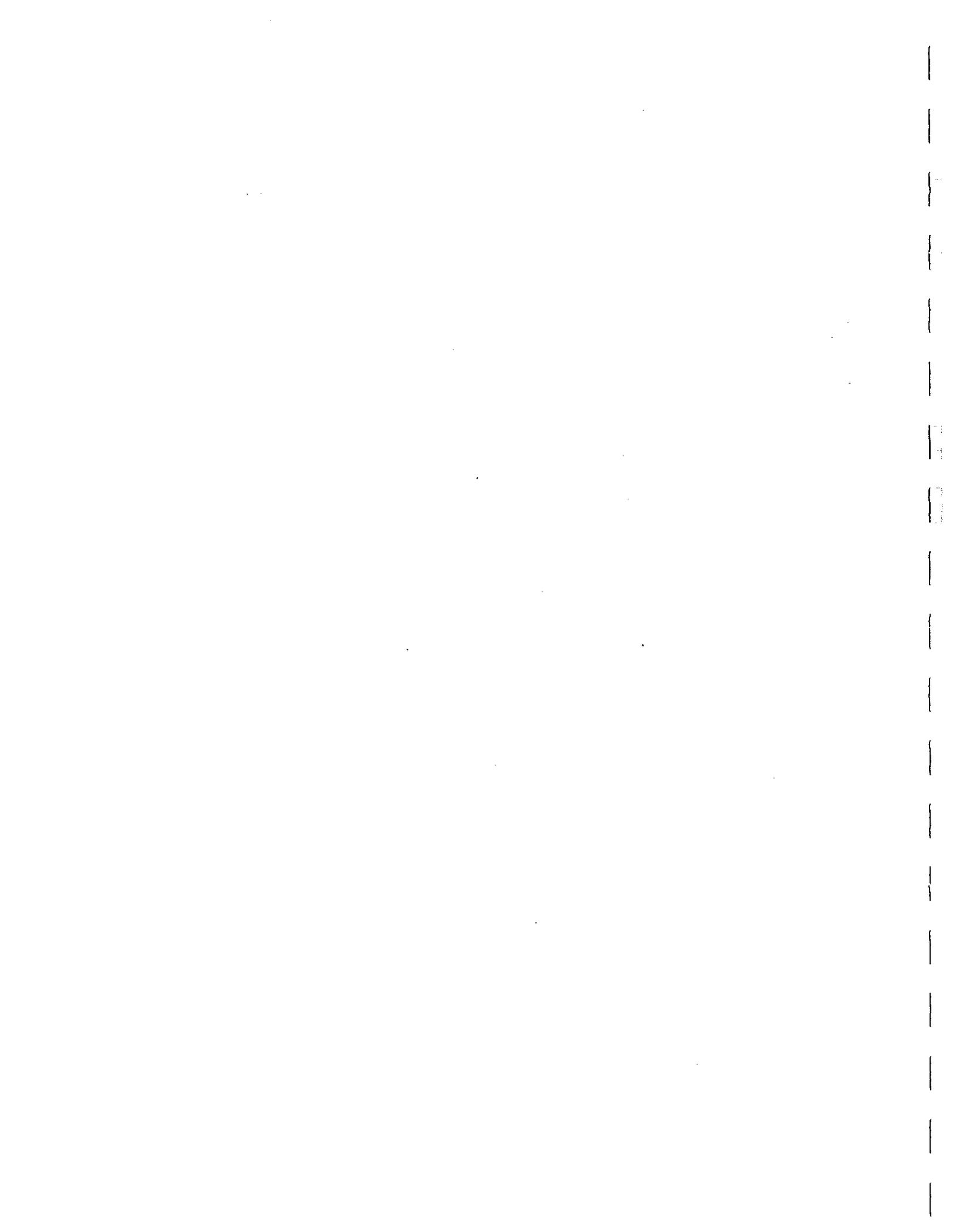
Updated Copy

November 2, 2012	Kick off budget request process with schools and departments
January 4, 2013	Schools and Administrative Department submit new budget requests
January 18, 2013	Departments present recommendations for fee/rate increases
February 11-12, 2013	Superintendent presents budget to Board of Education, Board Planning Conference, Friday Center, Chapel Hill, NC
March 7, 2013	Board of Education work session on the budget, Town Hall, Chapel Hill, NC at 7:00 pm
March 21, 2013	Board of Education work session and public hearing on the budget, Town Hall, Chapel Hill, NC at 7:00 pm
April 11, 2013	Board of Education approves budget to be submitted to the County Commissioners
April 25, 2013	Present budget to BOCC at joint meeting of school boards at Hillsborough Commons (DSS Bldg) Hillsborough, NC at 7:00 pm
May 9, 2013	County Commissioners' Budget Work Session, Southern Human Services Bldg., Chapel Hill, NC at 7:00 pm
May 14, 2013	County Commissioners' Budget Work Session, Link Government Services, Hillsborough, NC at 7:00 pm
May 23, 2013	County Commissioners' Budget Public Hearing, Hillsborough Commons (DSS Bldg) Hillsborough, NC at 7:00 pm
May 30, 2013	County Commissioners' Budget Public Hearing, Southern Human Services Bldg., Chapel Hill, NC at 7:00 pm
June 6, 2013	County Commissioners' Budget Work Session, Southern Human Services Center on Homestead Road, Chapel Hill at 7:00 pm

Chapel Hill-Carrboro City Schools 2013-14 Local Fund Budget Calendar

- | | |
|---------------|---|
| June 11, 2013 | County Commissioners' Budget Work Session, Southern Human Services Center on Homestead Road, Chapel Hill at 7:00 pm |
| June 13, 2013 | County Commissioners' approve budget at regular meeting, Southern Human Services Center on Homestead Road, Chapel Hill at 7:00 pm |
| July, 2013 | Board of Education approves Budget resolutions for all Fund Codes |

BUDGETS



Combined Operating Budget Revenues and Expenditures

REVENUE	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOARD REQ
Total Local Revenue	61,078,312	62,904,603	63,279,711	64,372,576	69,037,434	68,681,434
Total State Revenue	59,331,358	58,255,360	61,871,240	61,871,240	63,388,137	63,388,137
Total Federal Revenue	6,682,374	4,390,152	3,986,672	5,883,169	4,478,669	4,478,669
TOTAL REVENUE	\$ 127,092,044	\$ 125,550,115	\$ 129,137,623	\$ 132,126,985	\$ 136,904,240	\$ 136,548,240

ALLOCATIONS INSTRUCTIONAL PROGRAMS	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOARD REQ
Regular Instructional Programs	\$ 64,011,798	\$ 61,077,969	\$ 66,718,256	\$ 67,817,308	\$ 69,383,541	\$ 69,235,473
Special Programs	17,320,128	17,836,289	17,459,392	18,889,441	19,327,758	19,320,614
Alternative Prog. and Services	5,077,257	5,071,619	4,092,397	4,931,744	5,830,185	5,828,940
Co-Curricular Activities	1,877,806	2,082,483	2,007,620	2,078,435	1,913,841	1,913,841
School Leadership	6,402,276	4,226,590	4,338,036	4,415,328	4,689,394	4,689,394
School Based Support Services	9,274,900	11,276,986	11,771,361	11,552,715	13,265,533	13,211,387
Other	147,666	581,039	632,665	652,804	1,054,140	1,054,140
TOTAL INSTRUCTIONAL PROG.	104,111,831	102,152,975	107,019,727	110,337,775	115,464,392	115,253,789

SUPPORT SERVICES	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOARD REQ
Instructional Support Services	2,599,782	2,344,731	2,413,155	2,459,235	2,773,592	2,672,116
Administrative Leadership	2,604,049	2,161,913	2,671,205	2,671,205	2,677,020	2,669,434
Technology Support Services	1,773,028	1,717,575	1,825,930	1,825,930	2,035,897	2,033,983
Operational Support Services	10,847,765	10,313,783	11,007,056	10,987,056	10,705,254	10,710,832
Financial and Human Services	1,730,921	1,803,440	2,084,191	2,084,191	2,131,599	2,131,599
TOTAL SUPPORT SERVICES	19,555,545	18,341,442	20,001,537	20,027,617	20,323,362	20,217,964

OTHER SERVICES	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOARD REQ
Community Relations	233,930	201,173	237,540	237,540	280,044	240,044
Charter School Funds	554,680	331,815	554,680	554,680	554,680	554,680
Child Nutrition Supp./Transfers	274,986	272,546	272,268	272,268	270,000	270,000
Community Schools Transfers	11,761	11,761	11,761	11,761	11,761	11,761
State Textbooks						
Other	2,349,311	1,033,097	1,040,112	685,344		
TOTAL OTHER SERVICES	3,424,668	1,850,392	2,116,361	1,761,593	1,116,485	1,076,485

TOTAL OPERATING EXPENSES	\$ 127,092,044	\$ 122,344,809	\$ 129,137,623	\$ 132,126,985	\$ 136,904,240	\$ 136,548,240
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<i>Per Pupil Expenditures</i>	\$ 10,862	10,315	\$ 10,662	\$ 10,909	\$ 11,190	\$ 11,161
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Orange County Budget Office form

CHAPEL HILL - CARRBORO CITY SCHOOLS
2013-2014 Local Fund Revenue Projections
Requires a \$393 per pupil increase

Projected Student Enrollment	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOARD REQ
State projection of Students	11,718	11,878	12,129	12,129	12,256	12,256
Less: Out-of-County Tuition Paid	(157)	(157)	(157)	(157)	(172)	(172)
Existing Charter School students	140	140	140	140	150	150
Total County Resident Students	11,701	11,861	12,112	12,112	12,234	12,234

County Appropriation	\$ 3,102	\$ 3,102	\$ 3,167	\$ 3,167	\$ 3,589	\$ 3,580
Special District Tax	\$ 1,605	\$ 1,607	\$ 1,577	\$ 1,577	\$ 1,585	\$ 1,585

LOCAL REVENUES	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOARD REQ
County Appropriation	36,305,808	36,305,808	38,368,205	38,368,205	43,907,826	43,553,040
Special District Tax	18,785,591	19,123,433	19,101,442	19,101,442	19,387,964	19,387,964
Prior Year Special District Tax	250,000	397,786	300,000	300,000	300,000	300,000
Fair Funding	494,000	494,000	494,000	494,000	494,000	494,000
Sales Tax Revenue	90,000	59,881	90,000	90,000	75,000	75,000
Tuition - Regular School	160,000	156,025	160,000	160,000	170,000	170,000
Tuition - Preschool	380,000	315,538	380,000	380,000	380,000	380,000
Fines & Forfeitures	360,000	341,331	375,000	375,000	375,000	375,000
ABC Revenue	33,000	33,000	38,000	38,000	38,000	38,000
Interest Earned on Investments	60,000	86,429	85,000	50,000	50,000	50,000
Medicaid Reimbursements	125,000	719,138	300,000	331,565	325,000	325,000
Miscellaneous Revenue	217,000	340,365	195,151	195,151	201,731	200,517
Indirect Cost	165,000	111,700	170,000	120,000	110,000	110,000
Appropriated Fund Balance	3,652,913	4,420,169	3,222,913	4,369,213	3,222,913	3,222,913
TOTAL LOCAL REVENUES	\$ 61,078,312	\$ 62,904,603	\$ 63,279,711	\$ 64,372,576	\$ 69,037,434	\$ 68,681,434

Total Increase in Revenues: \$ 5,757,723 \$ 5,401,723

Budget Assumptions

1. Appropriation is based on the State's projected enrollment of 12,256 students for 2013-14.
2. This request requires a \$393 per pupil increase from the County.
3. The projected 2013-2014 district tax one cent valuation amount is \$1,029,085. The current district tax rate is \$.1884. A 1.5% inflationary increase has been projected.
4. Assumes the County will continue the Fair Funding allocation of \$494,000 to each district.
5. Carol Woods contribution of \$30,000 is included in the miscellaneous revenue projection for 2013-14.
6. Uses \$3,222,913 of Local fund balance to balance the 2013-2014 budget.
7. Alcohol and Beverage Commission grant in the amount of \$38,000 has been awarded for 2012-13.
8. Assumes the usual 150 student Charter School Enrollment.

Orange County Budget Office form

Local Fund Budget Summary

Summary by Purpose Code

	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
INSTRUCTIONAL	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOARD REQ
5110 Regular Instructional Services	20,582,975	18,737,084	21,138,213	21,138,213	23,045,600	22,897,532
5112 Cultural Arts Services	181,960	210,567	174,691	174,691	186,958	186,958
5113 Physical Education Curricular Services	253,590	82,968	258,455	258,455	262,911	262,911
5114 Foreign Language Curricular Services	150,022	136,539	152,967	152,967	155,430	155,430
5116 Homebound/Hospitalized Curricular Ser.	541,507	(16,526)	552,424	552,424	561,084	561,084
5120 CTE Curricular Services	368,707	462,422	376,025	376,025	381,728	381,728
5210 Special Populations Services	6,217,165	7,228,463	6,526,981	6,526,981	7,758,232	7,751,089
5211 EC Homebound Curricular Services	6,120	-	6,120	6,120	6,193	6,193
5220 CTE Children w/Disabilities Curricular	482,769	37,646	492,574	492,574	500,424	500,424
5230 Pre-K Children w/Disabilities Curricular	114,803	146,855	117,058	117,058	188,923	188,923
5240 Speech and Language	725,130	623,045	737,232	737,232	746,955	746,955
5260 Academically Gifted	893,557	917,631	949,932	949,932	1,036,396	1,036,396
5270 ESL Services	894,483	1,109,382	981,583	981,583	996,028	996,028
5310 Alternative Instructional Services	123,508	220,084	103,699	103,699	224,259	224,259
5320 Attendance/Social Work Services	678,719	567,681	693,808	693,808	703,488	702,586
5330 Remedial and Supplemental	195,231	248,818	265,663	265,663	234,824	234,824
5340 Pre-K Services	492,415	413,138	503,328	503,328	512,249	511,905
5353 Summer School	85,814	94,683	86,374	86,374	87,366	87,366
5401 Principal's Office	939,766	812,830	1,112,286	1,112,286	1,124,172	1,124,172
5402 Assistant Principal	888,120	943,780	947,784	947,784	915,222	915,222
5404 School Building Support	1,279,412	1,378,492	1,340,935	1,340,935	1,435,099	1,433,282
5501 Athletics	1,408,125	1,481,838	1,486,457	1,486,457	1,431,076	1,431,076
5502 Cultural Arts	191,910	191,744	194,118	194,118	197,262	197,262
5503 School Clubs/Student Organizations	277,771	336,095	327,045	327,045	281,803	281,803
5504 Before/After School Care	147,666	72,806	148,203	148,203	148,463	148,463
5810 Education Media	977,902	945,911	992,460	992,460	1,082,567	1,082,567
5820 Student Accounting	401,559	222,187	405,897	405,897	459,054	459,054
5830 Guidance Services	1,904,060	1,468,100	1,927,575	1,927,575	1,958,048	1,955,717
5840 Health Services	780,994	1,256,902	816,788	816,788	899,715	899,715
5841 ABC/Health Services	33,000	49,123	38,000	38,000	38,011	38,011
5850 Safety and Security	986,003	1,056,154	1,015,126	1,015,126	1,243,738	1,193,738
5860 Instructional Technology	70,000	2,808	70,000	70,000	70,840	70,840
5870 Staff Development	268,969	251,809	348,969	348,969	758,194	758,194
5890 Volunteer Services	275,052	262,573	277,823	277,823	282,146	282,146
5000 TOTAL INSTRUCT.SERVICES	43,818,784	41,953,632	45,566,593	45,566,593	49,914,456	49,703,854
SUPPORT SERVICES						
6110 Regular Curricular Support	933,378	758,185	1,132,560	1,132,560	1,258,468	1,156,992
6113 Physical Education Support					95,967	95,967
6115 Technology Curricular Support					109,794	109,794
6120 CTE Curricular Support	125,865	137,080	128,081	128,081	130,057	130,057
6100 Sub-total Regular Instruction Support	1,059,243	895,265	1,260,641	1,260,641	1,594,286	1,492,810

Local Fund Budget Summary

Summary by Purpose Code

SUPPORT SERVICES (continued)	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOARD REQ
6201 Children w/Disabilities Support	75,499	230,612	76,707	76,707	77,797	77,797
6207 ESL Support	71,629	86,255	71,629	71,629	71,629	71,629
6200 Sub-total Special Populations Support	147,128	316,867	148,336	148,336	149,426	149,426
6304 Pre-K Readiness/Remedial Services	29,867	27,089	30,171	30,171	30,620	30,620
6300 Sub-Total Admin. Staff/Alternative Prog.	29,867	27,089	30,171	30,171	30,620	30,620
6400 Technology Support	1,773,028	1,717,575	1,825,930	1,825,930	2,035,897	2,033,983
6510 Telephones	104,083	38,445	104,083	104,083	119,083	119,083
6520 Printing and Copying Services	329,457	280,197	329,476	329,476	329,485	329,485
6530 Public Utility and Energy Serv (new)	3,658,586	3,232,631	3,658,586	3,658,586	3,788,586	3,788,586
6540 Custodial Services	1,685,955	2,393,271	1,719,423	1,719,423	1,877,653	1,877,653
6550 Transportation	624,472	788,224	644,635	644,635	750,884	750,884
6580 Maintenance of Plant	2,427,477	2,624,830	2,473,361	2,473,361	2,839,563	2,845,141
6500 Sub-total Operational Support	8,830,030	9,357,598	8,929,564	8,929,564	9,705,254	9,710,832
6611 Financial Services	764,392	614,184	778,170	778,170	792,061	792,061
6613 Risk Management	301,000	254,266	301,000	301,000	311,000	311,000
6621 Human Resource Services	525,536	474,029	535,570	535,570	556,538	556,538
6600 Sub-total Financial/Human Resources	1,590,928	1,342,479	1,614,740	1,614,740	1,659,599	1,659,599
6720 Research and Evaluation	370,744	367,343	375,169	375,169	378,391	378,391
6700 Sub-total Student Accountability	370,744	367,343	375,169	375,169	378,391	378,391
6910 Board or Education	65,563	61,096	65,563	65,563	65,563	65,563
6920 Legal Services	90,000	91,567	90,000	90,000	100,000	100,000
6930 Audit Services	60,000	50,968	60,000	60,000	60,000	60,000
6941 Office of the Superintendent	224,709	230,859	228,132	228,132	242,227	234,641
6942 Assistant Supt of Instruction	1,468,540	974,547	1,524,288	1,524,288	1,493,177	1,493,177
6943 Assistant Supt of Supp Serv	324,377	374,782	331,603	331,603	337,053	337,053
6950 Public Relations	233,930	201,173	237,540	237,540	280,044	240,044
6900 Sub-total Other Support	2,467,119	1,984,992	2,537,126	2,537,126	2,578,064	2,530,478
6000 TOTAL SYSTEMWIDE SUPPORT	16,268,087	16,009,208	16,721,677	16,721,677	18,131,537	17,986,139
TRANSFERS						
8100 Charter School Funds	554,680	331,815	554,680	554,680	554,680	554,680
8100 Child Nutrition Transfers	225,000	225,000	225,000	225,000	225,000	225,000
8400 Transfers to Community Schools	11,761	11,761	11,761	11,761	11,761	11,761
8100 Other Transfers	200,000	200,000	200,000	200,000	200,000	200,000
8400 Intrafund Transfers		957,027				
TOTAL LOCAL FUND BUDGET	61,078,312	59,588,443	63,279,711	63,279,711	69,037,434	68,681,434

Orange County Budget Office form

**CHAPEL HILL - CARRBORO CITY SCHOOLS
2013-2014 CONTINUATION & EXPANSION BUDGET REQUESTS**

NEW SCHOOL OPENING OPERATING REQUEST

Operating Costs: Opening of Northside Elementary		<u>\$ 1,915,208</u>
Projected 2013-14 district tax one cent valuation is \$1,029,085	1.86 cents	

ENROLLMENT PROJECTIONS

2013-14 State Student Enrollment Projection		12,256
2012-2013 State Student Enrollment Projection		<u>12,129</u>
Projected Student Enrollment Growth		127

LOCAL FUND EXPENSES:

State Mandates

		<u>Amount</u>
Anticipated increase in employee health insurance - (from \$5192 to \$5,452, est. 5% increase)		\$ 250,000
Anticipated increase in employer state retirement match (from 14.23% to 14.59%, .36% increase)		185,000
Legislated Employee Salary Increase - (1% increase) - Locally-paid staff		405,000
Non-personnel cost increase for new students		<u>38,607</u>
Subtotal State Mandates		\$ 878,607

Continuation of Current Services

Increase in State Discretionary Reduction (if 12-13 Lottery funds are lost)		\$ 134,574
Federal Sequestration (loss of approx. 8% of Federal grant funds)		464,000
4 FTEs - Math Coaches - expiring RttT grant funds		280,276
IFL Professional Development Contract		<u>254,000</u>
Subtotal Continuation of Current Services		\$ 1,132,850

Subtotal State Mandates and Continuation of Current Services **\$ 2,011,457**

Expansion Requests:

Direct Support to Students and Schools

Reduce elementary class size to 1:26 average		\$ 500,000
Reduce high school core class size to 1:26 average		350,000
Provide schools with an increase in instructional supply budgets		40,000
4 Literacy coaches at middle schools		280,276
Exceptional Children: 1.0 FTE system level teacher - \$70,069; 2.0 FTEs system level teacher assistants - \$69,520; 1.5 FTEs PreK teachers - \$105,104; 2.5 FTEs PreK teacher assistants \$86,900; classroom supplies - \$18,000; computers for teachers and students - \$17,000; .5 FTE psychologist - \$37,871; PreK transportation - \$15,000		419,464
2 Teacher Assistants for Section 504 students		69,520

**CHAPEL HILL - CARRBORO CITY SCHOOLS
2013-2014 CONTINUATION & EXPANSION BUDGET REQUESTS**

<u>Expansion Requests:</u>	<u>Amount</u>
<u>Direct Support to Students and Schools</u>	
Information Technology - 3 FTEs for new technology assistant positions - \$135,000; Salary retention adjustments for current technicians - \$18,000;	\$ 153,000
Temporary replacements for positions not covered by the State - \$35,000	35,000
Transportation - 3 FTEs for additional bus drivers	97,554
Subtotal Direct Support to Students	\$ 1,944,814
 <u>Expansion Requests (continued):</u>	
<u>Professional and Staff Development and Curriculum Support</u>	
World Language professional development, substitutes, and stipends	\$ 11,125
English Language - Arts mClass 3D and instructional planning stipends	24,600
Budget and Finance - staff development funds for office staff and school bookkeepers	2,000
AVID/AIG Memberships, PD for first time AVID teachers, curriculum materials	14,200
Math staff development planning support, MS and HS Substitutes, summer planning stipends, and instructional materials	89,500
Subtotal Professional and Staff Development and Curriculum Support	\$ 141,425
 <u>Safety and Security Related Requests</u>	
Security and Safety: Review and Support	\$ 120,000
 <u>General and Administrative Support</u>	
Facilities Management - Central Warehouse custodial supplies	\$ 135,000
Human Resources - Recruitment advertising - \$5,000; Recruitment events - \$10,000;	15,000
Superintendent's Office - Increase in attorney fees - \$10,000; increase in Leadership Team workshop budget - \$1,515; Superintendent's staff development - \$1,080;	
Publications - \$1,500	14,095
Subtotal General and Administrative Support	\$ 164,095
 Subtotal of Expansion Requests	 \$ 2,370,334
 *****Expansion requests subject to change dependent upon final state budget*****	
 GRAND TOTAL OF CONTINUATION & EXPANSION BUDGET REQUESTS	 \$ 4,381,791
GRAND TOTAL INCLUDING NORTHSIDE ELEMENTARY	\$ 6,296,999

**NORTHSIDE ELEMENTARY SCHOOL
OPERATING BUDGET FOR 2013-14 OPENING**

		REDUCTION OF FIRST YR EXP 12-13 BUDGET	NON-REC. STARTUP NON-PERSONNEL 13-14 BUDGET	RECURRING STARTUP 13-14 BUDGET
<u>SCHOOL PERSONNEL</u>		<u>Cost</u>	<u>Pos.</u>	<u>Cost</u>
Includes benefits				
CERTIFIED	Principal	\$ 96,602	1.00	New State Allotment
	Principal Supplement	18,282		
	Assistant Principal	30,385	1.00	30,385
	Assistant Principal Supplement	5,850		5,850
	Classroom Teachers		24.00	Regular Allotment
	Teacher Leaders		3.00	210,207
	AG Resource/Enrichment		1.00	70,069
	Literacy Coaches		1.00	70,069
	Guidance Counselor		1.00	Regular Allotment
	Family Specialist		1.00	70,069
	Media Specialist	36,608	1.00	36,608
	Technology Specialist	36,608	1.00	36,608
	Nurse (system allocated)		1.00	70,069
	Intervention		0.50	35,035
	Math/science		0.50	35,035
	EC Resource Teachers		2.50	175,173
	EC Self Contained Teacher (transfer from FPG)		1.00	
	EC PreK Self Contained Teacher (transfer from FPG)		1.00	
	Speech/Language Pathologist		0.50	37,871
	Occupational Therapist		0.50	37,871
	Psychologist		0.50	37,871
	EC Program Facilitator		0.50	35,035
	World Language Teacher		1.50	105,104
	Specials: Music, PE, Art	-	3.00	210,207
	Subtotal	\$ 224,335	48.00	\$ 1,309,135
NON-CERTIFIED	Admin. Asst./Secretary	\$ 22,925	2.00	69,695
	Data Manager		1.00	46,310
	Media Assistant		1.00	34,760
	Teacher Assistants (K-3)		14.00	Regular Allotment
	Teacher Assistants (4-5)		2.00	69,520
	EC Inclusion Assistants		2.00	69,520
	Preschool Teacher Assistant		1.00	Regular Allotment
	Custodians	10,283	2.00	69,556
	Additional Maintenance Staff:			
	Electrician Licensed Foreman		1.00	52,000
	HVAC Licensed Foreman		1.00	52,000
	HVAC Mechanic		1.00	34,000
	Grounds Mechanic		1.00	26,800
	School Crossing Guards - 5 @ .25 fte	-	1.25	50,000
	Subtotal	\$ 33,208	30.25	\$ 574,161

**NORTHSIDE ELEMENTARY SCHOOL
OPERATING BUDGET FOR 2013-14 OPENING**

	<u>REDUCTION OF FIRST YR EXP 12-13 BUDGET</u>	<u>NON-REC. STARTUP NON-PERSONNEL 13-14 BUDGET</u>		<u>RECURRING STARTUP 13-14 BUDGET</u>
TOTAL ADDITIONAL PERSONNEL	257,543		78.25	\$ 1,883,296
<u>NON-PERSONNEL</u>	<u>Cost</u>			<u>Cost</u>
<u>INSTRUCTIONAL</u>				
Staff Development/Planning	30,000	25,000		\$ 5,000
Computers for Resource Teachers and students		7,000		
<u>SCHOOL OPERATING FUNDS</u>				
Extra Duty Pay/Lead Teacher				\$ 19,185
Field Trips				1,500
SIT Supplies				1,142
Instructional Supplies				11,000
Media Center Supplies				6,300
At Risk Funds				1,650
Contracted Services	30,000			
Principal and Asst. Principal Travel				1,828
Administrative Supplies and Postage	5,000			2,050
Subtotal Continuing Operating	\$ 35,000			\$ 44,655
<u>OTHER CONTINUING COSTS</u>				
Contract Cleaning				\$ 65,000
Maintenance Contracts: inspections, etc.				47,800
Custodial Supplies				10,000
Utilities: Electricity				95,000
Natural Gas				25,000
Water				10,000
Property Insurance				10,000
Telephone	5,000			15,000
Subtotal Other	\$ 5,000			\$ 277,800
TOTAL NON-PERSONNEL COSTS	\$ 70,000	32,000		\$ 327,455
GRAND TOTAL NORTHSIDE ELEMENTARY	\$ 327,543	\$ 32,000	78.25	\$ 2,210,751
NET ADDITIONAL BUDGET REQUIRED				\$ 1,915,208

Local Fund Revenue History

Year	County Appropriation		Special District Tax per \$100 Value District Tax
	Per Student	Increase	
	1,057		
1990-91	1,175	118	0.1775
1991-92	1,310	135	0.1735
1992-93	1,310	-	0.1735
1993-94	1,363	53	0.1575
1994-95	1,451	88	0.1540
1995-96	1,571	120	0.1540
1996-97	1,782	211	0.1900
1997-98	1,889	107	0.1790
1998-99	2,040	151	0.1920
1999-00	2,256	216	0.2200
2000-01	2,395	139	0.2200
2001-02	2,437	42	0.2020
2002-03	2,516	79	0.1920
2003-04	2,566	50	0.2000
2004-05	2,623	57	0.2000
2005-06	2,796	173	0.1834
2006-07	2,957	161	0.1885
2007-08	3,069	112	0.2035
2008-09	3,200	131	0.2300
2009-10	3,096	(104)	0.1884
2010-11	3,096	-	0.1884
2011-12	3,102	6	0.1884
2012-13	3,167	65	0.1884
2013-14			

For 2013-14:

A \$.01 Special District Tax increase is projected to generate \$1,029,085 in additional revenue .

A \$.01 County General Fund Property Tax rate increase is estimated to generate \$1,572,000 additional revenue.

* Re-valuation year of property tax values

2013-14 State Fund Revenue Projection

	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ESTIMATE</u>	<u>SUPT RECOM</u>	<u>BOARD REQ</u>
Revenue	\$ 59,157,736	\$ 58,078,833	\$ 61,662,864	\$ 61,662,864	\$ 62,585,367	\$ 62,585,367
State Textbook Revenue	173,622	176,527	208,376	208,376	802,770	802,770
Total Revenue	\$ 59,331,358	\$ 58,255,360	\$ 61,871,240	\$ 61,871,240	\$ 63,388,137	\$ 63,388,137

Orange County Budget Office form

State Fund Budget Summary

Summary by Purpose Code

INSTRUCTIONAL	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOARD REQ
5110 Regular Instructional Services	37,037,415	35,747,870	39,478,928	39,478,928	39,017,707	39,017,707
5112 Cultural Arts Services	191,044	175,191	205,672	205,672	208,039	208,039
5113 Physical Education Curr. Serv.	290,568	128,813	111,174	111,174	112,508	112,508
5114 Foreign Language Curr. Serv.	164,498	201,972	194,556	194,556	196,891	196,891
5116 Homebound/Hospitalized Curr.	693,420	858,964	112,411	112,411	738,760	738,760
5120 CTE Curricular Services	3,089,340	2,493,922	3,236,751	3,236,751	3,892,728	3,892,728
5210 Children w/Disab. Curr. Serv.	3,116,895	3,345,334	3,076,052	3,076,052	3,481,789	3,481,789
5220 CTE Children w/Disab. Curr.	90,778	2,783				
5240 Speech & Language Path. Ser.	788,723	824,591	811,152	811,152	830,000	830,000
5260 Acad/Intell. Gifted Curricular	568,187	590,969	593,605	593,605	604,121	604,121
5270 LEP Curricular Services	1,128,857	1,152,507	1,251,395	1,251,395	1,256,696	1,256,696
5310 Alternative Instructional Prog.	735,917	518,202	673,916	673,916	800,000	800,000
5320 Attendance and Social Work	764,219	759,850	760,195	760,195	800,000	800,000
5330 Remedial & Suppl. K-12 Serv.	296,524	386,484	487,170	487,170	500,000	500,000
5353 Summer School Instruction	395,233	410,130	429,249	429,249	500,000	500,000
5401 Principal's Office	1,514,439	1,485,556	1,368,839	1,368,839	1,500,000	1,500,000
5402 Assistant Principal	771,213	984,424	909,127	909,127	1,150,000	1,150,000
5404 School Building Support	1,009,326	696,947	697,181	697,181	100,000	100,000
5810 Educational Media Services	713,545	775,608	738,589	738,589	700,000	700,000
5820 Attendance - Social Work		211,723	212,324	212,324	200,000	200,000
5830 Guidance Services	1,879,614	2,137,315	2,411,127	2,411,127	2,500,000	2,500,000
5840 Health Services	871,704	877,354	898,009	898,009	900,000	900,000
5000 INSTRUCTIONAL SERVICES	56,111,459	54,766,509	58,657,422	58,657,422	59,989,239	59,989,239

SUPPORT SERVICES	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOARD REQ
6110 Regular Curricular Support	529,221	130,668	118,884	118,884	120,000	120,000
6120 CTE Support	37,206	20,489	39,822	39,822	47,000	47,000
6201 Children w/Disability Support	107,898	116,779	109,282	109,282	109,000	109,000
6400 Technology Support		94,046				
6540 Custodial Services	1,037,325	956,185	808,620	808,620	1,000,000	1,000,000
6550 Transportation	951,410	1,297,013	1,248,872	1,248,872	1,226,898	1,226,898
6611 Finance		278,920	292,300	292,300	295,000	295,000
6612 Purchasing Services		2,073				
6621 Human Resources	139,993	179,968	177,151	177,151	177,000	177,000
6941 Office of the Superintendent	157,855	155,658	157,858	157,858	165,000	165,000
6942 Asst. Supt. for Instruction	113,404	124,708	114,110	114,110	114,000	114,000

State Fund Budget Summary

Summary by Purpose Code

SUPPORT SERVICES	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOARD REQ
6943 Asst. Supt. for Support Serv.	99,601	97,728	99,651	99,651	100,000	100,000
6000 SUPPORT SERVICES	3,173,913	3,454,235	3,166,550	3,166,550	3,353,898	3,353,898
7200 Child Nutrition Services	45,986	45,470	47,268	47,268	45,000	45,000
8100 Transfers						
TOTAL	\$ 59,331,358	\$ 58,266,214	\$ 61,871,240	\$ 61,871,240	\$ 63,388,137	\$ 63,388,137

Orange County Budget Office form

Summary of Changes State Fund 2013-14

- * The State's 2013-13 Planning Allotment total is \$63,388,137.
- * The 2013-14 Planning Allotment is \$1.5 million more than the 2012-13 State Planning Allotment.
- * The Governor's budget includes a 1% salary increase for State employees.
- * The estimated State retirement rate is 14.59% for 2013-14.
- * The employer health insurance match rate is estimated to increase from \$5,192 to \$5,452 per FTE.
- * The State's enrollment projection for the district is 127 students more than the 2012-13 projection; from 12,129 to 12,256.

2013-2014 Federal Fund Revenue Projection

	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOE REQ
Federal Revenue	\$ 6,682,374	\$ 4,390,152	\$ 3,986,672	\$ 5,883,169	\$ 4,478,669	\$ 4,478,669

<u>Projected 2013-14 Federal Grant Allotments</u>		<u>Projected Amount</u>
PRC017	Career Technical Education - Program Improvement	\$ 94,000
PRC044	IDEA VI-B Cap. Building & Improvement	11,894
PRC049	IDEA-VI-B - Preschool Handicapped	34,775
PRC050	Title I	1,100,000
PRC060	IDEA VI-B, Handicapped	2,500,000
PRC070	IDEA - Early Intervening Services	170,000
PRC103	Improving Teacher Quality	240,000
PRC104	Language Acquisition	200,000
PRC118	IDEA VI-B Special Needs Targeted	28,000
PRC156	Race to the Top	<u>100,000</u>
Total		\$ 4,478,669

Orange County Budget Office form

Federal Fund Budget Summary

Summary by Purpose Code

INSTRUCTIONAL	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOE REQ
5110 Regular Instructional Services	\$ 375,195	\$ 396,930	\$ 632,864	\$ 649,428	\$ 580,000	\$ 580,000
5120 CTE Curricular Services	91,557	93,626	93,123	95,056	80,000	80,000
5210 Children w/Disabilities Curriculum	1,827,758	1,538,720	1,528,890	1,761,911	1,472,000	1,472,000
5230 Pre-K Children w/Disab. Curr.	261,260	149,388	273,524	278,644	260,000	260,000
5240 Speech and Language Pathology	50,916	66,123	113,294	111,563	100,000	100,000
5270 ESL Services	152,727	103,152		197,138	90,000	90,000
5320 Attendance and Social Work	92,456	82,613	88,995	101,251	80,000	80,000
5330 Remedial and Suppl. K-12 Serv.	980,028	1,218,800		1,481,817	1,320,000	1,320,000
5350 Extended Day/Year Instruc.	237,193	151,136		25,456	68,000	68,000
5840 Health Services		58,575	59,147	58,282	50,000	50,000
5850 Safety and Security Support		324				
5870 Staff Development	94,978	37,841	5,873	5,704	5,800	5,800
5880 Parent Involvement Services	17,520	28,816		20,308	8,000	8,000
5000 INSTRUCTIONAL SERVICES	4,181,588	3,926,044	2,795,710	4,786,558	4,113,800	4,113,800

SUPPORT SERVICES	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	SUPT RECOM	BOE REQ
6200 Instructional Staff	240,827	219,775	185,031	185,231	170,000	170,000
6201 Children w/Disabilities Support		132,223	145,819	145,819	134,869	134,869
6203 Pre-K Children w/Disab. Supp	39,270	3,875				
6301 Alt Progs & Services Supp	38,378	20,312		45,880	40,000	40,000
6550 Transportation	29,000	9,777	20,000	22,576	20,000	20,000
6000 SUPPORT SERVICES	347,475	385,962	350,850	399,506	364,869	364,869

7200 Child Nutrition Services	4,000	2,076				
8100 Transfers	133,631	76,070	73,286	112,289		
8200 Other - Unbudgeted	2,015,680	-	766,826	584,816		

TOTAL	\$ 6,682,374	\$ 4,390,152	\$ 3,986,672	\$ -5,883,169	\$ 4,478,669	\$ 4,478,669
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Orange County Budget Office form

Summary of Changes
Federal Fund
2013-2014

- * To date the district's Federal Grant Planning Allotments have not been received from the Department of Public Instruction.

- * An 8% Federal Sequestration has been assumed for the Federal Grant projections for 2013-14.

Community Schools Fund Budget Summary

	2011-12 <u>ACTUAL</u>	2012-13 <u>BUDGET</u>	2013-14 <u>PROPOSED</u>	Percent <u>Change</u>
REVENUE				
After-school program	\$ 1,251,977	\$ 1,236,990	\$ 1,339,235	8.3%
Summer Camp	156,320	155,070	156,841	1.1%
Summer Youth Enrichment	55,500	44,500	36,900	-17.1%
District tuition assistance	11,761	11,761	11,761	0.0%
Facility rental	35,642	35,642	38,239	7.3%
Interest Income	100	100	-	-100.0%
Fund Balance Appropriated	<u>36,258</u>	<u>-</u>	<u>20,000</u>	
Total Revenue	\$ 1,547,558	\$ 1,484,063	\$ 1,602,976	8.0%
OPERATING EXPENSES				
Salaries, wages and benefits	\$ 1,305,920	\$ 1,272,504	\$ 1,372,159	7.8%
Supplies	52,703	46,929	60,092	28.0%
Food	127,630	115,080	115,130	0.0%
Purchased services/activities	<u>61,305</u>	<u>49,550</u>	<u>55,595</u>	12.2%
Total Expenses	\$ 1,547,558	\$ 1,484,063	\$ 1,602,976	8.0%
After-school program enrollment	620	615	635	3.3%

Summary of Changes Community Schools Fund For 2013-14

Changes in Revenue

- * Changes in revenue are due to expected enrollment changes for 2013-14 After-School, Teacher Workdays and Summer Youth Enrichment.

Changes in Expenses

- * Changes in operating expenses are due to the opening of Northside Elementary After-School, a projected salary increase of 1.5%, retirement increase of 9%, a projected health insurance increase of 6% and replacement of out dated computers.

Child Nutrition Fund Budget Summary

	2011-12 <u>ACTUAL</u>	2012-13 <u>BUDGET</u>	2013-14 <u>PROPOSED</u>
REVENUE			
Sales of meals and supplemental sales	\$ 2,230,132	\$ 1,766,374	TBD
Federal reimbursements	1,592,933	1,698,588	TBD
Catering and miscellaneous	12,000	12,000	TBD
Summer Program	-	-	-
Chartwells Guarantee	50,000	50,000	-
Indirect cost	308,700	308,700	TBD
School district subsidy	225,000	225,000	TBD
Chartwells reimbursement	-	-	-
	\$ 4,418,765	\$ 4,060,662	\$ -
 OPERATING EXPENSES			
Food	\$ 1,434,188	\$ -	\$ -
Salaries, wages and benefits	1,508,750	1,574,750	TBD
Supplies	-	105,960	-
Administrative expenses	1,167,127	2,071,252	TBD
Chartwells contract reimbursements	-	-	-
Indirect cost	308,700	308,700	TBD
TOTAL OPERATING EXPENSES	\$ 4,418,765	\$ 4,060,662	\$ -

**Summary of Changes
Child Nutrition Services Fund
For 2013-14**

Changes in Revenue

* TBD

*

Changes in Expenses

* TBD

*

Summary of Recurring Capital Budget

School District

Fiscal Year 2013-14

Capital Item	Justification/Description	Category			Funding Amount	
		Category 1 - Buildings & Grounds	Category 2 - Furniture & Equipment	Category 3 - Vehicles	Superintendent's Recommended	Board Requested
<i>School</i>						
Carrboro Elementary	furniture/equipment		X		6,830	6,830
Ephesus Elementary	"		X		5,398	5,398
Estes Hills Elementary	"		X		6,221	6,221
FP Graham Elementary	"		X		5,635	5,635
Glenwood Elementary	"		X		5,872	5,872
McDougle Elementary	"		X		6,199	6,199
Morris Grove	"		X		6,627	6,627
Rashkis Elementary	"		X		5,917	5,917
Scroggs Elementary	"		X		6,954	6,954
Seawell Elementary	"		X		7,371	7,371
Culbreth Middle	"		X		7,844	7,844
McDougle Middle	"		X		7,799	7,799
Phillips Middle	"		X		7,258	7,258
Smith Middle	"		X		8,238	8,238
Carrboro High	"		X		10,211	10,211
Chapel Hill High	"		X		15,113	15,113
East Chapel Hill High	"		X		16,556	16,556
Hospital School	"		X		564	564
Total					136,604	136,604
<i>District Projects</i>						
Technology Equipment	MIS Department Expenses		X		250,000	250,000
Classroom Furniture	Facilities Management Dept.		X		20,000	20,000
Child Nutrition Equip.	Child Nutrition Department		X		40,000	40,000
Custodial Supp/Equip	Facilities Management Dept.		X		20,000	20,000
Administrative Equip.	Administrative Tech. Dept.		X		55,000	55,000
Print Shop Equipment	Support Services Division		X		3,500	3,500
Cafeteria Equipment	Facilities Management Dept.		X		5,000	5,000
Equipment	Support Services Division		X		50,000	50,000
Cultural Arts Equip.	Instructional Services		X		5,500	5,500
Total					449,000	449,000
<i>District Projects</i>						
Site Development	Drainage/Safety Improvements	X			107,733	107,733
Renovations	Painting, IAQ, Electrical, etc.	X			679,743	679,743
Floor Coverings	Carpet/Tile Installations	X			20,000	20,000
Roof Replacement	CIP Supplement	X				
Roof Repairs	District Repairs	X			81,920	81,920
Playgrounds/Playfields	Safety Comp./Major Maint.	X			240,000	240,000
Total					1,129,396	1,129,396



2012-2022
CAPITAL INVESTMENT PLAN



CAPITAL INVESTMENTS PLAN 2012 - 2022

UNFUNDED - Major Projects

PROJECTS:	10 YEAR UNFUNDED CAPITAL PROJECTS										TEN YEAR TOTAL
	Year 1 2012-13	Year 2 2013-14	Year 3 2014-15	Year 4 2015-16	Year 5 2016-17	Year 6 2017-18	Year 7 2018-19	Year 8 2019-20	Year 9 2020-21	Year 10 2021-22	
Abatement Projects											
Phillips: Remove Asbestos Floor Tile	265,000										265,000
Athletic Facilities:											
CarboroHS: Stadium Visitor Seating					450,000						450,000
CHHS: Stadium Synthetic Field							850,000				850,000
CHHS: Soccer Field Improvements		250,000									250,000
CHHS: Athletic Fields			150,000								150,000
CHHS: Baseball Field Bathroom/Concession Bld						500,000					500,000
ECHHS: Stadium Synthetic Field							850,000				850,000
CHHS/ECHHS: Major Athletic Field Repairs				250,000							250,000
ECHHS: Stadium Visitor Bleachers					150,000						150,000
Carboro Elementary: Multi purpose field			125,000								125,000
Scroggs: Athletic Field				150,000							150,000
McDougle Mdl: Tennis Courts						300,000					300,000
Playfields(10): Provide Potable Water	120,000										120,000
Cafeterias: Kitchen Equipment Replacements								150,000	150,000	150,000	450,000
Classroom/Building Improvements:											
Carboro Elm: Auditorium lighting/acoustics		100,000									100,000
Estes Hills: Lobby/Entrance Improvements	25,000										25,000
Estes Hills: Media Center Renovation			100,000								100,000
Seawell: Admin Building improvements		50,000									50,000
McDougle: Gymnasium Audio System				50,000							50,000
McDougle: Library carpet		30,000									30,000
Phillips: Science Classrooms Casework			75,000								75,000
Smith: Cafeteria Sound Panels	50,000										50,000
Doors/Hardware/Canopies							100,000	100,000	100,000	100,000	400,000
Scroggs: Canopies-Mobile Units, other areas	175,000										175,000
Estes Hills: Expand Canopy			45,000								45,000
Ephesus: Canopy at Kiss and Go						125,000					125,000
Glenwood: Canopy at Kiss and Go				100,000							100,000
Scroggs: Canopy at Mobiles and Bus Drop Off					150,000						150,000
Mechanical Systems:											
Carboro Elm: HVAC Digital Controls			25,000								25,000
Ephesus: HVAC Digital Controls			45,000								45,000
Estes Hills: HVAC Digital Controls			25,000								25,000
Glenwood: HVAC Digital Controls			45,000								45,000
FP Graham: Replace Gym Heat Pumps						75,000					75,000
FP Graham: HVAC Digital Controls			25,000								25,000
Seawell: Replace 9 Heat Pumps in PODs								135,000			135,000
Seawell: HVAC Digital Controls			45,000								45,000
Culbreth: Replace 1997 Roof Top Units								300,000			300,000
Culbreth: Duct Replacement							250,000				250,000
Phillips: Replace Heat Pumps in 1990 Addition					150,000						150,000
ECHHS: 1996 Chiller Replacement						250,000					250,000

PROJECTS:	10 YEAR UNFUNDED CAPITAL PROJECTS										TEN YEAR TOTAL
	Year 1 2012-13	Year 2 2013-14	Year 3 2014-15	Year 4 2015-16	Year 5 2016-17	Year 6 2017-18	Year 7 2018-19	Year 8 2019-20	Year 9 2020-21	Year 10 2021-22	
Energy Efficiency/Lighting Improvements											
ECHHS: Theater Lighting and Sound upgrade				375,000							375,000
Paving/Parking Lots/Playgrounds											
Ephesus: Plan for Outdoor Play Areas	10,000										10,000
FPG: Canopy at Bus Drop Off		95,000									95,000
Glenwood: paved play area		40,000									40,000
McDElm: Rubberized Playground Surface	150,000										150,000
Engineering Analysis/imp. - Stormwater Mgt				200,000							200,000
McDElm: Play Area Surface				125,000							125,000
Roofing											
Smith: repairs and seals										2,000,000	2,000,000
ECHHS: repairs and seals (20 years)					750,000						750,000
TOTAL UNFUNDED MAINTENANCE PROJECTS	795,000	565,000	705,000	1,250,000	1,650,000	750,000	850,000	2,250,000	385,000	2,250,000	9,200,000

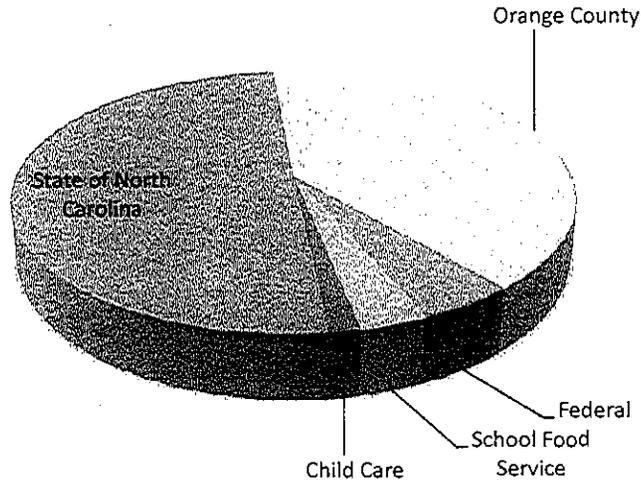
STATISTICAL PROFILE



Financial Perspective

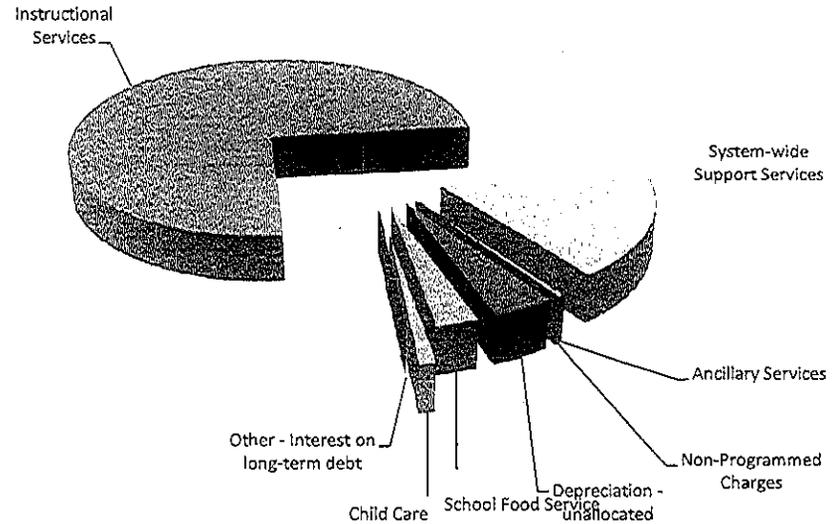
Governmental and Business-type Activities for Fiscal Year 2011-2012

Revenue Sources



State of North Carolina	\$58,808,280
Orange County	46,915,324
Federal	5,570,774
School Food Service	3,867,654
Child Care	1,749,274
Other	<u>24,885,251</u>
 Total	 <u><u>\$141,796,557</u></u>

Expenditures/Expenses



Instructional Services	\$ 104,948,573
System-wide Support Services	23,529,956
Ancillary Services	136,883
Non-Programmed Charges	527,076
Depreciation - unallocated	5,757,524
School Food Service	4,009,913
Child Care	1,484,031
Other - Interest on long-term debt	675
 Total	 <u><u>\$ 140,394,631</u></u>

*Charter payments and indirect costs

Source: 2011-12 Audited Financial Statements

CHAPEL HILL-CARRBORO CITY SCHOOL SYSTEM

Net Assets by Component Last Nine Fiscal Years

Year Ended June 30										
Governmental activities										
	2004	2005	2006	2007	2008	2009	2010	2011	2012	
Invested in capital assets, net of related debt	\$ 116,238,054	\$ 115,208,636	\$ 126,102,764	\$ 143,000,072	\$ 163,483,300	\$ 166,983,726	\$ 163,949,217	\$ 163,961,928	\$ 165,245,825	
Restricted	711,927	838,723	820,219	828,491	880,818	899,663	1,030,281	3,023,739	3,403,894	
Unrestricted (deficit)	(3,608,022)	(2,263,039)	(653,029)	387,063	162,415	41,399	1,790,409	4,081,358	3,355,228	
	\$ 113,341,959	\$ 113,784,320	\$ 126,269,954	\$ 144,215,626	\$ 164,526,533	\$ 167,924,788	\$ 166,769,907	\$ 171,067,025	\$ 172,004,947	
Business-type activities										
Invested in capital assets, net of related debt	\$ 222,980	\$ 176,774	\$ 131,180	\$ 89,007	\$ 47,546	\$ 17,486	\$ 17,486	\$ 42,980	\$ 340,873	
Unrestricted (deficit)	(11,174)	(15,675)	(170,427)	325,420	108,657	96,627	96,624	282,203	336,611	
	\$ 211,806	\$ 161,099	\$ (39,247)	\$ 414,427	\$ 156,203	\$ 114,113	\$ 114,110	\$ 325,183	\$ 677,484	
Government Wide										
	2004	2005	2006	2007	2008	2009	2010	2011	2012	
Invested in capital assets, net of related debt	\$ 115,385,410	\$ 126,233,944	\$ 143,089,079	\$ 163,530,846	\$ 163,495,808	\$ 163,966,703	\$ 163,992,197	\$ 164,313,402	\$ 165,586,698	
Restricted	838,723	820,219	828,491	880,818	899,663	1,030,281	1,030,281	3,023,739	3,403,894	
Unrestricted (deficit)	(2,278,714)	(823,456)	712,483	271,072	203,698	1,887,036	2,072,612	4,285,343	3,691,839	
	\$ 113,945,419	\$ 126,230,707	\$ 144,630,053	\$ 164,682,736	\$ 164,599,169	\$ 166,884,020	\$ 167,095,090	\$ 171,622,484	\$ 172,682,431	

Source: Chapel Hill-Carrboro City Schools Board of Education, North Carolina, Annual Financial Report for the year ended June 30, 2012

Note: This table is a ten year schedule. However, GASB 34 was implemented for the year ended June 30, 2003. Therefore, there are only nine years of comparative data noted above.

CHAPEL HILL-CARRBORO CITY SCHOOL SYSTEM

Changes in Net Assets Last Nine Fiscal Years

Year Ended June 30	2004	2005	2006	2007	2008	2009	2010	2011	2012
Expenses:									
Governmental Activities:									
Instructional services	\$ 75,593,624	\$ 76,145,391	\$ 78,719,653	\$ 86,739,513	\$ 100,952,549	\$ 107,177,216	\$ 102,658,017	\$ 103,809,475	\$ 104,948,573
System-wide support services	24,880,909	25,583,561	25,141,611	27,399,783	21,027,599	22,067,945	23,000,808	22,689,231	23,529,956
Ancillary services	309,376	314,160	478,600	622,045	50,456	3,826	34,044	237,408	136,883
Non-programmed charges	133,180	254,972	301,204	418,143	463,074	416,950	492,838	575,187	527,076
Interest on long-term debt	-	-	-	4,349	51,977	39,912	31,171	16,154	675
Unallocated depreciation expense	3,250,965	3,153,570	3,704,445	3,792,816	3,914,010	4,000,727	5,470,036	5,657,984	5,757,524
Total governmental activities	<u>104,168,054</u>	<u>105,451,654</u>	<u>108,345,513</u>	<u>118,976,849</u>	<u>126,459,665</u>	<u>133,706,576</u>	<u>131,686,914</u>	<u>132,985,439</u>	<u>134,900,687</u>
Business-type activities:									
School food service	3,104,594	3,196,780	\$ 3,315,653	\$ 3,870,536	\$ 4,225,769	\$ 4,076,671	\$ 4,218,982	\$ 3,957,877	\$ 4,009,913
Child Care	1,504,925	1,471,514	\$ 1,581,550	\$ 1,718,892	\$ 1,704,503	\$ 1,704,113	\$ 1,616,225	\$ 1,522,392	\$ 1,484,031
Total business-type activities	<u>4,609,519</u>	<u>4,668,294</u>	<u>4,897,203</u>	<u>5,589,428</u>	<u>5,930,272</u>	<u>5,780,784</u>	<u>5,835,207</u>	<u>5,480,269</u>	<u>5,493,944</u>
Total government-wide	<u>\$ 108,777,573</u>	<u>\$ 110,119,948</u>	<u>\$ 113,242,716</u>	<u>\$ 124,566,077</u>	<u>\$ 132,389,937</u>	<u>\$ 139,487,360</u>	<u>\$ 137,522,121</u>	<u>\$ 138,465,708</u>	<u>\$ 140,394,631</u>
Program Revenues:									
Governmental activities:									
Charges for services : Co-curricular	\$ 2,268,858	\$ 2,238,301	\$ 2,145,681	\$ 2,414,520	\$ -	\$ 2,739,392	\$ 2,665,684	\$ 2,655,827	\$ 2,712,319
Operational Support	\$ 398,051	\$ 377,646	\$ 390,412	\$ 387,696	\$ 286,919	\$ 484,614	\$ 491,528	\$ 470,487	\$ 515,397
Operating grants and contributions	51,873,963	53,677,352	55,522,004	60,147,394	67,633,275	66,801,812	65,210,618	67,177,842	64,339,584
Capital grants and contributions	663,209	842,199	659,835	370,572	425,185	290,592	129,328	157,678	39,470
Total governmental activities program revenues	<u>55,204,081</u>	<u>57,135,498</u>	<u>58,717,932</u>	<u>63,320,182</u>	<u>68,345,379</u>	<u>70,316,410</u>	<u>68,497,158</u>	<u>70,461,834</u>	<u>67,606,770</u>
Business-type activities:									
Charges for services									
School food service	1,933,458	1,673,683	1,816,782	1,990,981	2,017,352	2,012,280	1,913,553	1,913,273	1,861,576
Child care	1,515,108	1,492,568	1,703,659	1,703,572	1,660,945	1,820,931	1,837,025	1,645,250	1,749,274
Operating grants and contributions	1,036,541	1,095,463	1,252,370	1,539,327	1,737,831	1,595,932	1,685,927	1,648,292	1,863,465
Capital grants and contributions	-	-	-	-	-	-	31,955	157,678	39,470
Total business-type activities program revenues	<u>4,485,107</u>	<u>4,261,714</u>	<u>4,772,811</u>	<u>5,233,880</u>	<u>5,416,128</u>	<u>5,429,143</u>	<u>5,468,460</u>	<u>5,364,493</u>	<u>5,513,785</u>
Total government-wide	<u>\$ 59,689,188</u>	<u>\$ 61,397,212</u>	<u>\$ 63,490,743</u>	<u>\$ 68,554,062</u>	<u>\$ 73,761,507</u>	<u>\$ 75,745,553</u>	<u>\$ 73,965,618</u>	<u>\$ 75,826,327</u>	<u>\$ 73,120,555</u>
Net (Expense)/Revenue									
Governmental activities	\$ (48,963,973)	\$ (48,316,156)	\$ (49,627,581)	\$ (55,656,467)	\$ (58,114,286)	\$ (63,390,166)	\$ (63,189,756)	\$ (62,523,605)	\$ (67,293,917)
Business-type activities	(124,412)	(406,580)	(124,392)	(355,548)	(514,144)	(351,641)	(366,747)	(273,454)	(19,629)
Total government-wide	<u>\$ (49,088,385)</u>	<u>\$ (48,722,736)</u>	<u>\$ (49,751,973)</u>	<u>\$ (56,012,015)</u>	<u>\$ (58,628,430)</u>	<u>\$ (63,741,807)</u>	<u>\$ (63,556,503)</u>	<u>\$ (62,797,059)</u>	<u>\$ (67,313,546)</u>

CHAPEL HILL-CARRBORO CITY SCHOOL SYSTEM

Changes in Net Assets (Continued) Last Nine Fiscal Years

Year Ended June 30	2004	2005	2006	2007	2008	2009	2010	2011	2012
General Revenues and Other Changes in Net Assets									
Governmental activities:									
Unrestricted county appropriations - operating	\$ 27,479,292	\$ 28,816,278	\$ 30,372,967	\$ 33,121,358	\$ 34,935,883	\$ 56,849,123	\$ 55,862,017	\$ 56,318,539	\$ 56,321,027
Unrestricted county appropriations - capital	10,743,613	5,664,955	16,865,918	24,015,067	25,561,903	9,171,128	5,845,381	8,615,211	10,115,516
Unrestricted State appropriations - operating									
Unrestricted State appropriations - capital									
Unrestricted Federal appropriations - capital									
Investment earnings, unrestricted	40,332	99,843	259,385	425,481	450,995	248,970	113,561	102,977	86,429
Miscellaneous, unrestricted	13,854,110	14,383,675	15,193,011	16,162,234	17,862,689	925,786	791,405	1,817,484	1,850,521
Transfers	(73,705)	(206,234)	(578,066)	(122,000)	(386,177)	(406,883)	(577,192)	(500,017)	-
Total governmental activities	52,043,642	48,758,517	62,113,215	73,602,140	78,425,293	66,788,124	62,035,172	66,354,194	68,373,493
Business-type activities:									
Unrestricted State appropriations - operating									
Investment earnings, unrestricted					25,555	5,079	625	3,713	-
Miscellaneous, unrestricted				33,415					-
Transfers	73,705	206,234	578,066	122,000	386,177	406,883	577,192	500,017	141,654
Total business-type activities	73,705	206,234	578,066	155,415	411,732	411,962	577,817	503,730	141,654
Total government-wide	\$ 52,117,347	\$ 48,964,751	\$ 62,691,281	\$ 73,757,555	\$ 78,837,025	\$ 67,200,086	\$ 62,612,989	\$ 66,857,924	\$ 68,515,147
Change in Net Assets									
Governmental activities	\$ 3,079,671	\$ 442,361	\$ 12,485,634	\$ 17,945,672	\$ 20,310,907	\$ 3,397,958	\$ (1,154,584)	\$ 3,830,589	\$ 937,922
Business-type activities	(50,707)	(200,346)	453,674	(200,133)	(102,412)	60,322	211,070	230,276	122,025
Total government-wide	\$ 3,028,964	\$ 242,015	\$ 12,939,308	\$ 17,745,539	\$ 20,208,495	\$ 3,458,280	\$ (943,514)	\$ 4,060,865	\$ 1,059,947

Source: Chapel Hill-Carrboro Board of Education, North Carolina, Annual Financial Report for the year ended June 30, 2012

Note: This table is a ten year schedule. However, GASB 34 was implemented for the year ended June 30, 2003. Therefore, there are only nine years of comparative data noted above.

Note: Expenses for 2007 and before are not comparable to 2008 (and after) expenses due to a change in the Uniform Chart of Accounts required to be used by all Local Education Agencies in North Carolina.

CHAPEL HILL- CARRBORO CITY SCHOOL SYSTEM

Governmental Funds Changes in Fund Balances Last Ten Fiscal Years

Year Ended June 30	2003	2004	2005	2006	2007
Revenues					
State of North Carolina	\$ 45,748,986	\$ 47,229,446	\$ 49,564,687	\$ 51,235,505	\$ 55,717,793
Orange County	40,623,152	38,222,907	34,481,233	47,238,885	57,136,424
U.S. Government	4,508,736	5,307,726	4,954,864	4,946,334	4,800,173
Other	15,578,351	16,700,657	17,253,167	18,154,810	19,541,912
Total revenues	106,459,225	107,460,736	106,253,951	121,575,534	137,196,302
Expenditures					
Instructional services	71,206,862	74,754,669	76,114,340	78,231,187	86,185,395
System-wide support services	20,202,521	21,644,812	21,628,707	22,607,917	23,611,655
Ancillary services	337,941	309,376	314,160	478,600	665,695
Non-programmed charges	412,569	-	-	467,526	526,474
Debt service - principal	-	419,929	797,250	388,575	410,122
Capital outlay	14,724,089	13,245,075	6,069,782	16,595,509	25,699,612
Total expenditures	106,883,982	110,373,861	104,924,239	118,769,314	137,098,953
Revenues over (under) expenditures	(424,757)	(2,913,125)	1,329,712	2,806,220	97,349
Other financing sources (uses)					
Transfers from (to) other funds	\$ (65,407)	\$ (73,705)	\$ (206,234)	\$ (578,066)	\$ (122,000)
Installment purchase obligations	-	442,330	302,880	-	1,791,417
	<u>(65,407)</u>	<u>368,625</u>	<u>96,646</u>	<u>(578,066)</u>	<u>1,669,417</u>
Net change in fund balances	\$ (490,164)	\$ (2,544,500)	\$ 1,426,358	\$ 2,228,154	\$ 1,766,766
Debt service as a percent of non-capital expenditures:					
	0.00%	0.43%	0.81%	0.38%	0.37%
Year Ended June 30					
	2008	2009	2010	2011	2012
Revenues					
State of North Carolina	\$ 59,630,771	\$ 60,922,569	\$ 55,475,547	\$ 55,543,828	\$ 58,808,280
Orange County	60,497,786	47,036,977	42,643,077	45,703,931	46,915,324
U.S. Government	5,293,013	5,726,314	9,864,399	11,791,692	5,570,774
Other	21,863,500	23,959,296	23,474,646	24,551,625	24,885,251
Total revenues	147,285,070	137,645,156	131,457,669	137,591,076	136,179,629
Expenditures					
Instructional services	101,462,067	106,935,971	102,689,608	103,771,701	105,498,842
System-wide support services	18,627,203	19,848,927	19,658,874	20,087,800	20,327,573
Ancillary services	50,456	46,025	34,044	237,408	136,883
Non-programmed charges	591,395	579,216	753,318	762,551	638,776
Debt service - principal	515,946	674,050	511,763	717,076	98,967
Capital outlay	26,649,049	9,150,703	5,118,725	8,071,720	10,097,491
Total expenditures	147,896,116	137,234,892	128,766,332	133,648,256	136,798,532
Revenues over (under) expenditures	(611,046)	410,264	2,691,337	3,942,820	(618,903)
Other financing sources (uses)					
Transfers from (to) other funds	\$ (386,177)	\$ (398,639)	\$ (577,192)	\$ 182,811	\$ (107,370)
Installment purchase obligations	209,328	387,981	-	-	-
Total other financing sources (uses)	\$ (176,849)	\$ (10,658)	\$ (577,192)	\$ 182,811	\$ (107,370)
Net change in fund balances	\$ (787,895)	\$ 399,606	\$ 2,114,145	\$ 4,125,631	\$ (726,273)
Debt service as a percent of non-capital expenditures:					
	0.43%	0.53%	0.42%	0.57%	0.08%

Source: Chapel Hill-Carrboro Board of Education, North Carolina, Annual Financial Report for the year ended June 30, 2012

Note: Expenses for 2007 and before are not comparable to 2008 (and after) expenses due to a change in the Uniform Chart of Accounts required to be used by all Local Education Agencies in North Carolina.

CHAPEL HILL-CARRBORO CITY SCHOOL SYSTEM

Governmental Funds Fund Balances Last Ten Fiscal Years

Year Ended June 30	2003	2004	2005	2006	2007
General Fund					
Assigned	\$ 601,646	\$ 1,425,638	\$ 431,966	\$ 605,293	\$ 1,173,547
Unassigned	2,591,263	1,166,249	3,195,773	4,954,863	5,640,941
Total General Fund	\$ 3,192,909	\$ 2,591,887	\$ 3,627,739	\$ 5,560,156	\$ 6,814,488
All Other Governmental Funds					
Unassigned, reported in					
Special Revenue Funds	700,224	711,927	838,723	820,219	820,219
Capital Projects Fund	923,924	(1,031,247)	(767,537)	(453,296)	(453,296)
Total all other governmental funds	\$ 1,624,148	\$ (319,320)	\$ 71,186	\$ 366,923	\$ 366,923
Year Ended June 30	2008	2009	2010	2011	2012
General Fund					
Non-spendable				1,080,333	972,818
Restricted				443,625	528,824
Assigned	\$ 1,210,499	\$ 1,569,752	\$ 1,034,519	3,652,913	3,222,913
Unassigned	4,333,818	5,160,768	7,135,658	6,675,445	6,123,908
Total General Fund	\$ 5,544,317	\$ 6,730,520	\$ 8,170,177	\$ 11,852,316	\$ 10,848,463
All Other Governmental Funds					
Special Revenue Funds:					
Non-spendable					
Restricted					425
Assigned	828,491	880,818	899,663	1,472,569	1,533,926
Capital Projects Fund:					
Non-spendable					
Restricted				1,107,545	1,341,144
Assigned					
Unassigned	49,369	479,319	(313,421)		
Total all other governmental funds	\$ 877,860	\$ 1,360,137	\$ 586,242	\$ 2,609,084	\$ 2,886,664

Source: Chapel Hill-Carrboro Board of Education, North Carolina, Annual Financial Report for the year ended June 30, 2012

NOTE: Fund balances reported for 2011 and 2012 are formatted to comply with GASB 54 reporting requirements. Page 27 of the notes to the Financial Statements provides an explanation of the fund balance categories.

CHAPEL HILL-CARRBORO CITY SCHOOL SYSTEM

Proprietary Fund - Food Services Operations Revenues by Source Last Ten Fiscal Years

Expressed in Nominal Dollars											
Year ended June 30	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	
Food Sales	\$ 1,777,144	\$ 1,933,458	\$ 1,676,680	\$ 1,816,782	\$ 1,990,981	\$ 2,017,352	\$ 2,012,284	\$ 1,913,553	\$ 1,913,273	\$ 1,861,576	
Federal Reimbursements	810,706	898,473	986,446	1,042,779	1,097,491	1,215,885	1,402,498	1,386,853	1,489,132	1,697,467	
Federal Commodities	133,943	133,068	109,017	129,094	146,978	170,504	193,434	299,074	159,160	161,631	
Other	230,399	245,735	245,217	261,951	294,858	351,442	166,249	255,466	216,307	142,613	
State/Local Reimburse	65,407	73,705	206,234	578,066	122,000	386,177	505,161	668,556	248,848	270,470	
Totals	\$ 3,017,599	\$ 3,284,439	\$ 3,223,594	\$ 3,828,672	\$ 3,652,308	\$ 4,141,360	\$ 4,279,626	\$ 4,523,502	\$ 4,026,720	\$ 4,133,757	

Expressed in Constant Dollars											
Year ended June 30	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	
Food Sales	\$ 829,666	\$ 902,641	\$ 782,764	\$ 848,171	\$ 929,496	\$ 941,808	\$ 939,442	\$ 893,349	\$ 893,218	\$ 869,083	
Federal Reimbursements	378,481	419,455	460,526	486,825	512,367	567,640	654,761	647,457	695,206	792,468	
Federal Commodities	62,532	62,123	50,895	60,268	68,617	79,600	90,305	139,624	74,304	75,458	
Other	107,563	114,722	114,480	122,293	137,655	164,072	77,614	119,265	100,984	66,579	
State/Local Reimburse	30,535	34,409	96,281	269,872	56,956	180,288	235,836	312,118	116,176	126,270	
Totals	\$ 1,408,777	\$ 1,533,350	\$ 1,504,946	\$ 1,787,429	\$ 1,705,091	\$ 1,933,408	\$ 1,997,958	\$ 1,992,548	\$ 1,778,904	\$ 1,863,279	

Source: Chapel Hill-Carrboro Board of Education, North Carolina, Annual Financial Report for the year ended June 30, 2012

Other revenue includes interest earned, gain on disposal of fixed assets, indirect costs not paid, and other revenue.

Nominal dollars reflect actual dollars of the period of the transaction. Constant dollars reflect dollars having a constant general purchasing power as shown by the Consumer Price Index for All Urban Consumers (CPI-U) (Calendar years 1982-1984 = 100).

CHAPEL HILL-CARRBORO CITY BOARD OF EDUCATION

Proprietary Fund - Food Services Operations Expenses by Category Last Ten Fiscal Years

Year ended June 30

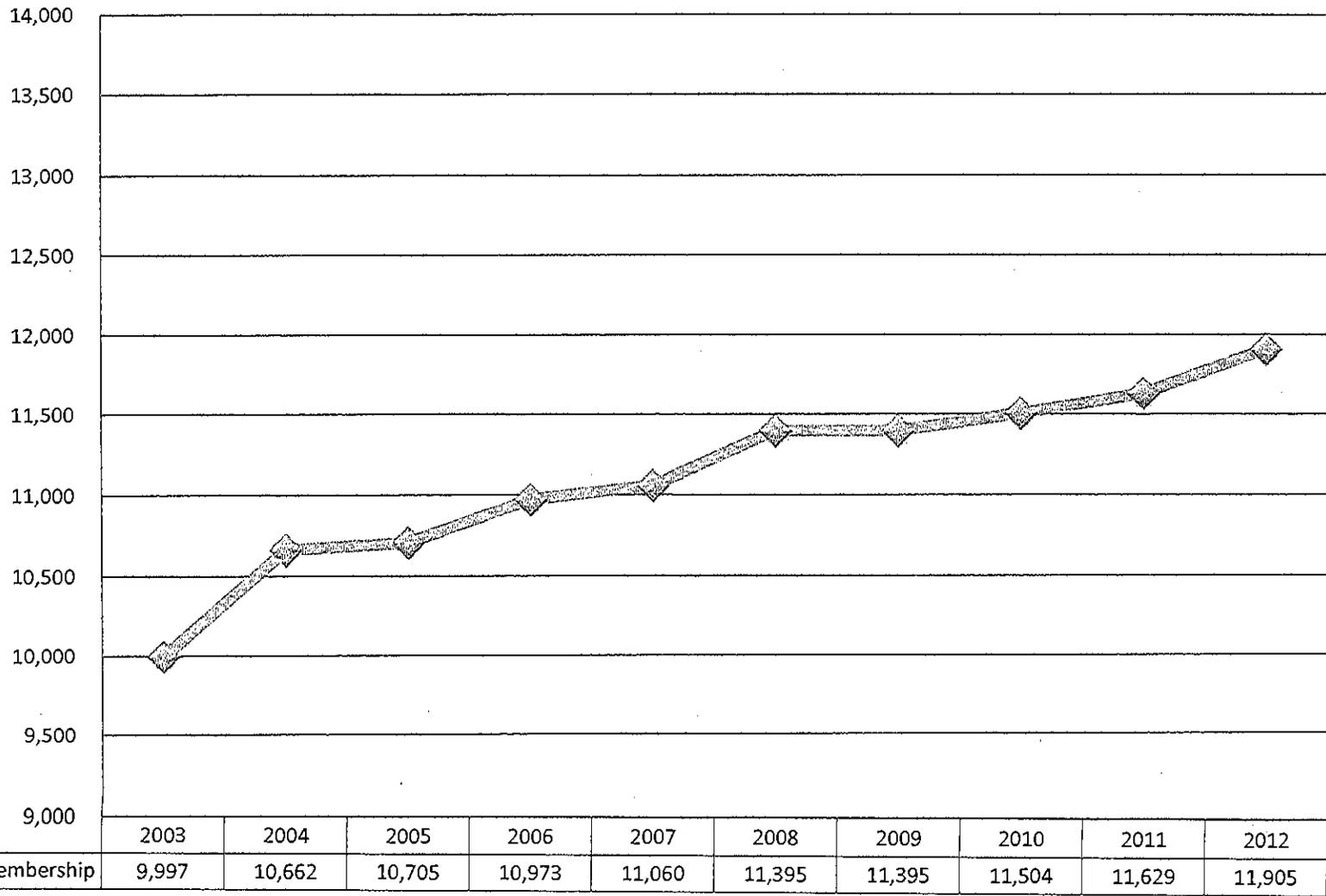
	Expressed in Nominal Dollars									
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Purchased Food	\$ 1,155,373	\$ 1,218,702	\$ 1,318,750	\$ 1,324,436	\$ 1,311,029	\$ 1,479,112	\$ 1,448,704	\$ 1,285,532	\$ 26,124	\$ -
Donated Commodities							193,434	299,074	-	-
Salaries and Benefits	1,379,688	1,471,631	1,416,762	1,367,107	1,413,905	1,538,768	1,510,710	1,436,671	1,482,891	1,297,561
Other	305,802	364,667	414,930	596,763	848,578	876,858	1,121,160	1,368,764	2,665,169	2,680,045
Totals	\$ 2,840,863	\$ 3,055,000	\$ 3,150,442	\$ 3,288,306	\$ 3,573,512	\$ 3,894,738	\$ 4,274,008	\$ 4,390,041	\$ 4,174,184	\$ 3,977,606

Year ended June 30	Expressed in Constant Dollars									
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Purchased Food	\$ 539,390	\$ 568,955	\$ 615,663	\$ 618,317	\$ 612,058	\$ 690,528	\$ 676,332	\$ 600,155	\$ 12,196	\$ -
Donated Commodities	-	-	-	-	-	-	90,305	139,624	-	-
Salaries and Benefits	644,112	687,036	661,420	638,239	660,086	718,379	705,280	670,715	692,293	605,771
Other	142,765	170,246	193,711	278,601	396,162	409,364	523,417	639,012	1,244,243	1,251,188
Totals	\$ 1,326,267	\$ 1,426,237	\$ 1,470,794	\$ 1,535,157	\$ 1,668,306	\$ 1,818,271	\$ 1,995,334	\$ 2,049,506	\$ 1,948,732	\$ 1,856,959

Nominal dollars reflect actual dollars of the period of the transaction. Constant dollars reflect dollars having a constant general purchasing power as shown by the Consumer Price Index for All Urban Consumers (CPI-U) (Calendar years 1982-1984 = 100).

CHAPEL HILL-CARRBORO CITY SCHOOL SYSTEM

Average Daily Membership Last Ten Fiscal Years



Chapel Hill-Carrboro City School System
Student Statistics
Last Ten Fiscal Years

Year Ended 30-Jun	Teaching Staff	Students	Pupil/ Teacher ratio	Student Attendance Percentage	Students receiving free/ Reduced lunch percentage
2012	981	11,905	12%	96.00%	23.40%
2011	983	11,629	12%	96.03%	22.15%
2010	972	11,504	12%	96.01%	20.30%
2009	997	11,614	12%	95.95%	20.70%
2008	897	11,395	13%	95.84%	21.10%
2007	882	11,060	13%	95.76%	21.00%
2006	873	10,973	13%	96.08%	16.00%
2005	862	10,705	12%	96.24%	14.30%
2004	843	10,662	13%	95.56%	15.10%
2003	810	10,347	13%	95.95%	13.90%

Source: North Carolina School Report Cards

CHAPEL HILL-CARRBORO CITY SCHOOLS

Operational Expenditures Per Pupil Expenditures by Function Last Ten Fiscal Years

EXPRESSED IN NOMINAL DOLLARS					
Year Ended June 30	2003	2004	2005	2006	2007
Average Daily Membership	10,347	10,590	10,705	10,973	11,060
Instructional	\$ 6,921	\$ 7,138	\$ 7,113	\$ 7,174	\$ 7,843
Support	2,098	2,349	2,390	2,291	2,477
Ancillary	62	42	53	71	94
Total Expenditures	\$ 9,081	\$ 9,529	\$ 9,556	\$ 9,536	\$ 10,414

EXPRESSED IN NOMINAL DOLLARS					
Year Ended June 30	2008	2009	2010	2011	2012
Average Daily Membership	11,395	11,614	11,504	11,629	11,905
Instructional	\$ 8,859	\$ 9,228	\$ 8,924	\$ 8,927	\$ 8,816
Support	1,845	1,900	1,999	1,951	1,976
Ancillary	83	36	3	20	11
Total Expenditures	\$ 10,787	\$ 11,164	\$ 10,926	\$ 10,898	\$ 10,803

EXPRESSED IN CONSTANT DOLLARS					
Year Ended June 30	2003	2004	2005	2006	2007
Instructional	\$ 3,231	\$ 3,332	\$ 3,321	\$ 3,349	\$ 3,662
Support	-	1,097	1,116	1,070	1,156
Ancillary	29	20	25	33	44
Total Expenditures	\$ 3,260	\$ 4,449	\$ 4,462	\$ 4,452	\$ 4,862

EXPRESSED IN CONSTANT DOLLARS					
Year Ended June 30	2008	2009	2010	2011	2012
Instructional	\$ 4,136	\$ 4,308	\$ 4,166	\$ 4,168	\$ 4,116
Support	861	887	933	911	923
Ancillary	39	17	1	9	5
Total Expenditures	\$ 5,036	\$ 5,212	\$ 5,100	\$ 5,088	\$ 5,044

Source: Chapel Hill-Carrboro City Schools, North Carolina, Annual Financial Report for the year ended June 30, 2012.
The above operational expenditures per pupil include the General, State Public School, and Federal Grants Funds, Capital Projects Fund and the Expendable Trust Fund.

Nominal dollars reflect actual dollars of the period of the transaction. Constant dollars reflect dollars having a constant general purchasing power as shown by the Consumer Price Index for All Urban Consumers (CPI-U) (Calendar years 1982-1984=100).

Note: Expenses for 2007 and before are not comparable to 2008 (and after) expenses due to a change in the Uniform Chart of Accounts required to be used by all Local Education Agencies in North Carolina.

Chapel Hill-Carrboro City School System
Full-Time Equivalent Governmental Employees by Function/Program
Last Ten Fiscal Years

Year ended June 30	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Officials, Admins, Mgrs	18	21	19	16	17	16	20	21	21	38
Principals	16	16	16	16	17	17	18	19	19	19
Asst. Principals, Teaching										
Asst. Principals, Non-Teaching	18	19	20	20	20	19	23	22	23	23
Total Administrators	52	56	55	52	54	52	61	62	63	80
Elementary Teachers	192	203	212	228	426	439	434	431	431	459
Secondary Teachers	371	379	383	372	205	209	206	204	206	261
Other Teachers	247	261	267	273	251	249	236	257	266	273
Total Teachers	810	843	862	873	882	897	876	892	903	993
Guidance	34	29	28	33	40	39	37	39	39	39
Psychological	9	10	9	9	8	9	11	9	9	9
Librarian, Audio Visual	14	29	27	15	30	14	18	32	32	32
Consultant, Supervisory	10	14	14	13	16	20	28	15	15	15
Other Professionals	74	82	82	87	108	85	94	126	126	127
Total Professionals	1,003	1,063	1,077	1,082	1,138	1,116	1,125	1,175	1,187	1,295
Teacher Assistants	292	330	324	331	361	347	350	356	356	359
Technicians	42	33	32	21	12	45	23	28	28	26
Clerical, Secretarial	82	93	82	93	100	112	110	114	114	155
Service Workers	91	90	86	137	152	177	132	115	115	119
Skilled Crafts	21	25	25	22	23		27	26	26	26
Laborers, Unskilled										
Totals	1,531	1,634	1,626	1,686	1,786	1,797	1,767	1,814	1,826	1,980

Source: North Carolina Public Schools Statistical Profile (2001-2011 Editions)

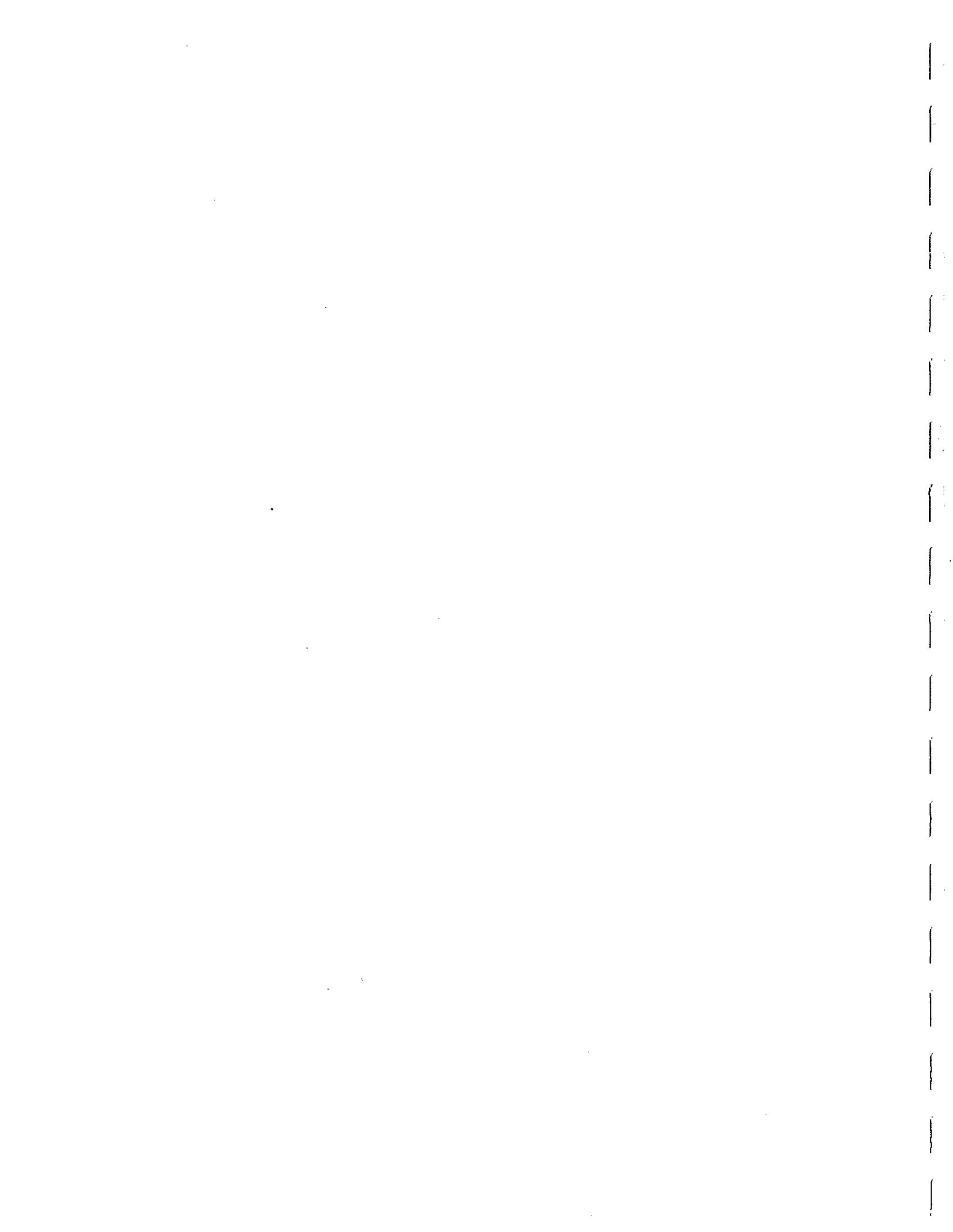
Chapel Hill-Carrboro City School System

School Building Data
June 30, 2012

Site	Year Built	Square Footage	Capacity	Current Membership	Over/(Under) Capacity	Condition
<u>ELEMENTARY SCHOOLS</u>						
Carrboro Elementary	1957	61,562	533	534	Over	Good
Ephesus Elementary	1972	73,096	448	435	Under	Good
Estes Hills Elementary	1958	57,029	527	493	Under	Good
FP Graham Elementary	1960	68,513	538	461	Under	Good
Glenwood Elementary	1952	54,412	423	465	Over	Good
McDougle Elementary	1996	99,920	564	544	Under	Very Good
Morris Grove Elementary	2008	90,221	585	640	Over	Excellent
Rashkis Elementary	2003	95,729	585	552	Under	Excellent
Mary Scroggs Elementary	1999	92,900	575	601	Under	Very Good
Seawell Elementary	1969	58,629	466	557	Over	Good
<u>MIDDLE SCHOOLS</u>						
Culbreth Middle	1969	108,058	670	677	Over	Good
McDougle Middle	1994	138,141	732	666	Under	Very Good
Phillips Middle	1962	109,498	706	670	Under	Good
Smith Middle	2001	136,054	732	701	Under	Excellent
<u>HIGH SCHOOLS</u>						
Carrboro High School	2007	148,023	800	861	Over	Excellent
Chapel Hill High	1966	254,551	1520	1313	Under	Good
East Chapel Hill High	1996	267,549	1515	1432	Under	Very Good
Hospital School (School is a part of the UNC Hospitals Facilities)				26		
Phoenix Academy (Alternative School is a part of Lincoln)						
<u>ADMINISTRATIVE OFFICES</u>						
Transportation Center		5,089				
Lincoln Center		72,932				



APPENDIX



**Chapel Hill- Carrboro Schools
Allotment Formula – 2013-2014**

<u>POSITION</u>	<u>ELEMENTARY</u>	<u>MIDDLE</u>	<u>HIGH SCHOOL</u>	<u>Proposed Changes TBD</u>
Principal	1 for 12 months	1 for 12 months	1 @ 12 months	
Assistant Principal	1 for 12 months	1 for 12 months	1: up to 600 ADM 2: 601- 1250 ADM 3: 1251 -1750 ADM 4: 1751- 2250 ADM all @12 months	
Classroom teachers				
Kindergarten-Third	1:21 ADM			
Fourth- Fifth	1:28 ADM			1:26ADM
Core subjects		1: 120 ADM (teaching 5 classes at 1:24)	1:140 ADM (5 sections at 1:28)	1:130 ADM @ High School
Mathematics			1: 120 ADM (teaching five 1:24)	
Vocational/ CTE		Dictated by the program	Dictated by the program MOE	
Electives		1: 140 ADM (5 sections at 1:28)	1: 140 ADM (teaching 5 sections at 1:28)	
Dept. chair			No additional planning period; \$1,200 stipend for 10 teachers per high school 08/09	
Academy Leader			No additional planning period; \$5,000 per Thematic Academy &\$5,000 for Finance Academy 09/10	
Small classes -for 9 th grade			2 FTE per school	
AVID IFL		.60 FTE per school	AVID teacher must have free coordination period .2 FTE	
IFL /Math Coach	2 FTE per school for ELA	1FTE per school for math	1 FTE per school for ELA	Proposed 1 FTE MS ELA
			1 per school (2010-11) 11 moe	
Pre-K	Program allocation			
Pre-school Handicapped	Program allocation			
ESL	(system wide) 1:40	(system wide) 1:40	(system wide) 1:40	
Cultural Arts: Music, PE, Art	Music @1 FTE per 30 classes PE @1 FTE per 20 classes ART @ 1 FTE per 30 classes	elective allocation	elective allocation	

<u>POSITION</u>	<u>ELEMENTARY</u>	<u>MIDDLE</u>	<u>HIGH SCHOOL</u>	<u>Proposed Changes TBD</u>
Elem Foreign Language	Serving grades 1-5 Allocation requires 3 periods @30 minutes per each 1-5 class or 1 FTE per 40 periods 1 FTE per 40 periods			
Media Specialist	1 FTE per school	1 FTE per school	1: up to 1000 ADM 1.5: 1001- 1500 ADM 2: 1501+ ADM	
Math/Science Spec.	.5 FTE per school			
Intervention	.5 FTE per school			
Guidance	1 FTE per school	1 FTE per grade 1 @ 11 MOE others @ 10.5 MOE	CHS ADM=3FTE CHHS ADM=5FTE ECHHS ADM =5FTE 1 @ 12 MOE others @ 11 MOE	
Family Specialist	1 FTE per school	1 FTE per school	1: up to 1000 ADM 1.5: 1001-1500 ADM 2: 1501+ ADM .5 @ ECHHS 09-10	
In School Suspension		1 FTE per school	1 FTE (Teacher Assistant) per school	TA @ MS
Student Assistance			1 FTE @CHHS .5 FTE @ ECHHS & CHS 09-10	
Nurses	1 per school	1 per school	1 per school	
Athletic Director		Extra duty supplement	1 FTE per school @ 11 moe Assigned 2 teaching periods	

POSITION	ELEMENTARY	MIDDLE	HIGH SCHOOL	Proposed Changes TBD
Technology Specialist	1 FTE per school (11 MOE)	1 FTE per school (11 MOE)	1 FTE per District (12 MOE)	
504		Extra duty supplement	1 per school .5 FTE @ CHS 09-10	
Transition Facilitator			1 per school	
Program Facilitator	.50 FTE per school	.50 FTE per school	1 FTE per school	
Ex Ed - resource	1 FTE per 15 - 20 caseload	1 FTE per 20-25 caseload	1 FTE per 20-25 caseload	
Speech-language Path	1 FTE per 30 - 35 caseload	1 FTE per 30 - 35 caseload	1 FTE per 30 - 35 caseload	
Self-contained AIG (District - wide)	district program			
Gifted Spec.	1.5 FTE per school	1 FTE per school		
Occupational Therapist	System allocation	System allocation	System allocation	
Physical Therapist	System allocation	System allocation	System allocation	
Teacher Assistant	1 FTE per K-3 class @ 215 day school year .50 FTE per 4-5 @ 210 day school year	1:200 ADM @ 210 day school year	2: up to 1000 ADM 3: 1001+ ADM @ 210 day school year	
Ex Ed teacher assistant	per total student need @ 210 day school year	per total school need @ 210 day school year	per total school need @ 210 day school year	
Media assistant	1 FTE per school @ 210 day school year	1 FTE per school @ 210 day school year	1: up to 1000 ADM 1.5: 1001+ ADM @ 210 day school year	
Technology Assistant			1 @ each H.S.	1 additional @ each H.S.
Principal Secretary	1 per school @ 12 MOE	1 per school @ 12 MOE	1 per school @ 12 MOE	
AP Secretary			1 per AP @ 12 MOE	
Clerical assistant/ HS receptionist	.50 FTE: up to 500 ADM 1 FTE: 501+ ADM @ 11 MOE	1 per school @ 11 MOE	1 per school @ 12 MOE	
Network Support			District Allocation	

<u>POSITION</u>	<u>ELEMENTARY</u>	<u>MIDDLE</u>	<u>HIGH SCHOOL</u>	<u>Proposed Changes TBD</u>
Bookkeeper			1 FTE per school @ 12 MOE	
Data Manager	1 FTE per school @ 12 MOE	1 FTE per school @ 12 MOE	1 FTE per school @ 12 MOE	
Guidance Clerk		1 FTE per school @ 11 MOE	1: up to 1000 ADM 2: 1000+ ADM 1 @ 12 months other = 11 months	
Distance Learning Asst.			1 FTE	
Athletic Trainer			1 FTE 10 month year (August 1- May 30 th); 40 hr week	
Security Guard			2 FTE: school (1 FTE @ 6 hrs daily assigned after- school/ evening hours)	
Custodian	per formula based on square footage and ADM	per formula based on square footage and ADM	per formula based on square footage and ADM	

ADM: Average Daily Membership or average student enrollment
FTE: Full Time Equivalent of a position
MOE: Months of Employment

2013-14 NON-PERSONNEL BUDGET ALLOCATIONS TO SCHOOLS

ACCOUNT	per	ELEM	MIDDLE	HIGH	HOSPITAL	No Changes for 2013-14 Budget
STATE FUNDS:						
Instructional Supplies	per student	33.16	33.16	33.16	33.16	initial allotment from state
Textbooks	per student	-	-	-	-	initial allotment from state
At-Risk	per student	10.00	10.00	10.00	10.00	initial allotment from state
School Technology	per student	-	-	-	-	
Duty Free Period	per school	-	-	-	-	
LOCAL FUNDS:						
Differentiated Pay	per cert staff	75.00	75.00	75.00	75.00	11-12 allotment reduction
Field Trips	per student	2.70	2.70	2.70	2.70	same as 09-10
Staff Development	per teacher	90.00	90.00	90.00	90.00	same as 09-10
Safe Schools/Violence Prevention	per school	-	11,700	16,200	-	same as 09-10
At Risk	per student	2.97	2.97	2.97	2.97	same as 09-10
Instructional Supplies	per student	11.55	19.95	19.95	19.95	5% increase 13-14
Cultural Arts	per school	893.00	2,768.00	4,419.00	-	same as 10-11
New Classroom Setup grades 1-12	per classrm	500.00	500.00	500.00	-	same as 00-01
New Classroom Setup Kindergarten	per classrm	1,000.00	-	-	-	same as 00-01
Technology software	per student	-	-	-	-	
Textbooks - special allotment				13,333		allocated \$40,000 in 06-07; div. by 3
Supplementary Books	per student	2.25	2.25	2.25	2.25	same as 09-10
Media Center Supplies	per student	11.34	11.34	11.34	11.34	same as 09-10
Co-curricular Activities	per school	-	14,400	48,600	-	same as 09-10
Co-curricular Activities	per student	-	-	16.09	-	same as 09-10
Travel - Asst. Principals	per Asst. Prin	430.00	430.00	430.00	-	same as 09-10
Travel - Principals	per Principal	1,215.00	1,215.00	1,215.00	1,215.00	same as 09-10
Telephone	per school size					same as 09-10
Administrative Supplies & Postage	per student	3.69	3.69	5.53	3.69	same as 09-10
Custodial Supplies Pre 1990	per square ft.	0.032	0.032	0.032	-	same as 10-11
Custodial Supplies Post 1990	per square ft.	0.020	0.020	0.020	-	same as 10-11
Copier/Equip Maintenance /Repair	District	-	-	-	-	District
SIT Funds	per school	1,028.00	1,028.00	1,028.00	514.00	same as 09-10
Commencement	high school			2,718.00		same as 09-10
Utilities - Electric	per history					increased 7% in 08-09
Utilities - Natural Gas	per history					increased 7% in 08-09
CAPITAL FUNDS						Total Reduction
Replacement Equipment/Furniture	per student	11.27	11.27	11.27	11.27	based on number of students
Purchase of Computer Hardware-60%	per student	58.66	35.15	35.15	35.15	based on number of students

Appendix B
NC State Department of Public Instruction
Allotment General Information FY 2013-14

State Fund Allotment Formulas

The State of North Carolina allots funds to public schools on the following basis:

Classroom Teachers

See Allotment Policy Manual, pages 43-49.

Dollars associated with these positions are based on each LEA's average teacher salary including benefits, rather than the statewide average teacher salary. This is a position allotment and you must stay within the positions, rather than the dollars, allotted. This calculation is necessary to determine your LEA's allotment per ADM for charter schools.

Instructional Support Personnel

1 position per 210.53 ADM.

Dollars associated with these positions are based on each LEA's average instruction support salary including benefits, rather than the statewide average salary. This is a position allotment and you must stay within the positions, rather than the dollars allotted. This calculation is necessary in order to determine your LEA's allotment per ADM for charter schools.

At-Risk Student Services

Each LEA receives the dollar equivalent of one resource officer (\$37,838) per high school. Of the remaining funds, 50% is distributed based on ADM (\$87.65 per ADM) and 50% is distributed based on number of poor children, per the Federal Title I Low Income poverty data (\$336.95 per poor child). Each LEA receives a minimum of the dollar equivalent of two teachers and two instructional support personnel (\$235,472). The new formula is fully implemented and the hold harmless no longer applies.

Central Office Administration

Increase by LEA FY 12-13 Initial Allotment is .29%.

Classroom Materials/Instructional Supplies/Equipment

\$58.83 per ADM plus \$2.69 per 8th and 9th grade ADM for PSAT funding..

Driver Education

\$199.65 per 9th grade ADM, includes private, charter, and federal schools.

Children with Special Needs

\$3,743.48 per funded headcount. Child count is comprised of the lesser of the December 1 handicapped headcount or 12.5% of the allotted ADM

Noninstructional Support (Clerical support, custodians and teacher substitute pay)

Distributed based on ADM (\$233.73 per ADM). \$6,000 per Textbook Commission member for Clerical Assistants.

School Building Administration

Principals: 1 per school with at least 100 ADM or at least 7 state paid teachers.

Assistant Principals: One month per 98.53 in ADM

School Technology

No longer funded.

Staff Development

No longer funded.

Teacher Assistants

\$1,182.69 per K-3 ADM

Textbooks

\$65.50 per ADM in grades K-12.

Transportation

Based on an efficiency rated formula and local operating plans. The initial allotment is 80% of Adjusted (based on final budget reductions) Planning.

Vocational Education Months of Employment (MOEs)

Base of 50 MOEs per LEA with remainder distributed based on 8-12 ADM.

-Hold harmless for merging LEAs. {Page 12 of the Allotment Policy Manual}

Dollars associated with these months are based on each LEA's average vocational education teacher salary including benefits, rather than the statewide average salary. This is a month of employment allotment and you must stay within the months, rather than the dollars, allotted. This calculation is necessary to determine your LEA's allotment per ADM for charter schools.

Vocational Education - Program Support

Base of \$10,000 per LEA with remainder distributed based on 8-12 ADM (\$33.79)

Federal Fund Allotment Formulas

Drug Free Schools and Communities

Funding for alcohol and other drug abuse prevention programs. 91% of total funds are distributed based on (1) 70% based on LEA and private school ADM and (2) 30% based on LEAs with the greatest need for additional funds.

IASA Title 1 - Reading

One of the largest federal grant for CHCCS is for the reading recovery program in the elementary schools. It provides funding to supplement and provide special help to educationally deprived children from low income families. Estimated funding projected by Washington.

IDEA Title VI-B Handicapped

Base Payment-Each LEA shall receive a base amount equal to a proportional share of 75% of the FY 1999-00 IDEA Title VI-B grant as calculated using the December 1998 headcount.

IDEA Title VI-B Preschool Handicapped

Base Payment-Each LEA shall receive a base amount equal to a proportional share of 75% of the FY 1997-98 IDEA Title VI-B Preschool Grant as calculated using the December 1996 headcount.

Vocational Education - Program Improvement

Seventy percent (70%) of available funds are allotted based on the child population in poverty ages 5-17 (\$48.08 per count). Thirty percent (30%) of available funds are allotted based on the age 5-17 population (\$3.89 per count).

IASA Title VI (formerly Chapter 2) Elementary and Secondary School Improvement Amendment of 1988

Funding to help implement innovative education programs. 60% of funding is based on ADM (\$3.71 per ADM), including private schools. 40% of funding is based on the December 1997 free lunch count (\$8.22 per count).

APPENDIX C

REVENUE SOURCES GLOSSARY

ABC Revenue	Local fund revenue given to the school district by the Orange County Alcoholic Beverage Control (ABC) Board. Funds are used to support programs of drug and alcohol abuse education.
Appropriated Fund Balance	A portion of the Local Fund Balance that is appropriated to be used to balance the budget. The Fund Balance is credited by the collection of prior years revenues that exceeded budgeted revenues and the under spending of prior years budgets. School Board policy dictates that Fund Balance that is in excess of 5.5% of the budget can be appropriated.
Community Schools	A new Fund that was formerly part of the Local Budget. Revenue is made up of after-school and summer camp and enrichment program fees charged to the participants of those programs.
County Appropriation	Local Fund revenue appropriated by the Orange County Commissioners on a per pupil basis. The source of the revenue is county property taxes. Amount is determined by July 1 of each year and paid in twelve equal payments.
Federal Appropriations	Federal Fund revenue received from the North Carolina Department of Instruction. Monies are held in the State Fund checking account and funded as needed by the State Treasurer.
Federal Reimbursements to the Child Nutrition Fund	Child Nutrition Fund revenues and donated commodities received from the Federal Government. The National School Lunch Act provides a per meal reimbursement on the sale of meals to students. It also provides reimbursement for free and reduced lunches for students whose family income falls below certain income levels.
Fines and Forfeitures	Local Fund revenue received from Orange County. The sources of the revenue are the fines and forfeitures assessed by the Orange County Courts.
Indirect Cost	Local Fund revenue received from federal grants for overhead expenses. Indirect costs are charged to the federal grants received through the State Department of Public Instruction as well as the Headstart and Outreach programs.

Appendix C
Revenue Sources Glossary

Interest Earned on Investments	Local Fund revenue earned by investing available monies in interests bearing checking accounts and certificates of deposit.
Miscellaneous Revenue	Local Fund revenues that are small and miscellaneous in nature.
Prior Year Special District Tax	Local Fund revenue received from Orange County for Special District Taxes taxed in the prior year but collected in the current year.
Facility Rentals	Revenue received from groups and individuals that rent school district property.
Sale of Meals	Child Nutrition Fund revenues received from the sale of meals to students and adults, and the sale of supplemental foods. Meal rates are approved by the School Board each Fall for Elementary, Middle and High School students and adults.
Special District Tax	Local Fund revenue received from Orange County. A Special District Property Tax is charged to property within the school district at a rate set by the Orange County Commissioners. Revenue is received as collected.
State Appropriations	State Fund revenue received from the North Carolina Department of Instruction. Monies are held in the State Fund checking account and funded as needed to the school district by the State Treasurer.
State Textbooks	State account used to order state approved textbooks. Allocated on a per pupil basis as counted on the tenth day of school each fall.
Tuition - Pre-School	Local Fund revenue received from tuition charged for the pre-kindergarten blended classes program.
Tuition - Regular School	Local Fund revenue received from parents of students who attend the CHCCS but live outside the district. The tuition rate is set each year to match the county and district tax revenues.
Tuition - Summer School	Local Fund revenue received from parents of students who attend the High School Summer School Enrichment programs.

Appendix D
Operating Budget
Description and Explanation of Line Items

Instructional (5000)

- 5110 Regular Curricular Services:
Cost of activities that provide students in grades K-12 with learning experience to prepare them for activities as workers, citizens, and family members. They include cost of those individuals responsible for providing school curriculum development and coordination as well as lead teachers for regular instructional services. (Not included are those programs designed to improve or overcome physical, mental, social and/or emotional impediments to learning.
- 5200 Special Populations Services:
Cost of activities for identifying and serving students (in accordance with state and federal regulations) having special physical emotional, or mental impediments to learning. Also included are those students identified as needing specialized services such limited English proficiency and gifted education. They include costs of those individuals responsible for providing school curriculum development and coordination as well as lead teachers for special populations services. (Certain categories of funds require that expenditures coded here must be in addition to regular allotments such as classroom teachers, textbooks, etc.)
- 5300 Alternative Programs and Services:
Cost of activities designed to identify students likely to be unsuccessful in traditional classrooms and/or to drop out and to provide special alternative and/or additional learning opportunities for these at-risk students. They include cost of those individuals responsible for providing school curriculum development and coordination as well as lead teachers for alternative programs and services. Programs include summer school instruction, alcohol and drug prevention, extended day, services to help keep students in school as well as alternative educational settings, instructional delivery models, and supporting services for identified students.
- 5400 School Leadership Services:
Costs of activities concerned with directing and managing the learning opportunities for students within a particular school. They include costs of the activities performed by the principal and assistant principals while they supervise and evaluate the staff

Appendix D
Operating Budget Line Descriptions

members of the school, assign duties to staff members, supervise and maintain the school records of the school, communicate the instructional needs and successes of the students to the various school stakeholders and community, and coordinate school instructional activities with those of the LEA. These activities also include the work of the clerical staff, in support of the teaching and leadership functions.

- 5500 Co-Curricular Services:
Costs of school-sponsored activities, under the guidance and supervision of LEA staff, designed to motivate students, provide enjoyable experiences, and assist in skill development. Co-Curricular activities normally supplement the regular instructional programs and include such activities as band, chorus, choir, speech and debate. Also included are student-financed and managed activities such as clubs and proms.
- 5900 Reserved for future use
- 6000 System-Wide Support Services:
System-wide support services include the costs of activities providing system-wide support for school-based programs, regardless of where these supporting services are based or housed. These services provide administrative, technical, personal, and logistical support to facilitate, sustain, and enhance instruction. Included here are the costs of salaries and benefits for program leadership, support and development and associated support staff, contracted support services, supplies, materials and equipment, professional development, and any other cost related to them system-wide support for the school-based programs of the school system.
- 6900 Policy, Leadership and Public Relations Services
Costs of activities concerned with the overall general administration of and executive responsibility for the entire LEA.

Appendix D
Operating Budget Line Descriptions

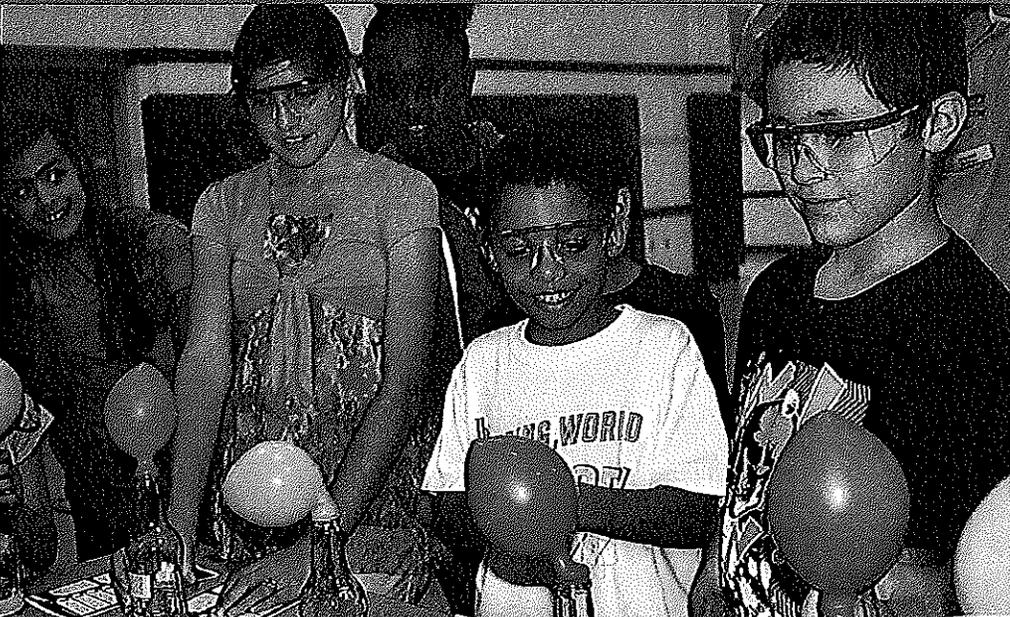
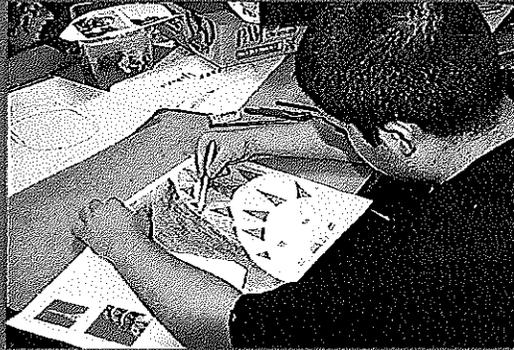
- 7100 **Community Services:**
Costs of activities which are not directly related to the provision of educational services in an LEA. These include services such as community recreation activities, civic activities, activities of custody and care of children, and community welfare activities provided by the LEA.
- 8100 **Payments to Other Governmental Units:**
Include payments to other LEAs or governmental units, which are generally for tuition and transportation for services rendered to pupils residing in the paying LEA.

Appendix E
Recurring Capital Outlay Budget
Description and Explanation of Line Items

9000 Capital Outlay:
 Expenditures for acquiring fixed assets, including land or existing
 buildings, improvements of grounds, initial equipment, additional
 equipment, and replacement of equipment. Do not include any
 costs which may be coded one or more specific purpose functions.
 (i.e., purchase of transportation equipment would be coded to 6550,
 maintenance equipment would be coded to 6580 etc.

ORANGE COUNTY SCHOOLS
BOARD OF EDUCATION'S
2013-2014
LOCAL CURRENT EXPENSE
BUDGET

APRIL 25, 2013



**ORANGE COUNTY SCHOOLS
2013-2014 BUDGET**

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ORANGE COUNTY BOARD OF EDUCATION
Board of Education Members and Principal Officials

Donna Coffey, Chair

Dr. Stephen H. Halkiotis, Vice-Chair

Tony McKnight

Anne Medenblik

Dr. Debbie Piscitelli

Lawrence Sanders

Brenda Stephens

G. Patrick Rhodes, Superintendent

Dr. Denise Morton, Chief Academic Officer

Pam Jones, Interim Executive Director of Auxiliary Services

Dr. Marcie Holland, Assistant Superintendent for Human Resources

Donna Brinkley, Director of Finance

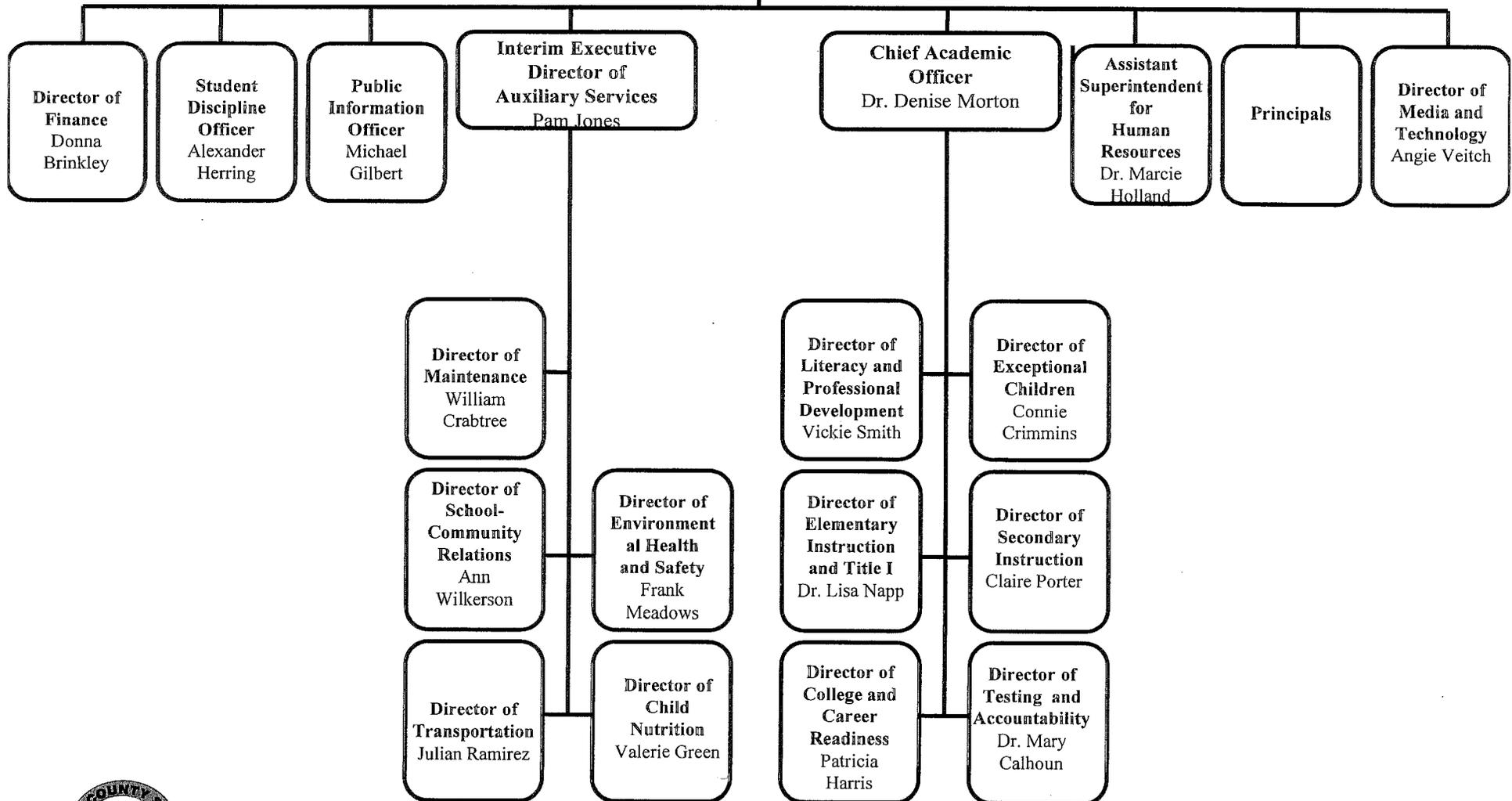
200 East King Street
Hillsborough, NC 27278
(919) 732-8126

April 25, 2013

Orange County Board of Education

Organizational Chart

Superintendent
G. Patrick Rhodes



ORANGE COUNTY SCHOOLS

2013-14 Budget Drivers
BOE Approved as of 4/22/2013

Revenue Declines and Fixed Cost Increases:

Federal

\$	175,000	Sequestration Cut @ 5.3%
\$	175,000	

State

\$	879,213	Reduction in Teacher Assistant funding in Governor's proposed budget (27 Teacher Assistants)
\$	80,337	Additional State Budget Reversion (Total projected reversion equals \$1,868,435)
\$	959,550	

Local

\$	158,000	1% Salary Increase for All Employees in Governor's proposed budget
\$	60,000	Employee benefit cost increase - Hospitalization Cost (5% Increase from \$5,192 to \$5,452 or \$260 per year per employee)
\$	46,000	Employee benefit cost increase - Retirement Cost (.36% increase, 14.23% to 14.59%)
\$	79,000	Utility Rate increases
\$	343,000	

\$ 1,477,550 Projected Total

Enrollment Increases:

State Projection: 7,501 Students

Represents an increase of : 81 Students

County Projection includes Charter School students less out-of-district students:

State Student Projection	7,501	
Charter School Students	254 *	
Out-of-District Students	(89) *	
	<u>7,666</u>	
County Projection	7,666	
County Per Pupil Amt. x	\$ 3,325	
	<u>\$ 25,489,450</u>	2013-14 County Appropriation
	\$ 24,021,695	2012-13 County Appropriation
	<u>\$ 1,467,755</u>	Increase in County Appropriation

* Totals used in County allocation for the 2012-13 Budget

Orange County Schools
2013-14 Local Budget Summary
 BOE Approved as of 4/22/2013

Student Enrollment Projections

2013-14 State Enrollment Projection	7,501
2012-13 State Enrollment Projection	7,420
Projected Enrollment Growth	81

Local Current Expense Fund Revenue

Total New Revenue \$ **1,467,755**
 (Based on a per pupil appropriation of \$3,325)

Local Current Expense Fund Expenses

1% Salary Increase for All Employees (in Governor's Budget Proposal)	\$ 158,000 *
Projected Increase in Employee Health Insurance	60,000
Increase in Employer Retirement Contributions	46,000
Projected Utility Cost Increase 5%	79,000
Fixed Cost Increase	\$ 343,000

Recurring/Continuation Requests

Loss of Stimulus Funding (maintain School-level positions)	\$ 245,000
Internal Auditor	80,000
Additional Audit Functions	15,000
Assistant Principals extra month of employment	32,643
Exceptional Children Program Support	110,000
H.R. Recognition & Contracted Services	14,000
Legal Expenses Increase	50,000
Testing Program Support	40,000
Employee Wellness Support	10,000
STEM Initiative Support	50,000
AIG/Rigor Support	40,000
Teacher Assistants (27 cut in Governor's Budget Proposal)	879,213
Total Recurring/Continuation Requests	\$ 1,565,856 *

Expansion Requests

School Safety Contingency Appropriation	\$ 220,000
Pre-K Exceptional Children's Teacher	55,000
Reading Teacher - Central	55,000
Total Expansion Requests	\$ 330,000 *

***Total Dollars Necessary to Balance 2013-14 Budget**

\$ 2,053,856

Increase in County Per Pupil Funding (7,666 x \$158)	\$ 1,211,228
BOE Approved Fund Balance Appropriation	\$ 891,450 **

Audited Unassigned Fund Balance as of June 30, 2012: \$ 4,207,417

**** Includes \$48,822 to be paid to charter schools as a result of the increased county appropriation.**

Request for Additional County Appropriation
BOE Approved as of 4/22/2013
(TA Funding Loss and Expansion Items)

1. Reduction in Teacher Assistant funding in Governor's proposed budget (Loss of 27 Teacher Assistants)	\$	879,213
2. School Safety Contingency Appropriation	\$	220,000
3. Pre-K Exceptional Children's Teacher	\$	55,000
4. Reading Teacher - Central Elementary	\$	55,000
Total	\$	<u>1,209,213</u>

2013-14 enrollment projections per county calculations \$ 7,666 *

Per Pupil increase in County Appropriation needed to offset loss of Teacher Assistant state funding and to fund expansion items **\$ 158**

* County Projection includes Charter School students less out-of-district students:

State Student Projection	7,501	
Charter School Students	254 **	
Out-of-District Students	(89) **	
	<u>7,666</u>	

**Totals used in County allocation for the 2012-13 Budget

Total 2013-2014 requested County Appropriation: (\$3,325 per pupil X 7,666 students)	\$	25,489,450
2012-2013 County Appropriation:	\$	24,021,695

Projected Fund Balance as of 6/30/13	\$	4,957,417
Less: Fund Balance Appropriated	\$	891,450
Projected Fund Balance 6/30/14	\$	4,112,774

ORANGE COUNTY SCHOOLS

Local Operating Budget Revenues and Expenditures

Revenues	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	BOE APPROVED
Total Local Revenues	\$ 23,989,855	\$ 23,853,180	\$ 27,638,195	\$ 26,888,195	\$ 27,147,400

Allocations

Instructional Programs	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	BOE APPROVED
Regular Instructional Services	\$ 7,525,567	\$ 6,420,578	\$ 9,879,777	\$ 9,611,030	\$ 9,233,221
Special Populations Services	962,129	1,143,207	1,769,343	1,721,394	1,653,031
Alternative Programs and Services	702,344	744,153	627,843	610,828	604,723
School Leadership Services	1,651,026	1,108,220	1,786,543	1,738,128	1,776,670
Co-Curricular Services	896,335	889,662	926,899	901,780	926,200
School-Based Support Services	1,144,220	1,974,020	1,572,480	1,529,866	1,772,275
Total Instructional Programs	\$ 12,881,621	\$ 12,279,840	\$ 16,562,885	\$ 16,113,026	\$ 15,966,120

Support Services	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	BOE APPROVED
Support and Development Services	\$ 1,508,348	\$ 1,434,792	\$ 1,744,512	\$ 1,697,236	\$ 1,737,210
Special Populations Support and Dev.	95,728	125,460	109,420	106,455	107,134
Alternative Programs and Services	14	22	1,283	1,248	22
Technology Support Services	404,387	431,169	626,344	609,370	627,787
Operational Support Services	6,665,442	5,043,833	5,455,667	5,307,818	5,475,287
Financial and Human Resource Serv.	728,015	702,999	1,113,497	1,083,321	1,139,143
Accountability Services	113,357	145,490	219,009	213,074	217,846
System-Wide Pupil Support Services	14,101	13,514	12,000	11,675	12,000
Policy, Leadership & Public Relations	702,798	662,375	768,276	747,456	816,807
Total Support Services	\$ 10,232,190	\$ 8,559,654	\$ 10,050,008	\$ 9,777,653	\$ 10,133,236

Other Services	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	BOE APPROVED
Community Services	\$ 11,661	\$ 11,667	\$ 15,694	\$ 15,269	\$ 11,913
Nutrition Services	14,383	11,001	38,871	37,818	8,706
Charter Schools	850,000	987,746	970,737	944,429	1,027,425
Debt Services	-	-	-	-	-
Interfund Transfers	-	-	-	-	-
Total Other Services	\$ 876,044	\$ 1,010,414	\$ 1,025,302	\$ 997,516	\$ 1,048,044

TOTAL LOCAL OPERATING EXPENSES	\$ 23,989,855	\$ 21,849,908	\$ 27,638,195	\$ 26,888,195	\$ 27,147,400
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Per Pupil Expenditures	\$ 3,102	\$ 3,102	\$ 3,167	\$ 3,167	\$ 3,325
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2013-2014 Local Current Expense Fund Revenue Projections

Projected Student Enrollment	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014
	Budget	Actual	Budget	Estimate	BOE APPROVED
State Projection of Students	7,272	7,272	7,420	7,420	7,501
Less: Out-of-County Tuition Paid	89	70	89	70	89
Existing Charter School Students	254	289	254	289	254
Total County Resident Students	7,437	7,491	7,585	7,639	7,666

County Appropriation	\$ 3,102	\$ 3,102	\$ 3,167	\$ 3,167	\$ 3,325
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Local Revenues	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014
	Budget	Actual	Budget	Estimate	BOE REQUESTED
County Appropriation	\$ 23,069,574	\$ 23,069,574	\$ 24,021,695	\$ 24,021,695	\$ 25,489,450
Special District Tax (CHCCS only)	N/A	N/A	N/A	N/A	N/A
Prior Year Special District Tax	N/A	N/A	N/A	N/A	N/A
Fair Funding	494,000	494,000	494,000	494,000	494,000
Fines and Forfeitures	222,399	216,856	202,500	198,500	202,500
Interest Income on Investments	33,300	72,750	70,000	74,000	70,000
Appropriated Fund Balance	-	-	2,850,000	2,100,000	891,450
Fund Balance - Carry Over	170,582	-			
Total Local Revenues	\$ 23,989,855	\$ 23,853,180	\$ 27,638,195	\$ 26,888,195	\$ 27,147,400

ORANGE COUNTY SCHOOLS

Local Operating Budget Summary
Summary by Purpose Code

Instructional Services	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	BOE APPROVED
5110 Regular Instructional Services	\$ 4,628,306	\$ 3,437,283	\$ 6,466,647	\$ 6,290,396	\$ 5,922,791
5111 Supplement - Tenured Teacher	1,283,988	1,343,592	1,281,691	1,246,957	1,173,504
5112 Cultural Arts	1,403,821	1,536,466	1,487,891	1,447,569	1,482,841
5113 Physical Education	204,941	85,075	424,521	413,016	431,382
5114 Foreign Language	-	643	171,453	166,807	174,451
5115 Technology	-	15,082	43,062	41,895	43,740
5120 CTE	4,512	2,437	4,512	4,390	4,512
5210 Children With Disabilities	520,225	672,692	1,140,536	1,109,627	1,029,224
5220 Special Populations CTE	-	23	-	-	-
5230 Pre-K Children With Disabilities	-	713	650	632	650
5240 Speech and Language Pathology Services	-	50	-	-	-
5260 Academically/Intellectually Gifted	326,393	342,553	348,469	339,025	343,469
5270 Limited English Proficiency	115,511	127,176	279,688	272,108	279,688
5310 Alternative Instructional Services	-	669	64,291	62,549	50,089
5320 Attendance/Social Work Services	412,555	534,867	360,349	350,584	360,349
5330 Remedial and Supplemental Services	186,000	204,619	200,000	194,580	194,285
5340 Pre-K Readiness/Remedial & Supp. Services	1,166	98	3,203	3,116	-
5350 Extended Day/Year Instructional Services	-	3,900	-	-	-
5353 Summer School Instructional Services	102,623	-	-	-	-
5400 School Leadership Services	67,150	41,557	84,290	82,006	-
5401 School Principal	241,481	250,610	281,055	273,438	284,611
5402 School Assistant Principal	827,110	352,201	600,270	584,003	604,129
5403 School Treasurer	306,455	220,878	420,324	408,933	454,620
5404 School Clerical Support	208,829	242,974	400,604	389,748	433,310
5500 Co-Curricular Services	48,579	44,656	49,381	48,043	49,491
5501 Athletics	611,013	576,774	624,053	607,141	624,053
5502 Cultural Arts	111,743	121,191	121,538	118,244	121,538
5503 School Clubs & Other Student Organizations	-	6,863	6,927	6,739	6,118
5504 Before/After School Care	125,000	140,178	125,000	121,613	125,000
5810 Education Media Services	228,855	423,156	475,069	462,195	449,033
5820 Student Accounting	254,757	251,067	482,466	469,391	484,015
5830 Guidance Services	540,425	956,411	404,665	393,699	413,321
5840 Health Support Services	8,653	228,005	78,081	75,965	73,490
5850 Safety and Security Support Services	111,530	115,381	115,380	112,253	335,380
5860 Instructional Technology Services	-	-	16,819	16,363	17,036
5000 Total Instructional Services	\$ 12,881,621	\$ 12,279,840	\$ 16,562,885	\$ 16,113,026	\$ 15,966,120

Support Services	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	BOE APPROVED
6110 Regular Curricular Support and Development	\$ 1,410,816	\$ 1,330,845	\$ 1,642,035	\$ 1,597,536	\$ 1,737,210
6113 Physical Education Curricular Supp. & Dev.	-	2,718.00	2,718.00	2,644.34	-
6120 CTE Curricular Support and Development	97,532	101,229	99,759	97,056	-
6200 Special Populations Support & Development	95,728	125,460	109,420	106,455	107,134
6300 Alternative Programs & Services Supp. & Dev.	14	22	1,283	1,248	22
6400 Technology Support Services	153,017	180,816	216,911	211,033	211,305
6401 Technology Services	251,371	250,353	409,433	398,337	416,482
6510 Communication Services	108,974	101,094	104,330	101,503	101,503
6520 Printing and Copying Services	246,858	250,112	247,913	241,195	248,728

Support Services (Continued)	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	BOE APPROVED
6530 Public Utility and Energy Services	1,955,046	1,825,906	1,906,043	1,854,389	1,933,389
6540 Custodial/Housekeeping Services	2,053,381	927,564	914,850	890,058	914,850
6550 Transportation Services	966,881	625,051	955,209	929,323	955,209
6551 Non - Yellow Bus	10,000	12,813	10,000	9,729	10,000
6560 Warehouse and Delivery Services	29,035	17,808	26,972	26,241	27,174
6580 Maintenance Services	1,295,267	1,283,485	1,290,350	1,255,382	1,284,434
6610 Financial Services	96,400	266,863	327,686	318,806	330,509
6613 Risk Management Services	357,639	252,467	352,848	343,286	372,848
6620 Human Resource Services	249,596	157,075	394,583	383,890	397,406
6621 Human Resource Management	8,280	6,607	8,280	8,056	8,280
6622 Recruitment Services	16,100	18,987	20,100	19,555	20,100
6623 Staff Development Services	-	1,000	5,000	4,865	5,000
6624 Salary and Benefits Services	-	-	5,000	4,865	5,000
6710 Student Testing Services	113,357	145,490	219,009	213,074	217,846
6840 Health Support Services	2,101	1,213	-	-	-
6850 Safety and Security Support Services	12,000	12,301	12,000	11,675	12,000
6910 Board of Education	87,901	76,721	89,697	87,266	89,697
6920 Legal Services	98,000	132,739	118,000	114,802	148,000
6930 Audit Services	36,000	45,851	46,000	44,753	51,000
6931 Internal Audit Services	-	-	65,000	63,239	80,000
6940 Leadership Services	175,885	104,102	129,256	125,753	129,256
6941 Office of the Superintendent	101,015	106,035	104,624	101,789	104,624
6942 Deputy, Associate, and Assistants	119,300	113,065	128,777	125,287	127,308
6950 Public Relations and Marketing Services	84,696	83,862	86,922	84,566	86,922
6000 Total Support Services	\$ 10,232,190	\$ 8,559,654	\$ 10,050,008	\$ 9,777,653	\$ 10,133,236

Other Services	2011-2012	2011-2012	2012-2013	2012-2013	2013-2014
	BUDGET	ACTUAL	BUDGET	ESTIMATE	BOE APPROVED
7100 Community Services	\$ 11,661	\$ 11,667	\$ 15,694	\$ 15,269	\$ 11,913
7200 Nutrition Services	14,383	11,001	38,871	37,818	8,706
8100 Pay. to Other Gov. Units/Charter Schools	850,000	987,746	970,737	944,430	1,027,425
8300 Debt Services	-	-	-	-	-
8400 Interfund Transfers	-	-	-	-	-
Total Other Services	\$ 876,044	\$ 1,010,414	\$ 1,025,302	\$ 997,516	\$ 1,048,044
TOTAL LOCAL OPERATING EXPENSES	\$ 23,989,855	\$ 21,849,908	\$ 27,638,195	\$ 26,888,195	\$ 27,147,400
Per Pupil Expenditures	\$ 3,102	\$ 3,102	\$ 3,167	\$ 3,167	\$ 3,325

Note: Large year-to-year increases and decreases in some expenditure lines from 2011-12 to 2012-13 are due to State Board approved funding flexibility rules. Prior to 2012-13 these rules allowed local school districts to convert certain state position allotments to dollar allotments, thus maximizing state funding which reduced local expenditures. BOE approved budget amendments reflecting these transfers can be obtained through the OCS Finance Office.

ORANGE COUNTY SCHOOLS
2013-2014 Local Current Expense Budget
 BOE Approved 4/22/2013

<u>REVENUES</u>		2012-2013 Budget	2013-2014 BOE Approved (7666 X \$3,325)
2.4110	County Appropriation	\$ 24,021,695	\$ 25,489,450
2.4110.007	County Appropriation - Health	494,000	494,000
2.4410	Fines & Forfeitures	202,500	202,500
2.4450	Interest	70,000	70,000
2.4910	Fund Balance Appropriated	2,850,000	891,450 (1)
TOTAL REVENUES		\$ 27,638,195	\$ 27,147,400

<u>EXPENDITURES</u>		2012-2013 Budget	2013-2014 BOE Approved
PRC 001	REGULAR CLASSROOM TEACHERS (Salaries, Supplements, Benefits, Matching Funds, 6th & 9th Grade Academies and Vocational Rehabilitation Match)	\$ 9,185,066	\$ 8,699,271 (2)
PRC 002	CENTRAL OFFICE ADMINISTRATION (Salaries, Supplements and Benefits)	\$ 1,202,513	\$ 1,202,513
PRC 003	NON-INSTRUCTIONAL SUPPORT (Custodial, Clerical, Substitute Salaries, Benefits and Custodial Contracted Services)	\$ 4,328,840	\$ 4,168,545 (3)
PRC 005	SCHOOL BUILDING ADMINISTRATION (Principal and Assistant Principal Salaries, Supplements, Benefits and Travel)	\$ 888,825	\$ 896,240
PRC 007	INSTRUCTIONAL SUPPORT (Psychologists, Social Workers, Media Specialists, Guidance Counselors, Nurses, and Literacy Coaches Salaries and Benefits)	\$ 978,331	\$ 938,653 (4)
PRC 009	NON-CONTRIBUTORY BENEFITS (Longevity, Bonus Leave Payout, Annual Leave Payout and Benefits, Unemployment Insurance, Worker's Comp. Insurance and Life Ins.)	\$ 391,577	\$ 386,529

ORANGE COUNTY SCHOOLS
2013-2014 Local Current Expense Budget Options
 BOE Approved 4/22/2013

<u>EXPENDITURES</u>		<u>2012-2013 Budget</u>	<u>2013-2014 BOE Approved</u>
PRC 012	DRIVER'S EDUCATION (Vehicle Purchase)	\$ 25,000	\$ - (5)
PRC 013	CAREER AND TECHNICAL EDUCATION (Voc Ed. Network Certification Tests, Workshops and Student and Employee Travel)	\$ 4,248	\$ 4,248
PRC 015	TECHNOLOGY (Contracted Repairs and Maintenance, Travel, Computer Software and Supplies, and Computer Equipment)	\$ 27,000	\$ 27,000
PRC 027	TEACHER ASSISTANTS K-3 (Salaries, Substitute Pay and Benefits)	\$ 499,346	\$ 368,704 (6)
PRC 032	EXCEPTIONAL CHILDREN (Salaries, Benefits, Contracted Services, Staff Development, Travel, Supplies & Materials and Furniture & Equipment)	\$ 534,242	\$ 535,709
PRC 034	ACADEMICALLY GIFTED PROGRAM (Teachers, Substitutes, Benefits, Staff Development, and Supplies and Materials)	\$ 329,984	\$ 329,984
PRC 036	TRANSFER TO CHARTER SCHOOLS (Per Pupil Allotment Sent to Charter Schools)	\$ 970,737	\$ 1,027,425
PRC 054	ENGLISH AS A SECOND LANGUAGE (Teachers, Substitutes, Benefits, Travel and Supplies & Materials)	\$ 279,688	\$ 279,688
PRC 056	TRANSPORTATION (Salaries, Supplements, Benefits, Repair Parts & Materials, Fuel, Tires & Tubes and Equipment)	\$ 875,110	\$ 875,110
PRC 061	INSTRUCTIONAL SUPPLIES (IB Exam Fees, Supplies & Materials and Library Books)	\$ 171,392	\$ 171,392
PRC 069	AT RISK STUDENT SERVICES (Salaries, Benefits, Contracted Services, Staff Development, Travel and Supplies & Materials)	\$ 200,000	\$ 200,000
PRC 103	LITERACY SUPPORT (Salary, Supplement and Benefits)	\$ 45,017	\$ 45,017

ORANGE COUNTY SCHOOLS
2013-2014 Local Current Expense Budget Options
 BOE Approved 4/22/2013

<u>EXPENDITURES</u>		<u>2012-2013</u> <u>Budget</u>	<u>2013-2014</u> <u>BOE Approved</u>
PRC 701	AFTER SCHOOL PROGRAM (Middle School After School)	\$ 125,000	\$ 125,000
PRC 706	NON-YELLOW BUS (Activity Buses and Bus Driver Supplements)	\$ 51,198	\$ 51,198
PRC 801	CURRICULAR SERVICES (Salaries, Benefits, Contracted Services, Printing, Fieldtrips, Travel, Memberships, Supplies & Materials and Science Program Enhancements)	\$ 776,727	\$ 703,373 (7)
PRC 802	OPERATION OF PLANT (Maintenance Salaries, Benefits, District Wide Utilities, Resource Officers, Contracted Services, Security Monitoring, Maintenance Projects, Supplies & Materials and Gas & Oil)	\$ 3,579,130	\$ 3,888,518 (8)
PRC 803	HUMAN RESOURCES (Criminal Records Check, Staff Development, Printing, Duke Employee Assistance Program, Travel, HRMS Fees, Supplies, SubFinder, Scanning, Recruitment Travel and Recruitment Materials)	\$ 119,252	\$ 119,252
PRC 804	FINANCIAL SERVICES (Copier Costs, Contracted Services, Staff Development, Printing, Travel, Liability, Vehicle & Property Insurance, Student Accident & Boiler Ins., Office Supplies, Fidelity Bond, and Memberships)	\$ 406,051	\$ 408,840
PRC 805	SUPPORT SERVICES (Contracted Services and Supplies and Materials)	\$ 17,205	\$ 17,205
PRC 806	STUDENT DISCIPLINE (Staff Development, Travel, Mobile Communications and Supplies and Materials)	\$ 10,000	\$ 10,000
PRC 840	DSS FAMILY SOCIAL WORKERS (Orange County Funding for School Social Workers' Salaries & Benefits)	\$ 360,349	\$ 360,349
PRC 850	PROJECT GRADUATION (Contracted Services and Supplies & Materials)	\$ 12,000	\$ 12,000

ORANGE COUNTY SCHOOLS
2013-2014 Local Current Expense Budget Options
 BOE Approved 4/22/2013

<u>EXPENDITURES</u>		2012-2013 Budget	2013-2014 BOE Approved
PRC 851	CULTURAL ARTS (Supplements, Benefits, Contracted Services and Supplies & Materials)	\$ 86,565	\$ 86,565
PRC 854	BAND (Band Instrument Repair and Band Grants to Schools)	\$ 63,940	\$ 63,940
PRC 860	ATHLETICS (Supplements, Benefits, Catastrophic Insurance and Athletic Grants to Schools)	\$ 624,053	\$ 624,053
PRC 861	CO-CURRICULAR CLUBS (Supplements, Benefits and Supplies and Materials)	\$ 49,381	\$ 49,491
PRC 890	BOARD OF EDUCATION (Salaries, Benefits, Contracted Services, Workshops, Travel and Supplies)	\$ 50,032	\$ 50,035
PRC 891	EXECUTIVE ADMINISTRATION (Awards & Recognitions, Office Postage and Supplies and Materials)	\$ 26,000	\$ 26,000
PRC 892	BOARD AND ADMINISTRATION SUPPORT (Memberships & Fees, Legal Fees, Internal Auditor's Salary and Benefits, and External Audit Costs)	\$ 265,772	\$ 315,772 (9)
PRC 900	PUBLIC RELATIONS (Salary, Benefits, Printing/Promotional Materials, Supplies, and Membership Fees)	\$ 78,624	\$ 79,781
TOTAL EXPENSES		\$ 27,638,195	\$ 27,147,400

- (1) Includes additional fund balance appropriation of \$48,822 for increase in charter school payout as a result of additional county appropriation.
- (2) PRC 001 (Classroom Teachers) reduction due to \$500 one-time bonus in 2012-2013.
- (3) PRC 003 (Non-Instructional Support) reduction due to \$500 one-time bonus in 2012-2013.
- (4) PRC 007 (Instructional Support) reduction due to one additional position in state planning allotments.
- (5) PRC 012 (Driver's Education) reduction due to one time vehicle purchase in 2012-2013.
- (6) PRC 027 (Teacher Assistants) reduction due to OCS no longer reverting state TA dollars for the LEA Reversion.
- (7) PRC 801 (Curricular Services) reduction due to (1) \$10,000 reduction to AIG/Rigor Support (2) \$10,000 reduction to STEM Initiative Support (3) \$5,000 reduction to Testing Program Support and (4) \$42,529 reduction to Efland Cheeks Refocus Initiative, 2nd year support of \$12,509 to be absorbed into AIG/Rigor Support.

- (8) PRC 802 (Operation of Plant) increased due to \$79,000 for projected utility cost increases and \$220,000 for a School Safety Contingency.
- (9) PRC 892 (Board and Administration Support) increased as a result of (1) \$5,000 for additional audit services (2) \$30,000 to increase the legal expense budget and (3) \$15,000 to increase the internal auditor budget for salary and benefits.

Local Fund Revenue History

<u>Year</u>	<u>Per Student</u>	<u>Increase</u>
1994-95	1,451	88
1995-96	1,571	120
1996-97	1,782	211
1997-98	1,889	107
1998-99	2,040	151
1999-00	2,256	216
2000-01	2,395	139
2001-02	2,437	42
2002-03	2,516	79
2003-04	2,566	50
2004-05	2,623	57
2005-06	2,796	173
2006-07	2,957	161
2007-08	3,069	112
2008-09	3,200	131
2009-10	3,096	(104)
2010-11	3,096	0
2011-12	3,102	6
2012-13	3,167	65

ORANGE COUNTY BOARD OF EDUCATION

Governmental Funds Fund Balances Last Ten Fiscal Years

Year Ended June 30	2003	2004	2005	2006	2007
General Fund					
Reserved	\$ 99,436	\$ 326,483	\$ 884,832	\$ 761,603	\$ 205,964
Unreserved	3,085,129	3,349,396	2,376,894	3,420,435	3,066,286
Total General Fund	<u>\$ 3,184,565</u>	<u>\$ 3,675,879</u>	<u>\$ 3,261,726</u>	<u>\$ 4,182,038</u>	<u>\$ 3,272,250</u>
Unreserved as a % of budgeted exp.	16.52%	17.87%	10.86%	14.77%	12.18%
All Other Governmental Funds					
Reserved	\$ 1,047,388	\$ 401,255	\$ 1,408,041	\$ 157,936	\$ 114,361
Unreserved, reported in					
Special Revenue Funds	425,150	564,371	651,078	619,804	463,002
Capital Projects Fund	(112,068)	696,362	350,053	1,752,212	2,114,471
Total all other governmental funds	<u>\$ 1,360,470</u>	<u>\$ 1,661,988</u>	<u>\$ 2,409,172</u>	<u>\$ 2,529,952</u>	<u>\$ 2,691,834</u>
Year Ended June 30					
	2008	2009	2010	2011	2012
General Fund					
Reserved	\$ 338,976	\$ 283,772	\$ 42,261	\$ -	\$ -
Unreserved	1,388,852	2,473,105	3,376,690	-	-
Restricted	-	-	-	36,491	28,173
Assigned	-	-	-	170,582	2,850,000
Unassigned	-	-	-	4,875,245	4,207,417
Total General Fund	<u>\$ 1,727,828</u>	<u>\$ 2,756,877</u>	<u>\$ 3,418,951</u>	<u>\$ 5,082,318</u>	<u>\$ 7,085,590</u>
Unreserved as a % of budgeted exp.	5.23%	9.68%	14.53%	20.61%	18.24%
All Other Governmental Funds					
Reserved	\$ 58,486	\$ 328,176	\$ 205,123	\$ -	\$ -
Unreserved, reported in					
Special Revenue Funds	381,979	376,204	589,139	-	-
Capital Projects Fund	2,336,345	621,911	762,277	-	-
Restricted, reported in					
Special Revenue Funds	-	-	-	486,511	734,859
Capital Outlay Fund	-	-	-	1,177,354	1,243,983
Assigned, reported in					
Special Revenue Funds	-	-	-	-	45,660
Total all other governmental funds	<u>\$ 2,776,810</u>	<u>\$ 1,326,291</u>	<u>\$ 1,556,539</u>	<u>\$ 1,663,865</u>	<u>\$ 2,024,502</u>

Refer to Orange County Schools Board Policy #8101

Note: Fund balances for 2010 and before are not comparable to 2011 (and after) fund balances due to the implementation of GASB 54 for the year ended June 30, 2011. The standard replaces the previous reserved and unreserved fund balance categories with the following five fund balance classifications: nonspendable, restricted, committed, assigned, and unassigned fund balance.

ORANGE COUNTY BOARD OF EDUCATION

Full-Time Employees Last Ten Fiscal Years

Year ended June 30	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Officials, Admins, Mgrs	18	19	20	20	18	19	19	19	18	17
Principals	11	11	12	13	13	13	13	13	13	13
Asst. Principals, Teaching										
Asst. Principals, Non-Teaching*	15	15	15	16	16	16	14	16	15	16
Total Administrators	44	45	47	49	47	48	46	48	46	46
Elementary Teachers	228	234	236	231	251	255	247	257	259	262
Secondary Teachers	87	95	96	103	104	109	107	103	106	107
Other Teachers	152	150	140	152	160	153	161	164	162	177
Total Teachers	467	479	472	486	515	517	515	524	527	546
Guidance	18	18	17	20	24	24	23	24	25	25
Psychological	4	4	4	5	6	5	5	5	5	5
Librarian, Audio Visual	11	11	11	12	12	12	12	12	12	12
Consultant, Supervisor of Instruction	3	5	4	6	7	8	9	8	5	4
Other Professionals (social workers, physical therapists, etc.)	35	48	45	47	34	32	30	32	31	36
Total Professionals	582	610	600	625	645	646	640	653	651	674
Teacher Assistants	157	160	157	157	151	139	125	126	123	120
Technicians	5	5	5	5	4	6	3	5	6	10
Clerical, Secretarial	64	62	65	70	69	67	68	67	69	68
Service Workers (custodians, child nutrition assistants, etc.)	125	117	112	111	113	107	105	98	96	98
Skilled Crafts (mechanics, electricians, etc.)	19	19	20	20	20	20	21	19	20	18
Laborers, Unskilled (Groundskeepers, etc.)	2	2	2	2	2	1	2	2	2	2
Totals	954	975	961	990	1004	986	964	970	967	990

Source: North Carolina Public Schools Statistical Profile

*Reduced overall by 1; reduced all others from 11- or 12-month contracts to 10-month contracts.

ORANGE COUNTY BOARD OF EDUCATION

Student Statistics Last Eight Fiscal Years

Year Ended June 30	Teaching Staff	Students	Pupil/ Teacher Ratio	Student Attendance Percentage	Students Receiving Free/ Reduced Lunch Percentage
2012	527	7,463	14	95.00%	40.08%
2011	524	7,132	14	94.42%	39.82%
2010	515	7,030	14	94.47%	38.99%
2009	517	6,971	13	94.68%	35.33%
2008	515	6,903	13	95.10%	31.90%
2007	486	6,782	14	95.11%	32.60%
2006	472	6,668	14	95.26%	30.54% *
2005	479	6,619	14	95.56%	31.37% *

Source: North Carolina Statistical Profile

* OCS Child Nutrition

ORANGE COUNTY SCHOOLS

CAPITAL INVESTMENT PLAN

2013-2023

Approved 2/11/2013

ORANGE COUNTY SCHOOLS 10-YEAR CAPITAL INVESTMENT PLAN 2013-2023

BY CATEGORY

Project Title	Current Year 2012-13	Year 1 2013-14	Year 2 2014-15	Year 3 2015-16	Year 4 2016-17	Year 5 2017-18	Year 6 2018-19	Year 7 2019-20	Year 8 2020-21	Year 9 2021-22	Year 10 2022-23	Ten Year Total
ADA												
DISTRICT: ADA REQUIREMENTS TO COMPLY WITH AMERICAS WITH DISABILITIES ACT		\$131,000	\$55,000		\$100,000		\$100,000	\$125,000				\$511,000
REPLACE CANOPY WALKWAY AT OHS WITH ENCLOSED BREEZEWAY TO ADDRESS SAFETY AND ADA ISSUES		\$25,000	\$1,000,000									
ABATEMENT PROJECTS												\$0
HE: ASBESTOS REMOVAL (GYM HOT WATER PIPES)								\$200,000				\$200,000
NH-ALS: CARPET REMOVAL						\$200,000	\$200,000					\$400,000
ATHLETIC FACILITIES												\$0
ALS: ATHLETIC FIELD FENCING		\$6,000										\$6,000
ALS: GYM BLEACHERS MOTORIZATION		\$25,000										\$25,000
ALS: FOOTBALL FIELD IRRIGATION					\$30,000							\$30,000
ALS: GIRLS SOFTBALL FIELD CONSTRUCTION							\$140,000					\$140,000
CRHS: AUXILIARY GYMNASIUM			\$3,328,750									\$3,328,750
CRHS: FIELD HOUSE								\$2,200,000				\$2,200,000
CRHS: LOCKER ROOM PAINTING	\$3,000											\$3,000
CRHS: SOCCER AND LACROSSE FIELD			\$100,000	\$100,000								\$200,000
CRHS: TENNIS COURT REFURBISHMENT	\$150,000	\$10,000										\$160,000
CRHS: BASEBALL FIELD RENOVATIONS	\$150,000											\$150,000
CWS: 440M REGULTION TRACK							\$400,000					\$400,000
DISTRICT: TURF MAINTENANCE EQUIPMENT							\$25,000					\$25,000
GH: CONCESSION STAND			\$15,000									\$15,000
GH: FLAG POLES FOR ATHLETIC FIELDS		\$3,000										\$3,000
GH: LOCKER ROOM BENCHES							\$1,500	\$1,500				\$3,000
GH: TICKET BOOTH			\$500									\$500
OHS: COMPLETE REFURBISH WOOD GYM FLOORS		\$45,000					\$50,000					\$95,000
OHS: EXPAND PRACTICE FIELD FOR BAND							\$50,000					\$50,000
OHS: RENOVATE ATHLETIC OFFICE SPACES	\$20,000											\$20,000
OHS: REPLACE CONCESSION STAND HVAC UNITS		\$2,500										\$2,500
OHS: REPLACE PA SYSTEM (MAIN GYM)		\$20,000										\$20,000
OHS: REPLACE LOCKERS IN GYM						\$10,000						\$10,000
OHS: RUBBERIZED TRACK REHAB					\$20,000							\$20,000
OHS: SOFTBALL FIELD IRRIGATION SYSTEM			\$5,000									\$5,000
OHS: WRESTLING MAT REPLACEMENT				\$8,000								\$8,000
CLASSROOM/BUILDING IMPROVEMENTS												\$0
ALS: AUDITORIUM SOUND IMPROVEMENT								\$25,000				\$25,000
ALS: CAFETERIA RENOVATION									\$200,000			\$200,000
ALS: CLASSROOM RENOVATIONS (6TH GRADE WING)	\$90,000		\$90,000									\$180,000
CE: CASEWORK REPLACEMENT (K-1 CLASSROOMS)									\$100,000			\$100,000
CE: COVER WALKWAY TO 5TH GRADE WING					\$35,000							\$35,000
CE: REPAIR CEILING OVERHANG (MEDIA CENTER)			\$10,000									\$10,000
CE: REPLACE TILE IN BATHROOMS						\$25,000						\$25,000

ORANGE COUNTY SCHOOLS 10-YEAR CAPITAL INVESTMENT PLAN 2013-2023
BY CATEGORY

Project Title	Current Year 2012-13	Year 1 2013-14	Year 2 2014-15	Year 3 2015-16	Year 4 2016-17	Year 5 2017-18	Year 6 2018-19	Year 7 2019-20	Year 8 2020-21	Year 9 2021-22	Year 10 2022-23	Ten Year Total
CP: STREETScape RENOVATION							\$185,000					\$185,000
CRHS: CLASSROOM WING ADDITION (INCLUDES PLANNING)	\$300,000		\$12,282,960									\$12,582,960
CWS. ALS: SCIENCE LAB RENOVATIONS								\$500,000				\$500,000
DISTRICT: ANNUAL GRADE LEVEL FURNITURE REPLACEMENT (DISTRICT-WIDE)						\$150,000	\$150,000	\$150,000				\$450,000
DISTRICT: CUSTODIAL EQUIPMENT	\$25,000			\$25,000								\$50,000
DISTRICT: DRY WRITE BOARD REPLACEMENT							\$10,000					\$10,000
DISTRICT: GREEN BUILDING ENHANCEMENTS						\$400,000	\$300,000	\$750,000				\$1,450,000
DISTRICT: MAINTENANCE STORAGE						\$30,000						\$30,000
DISTRICT: PLAYGROUND EQUIPMENT REPLACEMENT						\$100,000						\$100,000
DISTRICT: SCIENCE INFRASTRUCTURE UPGRADES									\$250,000			\$250,000
DISTRICT: VEHICLE REPLACEMENT			\$30,000									\$30,000
DISTRICT: VEHICLE REPLACEMENT	\$25,000											\$25,000
DISTRICT: VEHICLE REPLACEMENT						\$25,000						\$25,000
DISTRICT: VEHICLE SAFETY PARTITIONS (10)							\$5,000					\$5,000
DISTRICT: HOT WATER WEED CONTROL SYSTEM								\$40,000				\$40,000
GAB, EC, CE: BATHROOM RENOVATIONS									\$390,000			\$390,000
GAB: MAIN ENTRANCE ENHANCEMENT				\$150,000								\$150,000
GAB: REPLACE SINK AND CABINETS		\$6,000										\$6,000
HE: GYM BATHROOM RENOVATIONS							\$95,000					\$95,000
NH: CEILING RENOVATION	\$20,000											\$20,000
OHS: REPLACE DAMAGED CEILING TILES	\$25,000											\$25,000
OHS: STREETScape ENHANCEMENTS	\$135,000											\$135,000
PA: SCHOOL MARQUEE	\$5,000											\$5,000
TRANSPORTATION: RENOVATE SHOP						\$225,000						\$225,000
OHS: BUILDING REPAIRS AND RENOVATIONS	\$295,000											\$295,000
EC: FREEZER WITH COOLER REPLACEMENT		\$65,000										\$65,000
GB: REMOVE AND REPLACE ASBESTOS CONTAINING EXTERIOR PORTIONS OF BUILDING (EG SOFFITS)						\$650,000						\$650,000
DOORS/HARDWARE/CANOPIES												\$0
ELECTRICAL SYSTEMS												\$0
CE: REPLACE GYM SOUND SYSTEM	\$6,000											\$6,000
DISTRICT: 25KW GENERATOR	\$27,000	\$45,000				\$27,000	\$27,000					\$126,000
ENERGY EFFICIENCY/LIGHTING IMPROVEMENTS												\$0
NH: LIGHTING UPGRADES (RELAMP FROM T12 TO CURRENT ENERGY EFFICIENT LAMPING T8 OR T5)		\$50,000	\$50,000	\$50,000								\$150,000
GAB: UPGRADE LIGHTING	\$0	\$30,000	\$30,000	\$30,000								\$90,000
FIRE/SAFETY/SECURITY SYSTEMS												\$0
HYDRAULIC LIFT	\$12,000											\$12,000

ORANGE COUNTY SCHOOLS 10-YEAR CAPITAL INVESTMENT PLAN 2013-2023
BY CATEGORY

Project Title	Current Year 2012-13	Year 1 2013-14	Year 2 2014-15	Year 3 2015-16	Year 4 2016-17	Year 5 2017-18	Year 6 2018-19	Year 7 2019-20	Year 8 2020-21	Year 9 2021-22	Year 10 2022-23	Ten Year Total
DISTRICT: DIRECTIONAL SIGNS						\$10,000		\$10,000		\$10,000		\$30,000
TRANSPORTATION: ACTIVITY BUS REPLACEMENTS	\$250,000	\$276,000	\$286,000	\$296,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000			\$1,608,000
INDOOR AIR QUALITY IMPROVEMENTS												\$0
CRHS: DUST REMOVAL SYSTEM (WOOD SHOP)	\$15,000											\$15,000
DISTRICT: HVAC DUCT CLEANING								\$133,000				\$133,000
DISTRICT: IAQ MONITOR								\$4,000				\$4,000
DISTRICT: MOLD MONITOR						\$6,000						\$6,000
EC: HVAC FOR KITCHEN						\$30,000						\$30,000
HE: ENVIRONMENTAL CONTROLS							\$150,000					\$150,000
MECHANICAL SYSTEMS												\$0
CE: BOILER REPLACEMENT					\$25,000							\$25,000
CP: BOILER REPLACEMENT					\$40,000							\$40,000
CP: CIRCULATING PUMP REPLACEMENT					\$25,000							\$25,000
CRHS: ADDITIONAL CHILLER (2 EACH)								\$400,000				\$400,000
CWS: AIR HANDLER REPLACEMENT						\$600,000						\$600,000
CE: AIR HANDLER REPLACEMENT							\$600,000					\$600,000
DISTRICT: ENERGY MANAGEMENT COMPUTERS		\$10,000										\$10,000
DISTRICT: TOOLS AND EQUIPMENT	\$15,000		\$15,000									\$30,000
OHS: REPLACE STEAM LINES--ANALYZE OPTIONS AND PLAN FOR BIDDING		\$100,000	\$1,000,000									\$1,100,000
EC: KITCHEN HVAC				\$80,000								\$80,000
EC: HVAC ROOFTOP UNITS (2)			\$130,000									\$130,000
OHS: KITCHEN HVAC				\$80,000								\$80,000
MOBILE CLASSROOM RENTAL SPACE												\$0
DISTRICT: EMERGENCY MOBILE STORAGE UNIT								\$10,000				\$10,000
PAVING: PARKING LOTS/DRIVEWAYS/WALKWAYS												\$0
CWS: 300 BUILDING SIDEWALK		\$8,000										\$8,000
CE: ASPHALT RESURFACING (TRACK AND FRONT PARKING LOT EXPANSION)						\$150,000						\$150,000
CE: DRAINAGE IMPROVEMENTS			\$10,000									\$10,000
CP: ASPHALT RESURFACING (BUS PARKING LOT)	\$40,000											\$40,000
CP: ASPHALT RESURFACING (LOER PLAY AREA AND FRONT PARKING LOT)										\$100,000		\$100,000
CWS: PARKING LOT AND DRIVEWAY RESURFACING	\$40,000											\$40,000
GAB, OHS: CONCRETE REPAIRS AND SIDEWALK EXTENSIONS						\$100,000						\$100,000
GAB: CONCRETE REPAIRS	\$23,348											\$23,348
GAB: CONCRETE REPAIRS (FB APPROP)	\$76,652											\$76,652
NH: CONCRETE REPAIRS			\$30,000									\$30,000

ORANGE COUNTY SCHOOLS 10-YEAR CAPITAL INVESTMENT PLAN 2013-2023
BY CATEGORY

Project Title	Current Year 2012-13	Year 1 2013-14	Year 2 2014-15	Year 3 2015-16	Year 4 2016-17	Year 5 2017-18	Year 6 2018-19	Year 7 2019-20	Year 8 2020-21	Year 9 2021-22	Year 10 2022-23	Ten Year Total
OHS: PATIO RENOVATION										\$100,000		\$100,000
OHS: RESURFACE ALL PARKING AREAS AND ROADS									\$300,000			\$300,000
TRANS: REGRADE/LEVEL BUS PARKING LOT						\$30,000						\$30,000
ROOFING PROJECTS												\$0
CE: ROOF REPLACEMENT		\$55,000	\$230,000	\$35,000		\$230,000						\$550,000
CP: ROOF REPLACEMENT			\$220,000	\$151,000		\$250,000						\$621,000
OHS: ROOF REPLACEMENT (BUILDINGS 100, 200, 300 AND GYM)		\$165,000	\$165,000	\$165,000		\$300,000						\$795,000
GAB: ROOF REPLACEMENT		\$59,000	\$420,000	\$90,000	\$95,000							\$664,000
EC: ROOF REPLACEMENT		\$125,000	\$75,000		\$575,000							\$775,000
DISTRICT: BOARD OF EDUCATION BUILDING				\$30,000		\$100,000						\$130,000
WINDOW REPLACEMENTS												\$0
CE: WINDOW REPLACEMENTS	\$45,000											\$45,000
GAB: WINDOW REPLACEMENT				\$90,000	\$110,000							\$200,000
HE: WINDOW REPLACEMENT (GYM)		\$70,000										\$70,000
TECHNOLOGY												\$0
DISTRICT: TECHNOLOGY UPGRADES	\$500,000	\$700,000	\$700,000	\$700,000	\$750,000	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000	\$8,150,000
DISTRICT: TECHNOLOGY DEBT SERVICES	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000	\$490,000	\$5,390,000
SCHOOL SAFETY AND SECURITY												\$0
DISTRICT: FACILITY SECURITY ASSESSMENT WITH IMPROVEMENT RECOMMENDATIONS		\$75,000										\$75,000
DISTRICT: IMPLEMENTATION OF FACILITY SECURITY RECOMMENDATIONS (E.G. SECURITY VESTIBULES)			\$100,000	\$100,000	\$100,000							\$300,000
CE: REPLACE ALL MINI BLINDS								\$25,000				\$25,000
GAB: INSTALL BOUNDARY FENCE ON PLAYGROUND			\$20,000									\$20,000
PE: PERIMETER FENCING	\$30,000											\$30,000
DISTRICT: REKEY CENTRAL OFFICE BUILDING		\$7,500										\$7,500
DISTRICT: DOOR LOCKS								\$23,700				\$23,700
OHS: SECURITY LIGHTING (CAMPUS-WIDE)									\$30,000			\$30,000
CRHS: INSTALL HALLWAY SECURITY GATES									\$50,000			\$50,000
DISTRICT: CONFINED SPACE DETECTOR							\$5,500					\$5,500
DISTRICT: EMERGENCY LIGHTS						\$10,000						\$10,000
DISTRICT: FIRE EXTINGUISHER REPLACEMENTS		\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$50,000
DISTRICT: INDOOR CAMERA INSTALLATIONS		\$40,000										\$40,000
DISTRICT: WALKIE TALKIES	\$3,000											\$3,000
GH: ADDITIONAL SECURITY CAMERAS						\$16,000						\$16,000
HE, GAB, EC, CE, CP: ELECTRONIC SECURITY DOOR LOCKS		\$35,000										\$35,000
DISTRICT: CENTRAL OFFICE FIRE ALARM SYSTEMS		\$15,000										\$15,000
DISTRICT: MAINTENANCE FACILITIES: FIRE ALARM SYSTEM			\$25,000									\$25,000

Superintendent's Budget Message 2013-2014
As presented on March 27, 2013

Reductions in appropriations continue to shape school budgetary planning. The Orange County School system operates on revenues received from federal, state, and local sources. The 2013-14 operating budget will continue to be squeezed by shrinking federal allotments and the projected increase in the state discretionary reversion. North Carolina's per pupil funding remains among the lowest in the nation and significant increases in state appropriations are not anticipated. Fortunately, the Orange County Commissioners have continued to provide the schools much needed operational revenue to help offset state and federal funding cuts and to support cost increases associated with continued enrollment growth.

There are a number of factors that will have an impact on the 2013-2014 funding available for Orange County Schools' operations. These factors include enrollment growth, charter school payments, federal sequestration, smaller fund balance reserves, state funding, rising employee benefit costs, recurring costs, the governor's proposed 1% pay raise and local county appropriations. All of these variables must be considered in the development of next year's operating budget.

Student Enrollment Growth

Our school system receives appropriations based on the number of children we serve. Growth in student enrollment continues this year and the Department of Public Instruction is projecting an increase of 81 students for a total enrollment of 7,501. Based on the formulas used by Orange County Government and a per-pupil appropriation of \$3,167, the county appropriation will increase by \$256,527 for a total of \$24,278,222.

Charter School Appropriations

For the current fiscal year, the OCS budget includes \$970,737 to pay for 309 students attending different charter schools. Next year's charter appropriation is projected to increase by \$7,866. This amount could change significantly if legislation permitting the establishment of Virtual Charter Schools is enacted.

Federal Sequestration

Cuts to federal agencies, including the Department of Education, will reduce funding appropriations to OCS by \$170,314 or 5.3% of the federal appropriations to the district. Staff recommends absorbing these cuts through reductions in materials, supplies, training, and the use of IDEA carryover funding.

Fund Balance Reserves

There will be less reserve funding available for use in the 2013-2014 budget. For the past five years, the Board of Education has successfully cut costs and improved operational efficiencies which have resulted in increased fund reserves. Last year, due to large federal budget cuts, the Board of Education appropriated \$2.85 million of its reserves for district operations. This appropriation helped offset the loss of federal funding and reduced the negative impact of the state discretionary reduction. As a result, the Board of Education was able to avoid further staffing cuts, maintain class sizes, and prevent program elimination. Projected increases to fund balance are declining and the audited fund balance reserve on June 30, 2012 was \$4,207,417. The 2013-2014 budget includes a recommendation to appropriate \$1.35 million of fund balance to pay for recurring costs and several expansion items.

State Funding Appropriations

The Department of Public Instruction has issued financial planning allotments to school systems across the state. This year's planning allotment includes 3.5 additional teaching positions, an instructional support position, and \$195,195 more in instructional supplies. Of note is the increased appropriation in textbook funding of \$491,317, which is an increase of \$385,806 over last year's funding. Overall state funding is projected to increase by \$1,156,868. Unfortunately, next year's projected state reversion (discretionary reduction) is \$1.87 million. There

is discussion in the legislature of changing the way funds are allotted to schools by eliminating categorical funding and replacing it with block grants. This formula for funding schools could result in fewer dollars from state sources.

For the 2013-2014 budget year there will be additional operating expenses associated with higher employee benefit costs, recurring personnel and program support costs, and several expansion requests.

Rising Benefit and Utility Costs

Employee benefit costs are projected to go up and these mandated expenses will have an effect on the school system's finances. The projected 5% increase in health insurance (\$260 per employee) will require an additional \$60,000 from the local appropriation. Additionally, mandated increases in the retirement contribution rates will require an additional \$46,000 appropriation from local funds. Total projected benefit increases are \$106,000. A 5% increase in utility rates will add \$79,000 to the budget.

Governor's Proposed Budget

Governor McCrory has proposed a 1% salary increase for all teachers and state employees. This will result in the district paying an additional \$158,000 for locally funded positions. The Governor's budget also cuts teacher assistant funding for second and third grade classrooms. This would result in the loss of 27 critically important teacher assistant positions. It is recommended that the Board appropriate \$879,213 from fund balance to maintain these positions.

Recurring Costs

Last year's Board of Education appropriation of fund balance included several categories of recurring costs. These recurring costs include providing needed positions and the continuation of important Board of Education initiatives. The superintendent's 2013-2014 budget recommendations include continued funding for these programs and personnel-related costs. Total projected recurring costs amount to \$686,643.

Expansion Requests

Next year's budget recommendations include several expansion requests. The superintendent recommends establishing a school safety contingency fund of \$220,000 for the purpose of fulfilling future safety-related recommendations. The Board of Education has already budgeted for a comprehensive safety study and physical improvements, and their Safer Schools Committee may identify additional capital and/or human resource-related security enhancements. Specific personnel needs include two additional teaching positions, three technicians to support the elementary digital conversion, and a part-time district-level athletic director. The projected cost of these additional positions is \$285,000 for a total of \$505,000 in expansion requests.

Summary

In order to maintain our current programs and personnel it is recommended that the Board of Education request the same per-pupil appropriation as the county provided last year. Due to enrollment increases, this will provide an additional \$256,527 for a total county appropriation of \$24,278,222 for fiscal year 2013-2014. Additionally, it is recommended that the Board of Education appropriate \$2,228,856 of its fund balance reserves to balance the budget, keep existing programs intact, prevent teacher assistant job loss, and fund \$505,000 in expansion requests.

Over the past five years, the Board of Education has placed emphasis on cost containment, lowering administrative costs, and reorganizing for overall operational efficiency. These efforts have prevented teacher job loss, maintained class sizes, allowed innovative programs to thrive, and otherwise mitigate many of the negative effects of huge budget cuts. Orange County Schools continues to provide an excellent return on taxpayer investment. This is demonstrated through higher levels of achievement, innovative instructional programming, and well prepared graduates. This recommended budget keeps classroom needs at the forefront, supports the Board of Education's goals and initiatives, and focuses on providing the best possible educational experience for the youth in our county.

**Orange County Schools
Budget Calendar
Fiscal Year 2013-2014**

OCS – Board Approval	February 11, 2013	OCS Board of Education review/approval of Fiscal Year 2013-18 Capital Investment Plan
OCS – FY 2013-2018 Capital Investment Plan	Early February, 2013	FY 2013-18 Capital Investment Plan due To Orange County Financial Services from Orange County Schools
OCS – Budget Recommendation	March 11, 2013	Formal presentation made to Board of Education by the Superintendent on “Budget Recommendations”
BOCC – Capital Investment Plan	March 12, 2013	Manager presents 2013-2018 Capital Investment Plan to Board of County Commissioners. (Regular Work Session)
OCS – Budget Consideration (Public Hearing)	March 25, 2013 6:00 P.M.	Public Hearing – Capital Funds Budget And Local Current Expense Budget
OCS – Work Session	March 25, 2013 7:00 P.M.	Board of Education participates in Budget Work session
OCS – Work Session	April 8, 2013	Board of Education participates in Budget Work session
BOCC – CIP Follow-up	April 11, 2013	Capital Investment Plan follow-up with BOCC. (Budget Work Session)
OCS – Board Approval	April 22, 2013	Board of Education Adopts Local Current Expense Budget
OCS – Budget Distribution	April 25, 2013	Budget due to County Commissioners From Orange County Schools
BOCC – Work Session	April 25, 2013	Boards of Education Fiscal Year 2013-14 Budget Presentations to BOCC @ Work Session
BOCC – Work Session	May 9, 2013	Board of County Commissioners participates in CIP follow-up and Budget Drivers for 2013-14. (Budget Work Session)
BOCC – Manager Presents	May 21, 2013	Manager presents Fiscal Year 2013-14 Annual Operating Budget to Board of County Commissioners
BOCC – Budget Consideration	May 23, 2013	Public Hearing – Orange County Budget and Capital Investment Plan Public Hearings
BOCC – Budget Consideration	May 30, 2013	Public Hearing – Orange County Budget and Capital Investment Plan Public Hearings
BOCC – Work Session Discussion of School Budgets	June 6, 2013	Board of County Commissioners Participates in Board of Education Budget Work Session
BOCC – County Commissioners Adoption of Budget	June 18, 2013	County Commissioners adopt Fiscal Year 2013-14 Annual Operating Budget and 2013-18 Capital Investment Plan
OCS – Continuation Budget Approval	June 24, 2013	Board of Education adopts Continuation Budget

**Durham Technical Community College
Orange County Budget Request
Fiscal Year 2013-14**

April 2, 2013

Mr. Frank Clifton
Orange County Manager
200 South Cameron Street
PO Box 8181
Hillsborough, NC 27278

Dear Mr. Clifton:

The FY 2013-14 Budget Request for Durham Technical Community College is attached for your review. The College's request reflects a modest increase of approximately 2% in operating funds to \$540,000 that will be required to maintain operations at the expanded level of enrollment realized in 2012-13. In addition, we are requesting an additional \$10,000 in equipment funds bringing that total to \$50,000 and the grand total of our request to \$590,000 – a 3.6% increase.

While we were able to slightly decrease the operating budget request last year, critical cost components of the budget, including utilities and insurance, have continued to increase, causing our request for an increase this year.

We have included in our request a provision for a 2% salary increase for maintenance, security and other personnel which are funded from the county appropriation. The increase will be awarded only if the legislature provides funding for the majority of college faculty and staff that are funded from state funds. Should the increase not be awarded, it would allow our fund balance of Orange County funds to increase. Since the college has been funded by Orange County for only a few years, the fund balance is quite small. Thankfully, the Orange County Campus is new, and unlikely to require substantial unscheduled expenditures. This gives us a number of years to accumulate an adequate fund balance.

We look forward to meeting with you and your staff to discuss this request and welcome any questions you might have regarding our budget request prior to that time.

Sincerely,



William G. Ingram
President

c: Mr. Robert Keeney, Vice President and Chief Financial Officer

DURHAM TECHNICAL COMMUNITY COLLEGE
Orange County Budget Request
For Fiscal Year 2013-14

This highlighted area will not be provided to the County

	Current FY 2012-13		FY 2013-14	2009-10	2010-11	2011-12	2012-13	2012-13	2013-14
	Requested	Appropriated	Total Request	Actual	Actual	Actual	YTD 3/28	Projected	Request
A. Operations - Current Expense									
1 Salaries & Benefits:									
Professional Salaries	125,000	125,000	127,500	186,869	70,572	52,884	28,168	107,550	127,500
Service, Maintenance, Skilled	56,650	56,650	57,800	55,229	55,283	56,328	52,995	70,650	57,800
FICA	12,650	12,650	13,850	18,437	4,985	8,080	5,989	13,350	13,850
Retirement	23,700	23,700	25,150	21,407	13,433	15,743	12,664	26,850	25,150
Medical Insurance	15,450	15,450	15,750	21,877	12,343	11,545	8,347	15,450	15,750
Longevity	1,200	1,200	1,200	5,241	1,054	422	799	1,075	1,200
Workers Compensation	1,750	1,750	2,000	2,579	1,517			2,000	2,000
Group Dental	2,000	2,000	2,500					2,500	2,500
Employee Life Insurance	200	200	200					200	200
Students (CWS & FSEOG)	3,000	3,000	2,500					-	2,500
Sub-Total Salaries & Benefits	241,600	241,600	248,450	311,639	159,186	145,003	108,962	239,624	248,450
2 Contractual Services:									
Institutional Development				2,195	2,174	2,105	1,446	2,000	2,200
Waste Removal	2,200	2,200	2,200	10,093	4,477	9,010		5,000	5,000
Equipment Maintenance	5,000	5,000	5,000	16,232					-
Security	-	-	-	57,000	65,550	66,773		68,000	68,400
Janitorial Service/Maintenance Service	68,400	68,400	68,400	6,295					
Uniform Laundry Services	2,000	2,000		12,697	25,564	18,039	7,587	15,500	25,000
Building Maintenance	25,000	25,000	25,000	10,720	36,013	27,068	9,647	20,000	30,000
Landscaping	30,000	30,000	30,000	115,232	133,778	122,995	18,681	110,500	130,600
Sub-Total Contractual Services	132,600	132,600	130,600						
3 Legal Fees:									
Legal Fees	2,000	2,000	2,000					2,500	2,000
Sub-Total Legal Fees	2,000	2,000	2,000	-	-	-	-	2,500	2,000
4 Insurance:									
Property & Liability Insurance	15,000	15,000	15,000	8,833		1,819		5,000	15,000
Sub-Total Insurance	15,000	15,000	15,000	8,833	-	1,819	-	5,000	15,000
5 Rental:									
Facility Services	10,000	10,000	10,000		782	(782)			10,000
Sub-Total Rental	10,000	10,000	10,000	-	782	(782)	-	-	10,000
6 Utilities:									
Natural Gas	15,000	15,000	15,000	12,811	13,942	3,867	6,028	13,000	15,000
Electricity	40,000	40,000	40,000	30,375	76,889	40,140	32,423	45,000	40,000
Water	2,000	2,000	2,000	1,275	1,747	1,565	1,535	2,100	2,000
Telephone	20,000	20,000	20,000	19,917	35,085	14,384	12,327	16,500	20,000

Sub-Total Utilities	77,000	77,000	77,000	64,378	127,663	59,956	52,312	76,600	77,000
7 Advertising, Publicity, Public Relations:									
Institutional Dues	1,000	1,000	1,000					1,000	1,000
Printing and Binding Publications								2,500	
Advertising and Publicity	10,000	10,000	10,000	4,613	1,298			-	10,000
Sub-Total Advertising, Publicity, Public Relations - - -	11,000	11,000	11,000	4,613	1,298	-	-	3,500	11,000
8 Repairs:									
Equipment	1,500	1,500	5,000	1,523	1,406	1,040	4,451	6,000	5,000
Facilities	10,000	10,000	10,000	3,760	12,418	2,637	6,587	8,800	10,000
Sub-Total Repairs	11,500	11,500	15,000	5,283	13,824	3,676	11,038	14,800	15,000
	Current FY 2012-13		FY 2013-14						
	Requested	Appropriated	Total Request						
9 Travel:									
Administration									
Maintenance and Housekeeping	2,500	2,500	2,500					2,000	2,500
Other Support Personnel	4,000	4,000	4,000					4,500	4,000
Sub-Total	6,500	6,500	6,500	-	-	-	-	6,500	6,500
10 Supplies:									
Operations	10,000	10,000	10,000	2,557	6,448	557	1,296	5,000	10,000
Maintenance	2,000	2,000	2,500	1,720	1,689	733	1,143	2,000	2,500
General Institution	5,000	5,000	5,000					500	5,000
Sub-Total Supplies	17,000	17,000	17,500	4,276	8,138	1,289	2,439	7,500	17,500
11 Other Expense:									
Motor Vehicle Operation			1,450					1,000	1,450
Misc. Items	5,250	5,250	5,500	215	6,985	8,040		7,500	5,500
Sub-Total Other Expense	5,250	5,250	6,950	215	6,985	8,040	-	8,500	6,950
TOTAL CURRENT EXPENSE	529,450	529,450	540,000	514,470	451,655	341,997	193,431	475,023	540,000
B. Capital Outlay									
Orange County Skills and Development Center Technology Upgrades									
Equipment	25,000	25,000	35,000			20,598		30,898	35,000
Contingency Fund	15,000	15,000	15,000						15,000
TOTAL CAPITAL OUTLAY	40,000	40,000	50,000	-	-	20,598	-	30,898	50,000
TOTAL CURRENT EXPENSE & CAPITAL OUTLAY	569,450	569,450	590,000	514,470	451,655	362,595	193,431	505,921	590,000

incl readding of
AP reversal
JE 6309

Emergency Services

Phone Number: (919) 245-6100

<http://orangecountync.gov/emergency/>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Category (General Fund)						Account: 750
Personnel Services	5,280,535	5,908,766	7,130,266	6,422,950	8,358,972	8,020,408
Operations	881,083	950,123	1,147,085	1,102,734	1,224,651	1,213,607
Capital Outlay	1,035,655	642,481	211,378	267,850	675,676	60,946
Total Expenditures	\$ 7,197,272	\$ 7,501,370	\$ 8,488,729	\$ 7,793,534	\$ 10,259,299	\$ 9,294,961
Offsetting Revenues	(2,645,232)	(2,341,883)	(2,040,000)	(2,139,455)	(2,135,650)	(2,135,650)
County Costs (net)	\$ 4,552,040	\$ 5,159,487	\$ 6,448,729	\$ 5,654,079	\$ 8,123,649	\$ 7,159,311
Emergency Telephone Fund						Account: 7551
Overhead	19,556	19,556	19,556	19,556	19,556	19,556
Personnel Services	137,535	137,075	138,706	140,405	154,797	154,797
Operations	226,177	255,493	272,410	629,252	376,458	376,458
Capital Outlay	27,123	93,807	60,000	1,088,107	5,000	5,000
Total Expenditures	\$ 410,392	\$ 505,932	\$ 490,672	\$ 1,877,320	\$ 555,811	\$ 555,811
Offsetting Revenues	(602,716)	(555,121)	(490,672)	(506,574)	(555,811)	(555,811)
E911 Costs (net)	\$ (192,324)	\$ (49,189)	\$ 0	\$ 1,370,746	\$ 0	\$ 0
Total Emergency Services and Related Expenditures	\$ 7,607,665	\$ 8,007,301	\$ 8,979,401	\$ 9,670,854	\$ 10,815,110	\$ 9,850,772

Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Program (General Fund)						
Administration	1,881,962	883,256	951,304	1,009,129	1,240,697	1,141,352
Emergency Medical Services	3,469,319	4,678,503	5,011,981	4,693,440	6,009,261	5,259,844
Life Safety Management	137,696	156,094	190,795	149,286	264,281	254,894
Telecommunications	1,708,295	1,783,516	2,334,649	1,941,679	2,745,060	2,638,871
Total Expenditures	\$ 7,197,272	\$ 7,501,370	\$ 8,488,729	\$ 7,793,534	\$ 10,259,299	\$ 9,294,961
Offsetting Revenue	(2,645,232)	(2,341,883)	(2,040,000)	(2,139,455)	(2,135,650)	(2,135,650)
County Costs (net)	\$ 4,552,040	\$ 5,159,487	\$ 6,448,729	\$ 5,654,079	\$ 8,123,649	\$ 7,159,311
Total Expenditures	\$ 7,197,272	\$ 7,501,370	\$ 8,488,729	\$ 7,793,534	\$ 10,259,299	\$ 9,294,961
Emergency Telephone Fund						
Emergency Telephone System	410,392	505,932	490,672	1,877,320	555,811	555,811
Total Expenditures	\$ 410,392	\$ 505,932	\$ 490,672	\$ 1,877,320	\$ 555,811	\$ 555,811
Offsetting Revenue	(602,716)	(555,121)	(490,672)	(506,574)	(555,811)	(555,811)
E911 Costs (net)	\$ (192,324)	\$ (49,189)	\$ 0	\$ 1,370,746	\$ 0	\$ 0
Total Expenditures	\$ 7,607,665	\$ 8,007,301	\$ 8,979,401	\$ 9,670,854	\$ 10,815,110	\$ 9,850,772

Emergency Services – continued

Mission Statement

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

Administration Division

Major Services

- Emergency Management Program
- Management of ES Fleet (including Ambulances)
- Warehouse Management
- Facilities Support and Maintenance
- Departmental Issued Attire and Personal Protective Equipment
- Capital Projects

FY 2012-13 Outcomes

- Emergency Operations Framework submitted and approved by the County Manger's Office.
- Conducted a Full Scale Sheltering Exercise
- Conducted a Funcational Emergency Operations Center Exercise with municipalities, UNC, and UNC Healthcare.
- Co-Sponsored a Table Top Exercise with the NC Highway Patrol, NC Department of Transportation, and local Fire Departments to discuss Incident Command during major incidents on interstates.
- Co-Sponsored a Table Top Exercise with OWASA and OC Health to discuss a Water Supply Contamination Event.
- Began Planning and Implementation of the new OSSI 9-1-1 Computer Aided Dispatch (CAD) system.
- Reinstated the Orange County Local Emergency Planning Committee (LEPC).
- Worked with Solid Waste to develop the Disaster Debris Management Plan.

Emergency Services – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Emergency Management					
Number of Disaster/Emergency Exercises Conducted	0	3	4	5	6
Number of Emergency Plans Update/Developed	10	3 (Large Plans)	5	5	3 (Large Plans)
Percentage of County Departments that were provided one-on-one consultation on disaster responsibilities.	25%	50%	75%	75%	100%
Percent of time Fleet Vehicles were serviced in a timely manner.	80%	90%	95%	95%	99%
Local Emergency Planning Committee (LEPC) Meeting	1	0	2	2	4
Number of Warehousing Support Events for County Departments/Community Partners	30	35	35	35	40

FY 2013-14 Objectives

- Finalize Hazard Specific Appendices to the Emergency Operations Framework
- Develop County Continuity of Operations Plan
- Continue to conduct regular table-top exercises with Department Directors and Community Partners.
- Conduct Comprehensive Threat and Hazard Risk Assessment with Community Partners.

Budget Highlights

- The Capital Outlay for FY 2013-14 includes \$16,000 for the third year of a three year program to purchase and install AED's in County facilities, and \$1,975 for a door card access system.
- The FY 2013-14 Manager Recommended Budget includes full year funding for a Radio Systems Technician position (1.0 FTE) approved in November 2012.
- The FY 2013-14 Manager Recommended Budget includes \$27,300 in Contract Services for the installation of HVAC systems currently in stock to provide back up to 9-1-1 Center and Emergency Operations Center (EOC) in the event of equipment or power failure. Additional system will be installed in the warehouse to regulate temperature.
- The "sitdown" forklift that was purchased with the 510 Meadowlands building no longer functions and is not serviceable, given its age. Without a replacement, Emergency Services is not able to unload delivery trucks, which is a critical function during Strategic National Stockpile distributions and disaster operations. The current forklift is not rated at an appropriate weight capacity to serve the needs of the Emergency Services/the county; the new forklift offers additional weight capacity to ensure that ES can fulfill loading/unloading needs during normal and disaster operations. A lease option of \$4,167 is included in the FY 2013-14 Manager Recommended Budget.
- The FY 2013-14 Manager Recommended Budget includes additional funds of \$22,125 for uniforms for additional staff, and rebranding the entire department.

Emergency Services – continued

Life Safety Division

Major Services

- Enforce the N.C. Fire Prevention Code by Conducting Fire Inspections
- Investigate Fires to Determine Cause and Origin and Respond to All Illegal Burning Calls
- Provide Fire and Life Safety Education

FY 2012-13 Outcomes

- Maintain a yearly inspection quota of 275 inspections annually.
- Decrease the amount of fire investigations by distributing more home fire safety educational information.
- Increase the number of fire and life safety education events, including annual fire drills, in all County buildings.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Fire Inspections					
Outcome Measure	304	279	300	280	300
Number of man-hours for total inspections	417	368	400	370	400
Service: Fire Investigations					
Number of Fire Investigations Conducted	150	100	140	120	130
Number of man-hours for total investigations	600	400	560	480	520

FY 2013-14 Objectives

- Exceed the fire inspection schedule as mandated by the North Carolina Fire Prevention Code.
- Reduce the number of illegal burning investigations by continuing to educate the citizens on the laws and county ordinances pertaining to open burning
- Deliver new and updated fire prevention programs, life safety programs, and home safety programs to citizens, schools, health and daycare providers, and county employees. These programs heighten fire prevention awareness; identify fire hazards, and injury prevention in schools, homes, and the workplace.

Budget Highlights

- The FY 2013-14 Manager Recommended Budget includes Capital Outlay funds of \$26,835 for a Fire Extinguisher Training System, which will make fire extinguisher training safer for trainees and more cost effective, as well as the replacement of a current fit testing machine

Emergency Services – continued

and fit testing cards, and includes a computer and printer to allow more portable fit testing for all emergency responders.

- Includes full year funding of the Fire Marshal position that was budgeted in FY 2012-13 for six (6) months (starting January 1, 2013)

Communications Division

Major Services

- 24 hours Public Safety Answering Point (PSAP) for citizens requiring emergency and non-emergency assistance.
- Dispatch all law enforcement, EMS and fire resources to respond to the needs of the community and partner counties. Monitor and respond to all public safety agency requests through various mediums of communication to provide information and oversee safety of responders.
- Coordinate and dispatch medical calls through the use of Emergency Medical Dispatch (EMD) through protocol assessment to provide the most accurate resource and provide pre-arrival and post-dispatch instructions to the caller/patient until medically trained personnel arrive on scene.
- Utilize Automatic Vehicle Locator (AVL) to identify closest ambulance response to medical calls.
- Maintain all 9-1-1 records and produce duplicated recordings/logs/database information as requested by the agencies, citizens, businesses and attorneys as outlined by NC GS 132-1.4 and GS 132-1.5.
- Narrowbanding Project implemented affecting all conventional radio systems in order to comply with FCC regulations by January 2013.

FY 2012-13 Outcomes

- Successfully implemented AVL for ambulance units.
- Answered all 9-1-1 emergency lines within 0 – 5 seconds 100% of the time.
- Complied with all mandatory certification requirements in EMD, Sheriff's Training and Standards, Division of Criminal Information (DCI), and FEMA IS 247a.
- Completed Narrowbanding of the 9-1-1 Center radios and tower with minimal interruption to operations.

Emergency Services – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service:					
Call for Service Reports	182,771	182,771	186,426	188,378	193,516
Ring to Answer 9-1-1 <5 Seconds		96.01%	98%	100%	100%
Staffing Retention	74.07%	78.57%	N/A	80.65%	81%
Service:					
CALEA Accreditation	N/A	N/A	N/A	N/A	Implement

FY 2013-14 Objectives

- Successfully implement OSSI CAD System and agency components to provide more effective and efficient dispatch of resources.
- Successfully implement Emergency Police Dispatch and Emergency Fire Dispatch through protocol assessment to provide the most accurate resources and provide pre-arrival and post-dispatch instructions to the caller/victim until professionally trained personnel arrive on scene.
- Staff the 9-1-1 Center to no less than 80% of allocated positions.
- Reduce the average time from receipt of the 9-1-1 call to dispatch for non-medical calls from the current average of 1:10 to 1:05.
- Reduce the average time from receipt of the 9-1-1 call to dispatch for medical calls from 1:53 to 1:35.
- The CALEA Public Safety Communications Accreditation Program provides a communications center, or the communications unit of a public safety agency, with a process to systemically review and internally assess its operations and procedures. The objective is to complete the following for 2013-2014:
 - Enrollment Form.
 - Accreditation Agreement.
 - Publications Subscription and Access Agreement.
- Improve the hiring and selection process:
 - Revise the screening and application process
 - Improve the selection process
- Improve the retention rate by:
 - Strengthening the training program
 - Hiring a full-time 9-1-1 dedicated Training Coordinator
 - Hiring a full-time 9-1-1 dedicated Quality Assurance Officer

Emergency Services – continued

Budget Highlights

- Consistent with the Comprehensive Assessment of EMS and 9-1-1/Communications Center Operations Study, the FY 2013-14 Manager Recommended Budget includes four new (4.0 FTEs) Telecommunicator positions and one new (1.0 FTE) Quality Assurance/Training Officer position, effective January 1, 2014
- The FY 2013-14 Manager Recommended Budget also includes full year funding of two (2.0 FTE) Telecommunicator which started January 1, 2013, and full year funding of a Quality Assurance/Training Officer position (1.0 FTE) approved in November 2012.
- Includes increases in Overtime funding of \$92,986 to meet Fair Labor Standards Act (FLSA) and for new positions.
- The decrease in Operations for FY 2013-14 is due to moving the Motorola maintenance to the 9-1-1 Fund (\$37,000), and not budgeting for the Narrowbanding project (\$14,800) which was completed in FY 2012-13.
- The FY 2013-14 Manager Recommended Budget includes Capital Outlay funding of \$14,797 for a paging encoder to use as a backup in event of a 9-1-1 Center failure, and the purchase 4 desktop computers for the 9-1-1 Center, as well as an interactive situational awareness monitor.

Emergency Medical Services Division

Major Services

- Provide treatment for persons with medical or traumatic emergencies.
- Coordinate transportation resources to provide appropriate transportation of patients, including ambulance, taxi, public transport, or private vehicles.
- Coordinate emergency medical services and public safety preparedness efforts for special events such as sporting events, festivals, and mass entertainment.
- Coordinate state mandated continuing medical education for EMS staff, medical responders, and community partners.
- Manage EMS Medical Services providers throughout the county through ordinance franchise process.
- Prepare for and respond to EMS Surge and/or Mass Casualty providing medical services throughout the region.

FY 2012-13 Outcomes

- EMS responded to 13207 requests for service and provided transport and medical care for over 8325 people.
- The paramedic academy continued to enable OCES to recruit and train additional paramedics.
- EMS continued to partner with franchised agencies and Parkwood EMS to provide adequate coverage for special events without impacting the day to day EMS system.
- Quality Assurance Initiatives: Emergency Services hired a Quality Assurance Staff officer who has helped strengthen the QA program. OCES has provided quality data and has

Emergency Services – continued

made significant EMS System improvements through the Peer Review committee. EMS has improved the County's compliance with the State Office of EMS data collection system, PreMIS, in addition to improving the quality of the data. The EMS Performance Improvement Center has reported that Orange County has one of the best data quality scores in the State.

- OCEMS worked with Durham County to provide the Defensive Tactics for EMS program to address the rising numbers of violent encounters that EMS providers are facing, and hosted our first Pediatric Trauma Advanced Life Support program through the Mid Carolina Regional Advisory Committee.
- EMS provided command staff and medical support for two Presidential visits last year.
- EMS implemented a New Provider Driver's Training Program and provided three offerings of the training for Orange County and South Orange Rescue Squad staff.
- EMS participated in four mock car crash events to educate high school students about the dangers of motor vehicle crashes and the response efforts that occur as a result. This allowed students to understand the impact that their choices have on the community.
- The addition of two peak load ambulances in 2012/13 reduced the number of Ambulance move-up responses by 31 percent. Because move-up responses are included in the Call for Service counts, this resulted in reduced number of calls for service in FY 12/13.
- EMS moved its personnel from a 24 hour shift schedule to a 12 hour shift schedule on July 27, 2012. This move resulted in an immediate improvement in the Wheel's Rolling Time (Time from ambulance dispatch to the time the EMS Unit is in route to the call). This reduction helped to reduce the overall response time in FY 12/13.

Outcome Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Emergency Medical Services					
Total Calls for Service	12,605	13,287	13,500	13,207	13,735
Number of Ambulance Move Up Calls	2,360	2,016	N/A	1,386	1,178
Service: Emergency Medical Services					
Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Response Time (Average)	10:51	10:01	N/A	08:50	08:00
Response Time (90 th percentile)	18:19	17:22	14:00	15:46	14:30
Average Wheels Rolling Time	01:16	01:24	N/A	01:07	01:00

Emergency Services – continued

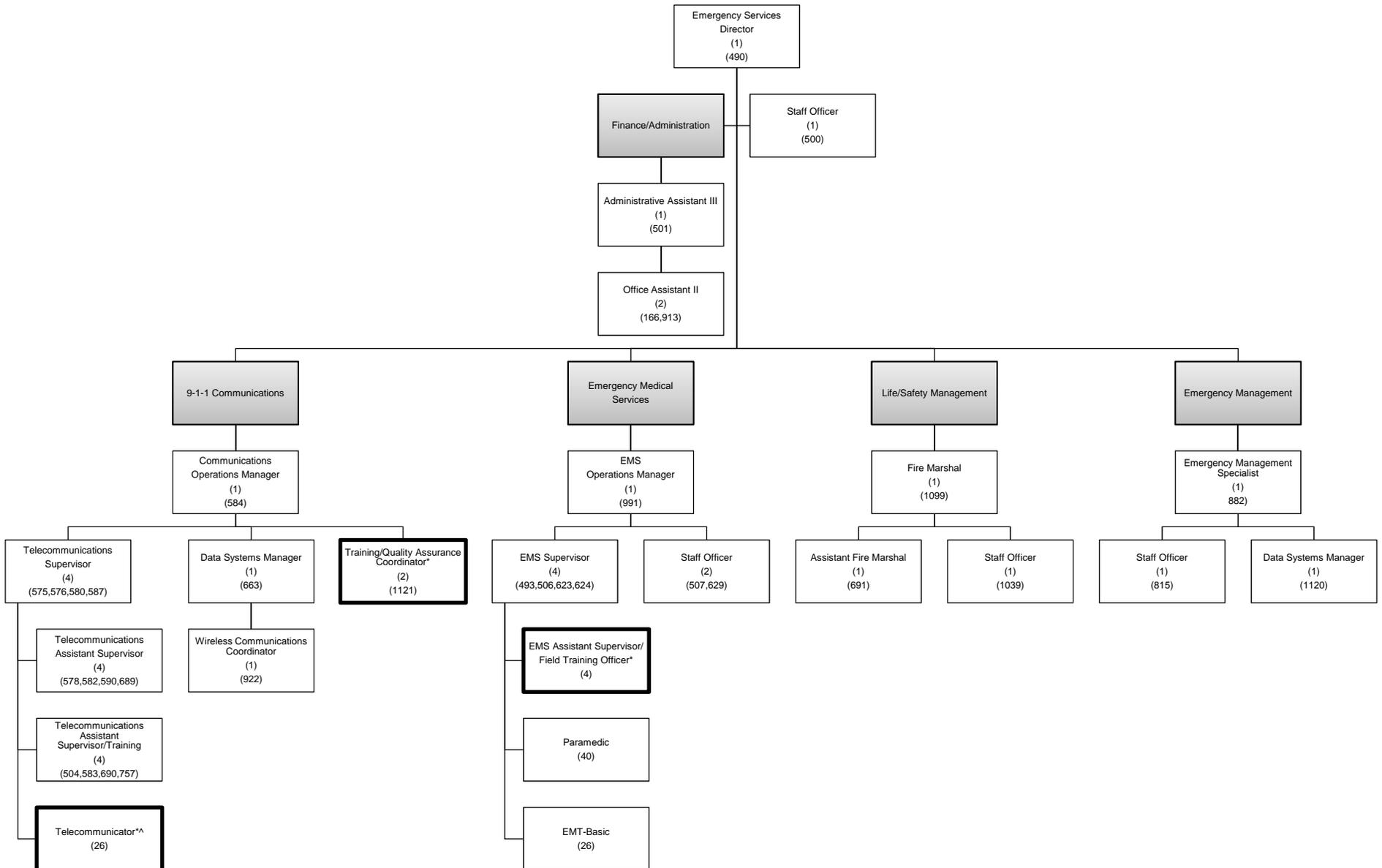
FY 2013-14 Objectives

- With the implementation of the OSSI Computer Aided Dispatch (CAD) Software in the Communication's center, EMS will increase the efficiency and accuracy of the response time data by building a direct bridge between the electronic patient care reporting software and the CAD, and through utilization of mobile CAD will decrease the number of radio transmissions.
- Continued improvements to the Quality Assurance program will lead to further improvement in data quality scores and will increase efficiency and communication between EMS and Medical Direction staff. Quality Assurance recommendations will be utilized to select training topics and to improve EMS service delivery.
- EMS will continue to work on reducing the wheels rolling time, so that average time is at one minute and the overall wheels rolling time is under one minute thirty seconds 90 percent of the time. EMS will improve on scene times and at the hospital time to further reduce the EMS total call times. This will ensure that more ambulances are available when needed and may lead to further reduction of response time.
- Four Assistant EMS Supervisors will be recruited in FY 13/14 and will ensure that EMS supervision is able to participate in training exercises with the Fire Departments, will be available for major incidents, and will assist the current supervisors with daily responsibilities. This addition was addressed in the 2012 EMS Study and this objective helps to prepare for the suggested addition of EMS Supervisors by allowing the incoming assistant supervisors to obtain supervisory experience in addition to training.
- The 2013/14 Paramedic Academy will allow EMS to recruit three additional paramedics. This recruitment will assist in the filling of current vacant positions in light of the continued national paramedic shortage.

Budget Highlights

- Consistent with the Comprehensive Assessment Study of EMS, the FY 2013-14 Manager Recommended Budget includes four (4.0 FTEs) EMS Assistant Supervisor positions, effective January 1, 2014.
- The FY 2013-14 Manager Recommended Budget also includes full year funding of 6.0 FTE Paramedic positions that were budgeted for nine (9) months in FY 2012-13.
- An increase in Overtime of \$143,559 is budgeted in FY 2013-14 to comply with the Fair Labor Standards Act (FLSA) and the change in the work schedule from 24 hour shifts to 12 hour shifts.
- Emergency Services requested the replacement of 14 LIFEPAK[®] 15's in FY 2013-14 \$528,458 to accommodate nine active EMS units, two EMS Supervisors, leaving seven units for use at special events, equipment service and to ensure sufficient equipment availability should failures occur. These LIFEPAKs are scheduled to be debt financed during FY 2013-14.
- Emergency Services is recommending the continued utilization of Target Solutions, on line EMS continuing education software to allow EMS providers to train while on duty and to reduce the number of face to face training hours. In addition this allows for greater performance tracking that is needed to maintain records for state compliance.

Emergency Services



FY 2013-14

Recommended

*New Positions, Effective 1/1/14
 ^4 New FTE's

Finance and Administrative Services

Phone Number: (919) 245 - 2450

Website: <http://orangecountync.gov/finance>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						
Personnel Services	723,751	796,923	1,010,819	817,688	1,137,424	1,137,424
Operations	176,803	157,847	2,153,426	1,615,361	2,164,415	2,164,415
Capital Outlay	0	2,449	0	0	2,000	2,000
Total Expenditures	\$ 900,553	\$ 957,219	\$ 3,164,245	\$ 2,433,049	\$ 3,303,839	\$ 3,303,839
County Costs (net)	\$ 900,553	\$ 957,219	\$ 3,164,245	\$ 2,433,049	\$ 3,303,839	\$ 3,303,839
Total Finance and Administrative Services and	\$ 900,553	\$ 957,219	\$ 3,164,245	\$ 2,433,049	\$ 3,303,839	\$ 3,303,839

Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Program (General Fund)</i>						
Finance Office	615,212	670,336	759,828	697,615	893,966	893,966
Budget Office	285,341	286,883	336,256	269,125	340,850	340,850
Risk Management	0	0	2,068,161	1,466,309	2,069,023	2,069,023
Total Expenditures	\$ 900,553	\$ 957,219	\$ 3,164,245	\$ 2,433,049	\$ 3,303,839	\$ 3,303,839
County Costs (net)	\$ 900,553	\$ 957,219	\$ 3,164,245	\$ 2,433,049	\$ 3,303,839	\$ 3,303,839
Total Expenditures	\$ 900,553	\$ 957,219	\$ 3,164,245	\$ 2,433,049	\$ 3,303,839	\$ 3,303,839

Mission Statement

The Finance and Administrative Services department provides budgetary, fiscal and internal business policy guidance, financial accountability, stability, and integrity of the County's resources. Through fiscal and operational practices and procedures, the department can achieve and fund the goals and priorities of the County and its citizens.

Finance and Administrative Services: Finance and Purchasing Division

Major Services

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

Finance and Administrative Services – continued

- Responsible for grant financial compliance and internal audits.
- Responsible for encumbering and purchasing of County goods and services.

FY 2012-13 Outcomes

- Annual Audit: Issued Comprehensive Annual Financial Report (CAFR), as required by the Local Government Commission, by October 31, 2012. No management letter concerns or comments. Retained the GFOA Certificate of Achievement for Excellence to Financial Reporting.
- Financial Condition: Increased Standards and Poors bond ratings to AAA. Received a Aa1 with a Positive Outlook, from Moody's Investor Services and AAA, from Fitch.
- Debt Service: Reduced County debt service through two debt refunds: 1) \$96.7 million to save \$5.3 million in debt service payments and 2) \$17 million to save \$1.74 million in debt service payments. The average interest rate for the new loans is 2.0%. Met debt service payments, on bonds and installment purchases, with 100 percent accuracy. No penalties for late payment.
- Established the County's Other Post-Employment Benefits (OPEB) Trust Fund; contributed \$3 million, in November 2012. The County's total OPEB liability totals \$63.7 million.
- Policy Compliance: The FY 2012 audit reported unassigned fund balance at 22% of General Fund expenditures. Anticipate unassigned fund balance at 17%, by year-end. Slightly exceeded County debt ratio target (15.34%).
- Outstanding purchase orders reduced, for the third consecutive year.
- Met target of payroll completion, two days prior to payday (100%).

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Maintain a financially sound condition, according to legal statutes and accounting standards.					
Unassigned Fund Balance, as percent of General Fund Expenditures (Target: $\geq 17\%$)	15.9%	22.0%	17.0%	17.0%	17.0%
Debt Service, as a percent of General Fund expenditures (Target: $\leq 15\%$)	15.0%	14.9%	16.0%	15.34%	14.5%

FY 2013-14 Objectives

- Complete the County's CAFR by October 31, 2013.
- Fund balance meets budgeted goals of 17 percent or greater.
- Monitor financial transactions to insure compliance with Fiscal Control Act, taking corrective action when necessary resulting in no more than two finance related management points, Retain the GFOA Certificate of Achievement for Excellence to Financial Reporting.
- Ensure timely payment of debt service. Plan, execute and oversee debt issuance to comply with the Fiscal Control Act and ensure fund availability for designated capital projects.

Budget Highlights

- Transferred Asset Management Coordinator (1.0 FTE), from Asset Management Services, to assist with County purchasing duties (\$54,660).

Finance and Administrative Services – continued

Finance and Administrative Services: Budget Division

Major Services

- Meet all timelines, as required by the North Carolina Local Government Budget and Fiscal Control Act, and as established by the Board of County Commissioners (BOCC).
- Produce the County's annual operating budget and five-year Capital Investment Plan (CIP).
- Provide analytical support for special projects, including service delivery models, cost analysis, and performance measurement.
- Manage the logistics of the Outside Agency funding process.

FY 2012-13 Outcomes

- Prompter Document Publication: Published Approved Operating and CIP Budget within seven weeks of fiscal year end.
- Improved performance measure quality, in Operating Budget document. Worked with County Departments to create more concise and quantifiable performance measures.

FY 2013-14 Objective

- Publish Approved Operating and CIP Budget by the first BOCC meeting, in FY 2013-14.
- Increase County financial updates, through BOCC meeting materials and website publications (e.g. monthly Article 46 Quarter-Cent Sales Tax collections, posted on website).

Budget Highlights

- The Budget and Management Analyst II position remained vacant for six months and generated \$31,000 in county savings.

Finance and Administrative Services: Risk Management Division

Major Services

- Maintain all liability insurance and resolve County insurance claims prior to any necessary court action.
- Reduce and maintain all insurance claims and County risk.

FY 2012-13 Outcomes

- Worker compensation claims reduced, for the third consecutive year.
- Consolidated Risk Management into Finance and Administrative Services, from Asset Management Services.

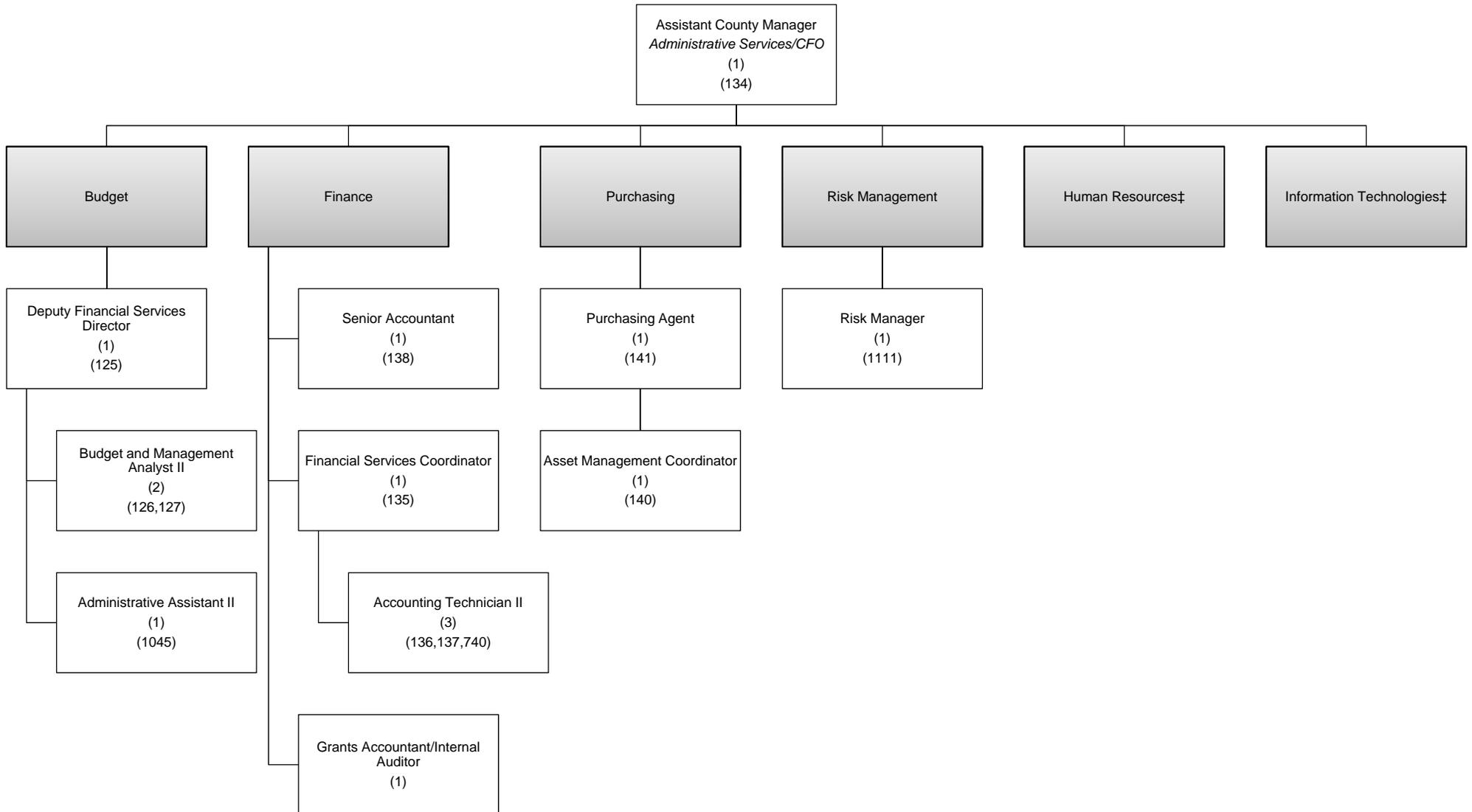
FY 2013-14 Objectives

- Maintain all grant compliance and perform five internal audits of key County service areas

Budget Highlights

- The Risk Manager and Grant Accountant positions remained open for nine months and generated \$100,513 in savings.

Finance and Administrative Services



FY 2013-14

Recommended

‡Department summaries are listed on individual department pages

Fire Districts

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Fire Districts (Fire District Fund)						
Cedar Grove	203,904	202,265	205,287	205,287	204,527	204,527
Chapel Hill	1,739	1,726	1,714	1,714	281,144	281,144
Damascus	45,314	45,733	46,196	46,196	82,329	82,329
Efland	308,246	308,214	314,465	359,465	473,961	473,961
Eno	412,474	435,224	427,542	427,542	572,361	572,361
Little River	168,093	168,189	170,158	170,158	172,989	172,989
New Hope	406,643	495,860	502,439	509,839	537,516	537,516
Orange Grove	269,989	328,322	379,334	404,334	454,823	454,823
Orange Rural	772,777	745,221	713,734	713,774	937,032	937,032
South Orange	426,143	426,159	429,778	429,778	509,684	509,684
Southern Triangle	166,729	166,774	168,360	168,360	164,905	164,905
White Cross	220,303	258,114	260,547	260,547	321,144	321,144
Total Fire District Expenditures	\$ 3,402,354	\$ 3,581,801	\$ 3,619,554	\$ 3,696,994	\$ 4,712,415	\$ 4,712,415
<i>Offsetting Revenue</i>	\$ (3,490,536)	\$ (3,618,059)	\$ (3,619,554)	\$ (3,749,586)	\$ (4,712,415)	\$ (4,712,415)
Net County Cost	\$ (88,182)	\$ (36,258)	\$ 0	\$ (52,592)	\$ 0	\$ 0

Fire protection in the unincorporated areas of Orange County is provided in twelve tax supported fire districts. In most districts, fire services are provided under contract with various incorporated volunteer fire departments. In two cases, service is provided to district residents under agreements with municipal fire departments. In addition to fire protection, many of these departments provide first responder and early defibrillation services to medical emergencies within their district. Coordination of these services is provided by Orange County Emergency Services.

It is estimated that there are at least 440 firefighters and first responders contributing more than 54,000 training and service hours in Orange County.

Fire Districts - continued

Cedar Grove Fire District

\$204,527

- The tax rate for this district is recommended to remain at 7.36 cents for FY 2013-14.
- In FY 2012-13, the department is in the process of working with the contractor and Orange County Planning Department on the addition to Station #2 to include a training room, kitchen and new office. The department has also installed additional dry hydrants, purchased equipment that is needed on their trucks for ISO, and plans to lower their insurance rating in the near future.
- In FY 2013-14, the department plans to complete the addition to Station #2; the department has been saving for the last few years for this additional with the hopes to have a large portion of the building paid for, continue to work on lowering the district's insurance rating, and continue to train firefighters for level I & II certifications.
- Their Five-Year plan includes working on replacing a 1986 model brush truck and a 1985 squad truck, work towards setting aside funds to replace the engine at Station #2; their goal is to keep engines and tankers on a rotation that will not allow them to be more than 20 years old before replacing them, and add two part-time staff during peak daytime hours.

Greater Chapel Hill Fire Service District

\$281,144

- This is one of three new Fire Service Districts that replaces existing Fire Protection Districts.
- The Town of Chapel Hill will provide fire protection for the new Greater Chapel Hill Fire Service District. See map of the new Greater Chapel Hill Fire Service District within this section of the document.
- On February 27, 2013, the Chapel Hill Town Council voted unanimously to enter into a service agreement to extend the Town's current fire district into the affected neighborhoods for a period of 5 years with a 15.00 cent tax levy per one-hundred dollar valuation of real and personal property.
- The tax rate for this district is recommended at 15.00 cents for FY 2013-14.

Damascus Fire District

\$82,329

Southern Triangle Fire Service District

\$164,905

- The North Chatham Fire Department will continue to contract with Orange County to provide fire services to the citizens in both the Damascus Fire Protection District and the new Southern Triangle Fire Service District within Orange County. There will be a separate agreement for the Damascus Fire Protection District since a different NC General Statute provides the County authority to contract for Fire Protection.
- See map of the new Southern Triangle Fire Service District within this section of the document; there are no changes to the Damascus Fire Protection District.
- The tax rate for both the Damascus Fire Protection District and the new Southern Triangle Fire Service District is recommended at 8.80 cents for FY 2013-14.

Efland Fire District

\$473,961

- The tax rate for this district is recommended to increase from 4.66 cents to 7.00 cents (an increase of 2.34 cents) for FY 2013-14. The increase will be used to provide two (2) paid firefighters in the district during weekdays (this should improve their response times and improve the quality of service), and purchase apparatus to keep the equipment up to date. The increase will be balanced by the savings homeowners in the district will receive by their ISO rating improving from a 7 to a 6.

Fire Districts - continued

- In FY 2012-13, the department put into service a new Rescue Pumper, updated radios as per the new FCC regulations. The department had their ISO inspection in 2012 and improved the ISO rating from a 7 to a 6, and hired a third party bookkeeper to handle their financial records.
- In FY 2013-14, the department has requested to add two (2) firefighters during the day to keep their response time where it should be (with the increases in call volume, the department needs to supplement their volunteers to ensure a proper number of responders are available when needed. The department is also updating their building pre-planning information and moving it to an electronic form accessible from the apparatus, will continue working with Orange County Emergency Services to make the transition to the new OSSI CAD system, continue to maintain vehicles, equipment, and station, continue with annual mandatory training and monthly fire, medical, and rescue training, as well as continue the fire prevention, firefighter assistance, and junior firefighter programs.
- Their Five-Year plan includes continuing to fund their capital assets account to help make future down payments on replacement apparatus and provide for the replacement of assets such as radios, airpacks, and other equipment, continue to look for a Station #3 site, replace a 1990 tanker truck in the FY2015 timeframe.

Eno Fire District

\$572,361

- The tax rate for this district is recommended to increase from 5.99 cents to 7.99 (an increase of 2.0 cents) for FY 2013-14. The increase is due to the requirements of the new Orange County Fire Contract related to the department's responsibility of provided water rescue services, replacement of their current Self Contained Breathing Apparatus (SCBAs), upgrade the SCBA fill station to meet new pressure requirements, increase daytime paid staff coverage from 5 days/week to 7 days/week, and to provide funds to purchase a new tanker. The increase is also needed to meet the needs of the district's 5 year purchasing plan.
- In FY 2012-13, the department purchased a new Fire Chief vehicle, purchase radios and pagers to comply with new FCC regulations, and purchased needed equipment for ISO re-grade.
- In FY 2013-14, the department plans to replace all SCBA and bottles, increase daytime paid staff from 5 days/week to 7 days/week, begin the purchasing process to replace an old Tanker, and upgrade the SCBA fill station to be in compliance.
- Their Five-Year plan includes replacement of a 1983 Tanker, have a self-sufficient water rescue team, replace a 1994 Tanker, replace an old SUV, begin the purchasing process to replace two pumpers, move from daytime to 24 hour paid staff, acquire land for a new Station #1 or renovate current facilities, and staff Station #2.

Little River Fire District

\$172,989

- The tax rate for this district is recommended to remain at 4.06 cents for FY 2013-14.
- In FY 2012-13, the department purchased five SCBA units, six additional pagers, five sets of turnout gear, 2 new desktop computers and printers; lowered their ISO Rating from a 9 to a 7, reprogrammed VHF pagers and radios, and made repairs to the fire station..
- In FY 2013-14, the department plans to purchase a new Rescue/Mini-Pumper and applicable equipment, reprogram 800 Mhz radios and purchase additional 800 Mhz radios, purchase additional pagers, install additional dry hydrants, recruit new volunteers, and maintain their current ISO rating.

Fire Districts - continued

- Their Five-Year plan includes maintain/lowering their ISO rating, paving of parking lot, installation of additional dry hydrants, purchase additional Turnout Gear to meet updated standards, researching the feasibility of adding part-time staff and feasibility of buying land for Station #2, purchase additional pagers, and continue recruitment efforts.

New Hope Fire District

\$537,516

- The tax rate for this district is recommended to increase from 8.95 cents to 9.45 cents (an increase of .50 cents) for FY 2013-14. The increase is due to operational cost increases for professional services, computer and server replacement, upgrades to Firehouse software and the CAD link to the new OSSi software in the 9-1-1 Center, as well as an increase in funding for apparatus replacement.
- In FY 2012-13, the department lowered their ISO rating from a 9 to a 6 providing substantial savings from homeowners insurance premiums, continued firefighter level I & II level certification classes, three new firefighters completed the Fire Academy at Alamance Community College, conducted fire prevention and fire safety programs in the district, provided ICS 300 Class for members of the department, as well as members of 3 other departments, coordinated Community Watch program with the Sheriff's Office and residents of the district, and provided 16 public fire safety programs to 318 adults and 517 children.
- In FY 2013-14, the department plans to continue to train firefighters to level I and II levels, provide Emergency Vehicle Driving and Medical Responder classes, provide fire prevention and home safety programs for community outreach, provide ICS 400 Class for department members and Board of Directors, continue to meet NFPA 1720 Standards for volunteer fire departments as budgets allow, replace utility pickup truck used for support functions and medical responder calls, replace elliptical tanker with a new tanker that meets current NFPA 1901 Standards, continue recruitment and retention program for volunteer members, host mutual aid training with the mutual aid departments for ISO requirements and enhance service to the residents of the district.
- Their Five-Year plan includes continued strategic planning to provide enhanced and efficient services to the residents of the district, apply for grants for offsetting revenues for personal protective equipment and self-contained breathing apparatus that meets NFPA Standards, continue standards based training for quality assurance, maintain administrative and training requirements to maintain their improved ISO rating, replace one engine due to age of vehicle, and work with other departments to implement the Orange County Chief's Association Strategic Plan.

Orange Grove Fire District

\$454,823

- The tax rate for this district is recommended to increase from 5.00 cents to 6.00 cents (an increase of 1.00 cents) for FY 2013-14. The increase of 1.00 cents is the second year of a two year plan; in FY 2012-13, the tax rate increased by .92 cents (from 4.08 cents to 5.00 cents), for a total tax rate increase of 1.92 cents over the two year period. The increase is needed to help cover the costs of land and construction of Station #3 in the western portion of the district, and purchases of equipment and two additional fire trucks for the new station over the two fiscal years.
- In FY 2012-13, the department will begin construction of Station #3 on Nicks Road, their Station #2 was approved in February 2013 by the N.C. Department of Insurance, purchased a used truck for Station #3, purchased 4 sets of turnout gear continuing their practice of rotating equipment, developed three more water sources as they work to improve their ISO rating, updated all 800 MHz and VHF radios, and gained several new members replacing those who retired.
- In FY 2013-14, the department plans to finish construction of Station #3 in the western portion of their district, lower ISO rating from a 9E to an anticipated 7, expand water point availability,

Fire Districts - continued

increase the number of radios, purchase equipment, truck, gear for Station #3, and continue and expand efforts to improve the ISO rating for more residents of the district.

- Their Five-Year plan includes ISO improvement plan with goal of reducing homeowner insurance costs, continue collaboration with other county fire departments, work to improve working relationships with the County, continue and expand member training program to reach 1503 Standards, and acquire equipment to comply with NFPA, and update aging equipment.

Orange Rural Fire District

\$937,032

- The tax rate for this district is recommended to increase from 5.61 cents to 7.36 cents (an increase of 1.75 cents) for FY 2013-14. The increase is needed to replace outdated and/or non-compliant equipment. With the upcoming mandated radio system upgrades, the district's 10 year old radios will be inoperable. To remain on the Viper system, the department will need 36 portable radios at a cost of \$201,123. Other areas of need are compliant safety changes needed to their SCBAs, and the purchase of specialized rescue equipment to meet new rescue service needs.
- In FY 2012-13, the department certified four additional members to Child Passenger Safety, replaced a thirteen year old pick-up truck for first responder calls, certified four members to advanced rescue training, assisted three mutual aid departments with their ISO grading, thus improving all grades, purchased additional mobile data devices, coordinated with Orange County to house EMS crews at their Station #2, certified Station #3 with the State – lowered insurance premiums for affected houses, sold a 20 plus year old tanker, entered into an agreement with Cedar Grove to extend fire protection into their class 10 area, certified three CPR instructors, moved routine truck maintenance in-house to reduce costs, and purchased pre-owned VHF radios for back-up communications during disasters.
- In FY 2013-14, the department plans to replace ten year old non-compliant 800 Mhz radios, replace a 20 plus year old tanker with more versatile pumper/tanker, train all members to water rescue, train all members to structural collapse rescue, train four additional members in advanced rescue training, certify all members in rapid intervention training (firefighter rescue), train 4 additional members to advanced rescue training, make improvements inside Station #3, pay-off truck loan, and work with other departments to fill rescue service voids throughout the County.
- Their Five-Year plan includes hiring a full-time Fire Chief, coordinate with the Town of Hillsborough to design and construct Station #4, hire six additional personnel, seek re-grade of district's ISO classification, coordinate with the Town of Hillsborough to purchase a pumper once it reaches twenty years old, equip trucks with mobile computers and AVL, upgrade air packs to meet new standards on face piece integrity and low air alarms, and relocate Station #2 to cover class 10 area.

South Orange Fire Service District

\$509,684

- The Town of Carrboro will continue to provide fire protection for the South Orange Fire Insurance District. Fire protection for residents in this district is provided under contract between the County and the Town of Carrboro Fire Department.
- On December 4, 2012, the Town of Carrboro Board of Alderman voted to approve a resolution to modify the existing South Orange Fire Insurance District. See map showing the new South Orange Fire Service District within this section of the document.
- The tax rate for this new Service District is recommended at 10.00 cents for FY 2013-14.

Fire Districts - continued

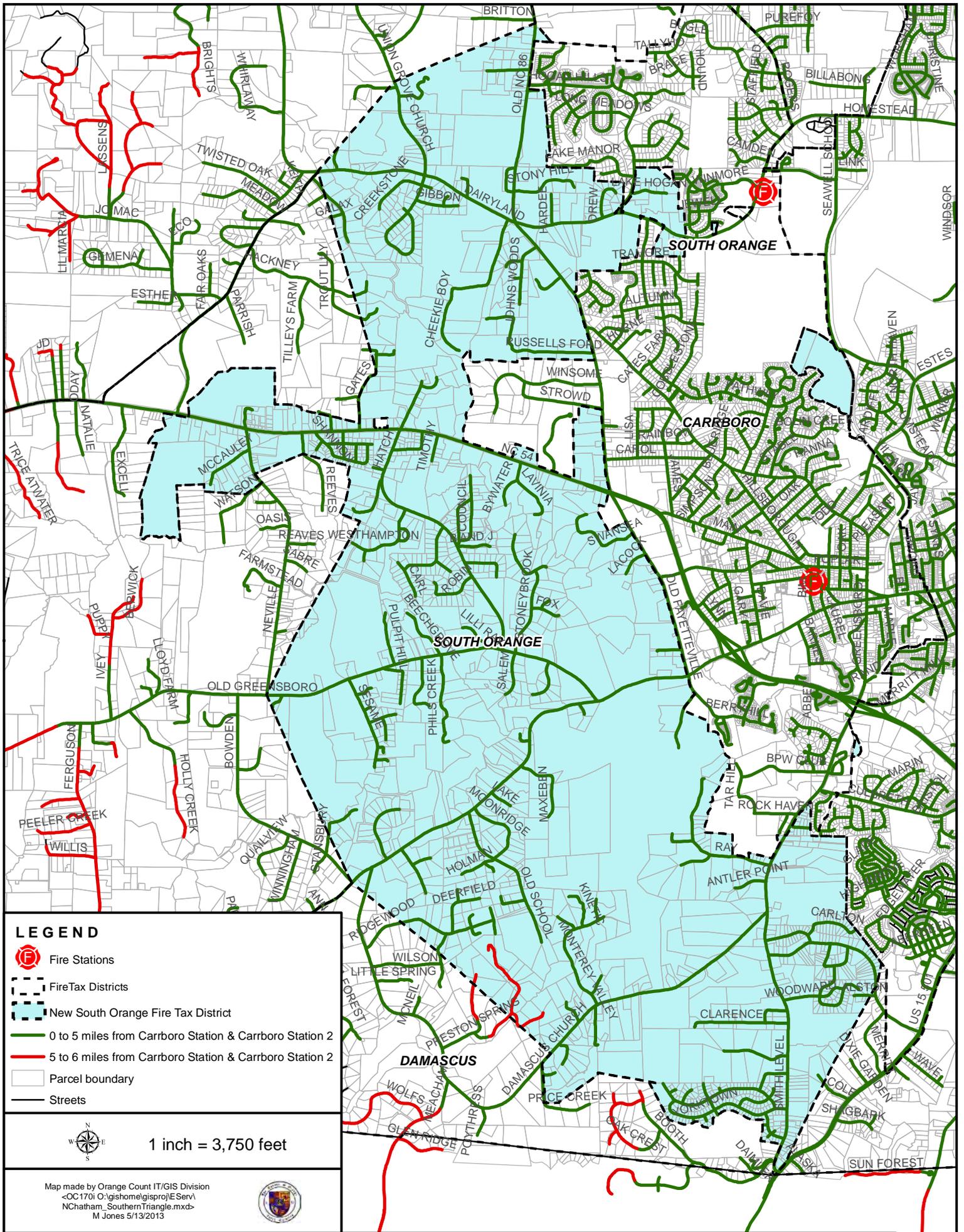
Southern Triangle Fire Service District (See Damascus Fire District)

- Refer to the section regarding Damascus Fire District for this department's achievements.
- North Chatham Volunteer Fire Department serves people in this district as well as those in the Damascus Protection District.

White Cross Fire District

\$321,144

- The tax rate for this district is recommended to increase from 7.00 cents to 8.80 cents (an increase of 1.80 cents) for FY 2013-14. The increase is consistent with the March 19, 2013 agenda abstract to the Board of County Commissioners requesting a tax rate increase of 1.80 cents to cover the costs of the a new substation, additional paid staff, purchase of a new Tanker for the new substation, and to cover the increased operational costs.
- In FY 2012-13, the department held 13 State of North Carolina firefighter certification classes, installed dry hydrants at all water points, founds and certified one new hydrant at a new pond, began the process of replacing old 1 ½" attach line with 1 ¾" attack line on the first out engines, and no firefighter sustained any injuries during the year while operating at emergency scenes or while training.
- In FY 2013-14, the department plans to find and purchase land for a substation, construct the substation, purchase an additional tanker to certify the substation, and add additional part-time staff.
- Their Five-Year plan includes the replacement of their 1987 tanker, provide additional rescue services, lower the ISO Grade to a class 6, change over to LDH supply line, complete the transition to 1 ¾" attach line, and purchase a used service company/rescue truck to put into service.



LEGEND

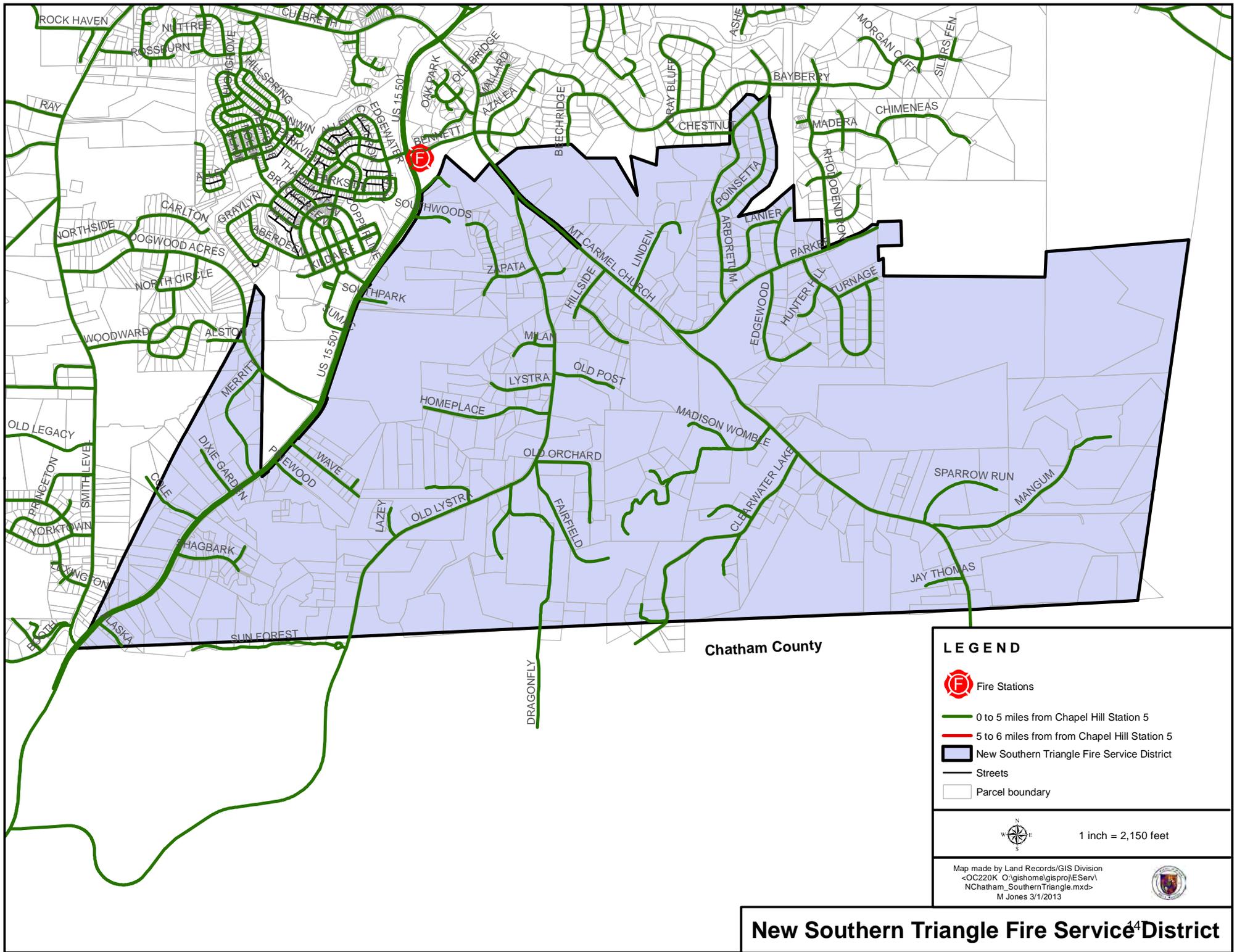
-  Fire Stations
-  Fire Tax Districts
-  New South Orange Fire Tax District
-  0 to 5 miles from Carrboro Station & Carrboro Station 2
-  5 to 6 miles from Carrboro Station & Carrboro Station 2
-  Parcel boundary
-  Streets



1 inch = 3,750 feet

Map made by Orange County IT/GIS Division
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 M Jones 5/13/2013





Chatham County

LEGEND

-  Fire Stations
-  0 to 5 miles from Chapel Hill Station 5
-  5 to 6 miles from from Chapel Hill Station 5
-  New Southern Triangle Fire Service District
-  Streets
-  Parcel boundary

 1 inch = 2,150 feet

Map made by Land Records/GIS Division
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 M Jones 3/1/2013

New Southern Triangle Fire Service District

Health Department

Phone Number: (919) 245 -2400

Website: <http://orangecountync.gov/health/index.asp>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						Account: 410
Personnel Services	5,747,860	5,812,553	6,141,736	5,729,443	6,446,147	6,446,147
Operations	1,051,676	986,181	1,137,036	1,193,010	1,299,099	1,309,099
Capital Outlay	78,868	770	0	3,414	18,000	18,000
Total Expenditures	\$ 6,878,404	\$ 6,799,504	\$ 7,278,772	\$ 6,925,867	\$ 7,763,246	\$ 7,773,246
<i>Offsetting Revenues</i>	<i>(2,007,422)</i>	<i>(1,738,076)</i>	<i>(2,091,162)</i>	<i>(2,055,792)</i>	<i>(2,279,706)</i>	<i>(2,279,706)</i>
County Costs (net)	\$ 4,870,982	\$ 5,061,428	\$ 5,187,610	\$ 4,870,075	\$ 5,483,540	\$ 5,493,540
<i>Health Grant Projects (Grant Fund)</i>						Account: 4102
Personnel Services	183,510	80,606	105,343	103,051	142,308	142,308
Operations	39,818	50,708	26,012	30,508	6,840	6,840
Capital Outlay	0	1,897	0	0	0	0
Others	0	0	0	0	0	0
Total Expenditures	\$ 223,327	\$ 133,211	\$ 131,355	\$ 133,559	\$ 149,148	\$ 149,148
<i>Offsetting Revenues</i>	<i>(221,922)</i>	<i>(133,177)</i>	<i>(131,355)</i>	<i>(133,559)</i>	<i>(149,148)</i>	<i>(149,148)</i>
County Costs (net)	\$ 1,406	\$ 34	\$ 0	\$ 0	\$ 0	\$ 0
Total Health Department and Related Expenditures	\$ 7,101,731	\$ 6,932,715	\$ 7,410,127	\$ 7,059,427	\$ 7,912,394	\$ 7,922,394

Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Program (General Fund)</i>						
Central Administrative Services	610,299	777,176	834,679	857,561	899,056	899,056
Dental	863,178	743,602	857,403	773,994	886,662	886,662
Environmental Health	1,152,658	1,237,611	1,297,672	1,141,411	1,372,195	1,372,195
Personal Health	3,597,502	3,502,886	3,653,961	3,592,435	4,006,254	4,016,254
Promotion and Education	477,555	538,229	635,057	560,466	599,079	599,079
Risk Management	177,211	0	0	0	0	0
Total Expenditures	\$ 6,878,404	\$ 6,799,504	\$ 7,278,772	\$ 6,925,867	\$ 7,763,246	\$ 7,773,246
<i>Offsetting Revenue</i>	<i>(2,007,412)</i>	<i>(1,737,799)</i>	<i>(2,091,162)</i>	<i>(2,055,352)</i>	<i>(2,279,706)</i>	<i>(2,279,706)</i>
County Costs (net)	\$ 4,870,992	\$ 5,061,705	\$ 5,187,610	\$ 4,870,515	\$ 5,483,540	\$ 5,493,540
Total Expenditures	\$ 6,878,404	\$ 6,799,504	\$ 7,278,772	\$ 6,925,867	\$ 7,763,246	\$ 7,773,246
<i>Health Grant Projects (Grant Fund)</i>						
Dental	0	0	0	0	0	0
Personal Health	135,356	61,347	131,355	125,808	149,148	149,148
Promotion and Education	87,972	71,864	0	7,751	0	0
Total Expenditures	\$ 223,327	\$ 133,211	\$ 131,355	\$ 133,559	\$ 149,148	\$ 149,148
<i>Offsetting Revenue</i>	<i>(221,922)</i>	<i>(133,177)</i>	<i>(131,355)</i>	<i>(133,559)</i>	<i>(149,148)</i>	<i>(149,148)</i>
County Costs (net)	\$ 1,406	\$ 34	\$ 0	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 7,101,731	\$ 6,932,715	\$ 7,410,127	\$ 7,059,427	\$ 7,912,394	\$ 7,922,394

Mission Statement

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

Finance and Administrative Services Division

Major Services

- Provide administrative, financial and technical support services to the Orange County Health Department and the Board of Health.
- Provide fiscal and audit compliance for a \$7.2 million annual budget.
- Process all birth and death certificates, burial transit permits and other vital records in compliance with state general statutes.
- Assist Health Department Divisions with development, implementation, and maintenance of program audits, and continuous quality improvement plans.
- Coordinate Health Department HIPAA privacy and security policies, training requirements, strategic planning, and accreditation standards.

FY 2012-13 Outcomes

- Implemented new strategic plan for the Health Department.
- Created Health Informatics section to better analyze and disseminate population health data to be used in the development of best practices and strategic planning.
- Implemented credit card payment for medical and dental clinics.
- Implemented new Patient Management and Electronic Health Record system.
- Met Re-Accreditation standards.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Estimate	2012-13 Projected	2013-14 Budget
Birth Certificates processed	3,734	3,735	4,200	3,825	3,800
Death Certificates processed	1,474	1,494	1,600	1,412	1,400

FY 2012-13 Fiscal Year Objectives

- Increase operational efficiencies within the Health Department through the use of technology, and Quality Improvement initiatives.
- Maintain accuracy and timeliness in financial reporting, and audit compliance.
- Ensure that all state, federal and grant funds are expended in accordance with requirements, maximizing appropriate use of these funds.

Budget Highlights

- Facilitated quality improvement projects for different divisions in health department.
- Expanded credit card payment acceptance for Personal Health and Dental Clinic clients.
- During FY 2012-13, the department hired a Health Informatics Manager and created a Health Informatics section within this division.
- The FY 2013-14 Manager Recommended Budget includes increases in Operations for Training (\$6,433) – to provide additional workforce development opportunities for staff; Contract Services (\$11,800) – consultation work to support health informatics and data integration in the transition to coding changes in billing and notification to patients, as well as Board of Health strategic planning data analysis; Innovation and Accreditation Projects (\$23,700) – these are a continuation of projects started in FY 2012-13 and are paid with Medicaid Maximization funds.
- The increase in Revenues in FY 2013-14 reflects the increase in Medicaid Maximization funds to cover the costs of the Innovations and Accreditation Projects.

Dental Health Division

Major Services

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

FY 2012-13 Outcomes

- Through the Smart Smiles Program, provide dental screenings, education and follow-up to children age 0-5 in childcare facilities and in one Orange County elementary school with the lowest free and reduced lunch program
- Provide oral health education in Orange County schools
- Provide oral health care to economically disadvantaged children and adults by providing dental care for Orange County residents eligible for Medicaid, Health Choice or the sliding fee program
- Increase the number of hygiene visits by adding part-time dental hygienist
- Begin transition from paper dental records to electronic system by implementing and utilize Eaglesoft dental practice software

Health Department – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Provide dental screenings and education in childcare facilities and Orange County Schools					
Percent of preschool children screened with dental needs	8.4%	6.57%	7%	11.5%	Program discontinued
Percent of children screened with dental needs in Orange County Schools	n/a	n/a	n/a	8.88%	Program discontinued
Number children received education in Orange County Schools	n/a	n/a	n/a	271	500
Service: Provide dental care to economically disadvantaged Orange County Residents**					
Number of total dental patient visits	4,922	4,531	5,800	5,735	6,200
Percent of Medicaid or Health Choice visits**	30.6%	30.2%	30%	31.2%	33%
Percent self-pay visits	38%	59.2%	60%	61.7%	58%
Number of sealants	1,132*	1,133	2,100	1,332	1,500
Service: Increase number of hygiene visits by adding part-time dental hygienist					
Total number of hygiene visits with one dental hygienist	n/a	(3/12 to 6/12) 285	n/a	32 hrs/wk 1038	32 hrs/wk 1000
Additional hygiene visits with 2nd hygienist	n/a	n/a	n/a	20 hrs/wk 498	32 hrs/wk 1000

*Dental was not live in HIS until Dec. 2010, so FY 11 actual numbers not complete

**HIS totals do not include “no charge” follow up patient visits, so total visits based on Eaglesoft data; Medicaid and Health Choice data not collected in Eaglesoft, so percentages based on HIS data

FY 2013-14 Objectives

- Utilize dental assistants and health educator to increase number of school-aged children that receive dental health education in both school systems
- Increase number of Medicaid and Health Choice pediatric patients that receive dental care
- Increase number of sealants placed with increased number of pediatric patients
- Increase 2nd dental hygienist’s hours to 32 hours per week to decrease recall visit wait time and increase prophylaxis procedures
- Increase number of visits by patients with private dental insurance
- Begin development of dental practice software that can accommodate billing and interface with state data system

Budget Highlights

- The FY 2013-14 Manager Recommended Budget includes an increase in hours of a Dental Hygienist position by .30 FTE (from a .50 FTE to a .80 FTE); Salary and Benefits increase of \$18,701, which is completely offset by User Fees and Medicaid funds.
- Discontinued Smart Smiles program due to the loss of Smart Start funds; this used to go toward dental screening in schools. Now the focus will be more on health education and dental health in schools.

Health Department – continued

- The increase in Revenues for FY 2013-14 is as a result of billing efficiencies created through ongoing training and development in the billing process, and additional revenue generated through the increase in the Dental Hygienist position hours.
- The Department has changed the methodology/structure of fees by setting fees at 70% of usual and customary rates in our region, as recommended in the department's strategic plan and approved by the Board of Health. Fees used to be set based on the Medicaid reimbursement rate plus 10%.
- Completed acquisition and implementation of Eaglesoft dental practice software
- Increased number of prophylaxis visits by adding part-time dental hygienist
- Began marketing dental services to Orange County employees to help increase private dental insurance revenue

Health Promotion and Education Services Division

Major Services

- Community assessment, engagement, and coalition building.
- Policy development, planning and implementation for community health priorities.
- Health-related grant support, program development and referral services for community partners.
- Management of language services, training, policies, and outreach.

FY 2012-13 Outcomes

- Completed the 2012 State of the County Health Report which meets the Accreditation requirement to inform and provide the community with relevant and current health data.
- Development and implementation of Healthy Carolinians annual action plans and Board of Health Strategic Plan focusing on access to care, mental health and substance abuse, and child and family obesity.
- Implementation of the Board of Health Smoke-Free Public Places Rule, increasing community access to cessation resources, leveraging Community Transformation Grant funds for signage and education efforts resulting in better compliance and a reduced need for enforcement.
- Utilization of Board of County Commissioners funds to distribute free NRT to Orange County Residents and employees who want to quit by offering monthly Freshstart classes, making referrals to QuitlineNC and UNC Nicotine Dependence Program. Goal: 100 served.
- Provided six language-related trainings for staff, staff medical interpreters and contract interpreters.
- Maintained TRU Clubs in all five high schools with active club advisors without State or Health Wellness Trust Fund monies. Thirty teens conducted youth tobacco use prevention activities with over 1000 interactions with public service announcements and social media reaching over 5,000 students.

Health Department – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Community Assessment					
Community Health Assessment/State of the County Health Report	1	1	1	1	1
Service: Policy Development					
New health-related policy or practice implemented	1	1	1	1	1
Service: Language Services					
Number of encounters covered by an on-site Interpreter	2,336	2,634		3,100	3,000
Number of encounters covered by an on-site contract Interpreter	1,340	1,004		1,600	1,500
Number of translations completed	82	87		100-120	100
Number of translations completed by a contract Translator	12	5		15-20	10

FY 2013-14 Objectives

- Establish baseline data to measure compliance with the Smoke-Free Public Places Rule and decrease the number of complaints each quarter.
- Evaluate smoking cessation programs for satisfaction, reach and quit rates in order to identify and fund the most effective method(s).
- Continue to track and evaluate Language Services to improve cost-savings and access by coordinating departmental scheduling, maximizing use of staff Medical Interpreters and enhancing training.
- Continue to execute Board of Health Strategic Plan in concert with Healthy Carolinians' annual action plans with one new health policy, practice or intervention being implemented.
- Continue to provide relevant and critical health data to the community through a comprehensive State of the County Health Report.

Budget Highlights

- The FY 2013-14 Manager Recommended Budget includes the transfer of a Nutrition Program Manager position and a Registered Dietician position to the Personal Health division.
- The FY 2013-14 Manager Recommended Budget includes a new Senior Public Health Educator position (1.0 FTE), effective July 1, 2013, to work on Board of Health Strategic Plan priorities such as Access to Care; Child and Family Obesity; and Substance Abuse/Mental Health. (Salary & Benefits of \$58,360)
- The increase in Operations in FY 2013-14 includes increases in Training – to provide additional workforce development opportunities for staff; and in Contract Services – for consultative services related to the smoke free law (offset by State/Federal funds), as well as other Board of Health strategic plan goals.
- The decrease in Revenues in FY 2013-14 is due to transferring the Nutrition Services program to the Personal Health division to promote continuity of care for clients receiving clinic services, and funds from Piedmont Health Services related to the transfer of the Nutrition Program Manager position to Personal Health.

Health Department – continued

- Worked with the Board of Health and key stakeholders to facilitate the adoption and Commissioner approval of the Smoke-Free Public Places Rule.
- Received an Eat Smart Move More Community Grant award of \$47,500 to revitalize the Fairview Community Garden.
- Received a Youth Tobacco Prevention Mini-grant award of \$7,000 to support local youth tobacco use prevention programming.
- Received \$12,000 in Innovation Grant Funds to provide the UNC Nicotine Dependence Program Services for Orange County Employees.
- Staff Medical Interpreters registered for the National Certification Written Exam for Medical Interpreters.
- The impact of staff vacancies in key positions have been minimized by the temporary redistribution of tasks, and the use of Public Health Reserve Corps volunteers.

Environmental Health Division

Major Services

- Assuring proper construction and operation of septic systems and wells through permitting, evaluation, and inspection
- Providing water sampling services for private water supply wells
- Assuring proper food handling and food safety in restaurants and other businesses through permitting, evaluation, and inspection. Evaluation and inspection of childcare centers, rest homes, and schools and other establishments.
- Environmental investigation and assuring abatement of childhood lead hazards
- Assuring safe public swimming pools through permitting and regular inspections
- Assuring proper operating of septic systems and safe water supplies in mobile home parks via an annual inspection

FY 2012-13 Outcomes

- Increase efforts in septic system inspections program (WTMP) to accomplish 100% of the required WTMP inspections while catching up on delinquent inspections from the previous two years accounting for a >100% outcome
- Increase collection rate for WTMP fees and Mobile Home Park fees from less than 70% to 97% with a new process implemented with the County Attorney's office
- Achieve 90% inspection rate in the Food & Lodging Program (anticipate completing 1200 of the 1333 inspections required)
- Newly constructed wells are sampled within 30 days of the issuance of the Certificate of Completion and results are reported to the owners

Health Department – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Inspection and permitting of on-site wastewater systems (septic systems)					
Collection rate for WTMP fees	70%	97%	95%	95%	95%
Failure rate of septic systems observed during WTMP inspections	4.4%	6.5%	4.5%	4.5%	5%
Number of septic system repairs completed	72	110	100	90	100
Number of septic systems permitted and approved for use	201	211	125	200	200
Percentage (number) of existing septic systems inspected in WTMP program	39%	131% *	100%	160% *	100%
Average time required for issuing permits (in days)	23.3	15.3	15	15	12
Service: Inspection, permitting and sampling water supply wells					
Number of wells constructed and approved for use	178	218	186	160	180
Number of water samples collected and results reported to well owners	1,092	1,190	1,000	900	1,000
Service: Inspection and permitting of restaurants and other establishments					
Percentage of restaurant inspections completed	42%	100%	100%	90%	100%
New restaurant permits issued	40	36	30	40	30
Review time for new restaurant plans (in days)	47	30	21	23	21

* Two years' worth of inspections were completed in calendar year 2012 in order to make up for inspections delayed from prior year accounting for > 100% of required inspections completed

FY 2013-14 Objectives

- Inspections: Complete 100% of the required Septic System program and Food & Lodging program inspections
- Maintain at least a 95% collection rate for WTMP fees by adhering to the collection process developed with the county attorney's office
- Improved Customer Service:
 - Reduce time from application to permit issuance to 12 days or less
 - Reduce response time for complaints to within 48 hours

Budget Highlights

- The increase in Revenues in FY 2013-14 is due to a projected increase in the State allocation based on 100% compliance in food and lodging inspections.
- The hiring of the Permit Development Specialist (.50 FTE) in FY 2012-13 is allowing enhancements to Environmental Health Services-
 - As of January 2013, the Environmental Health reception desk now remains open during the lunch hour for walk-in and phone customers, increasing accessibility to the public by 11%.
 - Environmental Health professional staff is no longer required to regularly provide reception desk coverage and have returned to normal duties consistent with their position, which will enhance productivity and accessibility by 15%.

Health Department – continued

- Staff absences due to illness, injuries and position vacancies have affected productivity. Cross-training of staff and other efficiencies have allowed flexibility to minimize service impacts.
- The Administrative Assistant retired April 2013. A reclassification of this position to a Permit Development Specialist, cross-trained for planning department functions, was conducted in FY 2012-13 to help support a migration toward centralized permitting.
- In the upcoming year, we anticipate purchase and implementation of new application software to handle well and septic permits to foster a process that is better integrated with planning and building inspections
- WTMP revenue is on target as a result of teaming with the County Attorney's office to implement a protocol that has increased the billing collection rate.
- Revenues from new permits in the on-site wastewater and well program are on a slow increase reflecting more activity in real estate, housing starts, and land development. Activities not related to subdivisions and new building construction such as existing system inspections, WTMP inspections, water samples, geothermal well permits, and mobile home park inspections still place a high demand for services.

Personal Health Division

Major Services

- Investigation, prevention and control of communicable diseases.
- Preventive clinical services: Family Planning, Prenatal and Well Child care.
- Diagnosis and treatment of acute and chronic health conditions for clients enrolled in preventive services programs.
- Diagnosis/treatment services for sexually transmitted infections and tuberculosis.
- Care coordination/management services for at-risk Medicaid eligible pregnant women and children with special health care needs; post-partum/newborn home visiting services
- Medical Nutrition Therapy and Diabetes Self-Management Education

FY 2012-13 Outcomes

- Received Best Practice for Surveillance & Reporting Award at the 3rd Annual Communicable Disease Conference and TB Symposium for prompt disease investigation and timely data entry into the NC Public Health Electronic Disease Surveillance System.
- Fully implement an Electronic Health Record system in OCHD medical clinics.
- Provided 1,240 vaccines for students and staff on-site at local public schools.
- Screen “baby boomers” at 3 worksites for Hepatitis C infection per CDC recommendations.
- Received \$10,000 grant to implement program promoting HPV vaccine via peer educator program at Cedar Ridge High School.

Health Department – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Detection ,Control and Prevention of Communicable Disease *					
% of patients with latent TB infection completing treatment	81% (CY 2010)	92% (CY 2011)	65%	84%	85%
% of 2-3 year old health department clients with up-to-date immunizations	87% (CY 2011)	92% (CY2012)	90%	92%	93%
Service: Provide Preventive and Primary Health Care to underserved residents of Orange County					
% of prenatal clients with newborn weighing >2500gms (5 lb. 8 oz.)	91%	93%	100%	96%	100%
# of primary care patients/visits	383/757	471/771	400/765	466/763	518/848
Service: Provide Population based Pregnancy Care Management and Care Coordination for Children **					
% of pregnant women with a priority risk factor served in PCM who receive a pregnancy assessment.	N/A	N/A	N/A	68%	75%
% of pregnant women with a priority risk factor served in PCM who are engaged by an OB care manager within 30 days of screening.	N/A	N/A	N/A	60%	65%
% of NICU infant graduates who had their first primary care provider (PCP) visit within 30 days.	N/A	N/A	N/A	88%	90%
Service: Provide Medical Nutrition Therapy (MNT) for Management of Chronic Diseases***					
MNT encounters/units billed	No data	No data	450/1250	486/1652	624/1872

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Provide Diabetes Self-Management Education (DSME) Classes					
% completing 9 of 10 hours of DSME program	79%	76%	75%	78%	80%
% with improved blood glucose control at the 3mos f/u appointment(completing all 10 hours of DSME)	80%	76%	50%	79%	65%

*Communicable Disease data is tracked by calendar year. Latent TB therapy is a 9 month course of medication and often continues into next calendar year depending on when patient begins therapy.

**PCM and CC4C are new Medicaid programs beginning March, 2011

***MNT encounter data unavailable due to state's transition from Health Services Information System to Health Information System June 2009

FY 2013-14 Objectives

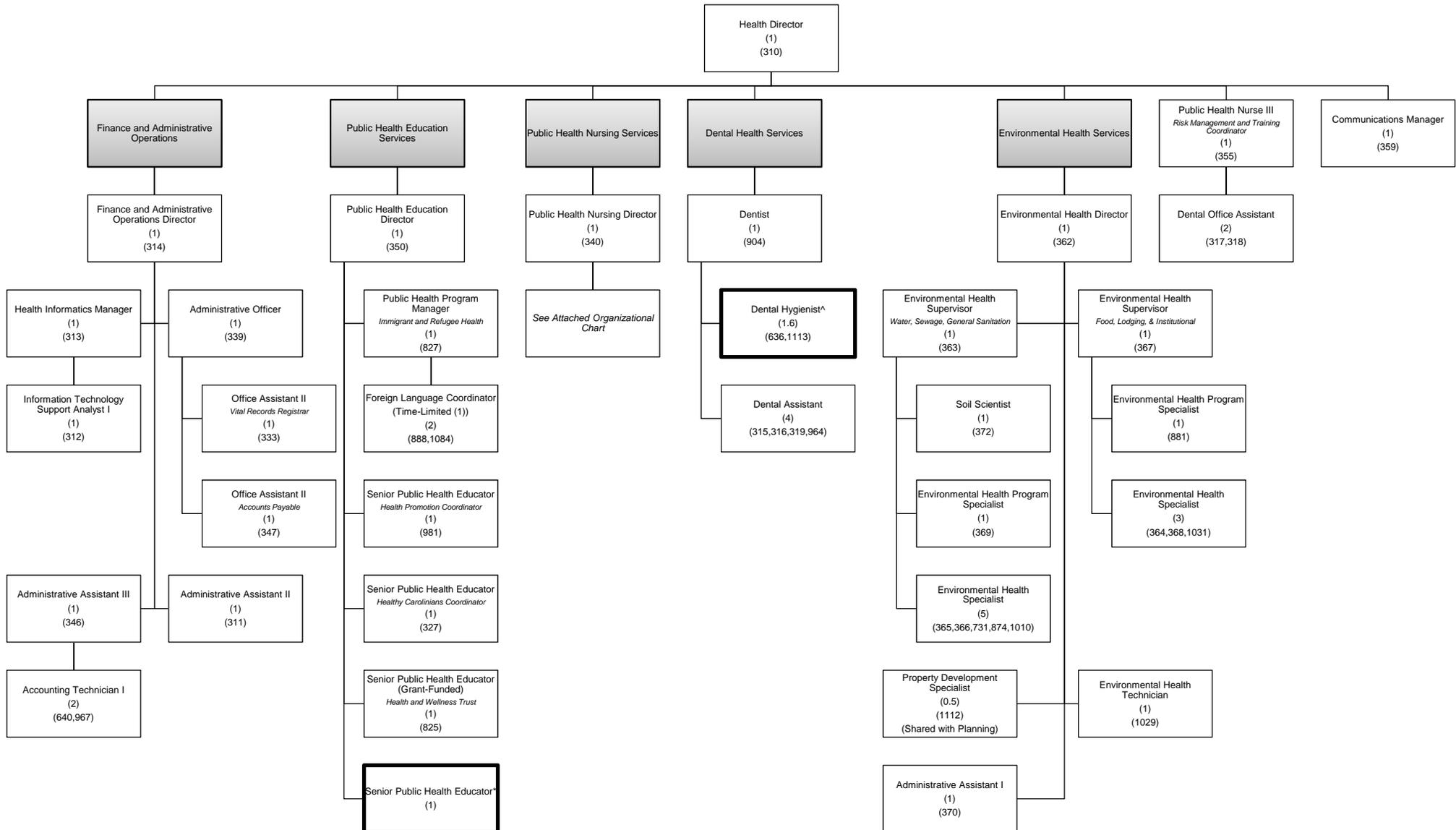
- Provide childbirth education classes for 48 women
- Screen 25 eligible women for breast cancer and cervical cancer
- Provide diagnostic testing for 50 women with abnormal cervical cancer screenings
- Expand Hepatitis C screening to three additional businesses
- Promote MNT and DSME services to the community with 40 marketing activities or events

Health Department – continued

Budget Highlights

- The FY 2013-14 Manager Recommended Budget reflects the transfer of a Nutrition Program Manager position and a Registered Dietician from the Health Promotion and Education division to Personal Health.
- The FY 2013-14 Manager Recommended Budget includes the conversion of a vacant Public Health Nurse II position to a Medical Office Supervisor position, and the surplus of \$20,657 from this conversion has been transferred to the division's temporary personnel line item. This increase, along with an increase of \$14,000, to establish a temporary nursing/provider pool to mitigate reduced clinic schedules and delays in services due to unforeseen medical leave of permanent staff. These changes reflect some of the increases in Personnel Services for FY 2013-14.
- The increase in Operations for FY 2014-13 includes an additional \$100,395 in Pharmacy Supplies; increased by an additional \$50,395 to continue giving vaccines to school system staff, as well as county employees (revenue received from insurance reimbursements will cover the additional costs); also includes the continuation of the Nicotine Replacement Therapy program at \$50,000.
- The Capital Outlay for FY 2013-14 of \$18,000 includes the purchase of six (6) kiosks for patients to check for Medicaid eligibility. The patient kiosk systems are interactive computer stations used to help improve efficiency and the patient's experience by giving them the option to sign up for Medicaid and insurance benefits all in real-time.
- The additional revenue in FY 2013-14 is due to efficiencies in the new patient management and billing system created through ongoing training and development in billing, and moving the Nutrition Services Program and its associated revenue to this division from Health Promotion and Education.
- The Department's multi-year Reducing Health Disparities Grant includes a Manager Recommended two year time-limited Registered Dietician position (1.0 FTE). (Salary & Benefits of \$62,647). The position costs are totally offset by grant funds and revenue from third party billing charges, and is budgeted outside of the General Fund.
- There are two (2) new fees recommended in FY 2013-14: Birthing Classes at \$8.69/ hour and Adult TD vaccine at \$35.00
- The Board of County Commissioners approved the reclassification of a Public Health Nurse II position to 1.5 FTE Medical Office Assistants in FY 2012-13, at no additional County cost, to add support for increased clinic efficiency.
- Increased inventory of purchased vaccines due to decrease in state-supplied vaccine available.
- Nutrition Services Section moved to Personal Health Services Division
- Awarded contract in FY 2012-13 with UNC Family Medicine through Office of Minority Health and Health Disparities Grant Funding to offer Diabetes Self-Management Education Program and Medical Nutrition Therapy to referred clients (Year 1 Funding, \$67,767). This project was established in a multi-year grant fund outside of the General Fund.

Health Department



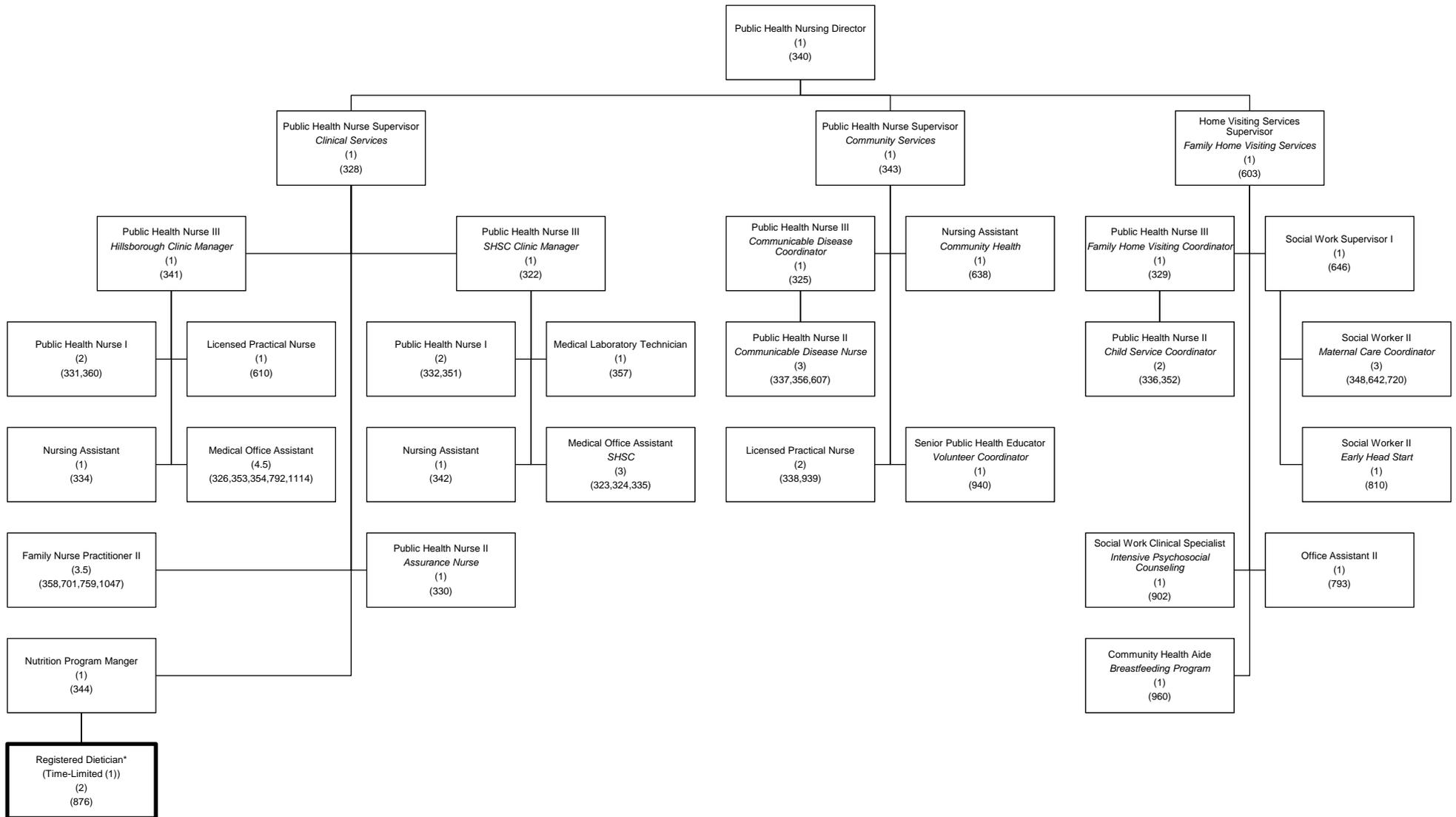
FY 2013-14

*New Position

^Increase of 0.3 FTE

Recommended

Health Department – Personal Health Services Division



FY 2013-14

Recommended

*New Position (Two-Year Time-Limited)

Housing, Human Rights and Community Development

Phone Number (919) 245 - 2490

Website: <http://orangecountync.gov/housing>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						Account: 460
Personnel Services	265,690	256,845	265,574	243,781	261,968	261,968
Operations	9,740	19,865	23,500	21,500	23,500	23,500
Capital Outlay	0	0	0	0	0	0
Total Expenditures	\$ 275,429	\$ 276,710	\$ 289,074	\$ 265,281	\$ 285,468	\$ 285,468
<i>Offsetting Revenues</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>
County Costs (net)	\$ 275,429	\$ 276,710	\$ 289,074	\$ 265,281	\$ 285,468	\$ 285,468

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (Section 8 - Housing and Community Development Fund)</i>						Account: 4800
Personnel Services	469,620	480,634	502,273	507,381	494,398	494,398
Operations	25,945	26,870	95,900	91,900	0	0
Capital Outlay	0	0	0	0	0	0
Rental Assistance	3,732,990	4,238,685	3,619,791	3,619,791	4,000,745	4,000,745
Total Expenditures	\$ 4,228,555	\$ 4,746,189	\$ 4,217,964	\$ 4,219,072	\$ 4,495,143	\$ 4,495,143
<i>Offsetting Revenues</i>	<i>(4,670,632)</i>	<i>(4,042,951)</i>	<i>(4,130,645)</i>	<i>(4,130,645)</i>	<i>(4,256,839)</i>	<i>(4,256,839)</i>
County Costs (net)	\$ (442,077)	\$ 703,238	\$ 87,319	\$ 88,427	\$ 238,304	\$ 238,304

Total Housing, Human Rights and community Development	\$ 4,503,984	\$ 5,022,899	\$ 4,507,038	\$ 4,484,353	\$ 4,780,611	\$ 4,780,611
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Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Program (General Fund)</i>						
Human Rights and Relations	275,429	276,710	289,074	265,281	285,468	285,468
Total Expenditures	\$ 275,429	\$ 276,710	\$ 289,074	\$ 265,281	\$ 285,468	\$ 285,468
County Costs (net)	\$ 275,429	\$ 276,710	\$ 289,074	\$ 265,281	\$ 285,468	\$ 285,468

Total Expenditures	\$ 275,429	\$ 276,710	\$ 289,074	\$ 265,281	\$ 285,468	\$ 285,468
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<i>Other Funds (Housing and Community Development)</i>						
Section 8 Voucher Program	4,228,555	4,746,189	4,217,964	4,219,072	4,495,143	4,495,143
Total Expenditures	\$ 4,228,555	\$ 4,746,189	\$ 4,217,964	\$ 4,219,072	\$ 4,495,143	\$ 4,495,143
<i>Offsetting Revenue</i>	<i>(4,670,632)</i>	<i>(4,042,951)</i>	<i>(4,130,645)</i>	<i>(4,130,645)</i>	<i>(4,256,839)</i>	<i>(4,256,839)</i>
County Costs (net)	\$ (442,077)	\$ 703,238	\$ 87,319	\$ 88,427	\$ 238,304	\$ 238,304

Total Expenditures	\$ 4,503,984	\$ 5,022,899	\$ 4,507,038	\$ 4,484,353	\$ 4,780,611	\$ 4,780,611
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Mission Statement

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

Housing, Human Rights and Community Development – continued

Housing/Human Rights: Section 8 Housing Choice Voucher Program Division

Major Services

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

FY 2012–13 Outcomes

- Provided rent subsidies to an average of 623 low-income families to enable them to obtain standard, affordable rental housing in the County.
- Provide complete program information to interested landlords and clients, thereby, increasing the number of units available for rent by program participants.
- Began full implementation of a Section 8 Homeownership Program for low-income program voucher holders.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Provide rent subsidies to low-income families and individuals leasing standard housing in the County.					
Number of eligibility interviews, rental subsidies to low-income households, and annual housing inspections administered	620	623	623	610	610

FY 2013-14 Fiscal Year Objectives

- Provide rent subsidies to an average of 623 low-income families to enable them to obtain standard, affordable rental housing in the County.
- Provide complete program information to interested landlords and clients, thereby, increasing the number of units available for rent by program participants.
- Secure at least one (1) homebuyer in the Section 8 Homeownership Program.

Budget Highlights

- Revenue Decrease: Due to federal sequestration, the department budget for rental subsidies has been reduced by 6% and the administration funding for the program has decreased by 31.5%, from the prior year (revised budget). Program attrition will absorb the funding loss for rental subsidies. Although the department has eliminated funds for operations, a funding gap of \$141,110 remains for program administration, which affects permanent personnel.

The FY 2013-14 Manager's Recommended budget includes funding for all positions, pending further County action. The County will determine how to manage the loss of administration funds, when Countywide sequestration impacts are assessed.

Note: The County currently funds a portion of the Department Director's personnel costs, which is included in the net County Cost figures, in Section 8 division's budget tables.

Housing, Human Rights and Community Development – continued

Housing/Human Rights: HOME Investment Partnership Program

Major Services

- Housing Rehabilitation Program
- New Construction Partnerships
- First-Time Homebuyer Programs
- Tenant-Based Rental Assistance

FY 2012–13 Outcomes

- Reduced the number of substandard housing units occupied by low and moderate income families with housing code violations.
- Facilitated the creation of first-time homebuyer families who are below 80 percent of area median income.
- Facilitated the provision of affordable rental housing for families at or below 50 percent of the area median income including those who were homeless or at risk of homelessness.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Housing Rehabilitation Program					
Number of substandard housing units repaired	12	12	30	30	10
Service: First-Time Homebuyer Programs					
Number of new first-time homebuyers	10	10	10	14	20
Service: Tenant-Based Rental Assistance					
Number of rental subsidies provided to low income individuals	30	30	20	15	15

FY 2013-14 Fiscal Year Objectives

- Provide rental subsidies and utility and security deposit assistance for up to 20 low-income families that were homeless at the time of initial assistance.
- Provide first-time homebuyer opportunities for 30 low and moderate income families.

Budget Highlights

- Due to federal sequestration, the department budget for rental subsidies has been reduced by 5 percent, from the prior year.

Housing/Human Rights: Urgent Repair Program

Major Services

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

Housing, Human Rights and Community Development – continued

FY 2012-13 Outcomes

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

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Repair needs that pose a threat to the life, safety, and/or health of low-income occupants, or that address accessibility modifications for a disabled occupant.					
Number of dwelling units with immediate health, safety, or accessibility issues.	25	15	22	20	20

FY 2013-14 Fiscal Year Objectives

- Repair 20 dwelling units occupied by disabled and/or elderly residents that contain health, safety, or accessibility issues.
- Provide rental subsidies and utility and security deposit assistance for up to 20 low-income families that were homeless at the time of initial assistance.
- Provide first-time homebuyer opportunities for 30 low and moderate income families.

Budget Highlights

- Funding for Urgent Repair costs will decrease by \$15,000 to \$60,000, in FY 2013-14.

Housing/Human Rights: Partnership to End Homelessness Program

Major Services

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

FY 2012 - 13 Outcomes

- Facilitated increased access to services for seven (7) of the most medically vulnerable people experiencing long-term homelessness in our community through the 100,000 Homes Task Force.
- Successfully petitioned the Towns of Chapel Hill, Carrboro, Hillsborough and Orange County to remove the question on prior criminal convictions from their initial employment applications.
- Implemented the Job Partners job-readiness program for people who are experiencing or are at risk of homelessness with 21 businesses becoming Job Partners Employers and 18 individuals participating in the program.

Housing, Human Rights and Community Development – continued

- Hosted the sixth annual Project Connect in Chapel Hill on October 2012 – a one-day event that provides a wide range of services to homeless persons or persons at risk of homelessness. Approximately 268 individuals were served on that day.
- Facilitated the development of an Outreach Court offering people experiencing homelessness an alternative to incarceration for misdemeanor crimes.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Strengthen partnerships with local service providers to the homeless.					
Number of individuals served by Project Homeless Connect	240	250	230	230	268

FY 2013 - 14 Fiscal Year Objectives

- Continue to work with identified partners to build capacity and a process to provide housing first units to chronically homeless individuals up to at least a total of 40 units at the end of 10 years with 10 units provided during this fiscal year.
- Strengthen partnerships with local service providers to the homeless.
- Provide staff support to the Partnership to End Homelessness Executive Team and associated work groups.
- Work with service providers to increase the number of designated homeless disability benefits workers.
- Work with the Chapel Hill Downtown Partnership to strengthen the Real Change from Spare Change Program that raises money for homeless street outreach and educates the community about the issues of homelessness.
- Administer the County's FY 2013 Continuum of Care (CoC) Grant by coordination with service providers and state and federal officials. The grant is anticipated to help approximately 100 individuals obtain and maintain housing.

Budget Highlights

- The cost of the Homeless Management Information System (HMIS), known as CHIN (Carolina Homeless Information Network), has been transferred from the State to the twelve (12) communities that receive homeless funding. For Orange County that cost is \$21,000.
- Revenue Increase: The revenue increase represents a 44% increase from each jurisdiction's prior year contribution.

Housing/Human Rights: Human Relations Division

Major Services

- Prevent discriminatory practices in Housing and Public Accommodations through education and outreach on civil rights laws, the Orange County Civil Rights Ordinance and Title VII of the Civil Rights Act of 1964.
- Provide technical assistance and training to the business community, community based organizations, and individuals regarding equal opportunity, fair housing, equal access and civil rights in addition to social justice issues such as gender equality and immigrant rights.

Housing, Human Rights and Community Development – continued

- Research, advocate and make recommendations for policies, programs and/or funding that will improve social justice for the Orange County community.
- Provide staff support to the Orange County Human Relations Commission.
- Identify Limited English Proficient (LEP) communities in Orange County; assess their needs, and conduct outreach to those communities to enable improved access to county government services.

FY 2012 - 2013 Outcomes

- Received housing and public accommodation discrimination complaints and resolve 75% within the 100 day standard.
- Conducted ten (10) fair housing workshops or presentations to non-profit community based organizations in the County.
- Assisted the Human Relations Commission with 1) Human Relations Month activities; 2) Annual Pauli Murray Award Ceremony; and 3) Monitoring human rights and relations issues and advising the Board of County Commissioners as necessary.
- Revised educational material for the Fair Housing Enforcement Program.
- Implemented two (2) Fair Housing Month Educational Festivals.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Prevent discriminatory practices in housing and public accommodations.					
Number of Complaints Received	10	20	15	10	10
Number of Cases Initiated	6	15	6	5	15
Number of Workshops and Presentations	20	20	20	10	20
Service: Provide technical assistance and training regarding equal opportunity, fair housing, equal access and civil rights.					
Organizations and Agencies receiving technical assistance	10	15	10	10	15
Service: Assess the needs and conduct outreach to Limited English Proficient (LEP) communities.					
Number of LEP Outreach Activities	5	10	10	10	10

FY 2013 - 14 Fiscal Year Objectives

- Implement the County Fair Housing Action Plan with monthly milestones that considers the findings of the Analysis of Impediments.
- Receive housing and public accommodation discrimination complaints and resolve 75% within the 100 day standard.
- Assist the Human Relations Commission with 1) Planning Human Relations Month activities including the Pauli Murray Awards Program; and 2) Monitoring human rights and relations issues and advising the Board of County Commissioners as necessary.
- Increase educational outreach in the community regarding the Orange Civil Rights Ordinance.
- Amend the Comprehensive Orange County LEP Policy.

Budget Highlights

- No significant budget changes, in FY 2013-14.

Housing, Human Rights and Community Development – continued

Total Community Development Program Budgets for FY 2013-14:

1. Urgent Repair Program - \$132,725

Expenditures

Urgent Repairs	\$ 60,000
Operations	\$ 8,000
Program Administration	\$ 64,725
Total	\$ 132,725

*Note: The Urgent Repair Program is fully-funded by County General Fund revenues.

2. HOME Program - \$677,203

Expenditures

Rental Assistance – Homelessness Initiative	\$ 52,010
Acquisition - Empowerment	\$ 185,000
Homeownership Assistance - CLT	\$ 60,000
Homeownership Assistance – Habitat for Humanity	\$ 300,000
Operational Support - OCHLT	\$ 20,000
Program Administration	\$ 60,193
Total	\$ 677,203

Revenues

Orange County Match - 2013	\$ 55,730
Town of Chapel Hill – 2013	\$ 33,608
Town of Carrboro - 2013	\$ 12,295
Town of Hillsborough - 2013	\$ 4,098
Program Income - 2013	\$ 54,437
HUD Grant - 2013	\$ 383,485
HUD Grant – Prior Year	\$ 178,160
Total	\$ 677,203

3. Homelessness Partnership Program - \$100,525

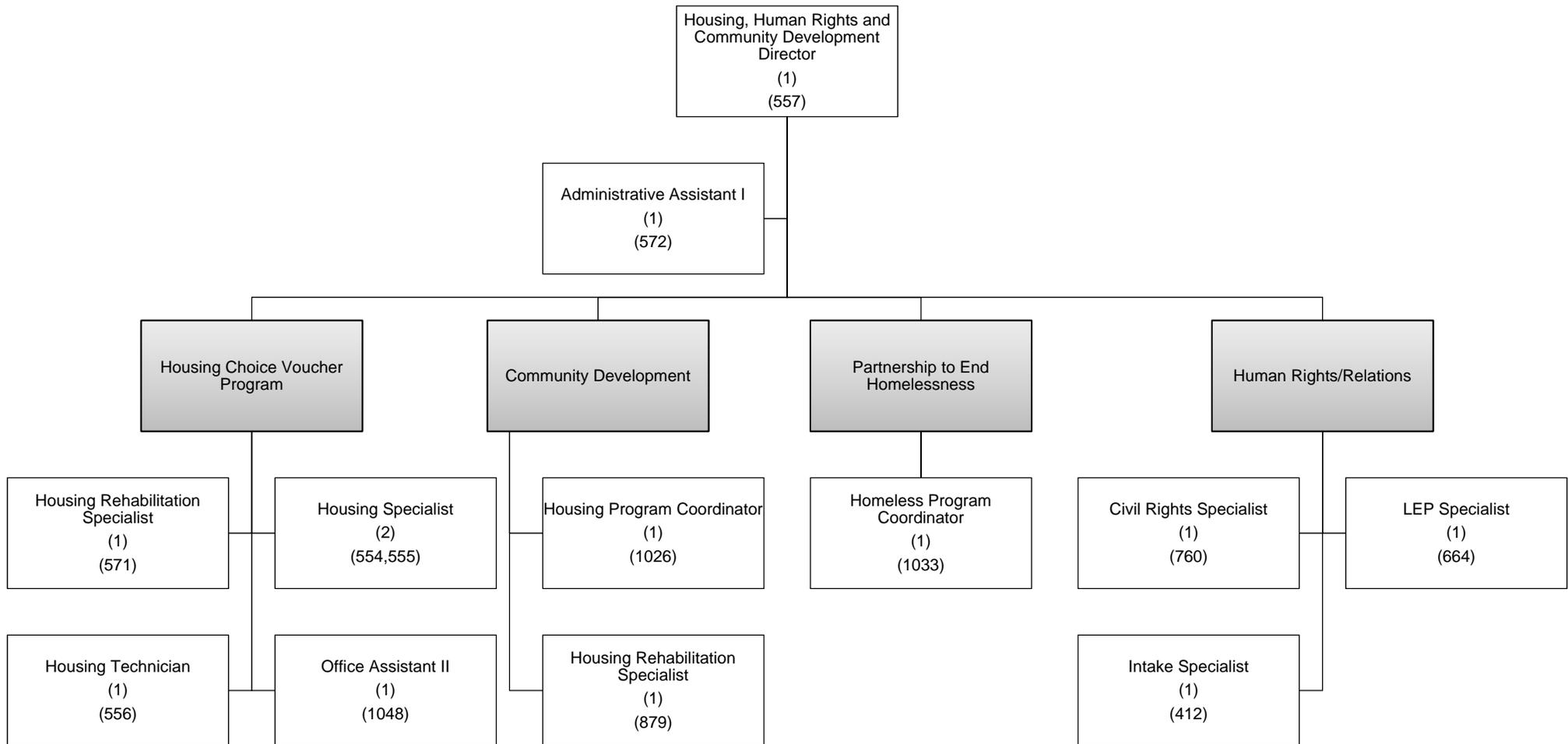
Expenditures

Personnel	\$ 71,325
Operations	\$ 29,200
Total	\$ 100,525

Revenues

Orange County	\$ 39,205
Town of Chapel Hill	\$ 41,215
Town of Carrboro	\$ 15,079
Town of Hillsborough	\$ 5,026
Total	\$ 100,525

Housing, Human Rights & Community Development



FY 2013-14

Recommended

*Reflects the elimination of 1 FTE (Position #820)

Human Resources

Phone Number: (919) 245 - 2550

Website: <http://orangecountync.gov/prsnl>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						Account: 250
Personnel Services	618,751	570,870	628,749	627,405	654,389	654,389
Operations	54,118	62,483	71,935	63,297	70,617	70,617
Capital Outlay	0	1,262	0	494	0	0
Total Expenditures	\$ 672,869	\$ 634,615	\$ 700,684	\$ 691,196	\$ 725,006	\$ 725,006
County Costs (net)	\$ 672,869	\$ 634,615	\$ 700,684	\$ 691,196	\$ 725,006	\$ 725,006
Total Human Resources and Related Expenditures	\$ 672,869	\$ 634,615	\$ 700,684	\$ 691,196	\$ 725,006	\$ 725,006

Mission Statement

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

Major Services

- Provide strategic leadership to departments and administration on meeting organizational goals and objectives.
- Administer employment programs and strategically partner with County departments to attract and retain a diverse highly competent workforce.
- Manage position classification and pay programs for County employees.
- Implement organizational personnel ordinance policies, maintain personnel records and process personnel actions.
- Administer employee benefit programs and activities that assist in recruiting and retaining qualified employees while using County resources effectively.
- Administer a wide range of organizational development programs to support effective employee relations, performance management, and training.

FY 2012-13 Outcomes

- Completed the third one-third internal classification review, studying 97 classifications affecting 266 positions. The review resulted in 25 position reclassifications and 8 title changes.
- Employee Training and Development: Implemented two signature-training programs: FISH! Philosophy and the Myers Briggs Type Indicator targeted towards general employees and intact work groups. Hosted the ICMA Virtual Conference with a total of 132 attendees and 20 professional development sessions.
- Implemented the NEOGOV applicant tracking system and realized an 85% increase in the number of applications received.

Human Resources Department – continued

- Cost-Savings: Partnered with Finance and Administrative Services and other County departments to generate \$1,532,292 in savings due to hiring delays. Negotiated plan design changes that resulted in improved health insurance services and an annual renewal below projections.
- Reduced the number of workers' compensation recordable claims by 18%, the days lost from work by 26% and the number of restricted days by 26%.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Training					
Training courses offered	57	132	187	144	211
Percentage of employees participating in training	22%	38%	40%	23%	80%
Employees completing New Employee Orientation in first 30 days of employment (Excludes Sheriff's Office)	38%	98%	100%	100%	100%
Total number of training participants	431	896	850	550	900
Service: Recruitment and Selection					
Applications received	2,123	3,486	6,444	9,666	9,666
Percentage of minority employee representation	30.34%	31.02%	31.35%	31.35%	31.66%
Service: Employee Relations					
Annual turnover	11.0%	10.5%	11.0%	12.0%	13.0%
Percentage of employees still with the County after 2 years	70%	69%	80%	65%	80%
Service: Benefits & Wellness					
Percentage of employees receiving flu immunization at employee clinics	25%	21%	25%	27%	30%
Percentage of employees completing the online Health Assessment	N/A	45%	50%	52%	60%

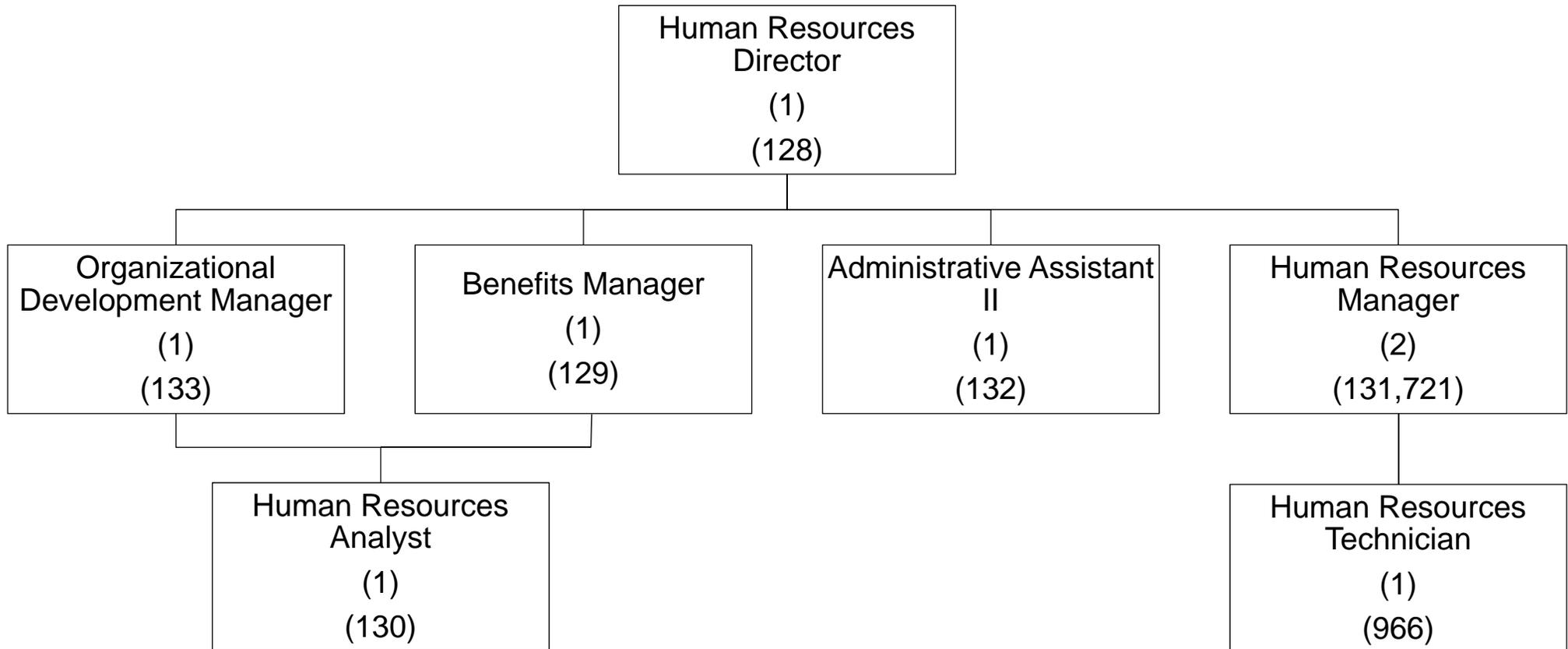
FY 2013-14 Objectives

- Enhance the training and development program by conducting an organizational training needs assessment and implementing new course offerings in response to identified needs.
- Revise the employee performance evaluation program and implement an automated performance management system.
- Examine turnover data and develop retention strategies for specific positions.
- Expand the County's wellness initiatives and increase employee awareness of health and financial benefits.

Budget Highlights

- Employee benefit information can be found in the Governing and Management Non-Departmental section and in Appendix A.

Human Resources



Information Technologies

Phone Number: (919) 245 - 2280

Website: <http://orangecountync.gov/IT/index.asp>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						Account: 315
Personnel Services	1,075,438	1,168,494	1,211,694	1,166,648	1,073,859	1,073,859
Operations	647,035	900,089	988,650	1,045,220	1,144,598	1,124,598
Capital Outlay	0	0	0	0	20,400	20,400
Total Expenditures	\$ 1,722,474	\$ 2,068,583	\$ 2,200,344	\$ 2,211,868	\$ 2,238,857	\$ 2,218,857
<i>Offsetting Revenues</i>	<i>(7,424)</i>	<i>(18,352)</i>	<i>(10,831)</i>	<i>(10,831)</i>	<i>(10,831)</i>	<i>(10,831)</i>
County Costs (net)	\$ 1,715,050	\$ 2,050,231	\$ 2,189,513	\$ 2,201,037	\$ 2,228,026	\$ 2,208,026
Total Information Technologies and Related Expenditures	\$ 1,722,474	\$ 2,068,583	\$ 2,200,344	\$ 2,211,868	\$ 2,238,857	\$ 2,218,857

Mission Statement

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

Major Services

- Ensure all Orange County staff members have access to efficient and effective technology
- Provision and support Orange County staff computers, servers, data and voice networking equipment
- Coordinate technology procurement for all Orange County departments
- Protect and preserve Orange County's digital data assets
- Establish security and best practices policies for Orange County computing
- VoIP Phone System

FY 2012-13 Outcomes

- Facilitated Implementation of NC FAST
- PCI Compliance Audit
- 250 Unit PC Replacements
- Successful Virtual Desktop Pilot
- Facilitated Implementation of Library ILS System
- Exchange Email Server Upgrade
- Near 100% Windows7 and Office 2010 Upgrades Completed
- ArcMail Project Email Archiving for Public Records Requests
- SHCS Meeting Room Video Upgrades (A/V Room)
- Paperless Office Child Support Enforcement.(paper reduction)
- Seymour Center VoIP Project

Information Technologies – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Network and VoIP					
Network Uptime	99.77%	99.8%	99.94%	99.90%	99.90%
Performance Measures					
Service: Help Desk					
Incoming Trouble Tickets	8,205	7,500	7,600	9,500	10,000
Service Call Resolution within Targets	82%	80%	80%	79%	80%
Service: Disaster Recovery					
Data Backup Success Rates	97.86%	99.3%	96%	98%	97%

Devices Supported	
Device Type	Number
Laptops	478
Desktops	736
MacBooks	3
Tablets (Ipads, Androids, Windows 8)	17
Smartphones*	29

*Includes only County paid smartphones.

FY 2013-14 Objectives

- Visitors Bureau and Skills Development VoIP project
- Central Permitting
- Website Upgrade and Redesign
- Disk Based Backup System

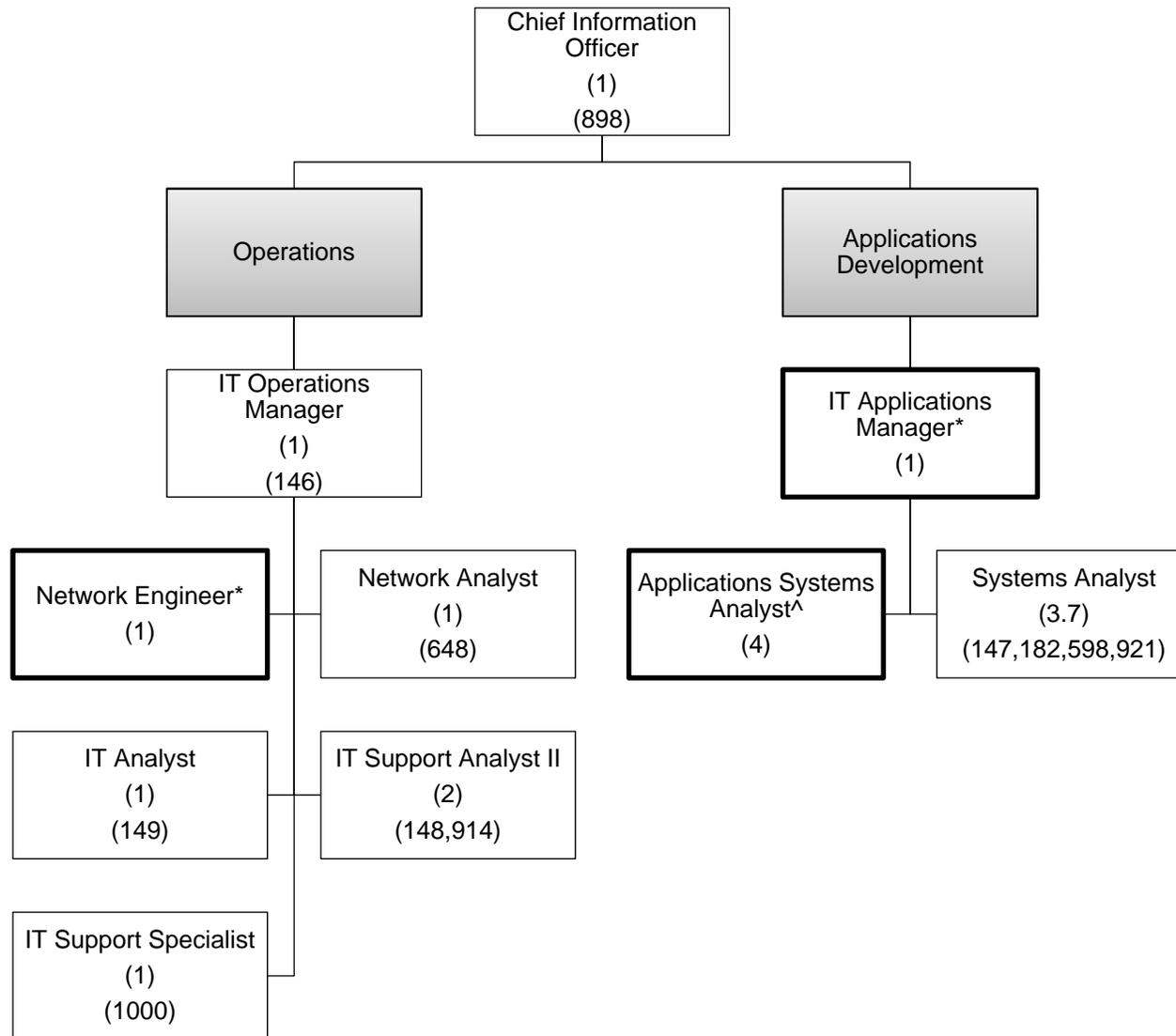
Budget Highlights

- Consistent with the recommendations of the IT Strategic Plan, the FY 2013-14 Manager Recommended Budget includes the following six (6) new positions with staggered starting dates during the fiscal year (total Salary & Benefits of \$147,915 and one-time start-up costs of \$20,400)
 - Network Engineer (1.0 FTE) – effective January 1, 2014
 - Applications Division Head (1.0 FTE)– effective January 1, 2014
 - Applications Systems Analyst (2.0 FTEs) – effective April 1, 2014
 - Applications Systems Analyst (2.0 FTEs) – effective May 1, 2014

Information Technologies – continued

- An offsetting decrease in Personnel Services in FY 2013-14 is due to the transfer of four (4.0 FTEs) GIS staff from Information Technologies to Tax Administration, which occurred during the current fiscal year.
- Increase in software licensing fees of \$116,000 is due to new applications implemented and the corresponding new maintenance agreements, as well as expansion of the computer fleet.
- Increase in consulting services of \$5,000 is due to implementation of additional technologies.
- Increase in network lease of \$10,000 is due to increasing the internet bandwidth from 25Mbps to 50Mbps.
- Of the \$2.2 million departmental budget, \$881,500 is for Software Maintenance and Licenses and Network Leases.
- Revenues reflect the Towns' % share of the operating costs for the annual support and maintenance of the Property Information Management System (PIMS).

Information Technologies



FY 2013-14

Recommended

*New Positions (effective 1/1/14)

^New Positions (2 FTE's, effective 4/1/14; 2 FTE's effective 5/1/14)

Library Services

Phone Number: (919) 245 - 2525

Website: <http://orangecountync.gov/library>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Category (General Fund)						
Personnel Services	1,169,226	1,314,182	1,395,757	1,288,840	1,447,034	1,470,033
Operations	272,294	321,158	309,426	319,248	307,432	316,432
Capital Outlay	30,788	19,462	0	19,000	4,000	4,000
Total Expenditures	\$ 1,472,309	\$ 1,654,802	\$ 1,705,183	\$ 1,627,088	\$ 1,758,466	\$ 1,790,465
<i>Offsetting Revenues</i>	<i>(207,992)</i>	<i>(167,808)</i>	<i>(150,250)</i>	<i>(171,277)</i>	<i>(136,550)</i>	<i>(136,550)</i>
County Costs (net)	\$ 1,264,317	\$ 1,486,994	\$ 1,554,933	\$ 1,455,811	\$ 1,621,916	\$ 1,653,915
Total Library Services and Related Expenditures	\$ 1,472,309	\$ 1,654,802	\$ 1,705,183	\$ 1,627,088	\$ 1,758,466	\$ 1,790,465

Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Program (General Fund)						
Carrboro Library	113,738	122,832	108,126	136,401	105,371	105,371
Cedar Grove Library	51,241	0	0	0	0	0
Cybrary	49,826	57,093	68,175	53,573	68,314	68,314
Main Library	1,257,502	1,474,877	1,528,882	1,437,115	1,584,781	1,616,780
Total Expenditures	\$ 1,472,309	\$ 1,654,802	\$ 1,705,183	\$ 1,627,088	\$ 1,758,466	\$ 1,790,465
<i>Offsetting Revenue</i>	<i>(207,992)</i>	<i>(167,808)</i>	<i>(150,250)</i>	<i>(171,277)</i>	<i>(136,550)</i>	<i>(136,550)</i>
County Costs (net)	\$ 1,264,317	\$ 1,486,994	\$ 1,554,933	\$ 1,455,811	\$ 1,621,916	\$ 1,653,915
Total Expenditures	\$ 1,472,309	\$ 1,654,802	\$ 1,705,183	\$ 1,627,088	\$ 1,758,466	\$ 1,790,465

Mission Statement

The Orange County Public Library (OCPL) system is one of the dynamic links that connects residents to local and global resources for lifelong learning and self-enrichment. The Library is in the process of creating its Strategic Plan to provide direction as the Library works to be integral to the life of every Orange County resident. The Library strives to be a leader in the information business, maximizing staff expertise to create value – added products that enhance traditional and web-based services.

Library Services: Main Library

Major Services

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

Library Services – continued

- The Library will be available to the public 24 hours a day, through online databases, resources and information.
- The Library will invest in a cohesive communications plan in order to effectively communicate with staff and the public.
- The Library actively develops and maintains partnerships with agencies, organizations, and institutions that will enhance or supplement service to its customers.
- The Library encourages community involvement through volunteerism with the Friends of the Orange County Public Library.
- The Library strives to offer accessible facilities that provide customers and staff with a comfortable, inviting and safe atmosphere.
- Current Hours of Operation – 64 hours

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
9am – 8pm	9am – 8pm	9am – 8pm	9 am – 8pm	10am – 6pm	10am – 6pm	1pm – 5pm

FY 2012-13 Outcomes

- Implement Radio Frequency Identification and self-checkouts. Exceeded Initial goal of 50% adoption rate of service by patrons, achieved 63%.
- Upgrade from Polaris to Sierra ILS (Integrated Library Software System)
- Maintain and enhance the e-book collection through Overdrive.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Develop e-book collections that meet the emerging demand and preference of users.					
Annual usage of e-books	N/A	1,382	4,146	4,500	5,000
Downloadable e-books	N/A	340	590	550	800
Percentage growth in usage	N/A	New	66%	66%	50%
Service: Increase usage of the OCPL Main Library					
Children, teen and adult program attendance per capita	6.5%	7.0%	8.0%	10.0%	13.0%
Circulation per capita	4.05	4.55	4.75	6.30	6.50
Library public internet sessions per capita	0.38	0.33	0.33	0.33	0.33
Library visits per capita	1.82	1.86	1.9	1.96	2.00
Service: Meet the needs and demands for children and teen programming, including early literacy classes, interactive learning sessions and the Summer Reading Program.					
Children and teens participating in the programming	4,656	5,020	5,100	5,500	6,000
Teen programs per year	27	37	30	32	35
Children's programs per year	113	119	125	130	135

Library Services – continued

FY 2013-14 Objectives

- Implementation of a 3-5 year Strategic Plan, focusing on:
 - Increase community outreach through effective marketing of library services.
 - Targeted collection expansion through use of data analysis based on circulation statistics and community preferences.
- Increase percentage of patron registration by 10%.
- Increase 63% adoption of self-checkout, by patrons to 70%.
- Per the Manager’s Recommendation, increase hours of operation to address customer needs for expanded hours on weekends and the continued increases in circulation. The Main Library would open one hour earlier on Friday and Saturday mornings, at 9am. On Sundays, it would open one hour earlier, at noon, and close an hour later, at 6pm.
- Proposed Hours of Operation – 68 hours

Hours	Monday	Tuesday	Wednesday	Thursday	*Friday	*Saturday	*Sunday
64	9am – 8pm	9am – 8pm	9am – 8pm	9 am – 8pm	10am – 6pm	10am – 6pm	1pm – 5pm
68	9am – 8pm	9am-8pm	9am – 8pm	9am – 8pm	9am – 6pm	9am – 6pm	12pm – 6pm

Budget Highlights

- **Increased Library Hours:** The County Manager recommends a \$32,000 increase in the department’s nonpermanent personnel and operating budget for the additional four weekend hours, beginning July 1, 2013. The proposed increase to the Library’s budget would require a corresponding increase in the County’s contribution to Chapel Hill Library (\$8,641). For more information, please refer to the Culture and Recreation Non-Departmental section.
- **New Staff Requests:** The FY 2013-14 budget includes two FTE requests. The department requests a 0.20 FTE increase, from 32 to 40 hours, for a Library Assistant I (\$9,215). This position will allow for consistent staffing levels at all times and will coincide with the increase in weekend hours. Decrease in existing nonpermanent funds will offset all position costs. The department also requests a 0.125 FTE increase, from 30 to 35 hours, for an Administrative Assistant II (\$5,444). This position will offer increased daily support concerning budgetary expenditures, non-permanent scheduling, and establish volunteer program.
- **Operating Reductions:** Software maintenance costs have been moved into the IT Department’s budget, with the dissolution of the Hyconeechee Library System.
- **Revenue Reductions:** Library State Aid revenue will decrease by \$17,000, in FY 2013-14. The NC Department of Cultural Resources provided a reduced estimate, after Hyconeechee Regional Library’s dissolution, in July 2012. This reduction does not include federal sequestration impacts.
- **Fee Schedule Requests:** Please note that increases apply to materials at all Library locations. Additional information about proposed changes is in the Fee Schedule, located in Appendix B.
 - Effective July 1, 2013: Daily fines for overdue literacy bags (\$1.00), CDs (\$0.20), and periodicals (\$0.20). Currently, no fee exists for any of the violations.
 - Effective October 1, 2013: Cost recovery for Inter-Library loans. Cost recovery (\$3.00). The current patron cost is \$1.00.

Library Services – continued

Library Services: OCPL - Carrboro Branch Library – McDougle Middle School

Major Services

- Provide access to a broad selection of high-interest print and non-print materials for popular reading and basic informational sources.
- Provide access to up-to-date computers with basic software, internet access, and printing capabilities.
- Provide patron assistance in accessing and utilizing materials and technology.
- Provide basic pre-school programming to highlight collection, instill reading skills in children and attract new patrons to the library.
- Current hours of operation – 26 hours

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
3:30pm – 8pm	3:30pm – 8pm	3:30pm – 8pm	3:30pm – 8pm	Closed	10am – 2pm	1pm – 5pm

FY 2012-13 Outcomes

- Continue to staff both Cybrary and Carrboro McDougle with longer shifts and rotation of staff, providing enhanced staff efficiency and improved customer service, for both branches.
- Installation of panic buzzer for security of staff at McDougle Branch.

FY 2012-13 Outcomes

- Staffed the Cybrary and Carrboro McDougle branches with longer shifts and more staff rotation, which enhanced staff efficiency and improved customer service, for both branches.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Increase usage of Carrboro Branch Library.					
Circulation of materials	44,945	47,066	47,000	44,000	45,000
Average number of computer users per public internet station	753	811	750	585	600
Library visits annually	23,690	24,262	24,000	23,700	24,500

FY 2013-14 Objectives

- Work with the County Manager’s Office to identify a site for the Southern Branch Library.

Budget Highlights

- No significant budget changes, for FY 2013-14.

Library Services – continued

Library Services: OCPL - Cybrary Branch Library

Major Services

- Provide access to a small collection of high-interest print and non-print materials for popular reading and basic informational sources.
- Provide access to up-to-date computers with basic software, internet access, and printing capabilities.
- Provide patron assistance in accessing and utilizing materials and technology.
- Current hours of operation – 39 hours per week

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
9am – 4pm	9am – 4pm	9am – 4pm	9am – 4pm	9am – 4pm	10am – 2pm	Closed

FY 2012-13 Outcomes

- Continue to staff both Cybrary and Carrboro McDougale with longer shifts and rotation of staff, providing enhanced staff efficiency and improved customer service, for both branches.
- Installation of panic buzzer at Cybrary for security purposes. The Cybrary is located in the Century Center. The Century Center is not always staffed on weekends with other Town of Carrboro staff (Parks and Recreation), which can provide a possible safety concern.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Support library services including technology and research assistance.					
Average number of computer users per public computer.	1,219	1,555	1,600	1,250	1,400
Library visits annually	15,535	18,077	18,500	16,715	17,000

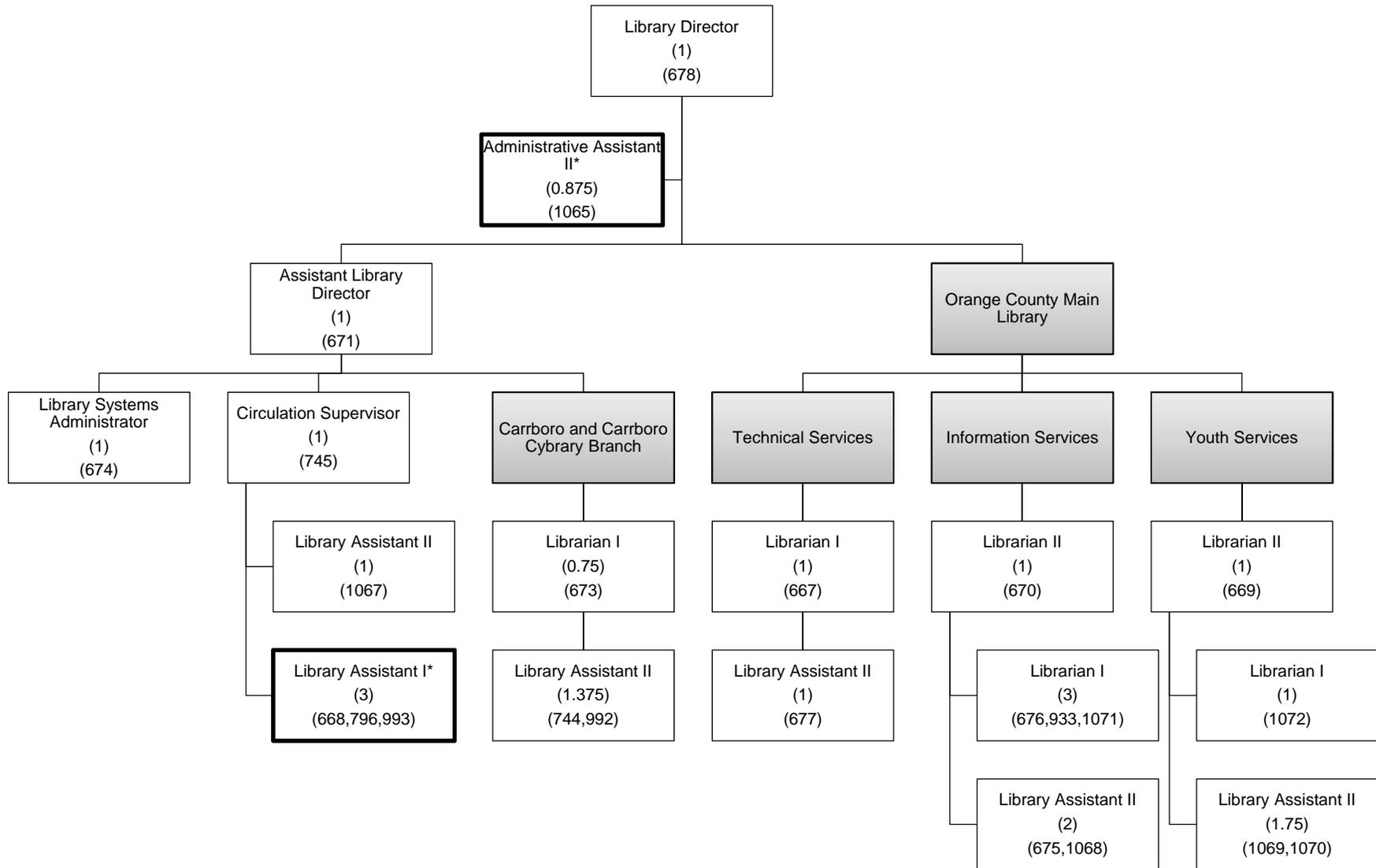
FY 2013-14 Objectives

- Work with the County Manager’s Office to identify a site for the Southern Branch Library.

Budget Highlights

- No significant budget changes, for FY 2013-14.

Library Services



FY 2013-14

Recommended

*Recommended increase in hours (#1065: +0.125 FTE, #668: +0.2 FTE)

Non-Departmental Summary Governing and Management

Listed below are appropriations for non-departmental Governing and Management related funds and entities.

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Governing and Management						
3R Fee For County Property	3,061	3,064	3,300	3,100	4,158	4,158
3R Fee Payments in Lieu of Taxes	36,604	49,246	45,000	62,000	62,000	40,000
ASCAP	988	1,062	1,000	1,000	1,000	1,000
Cable Casting Comm. Meeting	39,585	0	0	0	0	0
Classification & Pay Study	0	0	60,000	0	0	0
County Benchmarking Project	1,000	0	0	0	0	0
Drug Testing	4,043	13,061	12,000	12,000	12,000	12,000
Employee Development	12,144	19,648	41,500	39,389	41,500	41,500
Health Incentives Program	0	0	0	0	12,440	12,440
Health Insurance Increase	0	0	171,609	171,609	226,444	226,444
Manager's Miscellaneous	0	0	20,000	20,000	20,000	20,000
Meeting Support Supplies	2,843	51	0	0	0	0
Recruitment/Selection	0	1,924	15,000	15,000	28,500	28,500
Referendum Education	35,560	49,900	0	0	0	0
Reserve Due To Reval Savings	0	0	350,000	0	0	0
Retiree Health Insurance	1,312,841	1,542,843	1,522,067	1,522,067	2,026,919	2,026,919
Salary-Cost Of Living Adjustment	0	0	1,076,107	1,076,107	0	1,200,920
School Collaboration Consultant	1,013	687	2,000	2,000	2,000	2,000
Sportsplex Mbrship - Co. Share	41,963	43,360	41,000	35,000	41,000	41,000
Triangle J Dues	23,307	19,645	23,300	23,300	23,300	23,300
Tuition Refunds	7,731	10,394	15,000	11,000	15,000	15,000
Wayfaring Signage	0	48,000	0	0	0	0
Governing and Management Total	\$ 1,522,682	\$ 1,802,885	\$ 3,398,883	\$ 2,993,572	\$ 2,516,261	\$ 3,695,181

Governing and Management Non-Departmentals

3R Fee for County Property **\$4,158**

These funds cover the Waste Reduction, Reuse, and Recycling (WRRR) fees assessed to Counties properties.

3R Payment-in-Lieu of Taxes **\$40,000**

These funds cover the Waste Reduction, Reuse, and Recycling (WRRR) fees assessed to property owners in Orange County, who have been granted a waiver by the County due to their financial inability to pay. With the elimination of the 3R Fee tiers (Urban, Rural, and Multi-family) beginning July 1, 2013, this amount has been reduced for FY 2013-14.

American Society of Composers, Authors, and Publishers (ASCAP) **\$1,000**

Annual dues paid to ASCAP, a not-for-profit performing rights organization that protects its members' musical copyrights by monitoring public performances of their music, whether via a broadcast or live performance, and compensating them accordingly.

Cable Casting Board of Commissioner Meetings **\$0**

Historically, these funds have been paid out of Governing and Management Non-Departmental, but the FY 2011-12 Commissioner Approved budget included these funds within the Board of County Commissioners budget. These funds provide for cable casting Board of County Commissioners meetings and for video streaming.

Classification and Pay Study **\$0**

General Fund cost to implement the third phase of the in-house study for employees' salaries most misaligned with the market.

County Benchmarking Project **\$0**

Funds provide for participation in the development phase of a possible County Benchmarking Project through the UNC School of Government.

Drug Testing **\$12,000**

These funds provide for the actual costs of drug and alcohol tests as well as for the administration of the random testing program and Federal reporting.

Employee Development/Computer Training **\$41,500**

Funds for in-house employee training. This includes funds for initiatives in computer training, cultural diversity and cultural awareness training, Spanish language training, supervisory training (including sexual harassment, ADA, performance management) and customer service.

Health Incentives Program **\$12,440**

A new wellness program to improve employees' health, reduce their medical and dental claims and increase productivity (decreased sick leave usage). Activities may include nutrition and fitness challenges, educational programs, flu clinics, wellness lunches and events. Incentives are included to increase participation in activities.

Governing and Management Non-Departmentals - continued

Health Insurance Increase \$226,444

Funds for anticipated health insurance increase. Recommended funding for FY 2013-14 will allow for an 8% increase in health insurance premiums, effective January 1, 2014.

Manager’s Miscellaneous \$20,000

This account provides funds for miscellaneous, non-budgeted expenditures that often arise during the fiscal year. It provides the Manager with the flexibility to handle small non-budgeted items as they occur immediately. This account prevents requesting small expenditures from the Board of Commissioners’ contingency account.

Meeting Support Supplies \$0

Funds for supplies and meal costs for Board of County Commissioners (BOCC) related meetings. Historically, funds were paid from this line item, but beginning with the FY 2011-12 Commissioner Approved Budget these funds were moved to the BOCC’s budget.

Recruitment and Selection \$28,500

Funds to cover costs of the recruitment and selection process for positions at and above the department head level. Increase of \$13,500 based on FY 2012-13 actuals and anticipated vacancies in senior level positions, which will require external panel selection participants, travel reimbursement and relocation expenses.

Referendum Education \$0

Funds to cover costs of an education campaign related to the Article 46 (¼ cent) Sales Tax vote in the November 2011 election.

Reserve from Revaluation Savings \$0

In fiscal year 2012-13 the Board of Commissioners delayed the revaluation, deviating from the previous four-year cycle. The \$350,000 savings represents the additional costs to the revaluation fund during a revaluation year.

Retiree Health Insurance \$2,026,919

These funds provide for health insurance for County retirees who are eligible under Orange County’s Personnel Ordinance. The projected increase is due to a higher number of retirees and an anticipated 10% increase in the cost for both Medicare and the group insurance premiums. As the retiree population ages, the Medicare Plan F premiums also increase based on the retirees’ ages.

Fiscal Year	Retirees During Fiscal Year	Retiree Health Insurance	Change from Prior Year
2010-11	18	\$1,352,193	22.82%
2011-12	23	\$1,506,702	11.43%
2012-13	11	\$1,522,067	1.02%
2013-14	24	\$2,026,919	33.17%

Governing and Management Non-Departmentals - continued

Salary - Cost of Living (COLA), Merit Pay, and 401k Match Adjustments **\$1,200,920**

Funds for a COLA increase of 2.0%, effective July 1, 2013, an employee performance award of between \$500 and \$1,000, effective with WPPR Review Dates from July 1, 2013 to June 30, 2014, and 401k match adjustments. See Appendix A for more details.

School Collaboration Consultant **\$2,000**

To cover mediation costs associated with school district collaboration meetings.

Sportsplex Membership – County Share **\$41,000**

Funding to offer discounted Sportsplex memberships to permanent County employees.

Triangle J Council of Government (TJCOG) – Dues **\$23,300**

Funds are budgeted to pay COG dues for regional Emergency Medical Services, Aging, and Ombudsman support.

Tuition Refunds **\$15,000**

These funds reimburse County employees for tuition, fees and books for job related courses. With this incentive, employees can pursue educational qualifications to enhance their professional growth, achieve higher-level positions and enrich current employment. Twenty-two employees participated in the program, in FY 2012-13.

Wayfinding Signage **\$0**

Funds to support implementation of the Hillsborough Signage and Wayfinding Program for County facilities.

Non-Departmental Summary

General Services

Listed below are appropriations for non-departmental General Services related funds and entities.

	2010-11	2011-12	2012-13	2012-13	2013-14	2013-14
	Actual	Actual	Original	12-Month	Department	Manager
General Services	Expenditures	Expenditures	Budget	Estimate	Requested	Recommended
Contribution for Sanitation Svs.	1,403,060	1,617,852	1,594,226	1,594,226	2,103,141	1,869,496
Greene Tract Reimbursement	90,549	90,549	90,549	90,549	0	0
Stormwater Fees - Co. Property	11,778	11,856	12,000	11,856	12,000	12,000
General Services Total	\$ 1,505,387	\$ 1,720,257	\$ 1,696,775	\$ 1,696,631	\$ 2,115,141	\$ 1,881,496

General Services Non-Departmentals

Contribution for Sanitation Services

\$1,869,496

The Sanitation Division was transferred from the General Fund to the Solid Waste Fund, effective July 1, 2010. The General Fund makes an annual contribution to the Solid Waste Fund for related Sanitation operations.

Greene Tract Reimbursement

\$0

This represents the County's share to the Solid Waste Enterprise Fund for the Greene Tract. FY 2012-13 was the fifth and final year of the Greene Tract Reimbursement program.

Stormwater Fees for County Property

\$12,000

These funds provide for payment to the Town of Chapel Hill for stormwater utility fees assessed to County properties.

Non-Departmental Summary

Community and Environment

Listed below are appropriations for non-departmental Community and Environment related funds and entities.

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Community and Environment						
Blackwood and Cate Operartions	3,713	3,672	8,000	8,000	8,000	8,000
Business Incentive Payments	0	0	0	20,000	20,000	20,000
Comprehensive P&R Master Plan	0	0	0	0	9,000	9,000
Durham-Chapel Hill-Carrboro MPO	0	0	0	0	28,080	28,080
Farmer Foodshare	0	0	0	0	7,000	5,000
Hills/Orange Strategic Plan	0	0	10,000	0	10,000	10,000
Jordan Lake Partnership	5,000	4,633	8,800	8,800	58,801	58,801
Jordan Lake Water Storage	2,472	2,758	0	2,350	11,200	11,200
Lake Orange	1,185	1,514	2,940	2,200	18,740	18,740
OAWS Infrastructure Consultant	0	30,650	0	0	0	0
Partnership for Dvpmnt & Infrastructure	2,500	2,500	2,500	2,500	2,500	2,500
Pied. Conservation Council Dues	0	0	0	0	2,000	2,000
RT Regional Partnership	19,395	19,841	20,149	20,149	20,367	20,367
Rural Planning Organization	7,500	7,500	8,000	8,000	8,000	8,000
TJCOG Water Quality	11,964	11,964	13,119	13,119	13,119	13,119
Upper Neuse River Basin Dues	13,016	26,137	26,137	26,137	68,342	68,342
Community and Environment Total	\$ 66,745	\$ 111,169	\$ 99,645	\$ 111,255	\$ 285,149	\$ 283,149

Community and Environment

Non-Departmentals

Blackwood, Twin Creeks (Cate) and Millhouse Operations **\$8,000**

These funds provide the necessary operating costs associated with utility service costs and security system service at the farmhouses located at three future park sites. Building stabilization and repair is funded from another source.

Business Incentive Payments **\$20,000**

Funds for annual incentive payments to AKG of America for the business creation in Orange County and for meeting the expansion and recruitment goals, as per Agreement. Additional property tax revenue will more than offset the incentive payment.

Comprehensive Parks and Recreation Master Plan **\$9,000**

These funds provide for a temporary or contract staff person for data collection, research, graphics, and drafting of the Comprehensive Parks and Recreation Master Plan. Requested increase is for plan completion, by a technical writer. In addition, there are certain demographics not well represented in the 2012-13 plan. Additional work is required to reach these demographics.

Durham-Chapel Hill-Carrboro (DCHC) MPO **\$28,080**

The Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC-MPO) is the regional organization responsible for transportation planning for the western part of the Research Triangle area. The DCHC urbanized planning area covers all of Durham County, a portion of Orange County including the Towns of Chapel Hill, Carrboro, and Hillsborough, and Northeast Chatham County. The DCHC MPO receives federal funds for planning purposes, which require a 20% local match. Historically, the City of Durham has paid 100% of this match. Beginning this budget year, all member agencies are being asked to share in these costs based on population within their planning jurisdiction.

Farmer Foodshare **\$5,000**

Farmer Foodshare connects farm fresh food with agencies that serve the hungry. Formed by the farmers and shoppers of the Carrboro Farmers' Market, the agency provides fresh food to agencies, such as food pantries and local schools, that needed the healthiest possible food in their programs.

Town of Hillsborough/Orange County Strategic Growth Plan Phase II **\$10,000**

In FY 2005-06, the BOCC and Town of Hillsborough collaborated on the Town of Hillsborough/Orange County Strategic Growth Plan Phase I, which was adopted by both entities. Phase I set the growth management framework through a resolution to prompt work to be done in Phase II. Coordinated Planning Zones, annexation boundaries, land use patterns and intensities and complementary resource and infrastructure plans and outreach are all part of Phase II.

Community and Environment Non-Departmentals - continued

Jordan Lake Partnership

\$58,801

Orange County joined an 11-local government coalition with a goal of “collaboratively defining Jordan Lake’s role in a long term sustainable and secure regional water supply for the Research Triangle Region.” Funds for FY 2013-14 include an interconnection study via the Jordan Lake Partnership (JLP) at a cost of \$49,901. This study is being undertaken by the JLP to determine the status of water supply interconnections in the Triangle region. The study will include the collection of information including pipe capacities and pressures, such that the JLP members will have a more accurate understanding of the regional water supply system. Also, includes funds to Triangle J Council of Governments (TJCOG) for Jordan Lake Allocation application, as well as annual Jordan Lake Partnership dues.

Jordan Lake Water Storage Allocation

\$11,200

Represents Orange County’s annual payment to the State of North Carolina for the current 1 million gallons per day (mgd) Level II allocation the County previously held plus 3 mgd Level II as part of the new supply request. To retain the allocation, the County pays one percent of the operations, maintenance and rehabilitation program costs. The State of North Carolina has the responsibility to allocate and manage water supply storage in Jordan Lake, and the Division of Water Resources is the lead agency for carrying out this charge.

Lake Orange

\$18,740

These funds provide for maintenance, grass cutting and other grounds keeping at Lake Orange and upstream sediment structures. Lake Orange maintenance funds serve to protect the County’s interests in the infrastructure of Lake Orange, as a drinking water source and natural habitat in the Eno River channel. Reservoirs require protection from the growth of trees on dams, the activities of beavers clogging overflow structures raising water levels to unsafe levels, and from the loss of storage volume due to collected sediment. The increase in this year’s budget is due to anticipated one-time tree clearing near the overflow structure and anticipated costs of rehabilitation at the upstream sediment structures. Moving forward, the operational budget will include all maintenance or inspections of the dam infrastructure. The budget will be larger than in years past due to regularly scheduled inspections and a pro-active maintenance schedule.

OAWS Water Infrastructure Consultant

\$0

The Efland-Mebane Small Area Plan Task Force has identified infrastructure expansion as one of the key elements needed to support future residential and economic development opportunities in the Efland area. The Orange-Alamance Water System (OAWS) is an existing utility that extends through much of the study area. While it covers a sizable area, the system is constrained in its ability to provide fire suppression and/or support expanded service. A study that analyzes the current system and identifies options for the future is needed to determine a course of action for water service in the Efland area. County officials worked with OAWS officials to share in the cost of the needed study during FY 2011-12.

Community and Environment Non-Departmentals - continued

Partnership for Development and Infrastructure **\$2,500**

The mission of the Partnership, which is an advisory committee of the Triangle J Council of Governments, is to bring together community and regional partners to work on long-term, regional strategies for the development and conservation of land, infrastructure to support development and improved mobility. A BOCC member is on the committee and the Planning Department serves as a supporting liaison.

Piedmont Conservation Council (PCC) **\$2,000**

Originally set up by the USDA as part of a national network of Resource and Development Councils, PCC leverages people and resources for innovative projects that promote conservation and sustainable communities. The PCC Council is comprised of three representatives from Alamance, Caswell, Chatham, Durham, Guilford, Orange, Randolph, Rockingham, and Wake Counties. These Council members provide technical expertise and local connections, as well as identify new Council initiatives. Each county also has a member that serves on the Executive Board that makes regular business decisions and oversees the daily operations of PCC.

Research Triangle Regional Partnership **\$20,367**

The Research Triangle Regional Partnership is a partnership organization consisting of seven counties in the Triangle Region. The organization's mission is to market the region for the economic benefit of its communities. The Partnership concentrates its marketing on the following industries: information technology, biotechnology/pharmaceuticals, warehousing/distribution, automotive manufacturing, and plastics.

Rural Planning Organization (RPO) **\$8,000**

The State of North Carolina created the Rural Planning Organization (RPO) in order to review, analyze and recommend planning and improvements to rural area transportation networks. Triangle J Council of Governments is the lead agency to coordinate a multi-county rural region adjacent to the Durham/Chapel Hill Metropolitan Planning Organization (MPO), which handles more urban issues. Orange County's membership in the RPO requires one commissioner, the county manager (or a designee), and the transportation planner to be participating members.

Triangle J Council of Government (TJCOG) - Water Supply Monitoring Project **\$13,119**

The greater Research Triangle Area is a six-county region within the upper Cape Fear and upper Neuse River Basins in North Carolina. Two multipurpose reservoirs, eight smaller reservoirs, and six rivers supply water for the 30 municipalities in the area.

Because of this reliance on surface water for water supply and the potential impact of growth on the quality of the region's water supply sources, local governments in the region recognize that water-quality monitoring is crucial to the protection of the Triangle Area's surface-water resources. With assistance from the U.S. Geological Survey (USGS), the Project has collected and analyzed water-quality samples from reservoirs and streams and collected continuous discharge record from streams in the study area for more than 20 years.

The Triangle Area Water Supply Monitoring Project was established to provide local governments with water-quality and stream flow data that could be used to protect and monitor the area's surface-water supplies. Specific goals of the Project are to:

Community and Environment Non-Departmentals - continued

1. Supplement existing data on major ions, nutrients, and trace elements to enable determination of long-term trends;
2. Examine differences in water quality among water supplies within the region, especially differences among smaller upland sources, large multipurpose reservoirs, and run-of-river supplies;
3. Provide tributary loading and in-lake data for predictive modeling of Falls and Jordan Lakes; and
4. Establish a data base for the presence of synthetic organic compounds in surface water in the region.

Upper Neuse River Basin Dues

\$68,342

These funds provide for Orange County to remain a member of the Upper Neuse River Basin Association. Starting in FY 2013-14, activities undertaken by the UNRBA over the next five to ten years, to alter Stage II of the Falls Lake Rules, requires substantial increased funding in comparison to previous years.

Non-Departmental Summary

Human Services

Listed below are appropriations for non-departmental Human Services related funds and entities.

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Human Services						
A Helping Hand	4,000	0	1,600	1,600	4,500	2,000
Adolescents In Need	32,194	0	0	0	0	0
Alliance of AIDS Services	2,500	2,500	2,500	2,500	5,000	3,000
Big Brothers Big Sisters	2,000	1,500	2,000	2,000	5,000	2,000
CH/Carrboro YMCA Boomerang	0	2,000	2,000	2,000	6,000	5,000
CH/Carrboro Meals on Wheels	1,000	1,500	1,500	1,500	2,000	2,000
Charles House	9,000	12,000	12,000	12,000	15,000	15,000
Child Care Networks	0	500	0	0	0	0
Child Care Services Association	18,285	0	0	0	0	0
Club Nova	75,000	75,000	75,000	75,000	75,000	75,000
Community Empowerment Fund	0	0	0	0	5,000	5,000
Community Home Trust	149,000	149,000	149,000	149,000	149,000	149,000
Community in Schools-OC	102,000	102,000	102,000	102,000	107,000	102,000
Compass Center	55,000	57,600	59,500	59,500	59,500	59,500
Dispute Settlement Center	16,000	16,000	76,000	76,000	78,000	76,000
Duke Homecare & Hospice	0	0	1,000	1,000	1,500	1,000
EI Centro Hispano	15,000	15,000	17,000	17,000	20,000	20,000
EI Futuro	20,000	20,000	22,000	22,000	45,000	22,000
EmPOWERment	13,000	13,000	13,000	13,000	15,000	15,000
Freedom House	24,000	26,000	28,000	28,000	29,500	29,000
Habitat for Humanity	10,000	10,000	10,000	10,000	20,000	10,000
Housing for New Hope	20,000	20,000	20,000	20,000	22,000	20,000
Human Rights Center	0	0	0	0	1,000	1,000
Human Services Administration	5	0	0	0	5,000	5,000
Interfaith Council for Social Service	36,000	41,000	41,000	41,000	55,000	41,000
JOCCA	60,000	40,000	20,000	20,000	60,000	0
KidSCOpe	75,000	75,000	75,000	75,000	75,000	75,000
Medical Examiner	23,800	30,500	38,000	38,000	38,000	38,000
OC American Red Cross	2,000	1,500	0	0	0	0
OC County Literacy Council	11,000	11,000	12,000	12,000	15,000	12,000
OC County Rape Crisis Center	25,000	25,000	25,000	25,000	27,000	25,000
OC Disability Awareness Council	2,500	2,500	2,500	2,500	7,500	2,500
OCIM	30,000	35,000	35,000	35,000	38,000	38,000
OE Enterprises, Inc.	45,100	45,100	45,100	45,100	52,000	45,100
Piedmont Health Services, Inc.	10,000	10,000	0	0	0	0
Planned Parenthood	10,000	20,000	20,000	20,000	20,000	20,000
Pre-Trial Services	70,000	70,000	70,000	110,000	110,000	0
Previously Unfunded Organizations	0	0	0	0	326,423	0
Project Turn Around	35,000	0	0	0	0	0
School Health Nurses Contract	610,450	630,040	683,706	683,706	820,501	683,706
Senior Care of Orange County	42,000	20,000	20,000	20,000	45,000	20,000

Non-Departmental Summary

Human Services

Listed below are appropriations for non-departmental Human Services related funds and entities.

	2010-11	2011-12	2012-13	2012-13	2013-14	2013-14
	Actual	Actual	Original	12-Month	Department	Manager
	Expenditures	Expenditures	Budget	Estimate	Requested	Recommended
The Arc of Orange County	3,000	3,000	4,000	4,000	4,000	4,000
Triangle Radio Reading Service	1,000	1,000	1,000	0	0	0
TROSA	2,500	0	0	0	0	0
WC Breeze Family Farm	13,823	22	0	0	0	0
Human Services Total	\$ 1,676,157	\$ 1,584,262	\$ 1,687,406	\$ 1,725,406	\$ 2,363,424	\$ 1,622,806

Human Services Non-Departmentals

A Helping Hand

\$2,000

This agency enables senior citizens to live independently, maintain high levels of wellness and avoid institutionalized care. Services provided by A Helping Hand include transportation to the doctor, assistance with shopping for nutritious food and preparing healthy meals, assistance with business correspondence, and light housekeeping for a clean and safe home environment.

Adolescents in Need

\$0

This agency serves Orange County School District teens (grades 6 through 12 and those not in school). The focus is primarily on those youths that are considered at-risk of early sexual involvement, substance abuse, defiant behavior and physical or sexual abuse due to home, family or other social surroundings.

Alliance of AIDS Services

\$3,000

This agency operates two family care homes for low-income people living with HIV/AIDS, six of whom currently live at the Orange Community Residence ("Orange House") in Carrboro. This grant will assist the Alliance in providing the proper nutrition and medication needed for the six residents in the Orange House.

Big Brothers Big Sisters of the Triangle

\$2,000

Big Brothers Big Sisters (BBBS) of the Triangle offers two services: community-based and school-based mentoring. Community-based mentoring provides mentors for children from single parent homes or other children in need of adult mentors. These "Big Brothers and Big Sisters" play an integral role in the lives of their "Littles" by being good listeners and guiding these children in the right direction.

Chapel Hill-Carrboro YMCA Boomerang

\$5,000

Boomerang is an alternative suspension program for middle and high school students. These funds will (i) cover transportation costs for court-involved youth in Orange County that are mandated to attend Boomerang, and for students from the Orange County Schools district; (ii) purchase supplies for afterschool community service projects; and, (iii) a desktop computer for students to log-in their arrivals, departures, community service/service learning hours, and drop-ins. This agency receives a county match through the Juvenile Crime Prevention Council (JCPC) program; see the Public Safety Non-Departmental Section for more details.

Chapel Hill-Carrboro Meals on Wheels

\$2,000

The Chapel Hill-Carrboro Meals on Wheels program uses volunteers to deliver nutritious noontime meals with cheerful personal visits five days a week to those who are homebound or recovering from surgery. In addition to delivering meals, volunteers bake homemade desserts and help in the office, which is located in Binkley Baptist Church.

Human Services - continued

Charles House **\$15,000**

Charles House is an adult day care facility located in Carrboro whose goals are to prolong the independence of older adults with disabilities and to provide respite for their caregivers. The facility has a capacity for 19 older adults and has had a waiting list since June of 2000.

Child Care Services Association **\$0**

The Child Care Services Association seeks to ensure that affordable (no more than 10% of a family's gross earning are used to purchase childcare for one child), accessible, high quality childcare is available for all young children and their families.

Club Nova **\$75,000**

Club Nova serves adults in Orange County living with severe and persistent mental illness and provide them with structured daily activities, as well as social, vocational and residential opportunities that they would not otherwise have.

Community Empowerment Fund (CEF) **\$5,000**

The Community Empowerment Fund (CEF) cultivates opportunities, assets and communities that support the alleviation of homelessness and poverty. CEF is a student-powered nonprofit that pairs two volunteers with all of our members to provide personalized, one-on-one assistance.

Community Home Trust **\$149,000**

Community Home Trust is a nonprofit provider of affordable housing. Its mission is to create and maintain permanently affordable housing. We implement the inclusionary housing policies of local governments. We are asking for the same level of operating support to enable the organization to manage the more than 200 permanently affordable homes. While the agency's funding is budgeted in the Human Services Non-Departmental accounts, the Department of Housing, Human Rights and Community Development administer its contract.

Communities in Schools of Orange County **\$102,000**

Communities in Schools of Orange County (CISOC) is a "stay-in-school" program that coordinates human services delivery to middle school and high school youth and their families. The goal of the agency is to offer students successful learning environments and encourage them to stay in school and prepare for life. The agency's Middle School After School Program (MSAS) provides educational, social and recreational activities for middle school students during the after school hours. This program is offered at all middle schools in the Orange County and Chapel Hill-Carrboro City School Districts.

Compass Center for Women and Families **\$59,500**

The former Family Violence Prevention Center of Orange County and The Women's Center merged on July 1, 2012 to become the Compass Center for Women and Families. The agency helps individuals and families become self-sufficient and prevent and end domestic violence. The agency provides direct services, including crisis response and court advocacy, and long-term tools for self-sufficiency, including financial literacy education, career exploration and access to legal information.

Human Services - continued

Dispute Settlement Center **\$76,000**

This agency promotes and brings about peaceful settlement of disputes and prevents the escalation of conflict through mediation, facilitation, conciliation, and training. This agency receives a county match through the Juvenile Crime Prevention Council (JCPC) program; see the Public Safety Non-Departmental Section for more details.

Duke HomeCare and Hospice **\$1,000**

Duke HomeCare and Hospice provides medical, psychosocial, spiritual and bereavement care for terminally ill patients and families, regardless of ability to pay. Bereavement services are provided to anyone in the community, regardless of connection to hospice, through individual, family, and group sessions, as well as in the Chapel Hill-Carrboro and Orange County School Systems.

El Centro Hispano **\$20,000**

El Centro Hispano is a grassroots community-based organization dedicated to strengthening the Latino community and improving the quality of life of Latino residents in Durham, North Carolina, and the surrounding area. With the opening of the Carrboro office of El Centro Hispano, this mission will be able to include Orange County, Chapel Hill, and Carrboro.

El Futuro, Inc. **\$22,000**

El Futuro addresses the behavioral health needs of North Carolina's Latino community by promoting behavioral health awareness, enhancing existing services, and developing a model clinic.

EmPOWERment, Inc. **\$15,000**

The mission of EmPOWERment, Inc. is to emPOWER people and communities to control their own destinies through affordable housing, advocacy, community organizing and grassroots economic development.

Freedom House Recovery Center **\$29,000**

This agency provides extended care and transitional living in order to promote recovery from the disease of addiction. The goal of the Freedom House is to help alcoholics and drug addicts by providing the tools necessary to lead a life of recovery and to become productive members of society.

Habitat for Humanity of Orange County **\$10,000**

Habitat for Humanity of Orange County (HHOC) provides decent affordable housing for families earning less than half of the area median income and who live in substandard housing. HHOC constructs simple, well-built homes that are then sold to qualifying families at affordable prices.

Housing for New Hope **\$20,000**

The organization's mission is to prevent and end homelessness by providing increased access to Healthcare, Integrated Services, and Housing. The goal of Housing for New Hope programs are to provide homeless individuals and those at risk of homelessness with services, support, financial assistance, and affordable housing options to ensure that they can obtain and maintain a permanent place to live.

Human Services - continued

Human Rights Center of Chapel Hill and Carrboro **\$1,000**

To promote inter-cultural understanding and peoples' full recognition of the dignity and fundamental rights of the others across the many lines that divide; race, ethnicity, class, nationality, and religion

Human Services Administration **\$5,000**

These funds will enhance the Outside Agency funding process and aid capacity building, within funded agencies. Orange County staff will work with funded agencies to leverage community resources and build administrative capacity, for both groups. Funds will provide technical assistance in the areas of organizational development, collaboration and community engagement. Funds will not sponsor the direct provision of agency services.

Inter-Faith Council for Social Service (IFC) **\$41,000**

The IFC meets basic needs and helps individuals and families achieve their goals. They provide shelter, food, direct services, advocacy and information to people in need. The IFC accomplishes this through strong partnerships with volunteers, staff and those we serve. They rely on the active involvement of caring individuals, congregations and other community organizations.

Joint Orange-Chatham Community Action (JOCCA) **\$0**

JOCCA provides services to very low-income families and individuals with the goal of improving their quality of every day life. JOCCA offers the following services (1) nutrition and aging; (2) self-sufficiency services; (3) job training and employment; (4) community based assistance and teen court for youth offenders; and (5) energy conservation/weatherization and heating assistance. JOCCA is recommended for defunding, in FY 2013-14.

KidSCope **\$75,000**

KidSCope is an early intervention program that offers services to young children who are experiencing social, emotional, and/or behavioral difficulties. Main service components include individual play therapy with children, customized counseling and education for families, technical assistance and training for childcare providers, service coordination and a therapeutic preschool program.

Medical Examiner **\$38,000**

Funds are budgeted to perform autopsies and medical examinations as required at the University Medical Center.

Orange County American Red Cross **\$0**

The American Red Cross, Orange County Chapter provides Disaster Services, Health and Safety Services and Blood Services to the citizens of Orange County.

Orange County Literacy Council **\$12,000**

The Orange County Literacy Council provides tuition-free instruction to adults who want to improve their skills in reading, writing, basic math and/or computer-based literacy. Trained volunteers provide individual tutoring and lead small group classes in a variety of public settings.

Human Services - continued

Orange County Rape Crisis Center **\$25,000**

The Orange County Rape Crisis Center works to stop sexual violence and its impact through support, education, and advocacy. It does this through operation of 24-hour services, support groups, and community education throughout the county.

Orange County Disability Awareness Council **\$2,500**

The Orange County Disability Awareness Council offers educational and advocacy projects to promote opportunities for persons with disabilities to work and live in an environment free of architectural, attitudinal, economic, structural, and societal barriers.

Orange Congregations in Mission (OCIM) **\$38,000**

This agency provides services to economically-challenged and homebound northern Orange County residents through volunteer efforts of diverse congregations and individuals.

OE Enterprises, Inc. **\$45,100**

OE Enterprises, Inc. is a community rehabilitation program. OE Enterprises provides vocational training and sheltered employment programs for Orange County citizens who have employment barriers.

Piedmont Health Services **\$0**

Piedmont Health Services has served the health care needs of the citizens of central North Carolina since 1970. They operate six community health centers and provide high quality, comprehensive family health care services to all patients needing access to those services. To meet their mission, they offer payment on a sliding fee scale for those who qualify. The agency also provides bilingual care to a growing Spanish-speaking population. These funds (\$10,000) will be provided via contract with the Department of Health in FY 2013-14.

Planned Parenthood of Central North Carolina **\$20,000**

Planned Parenthood of Orange and Durham Counties provides comprehensive reproductive health care services along with educational programs that enhance understanding of human sexuality.

Pre-Trial Services **\$0**

Pre-Trial Services provides critical information to the judiciary and probations officers, magistrates, jailers, and other judicial officials so that they may make more informed decisions pertaining to the rehabilitation or release of Pretrial inmates in the 15-B County Jails. Formerly known as Orange-Chatham Alternative Sentencing (OCAS). These funds (\$95,000) will be budgeted and provided via contract with the Department of Social Services in FY 2013-14.

Previously Unfunded Organizations **\$0**

Currently unfunded Outside Agencies that requested FY 2013-14 funding, but not recommended by the County Manager. New agency descriptions and funding requests can be found in the Outside Agencies budget section.

Human Services - continued

Project TurnAround **\$0**

Project TurnAround (PTA) is a court diversionary program for first-time non-violent drug offenders. Program participants receive twelve months intensive supervision, during which time they are required to pay program fees and to be employed or in school, support themselves and any dependents, participate in drug counseling, have no further criminal charges and be drug free. At successful completion of the program, the court charges are dismissed.

School Health Nurses Contract **\$683,706**

In 2001, the Board of County Commissioners approved a School Nurse Funding Plan to promote the optimal health and well being of all students in Orange County schools. The goal of this plan was to provide one nurse to each of the existing schools at that time in both the Chapel Hill Carrboro City and Orange County School systems.

Senior Care of Orange County **\$20,000**

Senior Care of Orange County was created to provide a safe and enriching environment while offering social and health services to frail, disabled, and isolated older adults. The program provides respite and education for family members and caregivers with the primary goal of preventing or delaying the institutionalization of participants.

The Arc of Orange County **\$4,000**

The Arc of Orange County works with and for people who either have or are at risk for developmental disabilities to promote full participation in all areas of life in our community.

Triangle Radio Reading Service **\$0**

This agency broadcasts local and national newspapers and periodicals to elderly, visually and physically impaired, and handicapped residents of Orange County. The agency declined its award for FY 2012-13 and did not apply for funding in FY 2013-14

Triangle Residential Options for Substance Abusers (TROSA) **\$0**

TROSA is a comprehensive, long-term, residential substance abuse recovery program located in Durham, North Carolina. Founded in 1994, TROSA is now the largest state licensed residential therapeutic community in North Carolina and is widely respected for its innovative therapeutic and entrepreneurial approach to the pervasive issue of substance abuse.

W.C. Breeze Family Farm **\$0**

These funds are budgeted for the W.C. Breeze Family Farm Agriculture Extension and Research Facility. Historically, these funds have been paid out of Human Services Non-Departmental, but the FY 2011-12 Commissioner Approved budget moved these funds (\$10,000) into Cooperative Extension's budget.

Non-Departmental Summary Culture and Recreation

Listed below are appropriations for non-departmental Culture and Recreation related funds and entities.

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Culture and Recreation						
Forest Service	64,589	56,921	78,170	78,170	79,209	79,209
Historic Hillsborough Commission	7,000	7,000	7,000	7,000	9,000	7,000
Historical Foundation	4,000	4,000	4,000	4,000	6,000	4,000
Library Services Reserve	0	92,986	0	0	0	0
The ArtsCenter	3,000	3,000	3,000	3,000	10,000	3,000
Triangle Wildlife Rehab. Clinic	10,000	10,000	0	0	0	0
Culture and Recreation Total	\$ 88,589	\$ 173,907	\$ 92,170	\$ 92,170	\$ 104,209	\$ 93,209

Other Agencies - Library

Listed below are appropriations for non-departmental Other Agencies - Library related funds and entities.

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Other Agencies - Library						
Contribution - CH Library	249,333	250,000	409,244	409,244	474,785	483,426
Contribution - Mebane Library	700	700	700	700	700	700
Other Agencies - Library Total	\$ 250,033	\$ 250,700	\$ 409,944	\$ 409,944	\$ 475,485	\$ 484,126

Other Agencies - Recreation

Listed below are appropriations for non-departmental Other Agencies - Recreation related funds and entities.

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Other Agencies - Recreation						
Contribution - Carrboro	35,898	35,898	35,898	35,898	35,898	35,898
Contribution - Chapel Hill	83,760	83,760	83,760	83,760	83,760	83,760
Contribution - Mebane	5,450	5,450	5,450	5,450	5,450	5,450
Other Agencies - Recreation Total	\$ 125,108	\$ 125,108	\$ 125,108	\$ 125,108	\$ 125,108	\$ 125,108
Culture & Recreation Total	\$ 463,730	\$ 549,715	\$ 627,222	\$ 627,222	\$ 704,802	\$ 702,443

Culture and Recreation Non-Departmentals

N.C. Forest Service

\$79,209

These funds provide matching support, with State funds, to protect Orange County forestland. A one-time increase to replace a Type 6, initial attack vehicle for wildfire response in remote, off-road locations is included in the County's FY 2013-14 match. The current engine has over 100,000 miles.

Historic Hillsborough Commission

\$7,000

The Commission owns and maintains the Burwell School located on Churton Street in Hillsborough, which is on the National Register of Historic Buildings. The two-acre site consists of the main house (ca 1821, 1846), a brick classroom building (ca 1837), a rare brick necessary (ca. 1837), and the Carrie Waitte Spurgeon Garden. The site is open to the public year round and there is no charge for tours of the school.

Historical Foundation of Hillsborough and Orange County

\$4,000

The Orange County Historical Museum, located in Hillsborough, preserves the past and encourages interest in local history through the exhibition of the economic, political, social, and cultural aspects of Orange County's 18th and 19th century history. The Museum is open to the public, free of charge, 6 days per week.

Library Services Reserve

\$0

In FY 2011-12 this reserve was established and funded in the amount of \$92,986. During that year, \$250,000 was allocated to the Chapel Hill Public Library. This additional allocation provided, in total, the equivalent of 21% of the total Library Services operational costs. The additional allocation was provided upon execution of a Memorandum of Understanding between the County and the Town of Chapel Hill. In FY 2011-12, a total of \$342,986 was provided to the Chapel Hill Public Library. For FY 2013-14 the total funding allocated to Chapel Hill Public Library can be found in "Other Agencies – Libraries" in the amount of \$483,426.

The ArtsCenter

\$3,000

The Arts Center links art, artists and audiences in Orange County through programs, events and classes designed in response to community needs and interests. The co-existence of visual, performing and literary arts in one accessible facility encourages multi-disciplinary collaborations and provides wide-ranging experiences for professionals, amateurs and non-artists of all ages to learn about and participate in visual and performing arts.

Triangle Wildlife Rehabilitation Clinic

\$0

Triangle Wildlife Rehabilitation Clinic (TWRC) provided care for orphaned, injured, and ill area wildlife found by the public. In FY 2012-13, the agency closed; the Animal Services are investigating new agencies that can provide animal control services, for the County. For FY 2013-14, funds totaling \$10,000 are budgeted in the Animal Services Department's contract services.

Culture and Recreation Non-Departmentals - continued

Other Agencies – Libraries **\$484,126**

General Fund contributions to the Chapel Hill Public Library total **\$483,426**, which is 27% of Orange County Library’s total operations, per the agreement with the Town of Chapel Hill. The difference between the Department Requested and Manager’s Recommended Budgets reflects the additional four hours of Main Library services, recommended in FY 2013-14. The Mebane Public Library will receive \$700.

Other Agencies – Recreation **\$125,108**

General Fund contributions to the Towns of Carrboro (\$35,898), Chapel Hill (\$83,760), and Mebane (\$5,450) recreation departments.

Non-Departmental Summary

Public Safety

Listed below are appropriations for non-departmental Public Safety related funds and entities.

	2010-11	2011-12	2012-13	2012-13	2013-14	2013-14
	Actual	Actual	Original	12-Month	Department	Manager
Public Safety	Expenditures	Expenditures	Budget	Estimate	Requested	Recommended
Boomerang	17,988	18,414	16,189	19,000	19,000	19,000
Boomerang (Gang Grant)	0	12,299	9,799	0	0	0
Dispute Settlement Center	45,311	33,677	30,220	20,716	25,538	25,538
Drug Treatment Court	0	60,804	0	0	0	0
Governor's Crime Commission	5,959	7,001	5,889	6,367	6,831	6,831
Intensive Services Program	10,597	10,927	9,537	11,754	12,103	12,103
Mental Health Association	37,291	37,455	33,562	40,722	40,722	40,722
OCJCPC Matching Funds	76,259	78,670	83,319	83,319	83,319	83,319
OJJ Administration	0	0	13,950	13,950	15,500	15,500
OPC Clinical Case Mgmt	14,160	14,412	12,744	14,412	0	0
Unallocated	0	0	27,808	0	5,555	5,555
Volunteers For Youth - Teen Court	38,386	38,440	34,547	38,750	38,750	38,750
Volunteers For Youth	83,354	83,639	75,019	86,325	86,325	86,325
Wrenn/Haven House	9,185	8,266	8,266	9,185	9,185	9,185
Young Warriors	0	10,000	10,000	15,000	18,222	18,222
Public Safety Total	\$ 338,490	\$ 414,004	\$ 370,849	\$ 359,500	\$ 361,050	\$ 361,050

Public Safety Non-Departmentals

Office of Juvenile Justice Pass-Through Funds:

Boomerang (YMCA) \$19,000

The innovative program is based on resiliency research, a best-practice model for addressing the needs of disconnected adolescents most at risk of dropping out of school. Boomerang helps youths and the community that surrounds them identifies resources and supports that lead to long-term, successful outcomes. Through a rich and robust community collaborative, Boomerang provides each student it serves with a strengths-focused environment that includes intensive attention to academics, psychosocial development and substance-abuse counseling.

Boomerang Gang Grant \$0

Boomerang, a program of the Chapel Hill-Carrboro YMCA was awarded Community Based Youth Gang Violence Prevention funding to support our alternative to suspension and afterschool components. Our alternative to suspensions serves approximately 150 youth per year and our afterschool programming serves approximately 40 youth per year who complete community service. Boomerang serves youth with a variety of risk factors for gang involvement including negative peer associations, disconnection from school (as evidenced through suspension), family discord, and involvement in the juvenile and adult justice system. Funds support program staff salaries, the creation of a yearly book of Boomerang student writings, computer equipment and necessary supplies to support programming.

Dispute Settlement Center: Victim (Resolve/Mediation) \$25,538

This program provides assistance to the juvenile justice system by helping offenders to understand the impact of their actions thereby reducing recidivism. The program has the following three components: intervention, prevention and collaboration. A primary component is to schedule face-to-face meetings between the juvenile offenders and their victims. These meetings are facilitated by trained DSC mediators, and organized by DSC staff. The meetings are designed to build empathy and understanding of the human consequences of the youth's criminal actions. The RESOLVE program will help the juvenile courts and juvenile court counselors to hold offenders accountable for their actions.

Drug Treatment Court \$0

County supported funds to offset FY2011-12 cuts in the State's Drug Treatment Court program. Funds have been budgeted in the Department of Social Services for administration of the contract, which totals \$67,000.

Governor's Crime Commission Grant \$6,831

Recipient - District Court Judges Office, Judicial District 15B - NC Administrative Office of the Courts. This grant funds a position that serves as a coordinator between the courts and the school systems focusing on school suspensions and trancies in hopes of reducing the number of youth suspended from school.

Public Safety Non-Departmentals - continued

Intensive Services/Psychological Services Program **\$12,103**

Through family risk and needs assessments, the 15B Juvenile Justice Office has identified and targeted youth having severe emotional and psychological problems. Through a contract with a licensed Court Psychologist, assessments, evaluations, and counseling will be provided to these identified youth. With this information, the Juvenile Justice Office will be able to develop a more thorough case plan and identify any mental health and other community related issues that create risks for youth.

Mental Health America of the Triangle **\$40,722**

Mental Health America of the Triangle (formerly Mental Health Association of Orange County) provides parent/family counseling to at-risk and adjudicated youth through referrals from Juvenile Services and Orange-Person-Chatham Mental Health case managers. Services provided include child and family team meetings, school conferences and youth planning team meetings.

Orange County JCPC Matching Funds **\$83,319**

These funds fulfill the Orange-Chatham Justice Partnership requirement for the County to provide a 30% match for all JCPC funded agencies.

OJJ Administration **\$15,500**

Administrative funds are used to support the County's Criminal Justice Program Partnership (CJPP) Coordinator position and to provide administrative support to the Orange-Chatham Justice Partnership.

OPC Clinical Case Management **\$0**

OPC established a case management program which ensures timely assessment and case management services for juveniles who appear to be significantly impaired and in need of mental health treatment in Orange and Chatham counties. This program enhances the court's ability to make timely, professionally-directed decisions regarding the mental health needs of children and with the identification of appropriate treatment options.

JCPC Unallocated Funds **\$5,555**

In FY 2009-10, the Office of Juvenile Justice suggested local JCPCs withhold 7% of JCPC allocations in the event funds had to be returned to the State. JCPC distributed agency allocations with this in mind, but placed the potentially withheld funds into this account. Should the funding restrictions relax, JCPC would reallocate this amount to local agencies. County match funds are available in JCPC Matching Funds, should this occur again in the upcoming fiscal year.

Volunteers for Youth – Teen Court **\$38,750**

Teen Court is a diversion program for petty juvenile court offenders. Adult volunteers train youth volunteers to act as officials of the court who hear the complaints and determine appropriate sanctions for peers who have admitted to violating the law. By diverting first-time, petty offenders from the juvenile court system, Teen Court reduces the backlog of cases and ultimately allows more time for serious offenses. Offenders are given the opportunity to resolve their charge without obtaining an official court record. The youth volunteers benefit by being given the opportunity to learn about the court system and by exposing themselves to the concept of community service. Teen Court will not accept cases involving sexual offenses, firearms, hate crimes, motor vehicle violations, and offenses that have resulted in serious injury.

Public Safety Non-Departmentals - continued

Volunteers for Youth

\$86,325

This agency allows delinquent youths the opportunity to repay society for their destructive behavior. Through community service, young people are taught accountability for their actions and respect for the rights of others. By working one-on-one with the volunteer work-site supervisors, they develop job skills and explore career opportunities, which ultimately help to build self-esteem. Community service/restitution programs have proven to be one of the most effective types of programming in preventing court involvement. This program proposes to serve youth with community service placements to fulfill their court requirements.

Wrenn/Haven House

\$9,185

Provides a temporary shelter for at risk court involved youth. The youth are provided high level structured learning environment to increase their ability to academically achieve. In addition to a safe place for youth, one on one, group and peer mentoring is available that encourages youth to have age appropriate behavior and associations with other peers.

Young Warriors

\$18,222

This program takes referrals from juvenile justice on diversion plans, court supervision, gang involved, and at-risk youth. This program provides instruction in health, self-esteem and discipline while instilling karate training. Court referred youth are ordered to attend 20 classes in 10 weeks.

Orange-Person-Chatham (OPC) Area Program

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						Account: 420
Personnel Services	1,398	0	0	0	0	0
Operations	1,370,973	1,370,973	1,370,973	1,370,973	1,370,973	1,355,973
Total Expenditures	\$ 1,372,371	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973	\$ 1,355,973
<i>Offsetting Revenues</i>	<i>(43,709)</i>	<i>(46,443)</i>	<i>(40,000)</i>	<i>(40,000)</i>	<i>(40,000)</i>	<i>(40,000)</i>
County Costs (net)	\$ 1,328,662	\$ 1,324,530	\$ 1,330,973	\$ 1,330,973	\$ 1,330,973	\$ 1,315,973
Total Orange-Person-Chatham Area Program and Related	\$ 1,372,371	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973	\$ 1,370,973	\$ 1,355,973

Orange County Commissioners confirmed a Management, Merger and Dissolution Agreement dissolving OPC effective July 1, 2012, and transferring its service responsibilities for residents needing mental health, developmental disabilities, and substance abuse services to PBH, a Managed Care Organization and Area Authority. Orange, Person and Chatham will join twelve other counties – Alamance, Cabarrus, Caswell, Davidson, Franklin, Granville, Halifax, Stanly, Rowan, Union, Vance and Warren – to expand PBH. PBH will be the designated lead Local Management Entity (LME) to provide oversight and management of the 1915 (b) (c) Medicaid waiver.

OPC will become a local community center acting as primary resource and local liaison for its provider network and stakeholders. Local community centers will have advisory boards that participate at the policy level to include governance and client and family rights. Orange County Commissioners will appoint three members to the community oversight board – (1) County Commissioner or Designee, (2) Client or Family Member, and (3) Resident or Stakeholder.

FY 2012-13 marked the first budget year of OPC operating under the PBH regional structure. The Manager Recommended budget provides maintenance of effort funding for OPC identical to FY2012-13, with the exception of \$15,000 in guardianship funds which will be budgeted in the Department of Social Services budget for FY 2013-14. All Orange County dollars will remain under local control for the benefit of Orange County clients, families and their community advocates. OPC proposes to use Orange County funds as shown below for FY 2013-14:

ORANGE COUNTY FUNDING

	2013-14 Fiscal Year
<u>MENTAL HEALTH</u>	1,184,473
<u>DEVELOPMENTAL DISABILITIES</u>	131,500
<u>SUBSTANCE ABUSE</u>	40,000
TOTAL	\$ 1,355,973

Outside Agencies

County Manager Recommendations

Synopsis

- In FY 2012-13, Orange County appropriated \$1,038,700 to 36 Outside Agencies.
- The County received 56 Outside Agency funding requests, for FY 2013-14. One agency, approved for funding in FY 2012-13, did not submit an application. Requests totaled \$1,549,923, an increase of \$511,223 over FY 2012-13 appropriations. The 21 requests from new agencies total \$337,423.
- County departments, advisory boards, and members of the County management team evaluated each application.
- The County Manager recommends funding for 38 agencies, in FY 2013-14. The recommendation totals \$1,030,100, a decrease of \$8,600 from the FY 2012-13 Approved Budget. Nine (9) agencies would receive an increase; one (1) agency would receive a decrease (\$15,000); and one (1) agency's funding (\$20,000) would be eliminated. Three (3) new agencies are recommended for funding.
- If funds are approved, one agency's funding would be administered through a departmental service contract (\$95,000). Two other organizations received funds through this format, in FY 2012-13 (\$10,000 each).
- Outside Agency discussion is scheduled for the June 11 Budget Work Session.

Attached Materials

- I. County Manager Recommendation (spreadsheet)
- II. Outside Agency Summaries
- III. Under separate cover, a CD containing all Outside Agency applications.

FY 2013-14 Manager Recommended Budget Outside Agency Recommendations

Outside Agency	FY 2012-13 Approved Budget	FY 2013-14 Agency Request	FY 2013-14 Manager Recommended	Change from Approved Budget
1. Currently Funded Agencies in FY 2012-13				
A Helping Hand	1,600	4,500	2,000	400
Alliance of AIDS Services	2,500	5,000	3,000	500
Big Brothers Big Sisters	2,000	5,000	2,000	-
Chapel Hill/Carrboro Meals on Wheels	1,500	2,000	2,000	500
Chapel Hill/ Carrboro YMCA Boomerang ¹	2,000	6,000	5,000	3,000
Charles House	12,000	15,000	15,000	3,000
Club Nova	75,000	75,000	75,000	-
Community Home Trust ²	149,000	149,000	149,000	-
Community in Schools of Orange County	102,000	107,000	102,000	-
Compass Center for Women and Families ³	59,500	59,500	59,500	-
Dispute Settlement Center ¹	76,000	78,000	76,000	-
Duke Homecare & Hospice	1,000	1,500	1,000	-
El Centro Hispano	17,000	20,000	20,000	3,000
El Futuro	22,000	45,000	22,000	-
EmPOWERment	13,000	15,000	15,000	2,000
Freedom House	28,000	29,500	29,000	1,000
Habitat for Humanity	10,000	20,000	10,000	-
Historic Hillsborough Commission	7,000	9,000	7,000	-
Historical Foundation	4,000	6,000	4,000	-
Housing for New Hope	20,000	22,000	20,000	-
Interfaith Council	41,000	55,000	41,000	-
JOCCA	20,000	60,000	-	(20,000)
KidSCOpe	75,000	75,000	75,000	-
OC Disability Awareness Council	2,500	7,500	2,500	-
OC Literacy Council	12,000	15,000	12,000	-
OC Rape Crisis Center	25,000	27,000	25,000	-
OE Enterprises, Inc.	45,100	52,000	45,100	-
Orange Congregations in Mission (OCIM)	35,000	38,000	38,000	3,000
Piedmont Health Services, Inc. ²	10,000	10,000	10,000	-
Planned Parenthood	20,000	20,000	20,000	-
Pre-Trial Services ^{2,4}	110,000	110,000	95,000	(15,000)
Senior Care of Orange County	20,000	45,000	20,000	-

FY 2013-14 Manager Recommended Budget Outside Agency Recommendations

Outside Agency	FY 2012-13 Approved Budget	FY 2013-14 Agency Request	FY 2013-14 Manager Recommended	Change from Approved Budget
1. Currently Funded Agencies in FY 2012-13 (cont'd)				
The Arc of Orange County	4,000	4,000	4,000	-
The ArtsCenter	3,000	10,000	3,000	-
Triangle Radio Reading Service ⁵	1,000	-	-	(1,000)
Triangle Wildlife/Animal Control Agency ²	10,000	10,000	10,000	-
1. Total - Currently Funded Agency Requests	\$ 1,038,700	\$ 1,212,500	\$ 1,019,100	\$ (19,600)
Category 2. New Agency Requests				
Art Therapy Institute	-	5,000	-	-
Boys & Girls Club of Eastern Piedmont	-	10,000	-	-
Bridge II Sports	-	2,500	-	-
Child Care Services Association	-	36,571	-	-
Community Empowerment Fund	-	5,000	5,000	5,000
Executive Service Corps	-	5,000	-	-
Farmer Foodshare	-	7,000	5,000	5,000
Human Rights Center	-	1,000	1,000	1,000
Ligo Dojo of Budo Karate	-	1,000	-	-
Marian Cheek Jackson Center	-	9,000	-	-
Mental Health America of the Triangle	-	97,200	-	-
OC Partnership for Young Children	-	2,000	-	-
Piedmont Conservation Council	-	3,000	-	-
Piedmont Wildlife Center	-	4,000	-	-
Project Compassion	-	10,000	-	-
Rebuilding Together of the Triangle	-	25,000	-	-
Rogers Eubanks Road Neighborhd Assoc.	-	23,152	-	-
The Hill Center	-	10,000	-	-
Triangle Youth Hockey of NC	-	6,500	-	-
Voices Together	-	49,500	-	-
Young People Institute	-	25,000	-	-
2. Total - New Agency Requests	\$ -	\$ 337,423	\$ 11,000	\$ 11,000
Total FY 2013-14 Requests	\$ 1,038,700	\$ 1,549,923	\$ 1,030,100	\$ (8,600)

FY 2013-14 Manager Recommended Budget Outside Agency Recommendations

Outside Agency	FY 2012-13 Approved Budget	FY 2013-14 Agency Request	FY 2013-14 Manager Recommended	Change from Approved Budget
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Notes:

1. The agency receives a 30% County match for State Juvenile Crime Prevention Council (JCPC) funds, which are budgeted separately from its Outside Agency appropriation. Please refer to the Public Safety Non-Departmental section for more details.
2. Finance and Administrative Services administers agency contracts with the following exceptions: Community Home Trust (Housing), Piedmont Health Services (Health) and Triangle Wildlife/Animal Control Agency (Animal Services). Pre-Trial Services would begin this format in FY 2013-14 (Social Services).
3. The Family Violence and Prevention Center and the Women's Center merged to become the Compass Center for Women and Families, in July 2012.
4. The Board of County Commissioners appropriated an additional \$40,000 to PreTrial Services, in September 2012.
5. Triangle Radio Reading Service did not apply for FY 2013-14 funding.

Outside Agency Summaries

A Helping Hand

\$2,000

This agency enables senior citizens to live independently, maintain high levels of wellness and avoid institutionalized care. Services provided by A Helping Hand include transportation to the doctor, assistance with shopping for nutritious food and preparing healthy meals, assistance with business correspondence, and light housekeeping for a clean and safe home environment.

Alliance of AIDS Services

\$3,000

This agency operates two family care homes for low-income people living with HIV/AIDS, six of whom currently live at the Orange Community Residence (“Orange House”) in Carrboro. This grant will assist the Alliance in providing the proper nutrition and medication needed for the six residents in the Orange House.

Art Therapy Institute

\$0

The Art Therapy Institute provides counseling services for children in schools, adult refugees at a local community health center, and adult women through refugee support groups. The services provided by ATI help their clients return to jobs and family life, and reintegrate into their communities.

Big Brothers Big Sisters of the Triangle

\$2,000

Big Brothers Big Sisters (BBBS) of the Triangle offers two services, community-based and school-based mentoring. Community-based mentoring provides mentors for children from single parent homes or other children in need of adult mentors. These “Big Brothers and Big Sisters” play an integral role in the lives of their “Littles” by being good listeners and guiding these children in the right direction.

Boys and Girls Club of Eastern Piedmont

\$0

The Boys and Girls Club of Eastern Piedmont provides Orange County school age children and youth especially from challenging circumstances, with a professionally supervised, consistent environment where they are safe, equally accepted and able to participate in goal-oriented programs that enhance their self-esteem and assist them to achieve their full potential as productive, responsible and caring citizens.

Bridge II Sports

\$0

Bridge II Sports’ mission is to create opportunities for children and adults who are physically disabled to play sports individually or on a team, helping them discover tenacity, confidence, self-esteem and assist them to achieve their full potential.

Child Care Services Association

\$0

The Child Care Services Association seeks to ensure that affordable (no more than 10% of a family’s gross earning are used to purchase childcare for one child), accessible, high quality childcare is available for all young children and their families.

Outside Agencies - continued

Chapel Hill-Carrboro Meals on Wheels **\$2,000**

The Chapel Hill-Carrboro Meals on Wheels program uses volunteers to deliver nutritious noonday meals with cheerful personal visits five days a week to those who are homebound or recovering from surgery. In addition to delivering meals, volunteers bake homemade desserts and help in the office, which is located in Binkley Baptist Church.

Chapel Hill-Carrboro YMCA Boomerang **\$5,000**

Boomerang is an alternative suspension program for middle and high school students. These funds will (i) cover transportation costs for court-involved youth in Orange County that are mandated to attend Boomerang, and for students from the Orange County Schools district; (ii) purchase supplies for afterschool community service projects; and, (iii) a desktop computer for students to log-in their arrivals, departures, community service/service learning hours, and drop-ins. This agency receives a county match through the Juvenile Crime Prevention Council (JCPC) program; see the Public Safety Non-Departmental Section for more details.

Charles House **\$15,000**

Charles House is an adult day care facility located in Carrboro whose goals are to prolong the independence of older adults with disabilities and to provide respite for their caregivers. The facility has a capacity for 19 older adults and has had a waiting list since June of 2000.

Club Nova **\$75,000**

Club Nova serves adults in Orange County living with severe and persistent mental illness and provide them with structured daily activities, as well as social, vocational and residential opportunities that they would not otherwise have.

Community Empowerment Fund (CEF) **\$5,000**

The Community Empowerment Fund (CEF) cultivates opportunities, assets and communities that support the alleviation of homelessness and poverty. CEF is a student-powered nonprofit that pairs two volunteers with all of our members to provide personalized, one-on-one assistance.

Community Home Trust **\$149,000**

Community Home Trust (formerly Orange Community Housing and Land Trust) focuses on providing affordable housing, that remains affordable forever, for families earning less than 80 percent of the area median income. While the agency's funding is budgeted in the Human Services Non-Departmental accounts, the Department of Housing, Human Rights and Community Development administer its contract.

Communities in Schools of Orange County **\$102,000**

Communities in Schools of Orange County (CISOC) is a "stay-in-school" program that coordinates human services delivery to middle school and high school youth and their families. The goal of the agency is to offer students successful learning environments and encourage them to stay in school and prepare for life. The Middle School After School Program (MSAS) provides educational, social and recreational activities for middle school students during the after school hours. This program is offered at all middle schools in the Orange County and Chapel Hill-Carrboro City School Districts.

Outside Agencies - continued

Compass Center for Women and Families **\$59,500**

The Compass Center for Women and Families, created from the merger, on July 1, 2012, of the former Family Violence Prevention Center of Orange County and The Women's Center, helps individuals and families become self-sufficient and prevent and end domestic violence. The agency provides direct services, including crisis response and court advocacy, and longer term tools for self-sufficiency, including financial literacy education, career exploration and access to legal information.

Dispute Settlement Center **\$76,000**

This agency promotes and brings about peaceful settlement of disputes and prevents the escalation of conflict through mediation, facilitation, conciliation, and training. This agency receives a county match through the Juvenile Crime Prevention Council (JCPC) program; see the Public Safety Non-Departmental Section for more details.

Duke HomeCare and Hospice **\$1,000**

Duke HomeCare and Hospice provides medical, psychosocial, spiritual and bereavement care for terminally ill patients and families, regardless of ability to pay. Bereavement services are provided to anyone in the community, regardless of connection to hospice, through individual, family, and group sessions, as well as in the Chapel Hill-Carrboro and Orange County School Systems.

El Centro Hispano **\$20,000**

El Centro Hispano is a grassroots community-based organization dedicated to strengthening the Latino community and improving the quality of life of Latino residents in Durham, North Carolina, and the surrounding area. With the opening of the Carrboro office of El Centro Hispano, this mission will be able to include Orange County, Chapel Hill, and Carrboro.

El Futuro, Inc. **\$22,000**

El Futuro addresses the behavioral health needs of North Carolina's Latino community by promoting behavioral health awareness, enhancing existing services, and developing a model clinic.

EmPOWERment, Inc. **\$15,000**

The mission of EmPOWERment, Inc. is to emPOWER people and communities to control their own destinies through affordable housing, advocacy, community organizing and grassroots economic development

Executive Service Corps of the Triangle (ESC) **\$0**

Executive Service Corps of the Triangle is the only Triangle organization that offers nonprofits low fees and volunteer professional consulting. With the requested grant support from Orange County, ESC will provide scholarships to Orange County nonprofits having budgets of \$500,000 or less. The Orange County/ESC Scholarship will allow these nonprofits to pay only 25% of the ESC fee.

Farmer Foodshare **\$5,000**

Farmer Foodshare connects farm fresh food with agencies that serve the hungry. Formed by the farmers and shoppers of the Carrboro Farmers' Market, the agency provides fresh food to agencies, such as food pantries and local schools, that needed the healthiest possible food in their programs.

Outside Agencies - continued

Freedom House Recovery Center **\$29,000**

This agency provides extended care and transitional living in order to promote recovery from the disease of addiction. The goal of the Freedom House is to help alcoholics and drug addicts by providing the tools necessary to lead a life of recovery and to become productive members of society.

Habitat for Humanity of Orange County **\$10,000**

Habitat for Humanity of Orange County (HHOC) provides decent affordable housing for families earning less than half of the area median income and who live in substandard housing. HHOC constructs simple, well-built homes that are then sold to qualifying families at affordable prices.

Historic Hillsborough Commission **\$7,000**

The Commission owns and maintains the Burwell School located on Churton Street in Hillsborough, which is on the National Register of Historic Buildings. The two-acre site consists of the main house (ca 1821, 1846), a brick classroom building (ca 1837), a rare brick necessary (ca. 1837), and the Carrie Waitte Spurgeon Garden. The site is open to the public year round and there is no charge for tours of the school.

Historical Foundation of Hillsborough and Orange County **\$4,000**

The Orange County Historical Museum, located in Hillsborough, preserves the past and encourages interest in local history through the exhibition of the economic, political, social, and cultural aspects of Orange County's 18th and 19th century history. The Museum is open to the public, free of charge, 6 days per week.

Housing for New Hope **\$20,000**

The organization's mission is to prevent and end homelessness by providing increased access to Healthcare, Integrated Services, and Housing. The goal of Housing for New Hope programs are to provide homeless individuals and those at risk of homelessness with services, support, financial assistance, and affordable housing options to ensure that they can obtain and maintain a permanent place to live.

Human Rights Center of Chapel Hill and Carrboro **\$1,000**

To promote inter-cultural understanding and peoples' full recognition of the dignity and fundamental rights of the others across the many lines that divide; race, ethnicity, class, nationality, and religion.

Inter-Faith Council for Social Service (IFC) **\$41,000**

The IFC meets basic needs and helps individuals and families achieve their goals. They provide shelter, food, direct services, advocacy and information to people in need. The IFC accomplishes this through strong partnerships with volunteers, staff and those we serve. They rely on the active involvement of caring individuals, congregations and other community organizations.

Outside Agencies - continued

Joint Orange-Chatham Community Action (JOCCA) \$0

JOCCA provides services to very low-income families and individuals with the goal of improving their quality of every day life. JOCCA offers the following services (1) nutrition and aging; (2) self-sufficiency services; (3) job training and employment; (4) community based assistance and teen court for youth offenders; and (5) energy conservation/weatherization and heating assistance. JOCCA is recommended for defunding, in FY 2013-14.

KidSCOpe \$75,000

KidSCOpe is an early intervention program that offers services to young children who are experiencing social, emotional, and/or behavioral difficulties. Main service components include individual play therapy with children, customized counseling and education for families, technical assistance and training for childcare providers, service coordination and a therapeutic preschool program.

Ligo Dojo of Budo Karate \$0

Ligo Dojo strengthens the minds, bodies and hearts of young people through karate training, because hard physical training leads to increased spiritual strength and patience, which in turn leads to the ability to make better life decisions. The agency also deepens relationships between people of diverse backgrounds, strengthens American communities, and creates create individuals who are 'community minded' and open-minded.

Marian Cheek Jackson Center \$0

The Marian Cheek Jackson Center for Saving and Making History was established in 2008 to preserve, to engage, and to act on the rich history of Northside and Pine Knolls. The Jackson Center is the first public history center of its kind in North Carolina, and it has become a hub of activities dedicated to honoring everyday history-makers.

Mental Health America of the Triangle \$0

Mental Health America of the Triangle (formerly Mental Health Association) helps by providing free services, education and support, and collaborates with other community organizations to address the mental health and substance abuse service needs of individuals and their families throughout the Triangle. This agency receives a county match through the Juvenile Crime Prevention Council (JCPC) program; see the Public Safety Non-Departmental Section for more details.

Orange County Disability Awareness Council \$2,500

The Orange County Disability Awareness Council offers educational and advocacy projects to promote opportunities for persons with disabilities to work and live in an environment free of architectural, attitudinal, economic, structural, and societal barriers.

Orange County Literacy Council \$12,000

The Orange County Literacy Council provides tuition-free instruction to adults who want to improve their skills in reading, writing, basic math and/or computer-based literacy. Trained volunteers provide individual tutoring and lead small group classes in a variety of public settings.

Outside Agencies - continued

Orange County Rape Crisis Center **\$25,000**

The Orange County Rape Crisis Center works to stop sexual violence and its impact through support, education, and advocacy. It does this through operation of 24-hour services, support groups, and community education throughout the county.

OE Enterprises, Inc. **\$45,100**

OE Enterprises, Inc. is a community rehabilitation program. OE Enterprises provides vocational training and sheltered employment programs for Orange County citizens who have employment barriers.

Orange Congregations in Mission (OCIM) **\$38,000**

This agency provides services to economically-challenged and homebound northern Orange County residents through volunteer efforts of diverse congregations and individuals.

Orange County Partnership for Young Children **\$0**

The mission of the Partnership is to ensure that all young children arrive at school healthy and ready to succeed. Programs concentrate on early childhood education, children's health, early intervention, parenting education, and family support.

Piedmont Health Services **\$10,000**

Piedmont Health Services has served the health care needs of the citizens of central North Carolina since 1970. They operate six community health centers and provide high quality, comprehensive family health care services to all patients needing access to those services. To meet their mission, they offer payment on a sliding fee scale for those who qualify. The agency also provides bilingual care to a growing Spanish-speaking population. These funds (\$10,000) will be provided via contract with the Department of Health in FY 2013-14.

Piedmont Conservation Council **\$0**

The Piedmont Conservation Council (PCC) leverages people and resources for innovative projects that promote conservation and sustainable communities. The PCC Council is comprised of three representatives from Alamance, Caswell, Chatham, Durham, Guilford, Orange, Randolph, Rockingham, and Wake Counties. These Council members provide technical expertise and local connections, as well as identify new Council initiatives.

Piedmont Wildlife Center **\$0**

The mission of the organization was changed in 2010 to foster healthy connections among people, wildlife and nature through nature education, conservation and a wildlife assistance program. The center's education programs are geared to school-aged children, their families and the general public; it works to instilling awareness and deeper appreciation for nature and the wildlife that share the community's environment.

Planned Parenthood of Central North Carolina **\$20,000**

Planned Parenthood of Orange and Durham Counties provides comprehensive reproductive health care services along with educational programs that enhance understanding of human sexuality.

Outside Agencies - continued

Pre-Trial Services **\$95,000**

Pre-Trial Services provides critical information to the judiciary and probations officers, magistrates, jailers, and other judicial officials so that they may make more informed decisions pertaining to the rehabilitation or release of Pretrial inmates in the 15-B County Jails. Formerly known as Orange-Chatham Alternative Sentencing (OCAS). These funds (\$95,000) will be provided via contract with the Department of Social Services in FY 2013-14.

Project Compassion **\$0**

Project Compassion creates community and provide support for people living with serious illness, caregiving, end of life and grief. The agency provides grassroots community support, implementing innovative programs that fill gaps and complement professional healthcare, helping people across the entire illness journey, from diagnosis through end-of-life and grief, and supporting everyone impacted by illness – the patients as well as their loved ones who provide care and accompany them on the journey.

Rebuilding Together of the Triangle **\$0**

Rebuilding Together of the Triangle seeks to make a sustainable impact on preserving and revitalizing homes and communities, assuring that low-income homeowners, from the elderly and disabled to families with children, live in warmth, safety, and independence.

Rogers Road Eubanks Neighborhood Association (RENA) **\$0**

Founded in 2007, this socially cohesive and culturally rich community of approximately 85 households addresses the environmental and public health issues that affect the residents of this community. Activities include environmental education and advocacy for the neighborhood, offering guidance to similarly impacted communities, and working on wider community uplift.

Senior Care of Orange County **\$20,000**

Senior Care of Orange County was created to provide a safe and enriching environment while offering social and health services to frail, disabled, and isolated older adults. The program provides respite and education for family members and caregivers with the primary goal of preventing or delaying the institutionalization of participants.

The Arc of Orange County **\$4,000**

The Arc of Orange County works with and for people who either have or are at risk for developmental disabilities to promote full participation in all areas of life in our community.

The ArtsCenter **\$3,000**

The Arts Center links art, artists and audiences in Orange County through programs, events and classes designed in response to community needs and interests. The co-existence of visual, performing and literary arts in one accessible facility encourages multi-disciplinary collaborations and provides wide-ranging experiences for professionals, amateurs and non-artists of all ages to learn about and participate in visual and performing arts.

The Hill Center **\$0**

The Hill Center is an innovative, nationally organized educational program based in Durham that provides specialized academic remediation for public and private school K-12 students who struggle with learning differences and ADHD, as well as best practices teacher-training programs. Established in 1977 and incorporated as a nonprofit in 1998, the program serves a predominantly public school population through its many programs.

Outside Agencies - continued

Triangle Radio Reading Service

\$0

Triangle Radio Reading Service broadcasts local and national newspapers and periodicals to elderly, visually and physically impaired, and handicapped residents of Orange County. The agency declined its award for FY 2012-13 and did not apply for funding in FY 2013-14

Triangle Wildlife Rehabilitation Clinic/Animal Control Agency

\$10,000

Triangle Wildlife Rehabilitation Clinic provided care for orphaned, injured, and ill area wildlife found by the public, but closed its doors, in FY 2012-13. For FY 2013-14, the Animal Services Department has budgeted \$10,000, in its contract services line item, for a contract with a to-be-determined agency.

Triangle Youth Hockey of North Carolina

\$0

Triangle Youth Hockey of North Carolina promotes and teaches the sport of ice hockey to area youth, ages 5 to 18, through education by certified coaches and USA Hockey-sanctioned competition, which emphasizes safety, enjoyment of the game, and development of individual skills, team play, and sportsmanship.

Voices Together

\$0

Voices Together is an Orange County-based non-profit that uses a specialized music therapy approach to help people with intellectual and developmental disabilities speak, communicate and express their thoughts, feelings and needs. The agency does this through groups in classrooms that employ our proprietary model and by training teachers, parents, therapists and caregivers in its methods and approach.

Young People Institute

\$0

The Young People Institute provides a range of services to at-risk students and their families in Orange County. Educational services include tutoring, academic skills training, finding scholarship information and serving as liaison between families and schools. The agency helps dropouts reenroll or earn their GED. The staff and volunteers offer a safe and non-judgmental place for troubled youth to communicate openly with caring, responsible adults.

Planning & Inspections Department

Phone Number (919) 245-2575

Website: <http://orangecountync.gov/planning/index.asp>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Category (General Fund)						
Personnel Services	2,830,497	2,537,187	2,786,121	2,415,770	2,878,430	2,878,430
Operations	422,770	393,125	490,118	474,127	505,821	505,821
Capital Outlay	156,338	19,855	22,000	19,900	0	0
Total Expenditures	\$ 3,409,605	\$ 2,950,167	\$ 3,298,239	\$ 2,909,797	\$ 3,384,251	\$ 3,384,251
<i>Offsetting Revenues</i>	<i>(1,262,837)</i>	<i>(1,289,799)</i>	<i>(1,219,500)</i>	<i>(1,151,688)</i>	<i>(1,229,170)</i>	<i>(1,229,170)</i>
County Costs (net)	\$ 2,146,768	\$ 1,660,368	\$ 2,078,739	\$ 1,758,109	\$ 2,155,081	\$ 2,155,081
Total Planning and Inspections and Related Expenditures	\$ 3,409,605	\$ 2,950,167	\$ 3,298,239	\$ 2,909,797	\$ 3,384,251	\$ 3,384,251

Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Program (General Fund)						
Orange Public Transportation	1,013,440	787,440	813,271	767,041	832,705	832,705
Planning	2,396,165	2,162,726	2,484,968	2,142,756	2,551,546	2,551,546
Total Expenditures	\$ 3,409,605	\$ 2,950,167	\$ 3,298,239	\$ 2,909,797	\$ 3,384,251	\$ 3,384,251
<i>Offsetting Revenue</i>	<i>(1,262,837)</i>	<i>(1,289,799)</i>	<i>(1,219,500)</i>	<i>(1,151,688)</i>	<i>(1,229,170)</i>	<i>(1,229,170)</i>
County Costs (net)	\$ 2,146,768	\$ 1,660,368	\$ 2,078,739	\$ 1,758,109	\$ 2,155,081	\$ 2,155,081
Total Expenditures	\$ 3,409,605	\$ 2,950,167	\$ 3,298,239	\$ 2,909,797	\$ 3,384,251	\$ 3,384,251

Mission Statement

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

Administrative Division

Major Services

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

Planning & Inspections Department – continued

- Manages Public Transit initiatives; local, intra-county and regional including infrastructure development.
- Manage Engineering initiatives such as Economic Development water and sewer infrastructure.
- Interacts with regional, state and federal agencies such as North Carolina Department of Transportation (NCDOT), North Carolina Department of Environment and Natural Resources (NCDENR), Environmental Protection Agency (EPA), Metropolitan Planning Organization (MPO), Triangle J Council of Governments (TJCOG), etc.

FY 2012-13 Outcomes

- SAPFO Administration, including authoring annual technical report
- Orange-Alamance County Line Issue – significant support on project and with GIS mapping work
- Efficient Agenda Preparation and Management for Planning Board and Quarterly Public Hearings including continual maintenance of Departmental webpage.
- Hillsborough-Orange County Strategic Growth Plan Interlocal Agreement adopted.
- Orange County, Chapel Hill, Carrboro Joint Planning Area (JPA) Administration – reviews and comments on Land Use Management Ordinance revisions proposed by Towns of Chapel Hill and Carrboro and on-going coordination with the Towns on land use issues.
- Zoning Ordinance and Map Amendment and Comprehensive Plan Text and Map amendments, including significant mapping efforts. This is an implementation measure of the Efland-Mebane Small Area Plan, Eno EDD Small Area Plan and Highway 57 Small Area Plan.

Outcome Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Estimate	2013-14 Projected
Prepare and distribute agendas: Quarterly Public Hearing	4	4	4	4	4
JPA Public Hearing	2	2	2	2	1
Advisory Boards/Task Forces	21	30	26	26	26
Other Local Government Meetings	15	20	15	15	16

FY 2013-14 Fiscal Year Objectives

- Continued administration of JPA, SAPFO, and Planning Board and Quarterly Public Hearing agendas
- Assistance with "Phase II" Unified Development Ordinance amendments as needed (i.e., addition of Economic Development planning process streamlining and Central Permitting Agricultural Support Enterprises)
- Continued implementation of Efland-Mebane Small Area Plan (i.e., Design Guidelines, Land Use Plan text and map amendments)

Planning & Inspections Department – continued

- Continued coordination with the Town of Hillsborough to develop and adopt a Joint Land Use Plan, as called for in the intergovernmental agreement that was signed by the two local governments.
- Continue to provide GIS mapping (including thematic maps) and socio-economic data (updated by 2010 Census) to department staff, other county departments, and outside agencies as requested. Required update to county's Data Element based on 2010 Census for use by all departments.
- Orange Public Transportation/Chapel Hill Transit (OPT/CHT) Consolidation Study
- Research/Planning/Implementation to address Regional Mobility Act and ½ cent sales initiative.
- Engineering/Infrastructure Oversight
- Economic Development Teamwork

Budget Highlights

- Continued work on BOCC indentified 2009-12 priorities and updated in 2013, including further implementation of adopted small area plans, a joint land use plan with the Town of Hillsborough, and work on economic development districts and processes.

Current Planning Division

Major Services

- Administer and manage land use and subdivision regulations including, but not limited to: zoning, subdivision, erosion control, flood damage prevention, stormwater management, and adequate public facilities. .
- Process and issue permits authorizing land disturbing activity.
- Information resource for the general public concerning development policies.

FY 2012-13 Outcomes

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Issuance of Zoning Compliance Permits					
Issue permits for residential development within 5 business days	85%	90%	95%	92%	95%
Issue permits for non-residential development in less than 30 business days (Ordinance maximum is 30 days)	78%	88%	95%	90%	95%
Respond, in writing, to request for information on land use issues within 5 business days	N/A	88%	95%	88%	95%
Service: Enforcement					
Conduct initial inspection on a complaint within 5 business days from receipt	N/A	72%	95%	83%	95%

Planning & Inspections Department – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Respond to complaint within 7 business days from receipt	N/A	68%	95%	80%	95%
Service: Processing of Subdivisions					
Ensure review/action (i.e. approve, deny, reject, request additional information, etc.) on Minor Subdivision Concept Plan applications occur within 30 business days from receipt of application	60%	82%	95%	86%	95%
Respond to applicants with updates within 5 business days from contact	N/A	76%	95%	52%	95%

FY 2013-14 Objectives

- Increase permit processing effectiveness of 95% within identified time frames.
- Ensure response times to complaints and inquiries of 95% within identified time frames
- Ensure minor subdivision concept plan applications are acted upon within 30 business days.
- Continue to hold open houses to keep local residents informed of division activities.

Budget Highlights

- Imposition of additional State regulations, most notably stormwater, will continue to complicate the permit review and approval process and compliance Implementation. Staff resources are being evaluated.

Comprehensive Planning Division

Major Services

- Prepares/updates/implements elements of the Comprehensive Plan and Small Area Plans
- Prepares/amends/coordinates functional long- and short-range plans and special studies
- Provides technical assistance to governing and advisory boards concerning comprehensive planning issues in Orange County
- Coordinates with other County Departments and Divisions on ordinance and/or policy preparation/amendment required to implement the Comprehensive Plan
- Provides Transportation Planning service function of the County, including coordination between and among the County and NCDOT, MPOs, and Rural Planning Organization (RPO).
- Administration of Orange Unified Transportation Board agendas/meetings

FY 2012-13 Outcomes

- Manage/coordinate Transportation Planning activities and serve as a central point of contact for the Commissioners and advisory boards for related information
- Coordinated/managed aspects of the Comprehensive Transportation Plan (CTP)

Planning & Inspections Department – continued

- Managed installation and Congestion Mitigation and Air Quality (CMAQ) reimbursement for bus shelter at DTCC.
- Initiated and processed CMAQ reimbursement for Hillsborough Circulator route.
- Supported Planning Director with Department's work on the ½-Cent Sales Tax referendum and OCBRIP and associated Agreements.
- Resolve the Burlington-Graham and Durham-Chapel Hill-Carrboro MPO boundary discrepancies.
- Processed an amendment to the Comprehensive Plan Future Land Use Map to further implement a small area plan and further County economic development opportunities.

FY 2013-14 Objectives

- Complete Safe Routes to Schools Action Plan and Comprehensive Transportation Plan.
- Lead Joint Planning Process with the Town of Hillsborough.
- Adoption of Access Management Plan for Eno EDD.
- Assist in monitoring and implementation of the OC Transit Plan.
- Notification and comment on private rail crossing closures.
- Continued administration Orange Unified Transportation Board agendas.

Budget Highlights

- Complete Safe Routes to Schools Action Plan, Comprehensive Transportation Plan, and assist in monitoring and implementation of the OC Transit Plan.
- Lead Joint Planning Process with the Town of Hillsborough.

Building Inspections Division

Major Services

- Review plans, issue permits, conduct inspections, in the trades of building, mechanical, electrical, and plumbing systems associated with new construction and alterations to existing buildings, to achieve compliance with and enforce the 2012 North Carolina State Building Codes as well as providing in-house continuing education classes for our inspectors.
- Respond to the general public regarding investigation of code violations.
- Conduct biannual safety inspections of schools and child/adult care facilities as required by G.S.
- Calculate and post Occupancy Load in all assemblies in the unincorporated areas of Orange County and the Town of Hillsborough.
- Assist County Fire Marshal in routine fire inspections of commercial occupancies.
- Inspect sewer line, manholes, cleanouts and outfall of the Efland Sewer System and report inspections back to county engineer for maintenance.

Planning & Inspections Department – continued

FY 2012-13 Outcomes

- Issue permits for building, electrical, plumbing, mechanical systems, zoning compliance and solid waste.
- Accept all major credit cards at the front counter allowing a major convenience for our customers.
- Provide plan review of all commercial and residential permit applications, assuring all relevant codes and laws are complied with before approval
- Conduct 99% of inspections on the day requested to be conducted.
- Issue Certificates of Occupancy or Certificates of Compliance at the completion of all projects as well as collecting of all School Impact fees for unincorporated Orange County and Hillsborough.
- Inspect 100% of the schools two times per year and child/adult care facilities annually.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service:					
Permits Issued	3,306	3,251	3,400	3,250	3,400
Building	634	661	650	675	700
Electrical	1,242	1,226	1,300	1,250	1,300
Mechanical	968	933	975	1,150	1,200
Plumbing	462	431	480	400	425
Field Inspections	13,764	11,500	14,250	12,500	13,000
Complaint / Inquiries	48	76	95	60	50
Commercial Plans Review	252	246	300	280	300
One and Two Family Dwellings	165	126	150	150	180
Fire Inspections	273	56	250	50	50
School Inspections	38	38	38	38	38
Permit Valuation	76,888,890	84,320,488	85,000,000	85,250,000	88,500,000

FY 2013-14 Objectives

- Continue training with the 2012 Building, Fire, Fuel Gas, Mechanical, Plumbing, Administration, Energy Conservation and Residential codes in March 2012.
- Continue training with the 2011 National Electrical Code (North Carolina Electrical Code) in September 2012.
- Process and issue permits for building, electrical, plumbing, mechanical systems, zoning compliance and solid waste.
- Conduct plan review of residential permit applications; work with applicant to achieve compliance.
- Maintain ISO rating of '3' for residential and commercial projects through residential and commercial plans review, experienced and educated inspections staff.

Planning & Inspections Department – continued

- Provide plan review on all commercial permit applications, assuring all relevant codes and laws are complied with before approval.
- Conduct 99% of inspections on the day requested to be conducted.
- Issue Certificates of Occupancy or Certificates of Compliance at the completion of all projects.
- Maintain records and provide reports on building activities, revenue, inspections conducted, etc.
- Inspect all schools two times per year.
- Obtain certifications and conduct fire inspections in support of the Orange County Fire Marshal's Office
- Reduce paper usage; paperless in field inspections, through use of pen tablets.
- Issue and inspect commercial facilities for ABC permits.
- Post occupancy loads in 100% of restaurants and other assembly occupancies.
- Maintain electronic connections to customers alerting them of: impending permit expirations, permit approval and inspection results
- Maintain project files to archived status.
- Conduct required sewer system inspections to keep sewer system permits in compliance.
- Save \$4,000 by conducting in-house seminars to obtain continuing education credits of 10 employees with 43 certifications.
- Continue to conduct fire inspections in the unincorporated Orange County and bring the county into compliance with required fire inspections by the end of the year.

Budget Highlights

- The increase in Operations for FY 2013-14 includes a \$.05/mile surcharge in Motor Pool to help with future vehicle replacement.

Erosion Control & Stormwater Services Division

Major Services

- Review and approve erosion control plans
- Review and approve Stormwater management plans in Falls Lake & Jordan Lake Watersheds
- Monitor construction sites for erosion control compliance
- Monitor projects for compliance with Stormwater requirements
- Protect riparian buffers
- Identify streams per DWQ guidelines

Planning & Inspections Department – continued

FY 2012-13 Outcomes

- Conduct ~ 320 EC compliance inspections
- Permit 28 projects involving 292 acres of which 51.2 acres were disturbed
- Issue 20 waivers for projects of less than 10,000 square feet in the Upper Eno, Cane Creek & University lake watersheds
- Conduct 4 surface water ID field determinations
- Assist the public ~ 50 times
- Attend ~ 20 training/seminars/meetings

Outcome Measures	2010-11 Actual	2012-13 Projected	2012-13 Actual	2013-14 Projected
Erosion Control plans reviewed	25	50	28	30
Grading permits issued	25	50	28	30
Stormwater management plans	3	20	0	2
Inspections	1,000	660	320	320
Surface Water ID	32	70	4	8

FY 2013-14 Fiscal Year Objectives

- Within 20 days of application comment on erosion control plan
- Inspect all sites at least weekly
- Reduce nitrogen and phosphorous levels county wide
- Implement Falls lake and Jordan Lake rules

Special Projects & GIS Division

Major Services

- Prepares/updates/implements small area plans, comprehensive plan, development regulations (UDO), and special studies to implement BOCC goals.
- Administration of various inter-governmental planning initiatives such as the Joint Planning Agreement with the Towns of Chapel Hill and Carrboro, the Schools Adequate Public Facilities Ordinance (SAPFO), and the Water and Sewer Management, Planning, and Boundary Agreement (WASMPBA).
- Administration of Planning Board agendas/meetings and Quarterly Public Hearing agendas.
- GIS mapping services and socio-economic/demographic data for Planning & Inspections, other County departments as requested, and other agencies as requested.
- Manages interdepartmental collaboration, including BOCC agenda coordination with the County Manager's office.

Planning & Inspections Department – continued

FY 2012-13 Outcomes

- Completed amendments to the UDO that are intended to promote and further BOCC goals. Also incorporated all text amendments into the UDO and ensured updates were e-mailed to all necessary parties and the on-line version was kept up-to-date.
- SAPFO Administration, including student membership projections and authoring the annual technical report.
- Planning GIS analysis, including Efland-Buckhorn-Mebane sewer work, Jordan Lake allocation analysis, MPO boundary mapping, Orange-Alamance County Line adjustment, and maintenance of numerous GIS layers that are directly related to Planning issues.
- JPA Administration – reviewed and commented on a number of Land Use Management Ordinance revisions proposed by the Towns of Chapel Hill and Carrboro and on-going coordination with the Towns on land use issues.
- Efficient agenda preparation and management for Planning Board and Quarterly Public Hearings, including transitioning the Planning Board to a paperless agenda.
- Significant coordination with the Manager’s Office on all Planning items on BOCC agendas throughout the year.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Planning Board Agenda Administration/Distribution					
Percentage of Planning Board Agendas/Materials available a minimum of 7 calendar days prior to meeting	Not tracked	Not tracked	100%	100%	100%
Service: Quarterly Public Hearing Agenda Administration/Distribution					
Percentage of Quarterly Public Hearing Agendas/Materials available a minimum of 10 calendar days prior to hearing	Not tracked	Not tracked	100%	100%	100%
Service: JPA Administration – Review of Chapel Hill and Carrboro Ordinance Amendments and Projects					
Percentage of requested ordinance amendment and project reviews completed prior to Town public hearings, regardless of whether Towns met submittal timeline requirements	Not tracked	Not tracked	100%	100%	100%

FY 2013-14 Objectives

- Work with the Planning Board to prioritize the “bucket list” of potential regulation amendments contained in the “Implementation Bridge”.
- Revise land use and development regulations, as directed by the BOCC in furtherance of BOCC goals.
- Continue to provide GIS mapping (including thematic maps) and socio-economic data to department staff, other County departments as requested, and outside agencies as requested.
- Assist with finalization of the 9% Orange-Alamance County line.

Planning & Inspections Department – continued

- Continued administration of JPA, SAPFO, and Planning Board and Quarterly Public Hearing agendas, as well as Department-wide coordination of BOCC agenda items with the County Manager’s office.

Budget Highlights

- One of the two Planner positions in this division has been vacant since June 29, 2012. This position was hired in April 2013 and the second position is in the hiring process. This division has not been able to complete as many work items because of these short-term lapses and understanding that institutional training regarding the Orange County process is metered.

Engineering Division
Major Services

- Manage and develop major water and sewer infrastructure projects
- Manage and operate the Efland Sewer System
- Manage and operate Lake Orange Reservoir
- Provide engineering support to other county departments

FY 2012-2013 Outcomes

- Efland/North Buckhorn Sewer Extension completed
- Buckhorn Mebane EDD Water and Sewer Phase 2 project under construction
- Lake Orange renovations underway

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Manage and develop major water and sewer infrastructure projects					
Central Efland/North Buckhorn Sewer Extension	Complete permits and prepare bid documents	Complete regulatory review and begin construction	Complete construction and begin operation phase	Complete construction and begin operation phase	Complete
Buckhorn Mebane Utilities Phase 2	Design	Design complete, permitting begun, funding source identified	Bid and begin construction	Bid and begin construction	Complete construction and turn over operation to City of Mebane
Buckhorn Mebane Utilities Phase 2 Extension					Design
Eno EDD					Design

Planning & Inspections Department – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Manage and operate Lake Orange Reservoir					
Lake Orange Spillway	Design and partially construct Phase 1 Repairs	Complete Phase 1 and 2 Repairs	Bid and complete Phase 3 Repairs	Bid and begin Phase 3 Repairs	Complete Phase 3 Repairs and begin regular maintenance of upstream impoundments

FY 2013-14 Fiscal Year Objectives

- Complete design, permitting and bidding and begin construction of the McGowan Creek Outfall
- Complete design and permitting and begin bidding process for the Buckhorn Mebane Utilities Phase 2 Extension project
- Complete design and begin permitting of the Eno Economic Development Utilities Project

Budget Highlights

- Efland Sewer Budget – The Efland Sewer System rate is proposed to rise 1.4%, from \$13.20 per 1000 gallons to \$13.39 per 1000 gallons. This is a continuation of the policy established in fiscal year 2011-12 to bring the Efland Sewer rate in line with the City of Mebane’s out of town sewer rate. The cost to run the system continues to increase, however, at a greater rate than the revenue from sewer charges. As a result, the shortfall in the operating budget is projected to be slightly higher than last year.
- The FY 2013-14 Manager Recommended Budget includes a General Fund subsidy (Transfer from General Fund) of \$103,050, compared to \$99,050 in FY 2012-13.

Orange Public Transportation Division

Mission Statement

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

Major Services

- Design and operate public bus routes for special populations and general public riders.
- Provide medical demand-response service for Orange County residents outside Chapel Hill Transit service area.
- Operate the Hillsborough Circulator and mid-day 420 routes.
- Provide emergency transportation on behalf of Emergency Management (during disasters, inclement weather, etc.)
- Assist with the Chapel Hill Transit, Orange Public Transportation consolidation study/NC DOT 5 year Community Transportation Services Plan. Provide information to consultant, Orange County staff that will enlighten elected officials of true consolidation costs.

Planning & Inspections Department – continued

- Assist with the planning of distribution of ½ cent sales tax revenues.
- Apply for and administer transit grants through NCDOT; Community Transportation Program (CTP) and Rural Operating Assistance Program (ROAP).
- Market all public and para-transit services provided through Orange Public Transportation.
- Implement all safety system policies and procedures required from NCDOT.

FY 2012-13 Outcomes

- Provided more than 116,000 one-way trips to Orange County residents.
- Adjusted Hillsborough Circulator route times to better service residents along the bus route.
- Utilized NCDOT grant funds to reduce local funding.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service:					
Outcome Measure: Passengers per year	113,600	116,483	116,500	116,500	118,000
Performance Measures: Cost per trip:	\$7.54	\$6.76	\$8.01	\$7.95	\$8.00
Performance Measures: Total number of daily routes	19	19	20	20	22
Service:					
Outcome Measure: Cost per hour	\$32.88	\$31.50	\$35.28	\$35.28	\$43.01
Performance Measures: Cost for fuel	\$.49 cents per mile	\$.49 cents per mile	\$1.00 per mile	\$1.00 per mile	\$1.00 per mile
Performance Measures: Indirect costs	0	0	0	0	\$21,004.

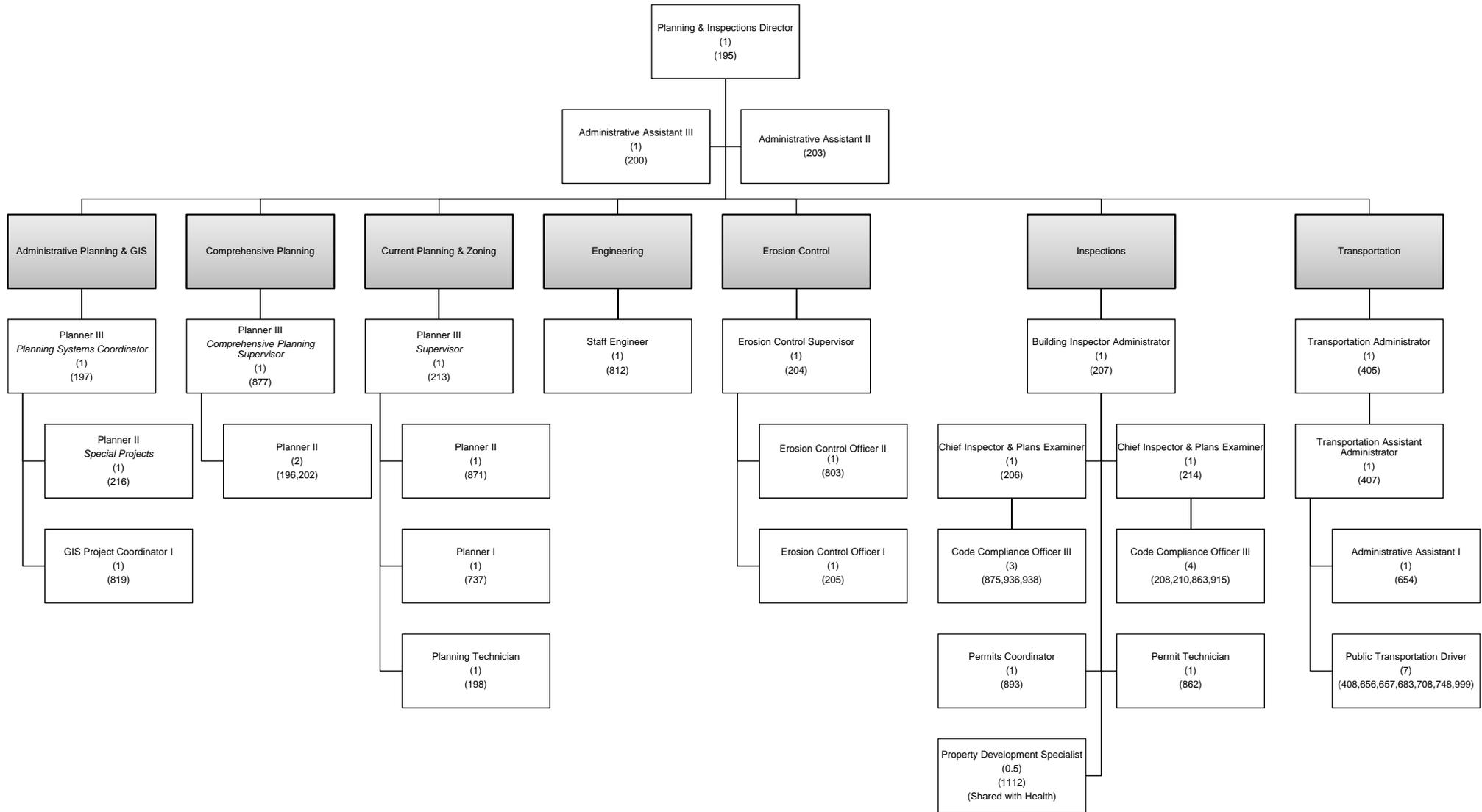
FY 2013-14 Objectives

- Identify and apply for additional transit funds from NCDOT, local businesses, other grant sources.
- Maintain or improve current service level standards.
- Identify and plan use of the ½ cents sales tax revenues through route development of enhancement.
- Finalize Chapel Hill Transit and Orange Public Transportation consolidation study and present to all governing boards and elected officials.

Budget Highlights

- The increase in Revenues in the FY 2013-14 Manager Recommended Budget includes anticipated revenues (\$88,000) associated with the ½ Cents Sales Tax for Transit and the associated \$7.00 tag fee. The allocation of these revenues for support of existing services or new services is under review and will be discussed by the Board of County Commissioners.
- The department has received notification from the State of decreased Section 18G and General Transportation funds in FY 2013-14.

Planning & Inspections



Public Affairs

Phone Number: (919) 245 - 2302

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						Account: 212
Personnel Services	0	0	0	0	176,526	144,645
Operations	0	0	0	0	156,907	156,407
Capital Outlay	0	0	0	0	11,000	11,000
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 0	\$ 344,433	\$ 312,052
County Costs (net)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 344,433	\$ 312,052
Total Department of Public Affairs and Related	\$ 0	\$ 0	\$ 0	\$ 0	\$ 344,433	\$ 312,052

Mission Statement

Develops strategic communications plans, key messages and strategies; writes and edits content for a wide range of print, Web-based or digital publications for public groups and County departments; develops new public relations and marketing strategies; and creates written internal policies and guidance for County departments.

Major Services

- Script development for radio, television, newsletters, magazines, and newspapers.
- Digital Message Monitor bulletin design and scheduling.
- Web Site Content Management
- Video Production
- PR Campaigns from concept to creation of marketing packets.
- Graphic Design of brochures, posters, flyers, business cards, info cards, etc..

FY 2013-14 Objectives

- Marketing and Public Relations: Launch the County's new Web site; Upgrade quality and professionalism of all County collateral public outreach materials; Coordinate items needed for expos and display booths; Enhance the quality of electronic outreach, such as invitations and flyers; Enhance video production messages on Orange County TV; Promote Traveling Banner Exhibit.
- Media Relations: Maintain press release output goal of 25 press releases a month; Implement social media pages as an extension of standard media outreach; Establish PSAs and Topical Interviews on WCHL FM radio.
- Public Engagement: Establish Speakers' Bureau to facilitate group requests for County representatives to speak about specific County programs/services; Provide Citizen Comment option on County Web site; Install additional Digital Message Monitors; Purchase Display Ads in Newspapers; Produce Citizen Newsletter; Promote County Facebook and Twitter pages; Establish a Citizens' Academy; and Bus Poster Ads.

Public Affairs – continued

Budget Highlights

- Approximately \$108,000 in existing funds will be transferred from the County Manager's budget with the creation of the Department of Public Affairs, on July 1, 2013. In FY 2012-13, the funds provided for the Department Director's personnel costs and limited operational needs.
- The FY 2013-14 Manager Recommended Budget includes a new Graphic Design Specialist position (1.0 FTE), effective January 1, 2014. The position will create marketing and public relations materials, for the County and its departments. Personnel, operating and start-up capital costs total \$38,582, for the first six month of the position; on-going, annual operating expenses total \$69,266.

Public Affairs

Director of Public
Affairs

(1)

(1098)

Graphic Design
Specialist*

(1)

Register of Deeds

Phone Number: (919) 245-2679

Website: www.orangecountync.gov/deeds

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						Account: 325
Personnel Services	701,405	716,457	721,065	700,935	749,726	749,726
Operations	125,114	118,078	147,063	134,577	143,743	143,743
Capital Outlay	4,903	1,758	0	2,080	0	0
Total Expenditures	\$ 831,422	\$ 836,292	\$ 868,128	\$ 837,592	\$ 893,469	\$ 893,469
<i>Offsetting Revenues</i>	<i>(1,361,438)</i>	<i>(1,241,213)</i>	<i>(1,245,745)</i>	<i>(1,411,146)</i>	<i>(1,431,909)</i>	<i>(1,431,909)</i>
County Costs (net)	\$ (530,016)	\$ (404,921)	\$ (377,617)	\$ (573,554)	\$ (538,440)	\$ (538,440)
Total Register of Deeds and Related Expenditures	\$ 831,422	\$ 836,292	\$ 868,128	\$ 837,592	\$ 893,469	\$ 893,469

Mission Statement

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

Major Services

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

FY 2012-13 Outcomes

- Recording Process – Reviewed each document to ensure in compliance with NC recording laws; submitted each land-related document to Land Records for PIN (Parcel Identifier Number) assignment within five minutes of presentation. Completed filing process, affixed book and page, time and date, collected/receipted fee within ten minutes. Each document processed by Quality Control within 4 hours of recording. Total process completed in the designated time frame approximately 99% of the time. Returned filed documents to designated party within 5 to 7 days of filing, approximately 98% of the time.
- Indexing & Imaging Process - Indexed document within twenty minutes of filing process (this process gives notice to title searchers that the document is on file). Scanned recorded documents within 8 hours of recording and printed permanent record book copies. Process completed in the designated time frame approximately 95% of the time.

Register of Deeds – continued

- Vital Records – Issued certified copies of Birth, Death & Marriage Certificates within 5 minutes of application approximately 99% of the time. Issued marriage license within 20 minutes of application approximately 99% of the time. Indexed births, deaths the same day received approximately 95% of the time. Customers comment frequently on the efficiency of the Vital Records section.
- Implemented ROAM (Rapid Online Access Method) software within AMCAD system, June 25, 2012.
- Special Projects: Real Estate Imaging Project - Vendor started scanning permanent records beginning with the year 1991 back to 1752 on October 11, 2011 and completed the scanning on February 6, 2013. The implementation of the images within the AMCAD system and the completed project will be finalized in 2013/2014. Citizens frequently request that images of records prior to 1991 be available on the internet. The project is being funded from the Register of Deeds Automation Fund (NCGS 161-11.3).

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Recording, Scanning, & Indexing all of documents					
Deeds, Deeds of Trust, D/T Cancellations, other documents, UCC's	22,541	22,901	22,500	25,428	25,700
Service: Vital Records Indexed					
Births Indexed	3,823	3,839	3,875	3,970	3,875
Deaths Indexed	1,455	1,473	1,490	1,460	1,460
Service: Marriage Licenses & Certified Copies of Vital Records Issued					
Marriage Licenses Issued	743	772	720	730	750
Certified Copies of Vital Records Issued	18,776	18,188	18,100	18,126	18,200

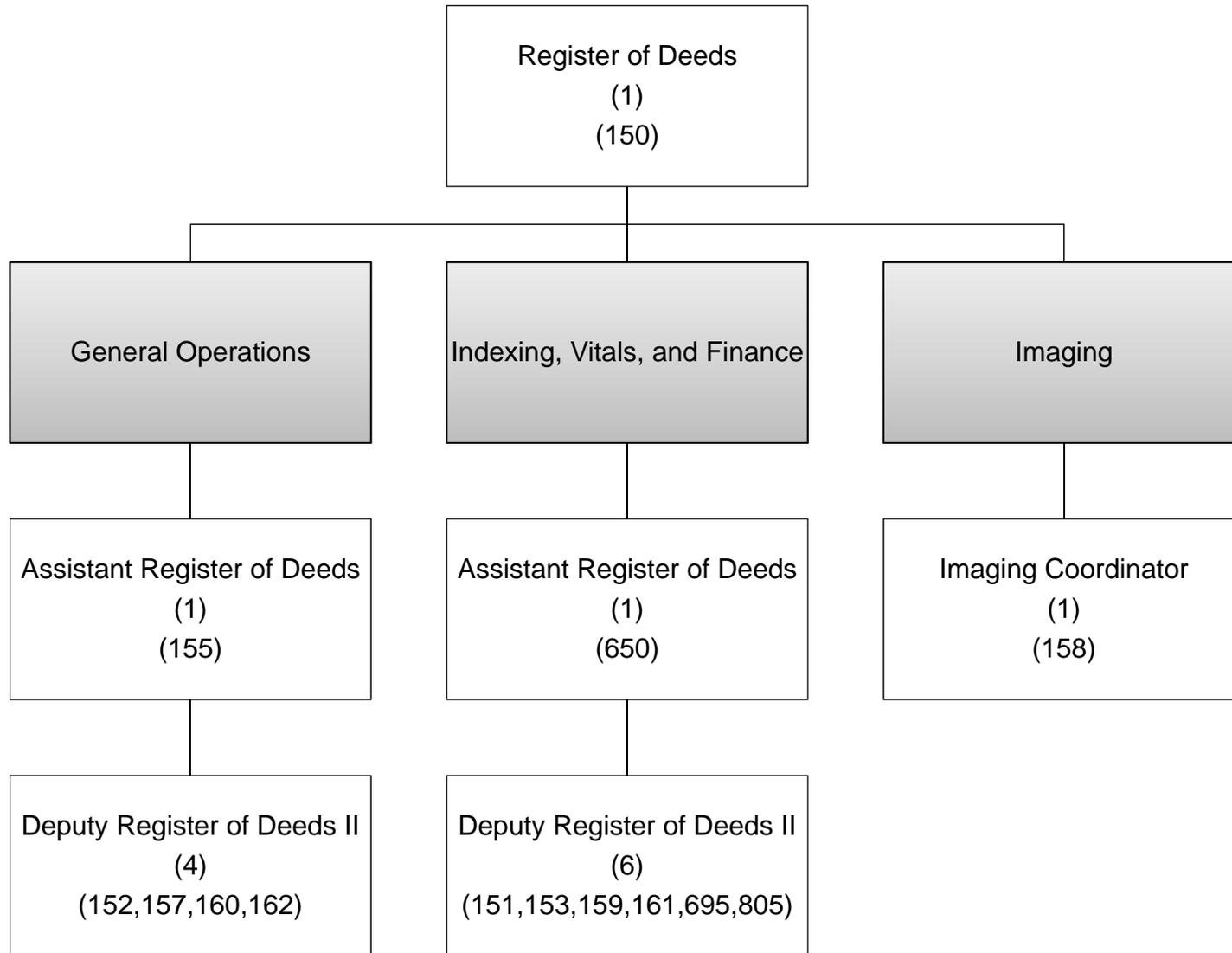
FY 2013-14 Objectives

- Real Estate Imaging Project – Complete the project with AMCAD by uploading and implementing the scanned images of permanent records beginning with the year 1991 back to 1752 into the AMCAD system. Once the images are uploaded into the system they will be available online and in the Register of Deeds office. The project will be funded from the Register of Deeds Automation Fund (NCGS 161-11.3).
- Real Estate Indexing Project – Once the images are uploaded, index permanent records beginning with year 1931 back to 1752. This project will be completed in the Register of Deeds office by staff.
- Vital Records Project – Scan Vital Record documents including Birth, Death and Marriage records. This project will be completed in the Register of Deeds office by staff.

Budget Highlights

- The increase in Revenues, both in the 12 Month Estimate and in the FY 2013-14 Manager Recommended Budget, is due to an increase in recordings from re-financing as well as increased building activity.

Register of Deeds



Sheriff

Phone Number (919) 644-3050

Website: <http://www.co.orange.nc.us/sheriff>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (General Fund)</i>						Account: 710
Personnel Services	8,993,867	8,913,459	8,918,953	8,877,974	9,356,568	9,356,568
Operations	1,683,857	1,676,603	2,261,346	2,072,043	2,342,144	2,342,144
Capital Outlay	297,308	304,676	0	57,247	0	0
Total Expenditures	\$ 10,975,032	\$ 10,894,738	\$ 11,180,299	\$ 11,007,264	\$ 11,698,712	\$ 11,698,712
<i>Offsetting Revenues</i>	<i>(2,877,313)</i>	<i>(2,798,678)</i>	<i>(2,546,700)</i>	<i>(2,644,402)</i>	<i>(2,731,169)</i>	<i>(2,731,169)</i>
County Costs (net)	\$ 8,097,719	\$ 8,096,059	\$ 8,633,599	\$ 8,362,862	\$ 8,967,543	\$ 8,967,543
Total Sheriff and Related Expenditures	\$ 10,975,032	\$ 10,894,738	\$ 11,180,299	\$ 11,007,264	\$ 11,698,712	\$ 11,698,712

Mission Statement

The mission of the Orange County Sheriff's Office can best be stated as: **"Community peace through competent law enforcement."** This motto summarizes the goal of our department: **to protect the rights of all persons to be free from crime and to live in peace.** Every person regardless of his or her respective background is guaranteed certain rights and privileges that this department is bound to protect.

Our mission can be further exemplified into certain ongoing objectives that we in law enforcement must continually strive to achieve as we seek to fulfill the goals of this Sheriff's Office:

1. The protection of life, property, and Constitutional guarantees.
2. The enforcement of the General Statutes of the State of North Carolina.
3. The apprehension of law violators and the repression of crime.
4. The preservation of social tranquility, safety, and well being of all citizens.
5. The recovery and safe keeping of property.
6. The prevention of civil disorder.
7. To provide service to the courts and the criminal justice system.
8. To provide humane safe keeping of all persons confined in the Orange County Detention Center.

Major Services

- Provide continuous 24-hour routine patrol services to the entire county.
- Respond to crimes in progress, citizen complaints and incident investigations.
- Seek out wanted persons and serve criminal process. Serve civil process as mandated by the court.
- Provide school/community resource deputies for Orange County's high and middle schools, to prevent violence and work with at risk students in the community.
- Operate the County Jail Facility. Transport inmates to court and maintain custody of same during court trials, transport inmates to and from other jail facilities and state prisons. Provide courtroom security for courts and courthouse property.
- Continue Community watch and crime stoppers programs conduct the D.A.R.E./GREAT programs in the county schools. Provide assistance to domestic violence victims, child abuse, elderly and handicapped and aid crisis victims.

FY 2012-13 Outcomes

- Reduce the number of property and larcenies crimes.
- To continue our school resource deputy program to reduce crime and incidents of violence in our schools,
- Provide safe housing and security for housed state and federal inmates.
- Staff will continue screening all reports from the OCSO and initiate contact with victims of domestic violence.
- Respond to 100% of citizens concerns regarding neighborhood drug and crime problems.
- Involve more citizens in our efforts to reduce and prevent crime. Continue high visibility and aggressive patrol coverage through out the county to deter and prevent crime.

Outcome Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Estimate	2013-2014 Projected
Number of OCSO Break-ins	435	417	456	465	470
Number of OCSO Larcenies	313	403	480	450	500
Number reported domestic violence contacts/incidents	4,240	2,934	3,828	3,500	3,900
Number of juvenile contacts by deputies (state law requires juvenile contacts be reported)	33,983	40,100	44,595	47,500	50,000
Number of child abuse cases	185	185	197	150	175
Average number of inmates per month	157	153	167	167	170

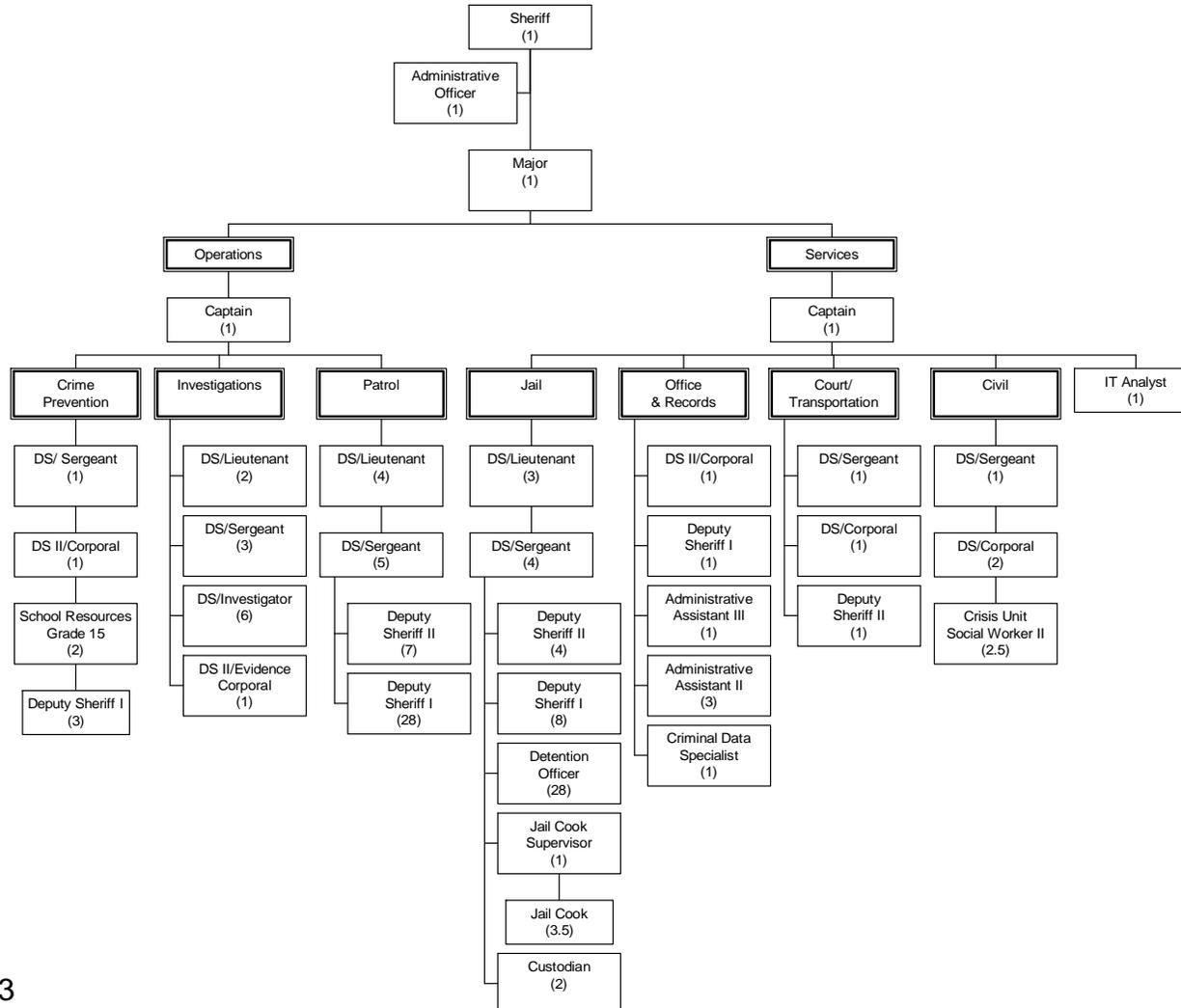
FY 2013-14 Fiscal Year Objectives

- Involving more citizens in our efforts to reduce and prevent crime. Continue high visibility and aggressive patrol coverage through out the county to deter and prevent crime. Increase daily e-mail to Community Watch Groups for crime in their community.
- Work in cooperation with other community agencies to empower victims of domestic violence and provide them with the resources available to prevent and remove themselves from domestic violence.
- Continue to involve citizens, especially parents of school age children in our drug awareness prevention programs. Encourage citizen participation in solving community problems and decrease overall incidents of crime.
- Meet federal and state jail standards as mandates.

Budget Highlights

- The FY 2013-14 Manager Recommended Budget includes an increase of \$184,469 in Temporary Personnel due to budgeting for seven (7) Reserve Deputies in Orange County Schools (OCS), which is completely offset by reimbursement revenues from OCS.
- The increase in Operations is due to a \$.05/mile surcharge in Motor Pool for future vehicle replacement within a separate Internal Service Fund; all other Operational accounts remain budgeted the same as in FY 2012-13.

Sheriff's Department



FY 2012-13

Social Services

Phone Number: (919) 245 - 2800

Website: <http://orangecountync.gov/socsvcs>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Category (General Fund)						Account: 400
Personnel Services	9,064,327	9,157,777	9,568,118	9,344,887	10,045,588	10,045,588
Operations	9,308,657	9,501,171	6,896,200	9,525,058	6,809,831	6,904,831
Capital Outlay	83,629	10,875	20,000	90,520	70,000	70,000
Total Expenditures	\$ 18,456,613	\$ 18,669,823	\$ 16,484,318	\$ 18,960,465	\$ 16,925,419	\$ 17,020,419
Offsetting Revenues	(12,061,973)	(12,426,549)	(9,216,708)	(11,915,280)	(9,166,946)	(9,166,946)
County Costs (net)	\$ 6,394,640	\$ 6,243,274	\$ 7,267,610	\$ 7,045,185	\$ 7,758,473	\$ 7,853,473
Other Related Programs (Grant Fund)						Account: 7050
Personnel Services	53,978	53,953	54,514	55,377	62,774	62,774
Operations	168,483	171,849	0	400	5,000	5,000
Capital Outlay	0	0	0	0	0	0
Total Expenditures	\$ 222,461	\$ 225,801	\$ 54,514	\$ 55,777	\$ 67,774	\$ 67,774
Offsetting Revenues	(192,851)	(188,940)	0	(11,730)	(67,774)	(67,774)
County Costs (net)	\$ 29,610	\$ 36,861	\$ 54,514	\$ 44,047	\$ 0	\$ 0
Total Department of Social Services and Related	\$ 18,679,073	\$ 18,895,625	\$ 16,538,832	\$ 19,016,242	\$ 16,993,193	\$ 17,088,193

Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Program (General Fund)						
Administration	2,583,059	2,617,754	2,895,986	2,903,025	3,164,537	3,259,537
Children/Family Services	4,378,645	4,367,586	4,940,990	4,598,046	4,892,243	4,892,243
Economic Services	4,202,834	4,207,376	4,103,970	4,205,169	4,497,902	4,497,902
Public Assistance	1,493,033	1,543,524	1,488,209	1,697,974	1,485,233	1,485,233
Skills Development Center	8,565	9,168	10,668	10,668	0	0
Subsidy	5,720,673	5,856,478	2,975,069	5,545,583	2,885,504	2,885,504
Veterans' Services	69,804	67,937	69,426	0	0	0
Total Expenditures	\$ 18,456,613	\$ 18,669,823	\$ 16,484,318	\$ 18,960,465	\$ 16,925,419	\$ 17,020,419
Offsetting Revenue	(12,061,973)	(12,426,549)	(9,216,708)	(11,915,280)	(9,166,946)	(9,166,946)
County Costs (net)	\$ 6,394,640	\$ 6,243,274	\$ 7,267,610	\$ 7,045,185	\$ 7,758,473	\$ 7,853,473
Total Expenditures	\$ 18,456,613	\$ 18,669,823	\$ 16,484,318	\$ 18,960,465	\$ 16,925,419	\$ 17,020,419
Other Related Programs (Grant Fund)						
Criminal Justice Partnership	222,461	225,801	54,514	55,777	0	0
Community Response Grant	0	0	0	0	67,774	67,774
Total Expenditures	\$ 222,461	\$ 225,801	\$ 54,514	\$ 55,777	\$ 67,774	\$ 67,774
Offsetting Revenue	(192,851)	(188,940)	0	(11,730)	(67,774)	(67,774)
County Costs (net)	\$ 29,610	\$ 36,861	\$ 54,514	\$ 44,047	\$ 0	\$ 0
Total Expenditures	\$ 18,679,073	\$ 18,895,625	\$ 16,538,832	\$ 19,016,242	\$ 16,993,193	\$ 17,088,193

Mission Statement

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

Department of Social Services – continued

Social Services: Administration Division

Major Services

- Administrative and fiscal support for department divisions and the Social Services Board.
- Management of accounts payable and receivable.

FY 2012-13 Outcomes

- Maintained expenditures within approved county budget.
- Assured compliance with fiscal audit requirements.

FY 2013-14 Objectives

- Maximize state and federal funds available to Orange County for Social Services.
- Ensure compliance with fiscal and program audit requirements

Budget Highlights

- Personnel Account Consolidation: Consolidated all division temporary personnel and overtime line item accounts into the Central Administration division (\$73,097), in FY 2012-13.
- Division Consolidation: Combined the Skills Development Center division, and related expenses, into line items within the Central Administration division. Performance measures related to activities at the facility can be found in Economic Services.
- NC FAST Implementation: Additional nonpermanent and overtime funds will address the staffing issues related to NC FAST (\$47,460). The department's capital request will fund renovations (\$10,000) at Southern Human Services Center (SHSC) and Hillsborough Commons to create technology areas (\$60,000), in the front lobbies, where clients can complete basic documentation and learn more about services. The renovations for each site include:
 - SHSC: Carpet replacement and a front window installation, so staff can view the lobby from the receptionist's area.
 - Hillsborough Commons: Wall removal, floor resurfacing, and installation of additional lights and electrical outlets.
- The Hillsborough Commons lease payment will increase \$13,052, in FY 2013-14.
- Pending budget approval, the department will administer Pre-Trial Services' FY 2013-14 Outside Agency Performance Contract. Recommended funding of \$95,000 is included in the division's contract services line item, for this purpose.
- Revenue Increases: Additional State funds for Low Income Energy Assistance Program (LIEAP) Administration (\$35,889). Funds totaling \$31,328, from the Miles Second Family Foundation, to examine former foster youths' outcomes and aid transportation efforts, for current children in the program.
- Revenue Reductions: The department will experience an \$110,615 loss in Social Services Block Grant revenue, from the federal government. This loss does not include pending sequestration reductions.

Department of Social Services – continued

Social Services: Child and Family Services Division

Major Services

- Provide protective services (CPS) and substitute care for at-risk Orange County children.
- Provide safe, permanent homes for children in DSS custody.
- Conduct Adult Protective Services (APS) intake and investigations.
- Provide supportive services to adults in their homes.
- Coordinate adult out-of-home placement.
- Act as guardian and protective payee for incompetent or disabled adults.

FY 2012-13 Outcomes

- Ensured there were no instances of maltreatment of a child in foster care, exceeding national standard (Target: $\leq 0.57\%$).
- Provided CPS/APS coverage 24 hours per day, year round. Completed CPS/APS screenings and conducted investigations/assessments where appropriate. Although the number of children in child welfare cases has declined slightly, the complexity of many of the cases has increased.
- Assured availability of appropriate, prepared foster and adoptive families for children in DSS custody.
- Assured elderly and disabled adults were able to remain safely in their own homes, whenever possible.
- Provided guardianship services and acted as protective payee for individuals when no other resource could be identified, in the community. Adult Guardianship cases have increased due to changes in the law regarding the appointment of a disinterested public agent. The agency expects these increases to continue. Some limited funds have been made available for this service, in FY 2013-14 (\$15,000).

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Provide protective services and substitute care for at-risk Orange County children.					
Number of children in households reported for abuse and neglect	1161	1156	1300	1250	1250
Number of children in DSS legal custody	175	152	180	150	160
Percentage of children with a finding of abuse or neglect who had a second finding within the following six months (Target: $\leq 6.1\%$)	1.3%	3.6%	2.0%	3.0%	3.0%
Percentage of children who re-entered foster care within twelve months of exit (Target: $\leq 8.6\%$)	6.2%	4.3%	5.0%	5.0%	4.0%
Service: Provide safe, permanent homes for children in DSS custody.					
Number of children adopted	23	16	22	22	20
Number of children who achieved permanence	82	55	80	80	70

Department of Social Services – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Conduct Adult Protective Services intake and investigations.					
Number of Adult Protective Services investigations	44	41	60	60	50
Service: Provide supportive services to adults in their homes.					
Number of adults receiving Community Alternatives Program (CAP)/in-home services	132	91	145	145	150
Service: Act as guardian and protective payee for incompetent or disabled adults.					
Number of guardianship cases	17	32	35	45	50

FY 2013-14 Objectives

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

Budget Highlights

- **CPS After-Hours Availability:** To address CPS coverage issues, the agency proposes compensating social workers for after-hours coverage. To fund these costs, one child protective services position will remain unfunded for next year. There will be a reduction in salary and benefits under this plan. The position will remain in the budget—unfunded—to allow the agency to conduct a trial of this plan.
- **Revenue Increases:** The department will receive an additional \$15,000 for DSS guardianship responsibilities, \$52,829 for Daycare administration and \$10,000 for Drug Treatment Court.
- **Revenues Reductions:** Fewer child protection cases are eligible for federal administrative funds, which will reduce Foster Care/Adoption (IV-E Administration) revenue, by \$80,000. In addition, due to State changes, the department will no longer conduct assessments for personal care services in adult care homes (loss of \$51,228). However, adult services staff must be available to staff planning teams and to provide services to the numerous individuals affected by the changes in Medicaid and the mental health system.

Social Services: Economic Services Division

Major Services

- Provide funding for staff administering various Public Assistance programs, the Work First and Adolescent Parenting programs. (Actual costs for Public Assistance payments as well as related performance measures are found in the Public Assistance division.)
- Provide case management services to adolescent parents to delay future pregnancies.

Department of Social Services – continued

- Provide cash payments, case management, and other supportive services to Work First families to allow them to obtain employment.
- Assist Orange County Veterans in accessing benefits.
- Enable Orange County residents to acquire skills, obtain employment, and/or increase income at the Skills Development Center.

FY 2012-13 Outcomes

- Prepared and trained Economic Services staff on NC FAST in anticipation of Phase 2 and 6 rollout. Staff members are converting all Food and Nutrition Services cases into NC FAST and preparing for Work First and Medicaid case conversions.
- Enabled teen parents to finish school and avoid a second pregnancy. Increased success rate by 3%, from the prior year.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Provide Work First cash payments and case management services to low-income or unemployed families.					
Number of households receiving Work First cash assistance (monthly average)	222	227	240	240	250
Number of participants who gained employment	100	95	80	80	95
County all families work participation rate (Target: ≥ 50%)	49%	44%	50%	50%	53%
Number of participants who received SSI	5	3	5	5	10
Percentage of employed participants who retained employment for at least twelve months after exiting the program	62%	71%	73%	73%	75%
Service: Provide case management services to adolescent parents to delay future pregnancies.					
Number of adolescent parents participating in the Adolescent Pregnancy Prevention Program	43	37	40	40	38
Percentage of participating teens who avoided a second pregnancy	95%	97%	100%	100%	100%
Percentage of participating teens who successfully completed high school or equivalency	95%	100%	100%	100%	100%
Service: Assist Veterans in accessing benefits.					
Number of Veterans receiving assistance in applying for needed services	234	240	100*	100	200
Service: Enable Orange County residents to obtain employment or increase income.					
Number of people who received basic skills training including English as a Second Language and high school equivalency	715	702	720	720	730
Number of people who received educational and vocational training	3100	3252	3150	3150	3200
Number of people who obtained employment or increased income	471	452	550	550	570

*Note: The Veterans Affairs Officer position is currently vacant, but will be filled by the end of FY 2012-13.

Department of Social Services – continued

FY 2013-14 Objectives

- Due to staffing issues, the Food and Nutrition Services (FNS) Employment and Training program's implementation was delayed. However, this program will be operational in FY 2013-14.
- Move public assistance families into employment and toward self-sufficiency and personal responsibility.
- Delay second pregnancies for adolescent parents and support continued school attendance for program participants.
- Help low-income families and special populations, including Veterans, access relevant benefits and services.

Budget Highlights

- Division Realignment: In FY 2012-13, the Veterans Services and Criminal Justice Partnership Program (CJPP) divisions were incorporated into the Economic Services division (\$109,831). The Veterans Services Officer will continue to be a full-time position. The CJPP Coordinator position moved from a grant fund into the General Fund, in FY 2012-13. When the State eliminated the grant portion of the position's support, the department located another funding source, which would also allow the position to aid the department during NC FAST transition. This change will incur no additional County costs.
- In FY 2012-13, the BOCC approved three time-limited positions, through December 31, 2013, to assist with NC FAST implementation. This addition increased division personnel costs by \$152,163.
- Revenue Increases: Will receive additional Work First grant funding of \$173,140, in FY 2013-14.

Social Services: Public Assistance Division

Major Services

- Determine eligibility and process benefits for Food and Nutrition Services (FNS).
- Provide medical assistance to low-income families meeting eligibility guidelines for Medicaid programs.
- Determine eligibility for Special Assistance for domiciliary patients.
- Provide Emergency Assistance to families in crisis.

FY 2012-13 Outcomes

- Managed implementation of Phase 1 of NC FAST.
- Managed Medicaid caseload that has increased more than 6% over the last year.
- Managed Food and Nutrition Services caseload that has increased more than 12% over the last year.
- Continued alignment of certification periods for Food and Nutrition Services and Medicaid and implemented other Work Support Strategies.

Department of Social Services – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Determine eligibility and process benefits for Food and Nutrition Services.					
Average number of households receiving food and nutrition services monthly	5,412	6,074	6,800	6,500	6,600
Percentage of potentially eligible families receiving food assistance (Target: ≥ 75%)	57%	60%	65%	65%	75%
Percentage of procedural denials (Target: ≤ 50%)	63%	67%	65%	65%	50%
Average processing time in days (Target: ≤ 13.0)	16.5	15.1	14.0	18.0	13.0
Service: Provide medical assistance to low-income families meeting eligibility guidelines for Medicaid programs.					
Average number of households receiving Medicaid monthly	8,750	9,318	9,400	9,400	9,600
Average number of households receiving Health Choice monthly	821	848	850	850	900

FY 2013-14 Objectives

- Redesign business processes through Work Support Strategies to manage increasing demand in public assistance.
- Implement NC FAST Phase 2 and 6 for Food and Nutrition Services, Medicaid and Work First.
- Work toward integrating work support programs across the agency
- Manage the ongoing demand for Emergency Assistance.
- Train agency employees on the Affordable Care Act and integrate access with agency's procedures.

Budget Highlights

- The agency will continue working with the IT Department and the NC Department of Health and Human Services to prepare for NC FAST implementation. This may include purchasing additional computer hardware and software and increasing bandwidth.
- These public assistance programs are projected to pay \$19,805,094, in Food and Nutrition Services, and \$104,056,909, in Medicaid dollars, to local grocers and medical providers in FY2013-14.
- Given the sustained impact of the economy on families, the agency continues to look for ways to meet the ongoing demand in public assistance. Part of this initiative will include business process redesign based on Work Support Strategies.
- The need for additional staff resources is addressed in the Economic Services department. Even with the addition of some resources, the demands on staff transitioning to NC FAST while meeting the increased caseload will be extremely taxing. The NC FAST transition for these programs will not be completed until 2014. Until then the agency anticipates continued difficulty in meeting all performance goals in these programs.

Department of Social Services – continued

Social Services: Skills Development Center

- This division has merged with the Central Administration division, within the department.

Social Services: Subsidy Division

Major Services

- Provide child day care subsidy and social casework services for families, including information and referral services to help parents determine appropriate child care placements
- Provide payments for foster and adoptive parents (performance measures for these services are found in the Child and Family Services division)
- Provide county-funded emergency utility, housing, food, and medication assistance for eligible families (performance measures for these services are found in the Public Assistance division).

FY 2012-13 Outcomes

- 100% of preschool children served through child care subsidy were in regulated care.
- 90% of children receiving child care subsidy were in high quality (4- or 5-star) child care centers or homes.
- 60% of families receiving child care subsidy were employed families.
- Assured that 40 foster children received child care services, when foster parents worked outside the home.
- Provided a safe, stimulating, learning environment for children in Child Protective Services, Work First Family Assistance and Adolescent Parenting Program.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Improve family functioning by providing child care subsidy and casework support services.					
Average number of children served per month in child care subsidy program	682	650	725	815	755
Unduplicated count of children receiving child care subsidy during the fiscal year	988	1,088	935	1,140	1,050
Average monthly payment per child	\$539	\$544	\$580	\$580	\$560

FY 2013-14 Objectives

- Ensure families receive quality child care in order for parents to maintain employment.
- Provide information and resources to families seeking quality child care.
- Ensure safety and health of children in child care.

Department of Social Services – continued

Budget Highlights

- There is an increased need for child care subsidies to avoid disruption of services for more than 200 children. There is currently a waiting list of more than 300 children in need of care.

There is a projected decrease of 8% of state and federal funding for childcare subsidy for FY2013-14.

Revenue Reductions: Decreases in Adoption Vendor Payments (\$47,500), due to policy changes, and the conclusion of the CPS Early Childhood Mental Health Services grant project (\$39,565)

- The agency is applying to continue administration of Smart Start subsidy, funded by the Orange County Partnership for Young Children. This will continue to allow for reduced administrative expenses and coordinated access for families.

Social Services: Veterans' Services Division

- This division has merged with the Economic Services division, within the department.

Grant Project Fund: Criminal Justice Partnership Program

Major Services

- Provide local Juvenile Crime Prevention Council (JCPC) programs for juvenile offenders, including Victim/Offender Mediation; Alternative-to-Suspension Program; Emergency Youth Shelter; Parent/Family Counseling; Clinical Case Management; Psychological/Intensive Services; Community Service and Restitution; and Teen Court.

FY 2012-13 Outcomes

- 88% of all youth served in JCPC programs received no new complaints or adjudications while participating in programs.
- 98% of youth in the Community Service and Restitution Program had no new adjudications and 92% of youth had no new complaints during program participation.
- 72% of youth served showed improvement in targeted skills using individual service plans.
- 84% of youth in the Teen Court program completed it successfully.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Provide local programs and community-based alternatives to youth detention centers					
Percentage of youth that completed community service and restitution through the JCPC	79%	90%	90%	70%	85%
Number of youth receiving services through the Juvenile Justice Program	N/A	615	700	685	710

Department of Social Services – continued

FY 2013-14 Objectives

- Develop community-based alternatives to youth detention centers.
- Provide community-based delinquency and substance abuse prevention strategies and programs.
- Provide non-institutional dispositional alternatives that will protect the community and the juveniles.
- At least 70% of youth will successfully complete the court ordered program.
- At least 70% of youth will have no new court complaints while participating in programs.

Budget Highlights

- Revenue and Personnel Change: Changes in state administration of the adult programs, as well as changes in the relationship with Chatham County, have reduced administrative funds available to support the grant. In FY 2012-13, after the department located another funding source to replace lost funds, the CJPP Coordinator position moved from grant fund into the General Fund. The new funding source fund will reimburse Economic Services' activities and permit the Coordinator to administer the juvenile portion of the JCPC program. This change incurs no additional County cost.

Grant Project Fund: Orange Community Response Program (Multi-Year Project)

- Address a gap in the continuum of child maltreatment services by reaching out to families with children birth to five years who have been reported to and investigated or received a family assessment by Orange County Child Protective Services, but whose cases have been closed with findings of 1) no services needed, 2) services recommended, or 3) unsubstantiated.
- Engages families in increasing protective factors, leading to enhanced family functioning and better developmental outcome for the children.
- Provides family-centered services, with active implementation of the Principles of Family Support.
- Assessment of child and family needs will be informed by the five factors in the Protective Factor Framework. Collaborate with a range of local community services that encompass all five protective factors.
- The Orange County Department of Social Services currently has an unfunded, time-limited position that will serve as the Community Response Worker through June 30, 2015.

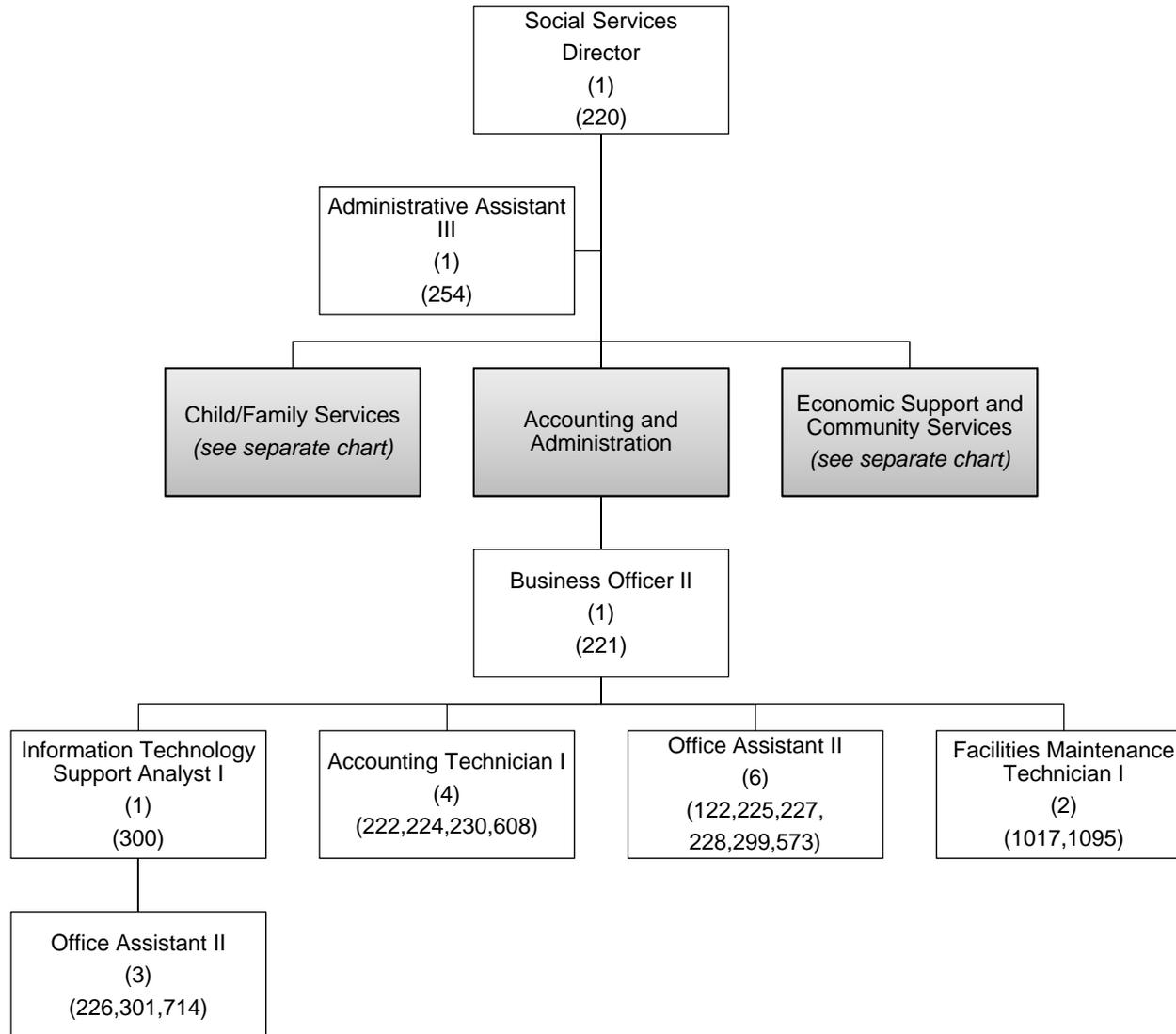
FY 2012-13 Outcomes

- The program will provide services to 60 children and 40 caregivers, in the first year.

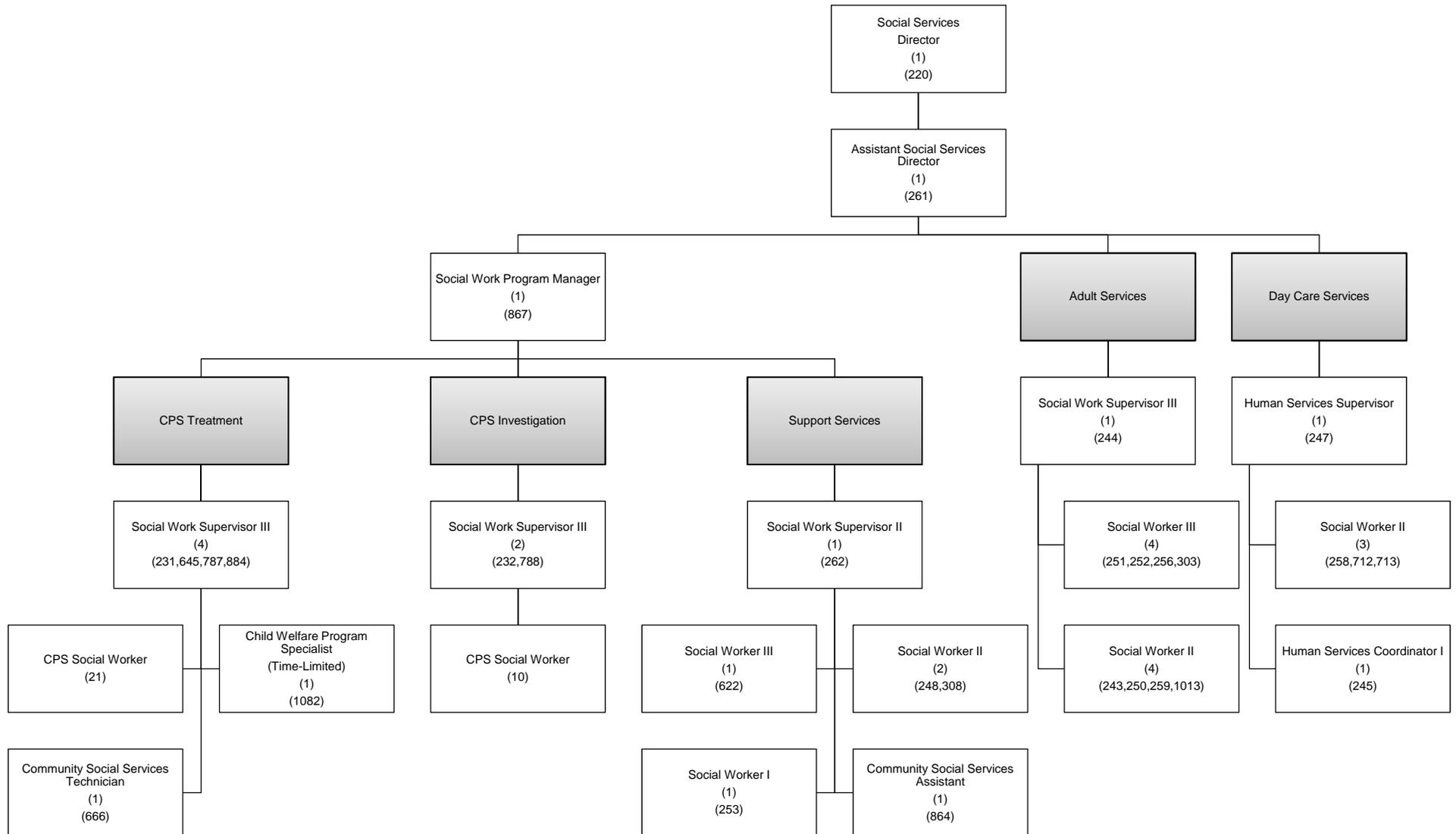
Budget Highlights

- The Board of County Commissioners approved the grant on August 21, 2013. FY 2013-14 funds will cover costs, for the second year of the grant. The Orange County Partnership for Children will reimburse position costs.
- No significant budget changes, in FY 2013-14.

Department of Social Services – Administration



Department of Social Services – Children/Family Services

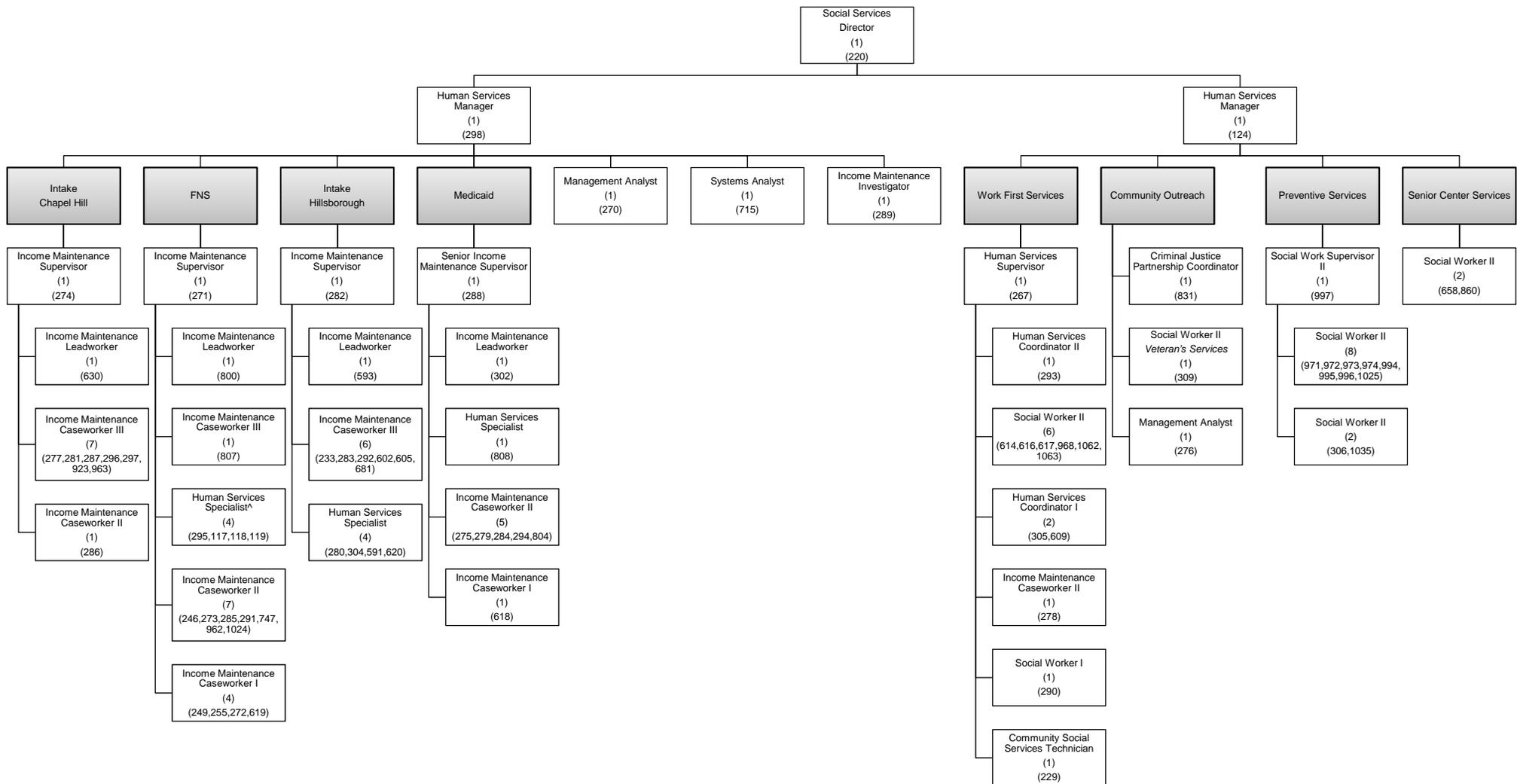


FY 2013-14

Recommended

Department of Social Services

– Economic Support and Community Services



FY 2013-14

Recommended

^Time-limited position #'s 1117, 1118 & 1119, ending 12/31/13

Solid Waste

Phone Number (919) 968-2788

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

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Category (Solid Waste Enterprise Fund)						
Contribution to Equip Reserves	150,880	0	816,146	816,116	685,970	685,970
Personnel Services	3,747,096	3,604,271	3,592,694	3,472,044	3,499,502	3,499,502
Operations	7,298,523	7,387,936	5,997,665	5,539,827	5,530,179	5,604,580
Capital Outlay	(44,955)	180,935	4,522,513	2,351,988	3,800,064	3,566,419
Others	0	0	0	0	0	0
Total Expenditures	\$ 11,151,544	\$ 11,173,142	\$ 14,929,018	\$ 12,179,975	\$ 13,515,715	\$ 13,356,471
Offsetting Revenues	(10,439,166)	(11,014,005)	(14,929,018)	(12,261,188)	(13,515,715)	(13,356,471)
County Costs (net)	\$ 712,378	\$ 159,137	\$ 0	\$ (81,213)	\$ 0	\$ 0
Total Solid Waste Fund and Related Expenditures	\$ 11,151,544	\$ 11,173,142	\$ 14,929,018	\$ 12,179,975	\$ 13,515,715	\$ 13,356,471

Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Environmental Support	1,841,605	1,974,209	1,939,041	1,936,819	1,862,738	1,937,139
Landfill	3,762,990	3,698,695	6,311,653	3,245,566	4,673,223	4,673,223
Recycling	3,842,797	3,567,560	4,088,017	3,367,354	4,027,504	4,027,504
Sanitation	1,704,151	1,932,678	2,590,307	3,630,236	2,952,250	2,718,605
Total Expenditures	\$ 11,151,544	\$ 11,173,142	\$ 14,929,018	\$ 12,179,975	\$ 13,515,715	\$ 13,356,471
Offsetting Revenue	(10,439,166)	(11,014,005)	(14,929,018)	(12,261,188)	(13,515,715)	(13,356,471)
County Costs (net)	\$ 712,378	\$ 159,137	\$ 0	\$ (81,213)	\$ 0	\$ 0
Total Expenditures	\$ 11,151,544	\$ 11,173,142	\$ 14,929,018	\$ 12,179,975	\$ 13,515,715	\$ 13,356,471

Note: Appropriated Fund Balance amounts from the Solid Waste Enterprise Fund, as well as a General Fund contribution for Sanitation operations are included in the Offsetting Revenue amounts above. For FY 2013-14, the Appropriated Fund Balance amount from the Solid Waste Enterprise Fund is \$5,596,423, and the General Fund contribution for Sanitation operations is \$1,869,496.

Mission Statement

To operate public facilities receiving and processing various types of materials including Municipal Solid Waste, Construction and Demolition Waste, yard waste, hazardous wastes and recyclables to provide high quality, reliable, cost-effective containment and management of these materials ensuring the protection of the environment, health and safety of the citizens of Orange County.

Solid Waste – continued

Division: Environmental Support

Major Services

- Provide integrated departmental support services including utilities, ordinance enforcement, communications, safety training, janitorial services, Charges by General Fund, Workers Compensation, education & outreach, equipment and vehicle maintenance, etc.
- Provide clerical, administrative and managerial support for the department including reception, financial, accounting, recordkeeping, planning, etc.
- Conduct solid waste planning, prepare financial analysis, and develop ordinances and policies to improve and sustain solid waste management and further reduce the waste destined for landfilling.
- Staff Solid Waste Advisory Board and Solid Waste Plan Work Group (if reconstituted).
- Review project applications and plans for all new construction in Orange County, including the Towns, with respect to minimizing construction and/or demolition waste during construction and effectively accommodating waste and recyclable collections once the development is completed. Advise design professionals, builders/developers and contractors with regard to waste reduction, deconstruction, collection vehicle access, type and quantity of receptacles, etc.
- Enforce all Orange County Solid Waste ordinances, including Regulated Recyclable Materials Ordinance, littering and illegal waste disposal or burning. Issue related permits, licenses and citations. Assist in development of regional C&D recycling infrastructure for banned materials. Educate contractors and builders about ordinances and C&D recycling, waste reduction and deconstruction.
- Provide public outreach and education for proper use of landfill, recycling, waste reduction and other solid waste services through a variety of media. Provide general publicity and education regarding the programs and services for public, business, builders and contractors, government entities, educators and at special events. Conduct waste audits for government, businesses & other non-residential entities. Apply for all relevant State, Federal or private grants on solid waste management.

FY 2012-13 Outcomes

- Conducted 186 plan reviews, 2,325 construction site inspections, issued/renewed 56 haulers licenses, issued 4,000 regulated recyclable materials permits (all jurisdictions), issued 50 citations/notices of violation for illegal dumping/burning, and placed 1,023 verification tags on construction/demolition roll-off containers.
- Conducted program promotion, landfill tours, training and presentations.
- Sold 150 compost bins and 50 kitchen collectors on an ongoing basis from the Solid Waste Administrative Office and conducted 6 composting demonstration workshops at that site and Chapel Hill Community Center site.
- Placed print and radio advertisements and provide a full year of correlated on-line advertisements in appropriate local media. Published 26 newspaper articles and broadcast 2 radio programs. Expanded distribution of e-newsletter "Orange County Solid Waste and Recycling News" to over 2,600.

Solid Waste – continued

- Provided annual newsletter and other publications for solid waste education, particularly in support of the transition to single stream recycling. Postcard mailing of new single stream information and calendar for all 13,100 rural households eligible for recycling on ten routes and single-stream info postcard to all 18,500 households on urban routes.
- Maintained and updated website and participated in Council of Webmasters initiatives.
- Assisted in further improving City schools recycling programs following and supported conversion to compostable trays, and carton “tip and recycle” pilot.
- Continued supporting and mentoring UNC Environmental Capstone projects focused on solid waste with new project annually over past four years.
- Staffed major local festivals and other events with recycling and composting services and consultation on waste reduction or provision of bins and carts for smaller events.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service:					
• Development Plan Reviews	28*	149	168	186	195
• Construction Site inspections	75*	520	2,000	2,325	2,418
• RRMO Permits Issued (All Jurisdictions)	1,800	3,910	4,000	4,000	4,160
• Issue Hauler Licenses	43	48	50	56	58
• Issue Citations/NOV's	31	66	50	55	58
• Place Verification Tags on C&D Waste Containers	327	368	850	1,023	1,064
Publish print and radio advertisements	636	613	627	626	640
Conduct landfill tours, workshops , lectures and presentations	135	137	125	135	135
Sell backyard compost bins & kitchen counter top collectors for food waste	246	199	300	200	200

*Note: Staff level was down 50% for a third of the year due to the death of 1 employee

FY 2013-14 Objectives

- Public information support for communications related to construction of Eubanks Road SWCC, and expanding hours of operation to Tuesdays at two SWCC sites.
- Support landfill closure effort with public education and other related planning efforts.
- Prepare 3-Year Update to 10-Year Solid Waste Management Plan.
- Continue education and outreach toward meeting BOCC waste reduction goals.
- Develop new repair/rebuild maintenance plan as supplement to equipment replacement schedule for landfill equipment.

Budget Highlights

- The difference in the FY 2013-14 Department Request and the Manager Recommended budgeted amounts within the Environmental Support division relates to the Charges by the General Fund to Solid Waste for the cost of a position within Tax Administration dedicated to

Solid Waste – continued

3R fee collections and the 50% cost of a position in the Planning Department for work on the Regulated Recycling Materials Ordinance. The department had eliminated these costs of \$74,401 from their request, but they were added back in the Manager Recommended Budget.

- The Capital Outlay of \$11,661 in FY 2013-14 is for the replacement of an air compressor.
- Continue to fund the planning, education and preparation for ongoing improvements at convenience centers and other programmatic changes per BOCC.
- Continue to conduct enforcement of littering, illegal dumping, licensing and other county solid waste ordinance.

Division: Landfill

Major Services

- Maintain and operate an active Construction and Demolition (C&D) landfill; maintain and monitor three closed landfills. Maintain emergency storm debris response capabilities. Manage white goods, scrap metal, scrap tires, organics processing and other associated operations in compliance with all regulations and according to industry best management practices.
- Operate within State and County ordinances and policies with regard to materials banned from disposal by providing close oversight and enforcement. Provide all environmental monitoring and compliance activities as required by the State including gas and water well testing.
- Maintain high level of customer service for all landfill customers.

FY 2012-13 Outcomes

- Manage and maintain C&D landfill and other ancillary facilities in compliance with all federal, state, and local rules and regulations. Continued to establish and maintain permitted Storm Debris Management Areas within in County.
- Continued to enforce the County ordinance and State rules pertaining waste disposal and recycling; Completed planning for permitted closure of MSW landfill and incorporating this disposal unit with post-closure oversight that includes other previously closed disposal units.
- Conduct quarterly sampling of landfill gas wells to comply with State regulations. Conduct semi-annual sampling from landfill water wells, testing and analysis to comply with State regulations.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service:					
Outcome Measure/Tons					
MSW	47,167	46,525	48,000	44,000	0

Solid Waste – continued

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
C&D	7,944	7,492	8,500	8,200	8,400
Yardwaste	7,485	7,276	8,250	8,250	8,250

FY 2013-14 Objectives

- Manage and maintain Construction & Demolition landfill utilizing industry best management practices. Manage White Goods, scrap metal, scrap tires, mattresses, organics processing and other associated operations.
- Continue to enforce the County ordinance and State rules pertaining waste disposal and recycling; complete permitted closure of MSW landfill and establish post-closure oversight that includes other previously closed disposal units.
- Provide all environmental monitoring and compliance activities as required by the State including gas and water well testing.
- Finalize and maintain Countywide Storm Debris Management Plan in conjunction with State Department of Transportation, County Emergency Management Team, to ensure maximum reimbursements from the Federal Emergency Management Agency. Maintain emergency storm debris response capabilities.

Budget Highlights

- Implement closure procedures of MSW Landfill consistent with BOCC’s closure decision and applicable State regulations. Dispose of surplus MSW equipment and vehicles once closure is completed. Complete organizational restructuring per an approved reduction in force. Landfill hours of operation proposed to be reduced six hours per week due to staff reductions. The MSW Landfill closes on June 30, 2013.
- With the MSW Landfill closing, the FY 2013-14 Budget includes the elimination of 2 vacant positions (Landfill Equipment Operator and Landfill Inspector); elimination of 1 position upon June 30, 2013 retirement of incumbent (Weighmaster), as well as moving 2.0 FTE Landfill Equipment Operator positions from the Landfill division to the Recycling division. Also, there are an additional 2.0 FTE Landfill Equipment Operator positions that are only budgeted for partial year, one through 8/31/13 and one through 9/30/13.
- Non-Permanent Personnel is reduced by \$56,262 due to the closing of the MSW Landfill.
- Capital Outlay of \$3,292,149 for FY 2013-14 includes the costs for the Landfill closure
- Transfer recycling programs previously funded through the MSW landfill to Recycling Division.
- Initiate a mattress recycling program on current landfill property, funded through a special waste tipping fee of \$10.00 per piece. Anticipated revenue from this new fee is \$25,500 in FY 2013-14.

Solid Waste – continued

Division: Recycling

Major Services

- Urban Curbside - Provide weekly contracted curbside recycling collection to all eligible households and businesses in the municipalities of Carrboro, Chapel Hill, and Hillsborough
- Rural Curbside Recycling – Provide biweekly collection of curbside recycling to all eligible households and businesses throughout about 65 percent of unincorporated Orange County.
- Multifamily Recycling – Provide weekly recycling collection services to all eligible multifamily properties throughout Orange County
- Commercial and Organics Recycling Programs – Operate County-provided collection of recyclables from bars, restaurants, and other eligible businesses throughout Orange County. Operate and oversee contractor-approved collection and composting of pre and post-consumer organic materials including food waste from eligible food-service establishments, grocery stores, convenience centers, and schools.
- Toxicity Reduction Programs – Operate programs intended to reclaim useful resources and keep hazardous materials out of the environment while minimizing the toxicity of the municipal solid waste stream. Toxicity Reduction programs include oil, oil filter, and antifreeze recycling programs., dry cell battery recycling program, lead acid battery recycling program, lights containing mercury program, household hazardous waste program, conditionally exempt commercial hazardous waste program, and electronics recycling program.
- Drop-off recycling program and other programs – operate and collect recyclable materials from five staffed solid waste convenience centers and five unstaffed 24 hour drop-off recycling sites. Operate other collection programs including programs to collect recyclables from all local government buildings and facilities through Orange County and collection of recyclables from the Orange County and Chapel Hill Carrboro School system facilities.

FY 2012-13 Outcomes

- Curbside Recycling – provided recycling service to all eligible new homes. Added small area of about 30 homes to the existing rural curbside program with no additional resources.
- Multi-Family – Continued to provide service to all eligible multi-family units. Expanded service to presently un-served properties.
- Commercial Recycling – Continued service to all presently served units. Added businesses to recycling program that could share existing sites (i.e. businesses in strip malls). Continued to work with new ABC permit holders to set up successful recycling programs. UNC took over the funding of their food waste and composting programs on campus saving the County close to \$44,000 in contract costs.
- Drop-off Recycling – Maintained high level of service at all drop-off sites, maximized collection efficiency and prevented overflow. Strived to keep sites clean to reduce contamination.
- Toxicity Reduction Programs – Continued all currently provided services with emphasis on increasing collection of targeted materials such as electronics and eligible commercial hazardous wastes. Diverted all lights containing mercury from household hazardous waste program and worked directly with light bulb recycling vender to decrease the overall cost.

Solid Waste – continued

Worked with Orange County local governments and local school systems to properly dispose of lights containing mercury.

- Schools Recycling – Collect bottle, cans, and paper recycling at all 30 school locations k-12 for both Chapel Hill Carrboro City School System and Orange County Public School System.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Collect Curbside Recycling within each of the three towns and 65% of unincorporated area.					
Percent increase/(decrease) from previous year	(5.2%)	(6.6%)	9.3%	6%	3.5%
Tons collected	5,634	5,264	5,800	5,600	5,800
Service: Collect Multi-Family Recycling at all apartments, townhomes, and condominiums throughout County					
Percent increase/(decrease)	(5.6%)	(9.5%)	20.7%	6.3%	9%
Tons collected	1,242	1,125	1,400	1,200	1,320
Service: Collect Commercial Recycling for over 300 businesses within incorporated and unincorporated Orange County					
Percent increase/(decrease)	11.7%	9.3%	6.2%	10.3%	13.1%
Tons collected	988	1,089	1,160	1,200	1,380
Service: Collect Recycling at 10 drop-off sites throughout County					
Percent increase/(decrease)	5.8%	(5.5%)	7.2%	10%	0.7%
Tons collected	5,345	5,107	5,500	5,665	5,700
Service: Collect Organics from eligible food-service establishments, grocery stores, convenience Center, and schools					
Percent increase/(decrease)	(11%)	(5.6%)	(17%)	(25.5%)	1.4%
Tons collected	2,101	1,985	1,650	1,480	1,500
Service: Responsibly collect and process Household Hazardous, electronics, oil, oil filters, antifreeze, propane tanks, waste vegetable oil, batteries, and lights containing mercury					
Percent increase/ (decrease)	0.3%	2.4%	2%	2%	4.2%
Tons collected	742	760	775	775	800
Service: Collect bottles, cans, and paper recycling from all 30 public school locations k-12 for both Chapel Hill Carrboro City Schools and Orange County Public Schools					
Percent increase/ (decrease)	NA	NA	2.2%	2.2%	2.8%
Tons collected	NA	139	142	142	146

FY 2013-14 Objectives

- Plan to capture at least 20% more household hazardous waste out of the waste stream by placing a household hazardous waste facility at Walnut Grove Convenience Center.

Solid Waste – continued

- Start to bale plastic film from Walnut Grove Convenience Center and sell baled material to local markets.

Budget Highlights

- The increase in Personnel Services in FY 2013-14 includes the transfer of 2.0 FTE Landfill Equipment Operator positions from the Landfill division to Recycling, and an increase of \$20,245 in Non-Permanent Personnel that was previously funded in the Landfill division.
- The increase in Operations in FY 2013-14 within this division includes increases in Equipment and Vehicle Supplies and Repairs due to equipment transferred from Landfill to Recycling.
- Capital Outlay funds of \$76,246 includes the replacement of a trailer of hauling recyclables.
- The decrease in Revenues in FY 2013-14 is mostly attributed to the elimination of the 3R Fee tiers (Urban, Rural, and Multi-family)
- The FY 2013-14 Manager Recommended Budget includes an increase in the 3R Basic Fee from \$37.00 to \$47.00, effective July 1, 2013. This is anticipated to generate \$591,757 in additional revenue in FY 2013-14.
- Saved an estimated \$112,000 in urban curbside recycling contract costs by transitioning the program to single stream collection in FY 12-13.
- Worked with UNC to have them take over the funding of their food waste programs on campus saving the County an estimated \$44,000 in food waste/compost contract costs in FY 12-13.
- Started to sell used oil to market with an estimated revenue of \$18,000 in FY 12-13.
- Entered a new Household Hazardous Waste disposal and recycling contract in FY 12-13 saving an estimated \$20,000 in contract expenditures.

Division: Sanitation

Major Services

- Operate and maintain five (5) staffed solid waste convenience centers (SWCCs) to serve Orange County residents while maintain a high level of customer service.
- Provide municipal solid waste (MSW) collection services for solid waste convenience centers, Orange County government buildings, Orange County schools.
- Provide bulky material collection services for SWCCs and Chapel Hill-Carrboro schools with hook-lift collection vehicles.
- Administer Sanitation Division, including collection operations, data collection and analysis, employee supervision and coordination of vehicle and facility maintenance.

FY 2012-13 Outcomes

- Improvements: Completed the Walnut Grove Church Road Center improvements in March 2013, which included the conversion from dumpster containers to compactors and recessed containers for bulky materials.

Solid Waste – continued

- Household fee: Increased the rural fee from \$10 to \$20 and the urban fee from \$5 to \$10 to continue to fund both the Sanitation Division’s budget and the convenience center improvements project.
- Completed conceptual design for the High Rock Road SWCC improvements and began conceptual design for the Eubanks Road SWCC improvements
- Provide collection services for SWCCs (compactor, dumpster and roll-off service), Orange County government buildings (dumpster service), Orange County schools (dumpster service) and Chapel Hill-Carrboro schools (roll-off service).

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Collections					
Municipal Solid Waste (MSW) collected from convenience centers, Orange County schools and Orange County government buildings	7,800	7,739	8,440	8,595	8,961
Construction and Demolition, Misc. Bulky Waste (furniture), Vegetative Waste, Metal, White Goods and Clean Wood	4,202	4,318	4,578	4,201	4,864
Total Tons	12,002	12,057	13,018	12,796	13,825

FY 2013-14 Objectives

- Maintain collection services for SWCCs, Orange County government buildings, Orange County schools and Chapel Hill-Carrboro schools.
- Administer Sanitation Division, including collection operations and scheduling, data collection and analysis, employee supervision and coordination of vehicle and facility maintenance.
- Proceed with the design and permitting of the Eubanks Road SWCC improvements.

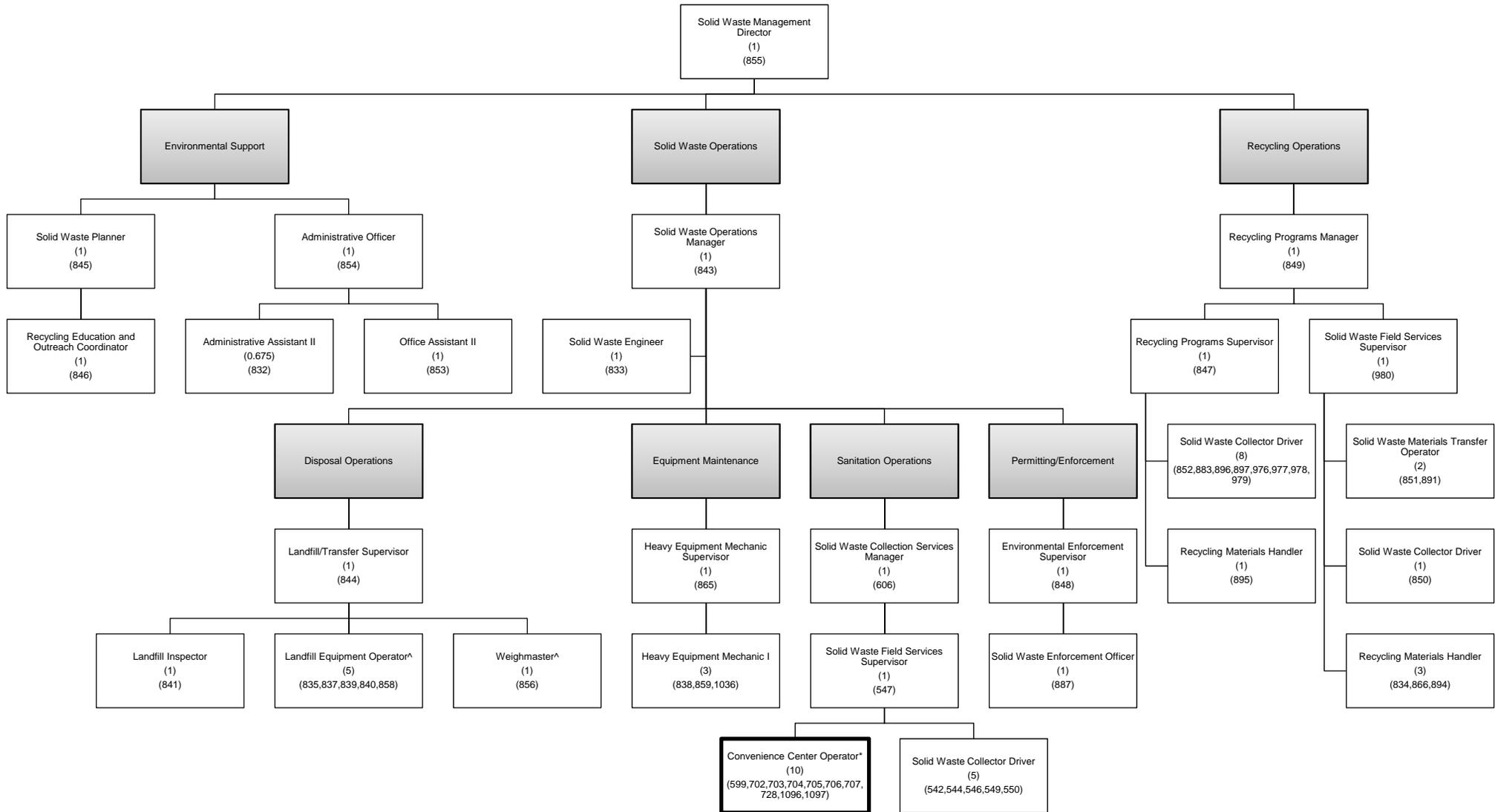
Budget Highlights

- The FY 2013-14 Manager Recommended Budget includes two new .625 FTE Convenience Center Operator positions to cover additional hours for two district Solid Waste Convenience Centers (Eubanks Road and Walnut Grove Church Road SWCCs. It also includes the increase of a total of .750 FTEs for four current Convenience Center Operators to handle these increased hours of operation.
- The increase in Operations in FY 2013-14 in Sanitation is mostly attributed to an increase in debt service payments for the SWCC improvement projects, and due to additional vehicle maintenance and supplies costs associated with hauling solid waste to the Durham Transfer Station.
- Continuation of the SWCC Improvements Project by implementing Phase II of the Solid Waste Convenience Center Improvements at the Eubanks Road Center.

Solid Waste – continued

- The Capital Outlay in FY 2013-14 includes the replacement of one Skid Steer of \$36,363 and Design work costs of \$150,000 related to the Eubanks Road Solid Waste Convenience Center (SWCC). The department requested \$197,282 for the replacement of a hook lift collection vehicle, but this is not included in the Manager Recommended Budget for FY 2013-14.
- The FY 2013-14 Manager Recommended Budget includes an Increase in the Sanitation household fee (Multi-family from \$2 to \$4, Urban from \$10 to \$20 and Rural from \$20 to \$40) to partially fund SWCC improvements, hauling to the Durham Transfer Station and the expanded hours on Thursdays at the Walnut Grove and Eubanks Road SWCCs. These fee increases are consistent with the phased in process to transition the Sanitation division from being fully funded by the General Fund to being funded eventually by the Solid Waste Enterprise Fund.
- Expand operational hours at the Walnut Grove and Eubanks Road SWCCs by opening on Thursdays from 7 a.m. to 6 p.m. effective Thursday, September 5, 2013.
- The General Fund contribution to Sanitation for FY 2013-14 is \$1,869,496; this represents an increase of \$275,270 from FY 2012-13.

Solid Waste Management



FY 2013-14

Recommended

*2 new positions (0.625 FTE each); Requested increase in hours (#702: +0.25 FTE, #703: +0.125 FTE, #1096: +0.25 FTE, #1097: +0.125 FTE)

^Position eliminations (#836, 842, 857: 3.0 FTE's)

Sportsplex Fund

Phone Number (919) 644-0339

Website: <http://www.trianglesportsplex.com>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
<i>By Category (Other Funds)</i>						
Personnel Services	1,127,816	1,036,899	1,099,400	1,092,307	1,188,305	1,188,305
Operations	1,849,334	1,871,850	1,932,579	1,764,346	1,710,355	1,710,355
Capital Outlay	0	0	225,000	0	360,000	360,000
Total Expenditures	\$ 2,977,149	\$ 2,908,748	\$ 3,256,979	\$ 2,856,653	\$ 3,258,660	\$ 3,258,660
<i>Offsetting Revenues</i>	<i>(3,409,027)</i>	<i>(3,434,981)</i>	<i>(3,256,979)</i>	<i>(3,225,153)</i>	<i>(3,258,660)</i>	<i>(3,258,660)</i>
Total Cost (net)	\$ (431,878)	\$ (526,232)	\$ 0	\$ (368,500)	\$ 0	\$ 0
Total Sportsplex and Related Expenditures	\$ 2,977,149	\$ 2,908,748	\$ 3,256,979	\$ 2,856,653	\$ 3,258,660	\$ 3,258,660

Mission Statement: To provide a clean and healthy environment for the citizens of Orange County to exercise and participate in recreational programs.

Major Services:

- Provide programs for the use of the ice rink such as, Hockey and related tournaments.
- Manage the Aquatics Programs for instructional learning and swim team competition.
- Provide children programs through Kidsplex, including after school programs and summer camps.
- Provide exercise and aerobic programs for the citizens of Orange County.

FY 2013-14 Objectives

- Manage and operate the Sportsplex with an operating profit.
- Continue to provide a safe, clean and fun facility for the citizens of Orange County to maintain a healthy lifestyle.
- Continue membership growth and coordinate more programs with the Senior Center.

Budget Highlights

- Budgeted program revenues for FY 2013-14 are projected at a 9.2% increase over budgeted FY 2012-13 revenues, and program expenditures are budgeted at a 4.2% increase when compared with the FY 2012-13 budget.
- Capital improvements to the building will be required in FY 2013-14 due to the age of the facility; a detailed list of these improvements is included in the FY 2013-18 Capital Investment Plan.
- The \$360,000 reflected Capital Outlay in the FY 2013-14 Manager Recommended Budget represents anticipated surplus revenue that will be held in a reserve account for future repairs/replacement.
- Offsetting revenues include the Transfer from the General Fund to cover the annual debt service on the building. The Transfer from the General Fund for FY 2013-14 is \$376,450.

Tax Administration

Phone Number (919) 245-2725

Website: <http://www.co.orange.nc.us/revenue/taxadministrationindex.asp>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Category (General Fund)						Account: 330
Personnel Services	1,725,594	1,607,438	1,901,755	1,749,050	2,361,884	2,361,884
Operations	438,810	410,349	487,725	482,233	639,978	609,978
Capital Outlay	0	0	0	4,111	1,635	0
Total Expenditures	\$ 2,164,403	\$ 2,017,787	\$ 2,389,480	\$ 2,235,394	\$ 3,003,497	\$ 2,971,862
Offsetting Revenues	(340,086)	(342,156)	(484,500)	(390,500)	(439,899)	(439,899)
County Costs (net)	\$ 1,824,318	\$ 1,675,631	\$ 1,904,980	\$ 1,844,894	\$ 2,563,598	\$ 2,531,963
Other Related Programs (Revaluation Fund)						Account: 3301
Personnel Services	40,898	37,791	146,925	151,195	248,798	159,844
Operations	25,364	54,906	31,600	22,800	49,460	31,600
Capital Outlay	638	0	0	0	0	0
Total Expenditures	\$ 66,900	\$ 92,698	\$ 178,525	\$ 173,995	\$ 298,258	\$ 191,444
Offsetting Revenues	(53)	(90)	(53,525)	(48,995)	(73,258)	(66,444)
County Costs (net)	\$ 66,847	\$ 92,608	\$ 125,000	\$ 125,000	\$ 225,000	\$ 125,000
Total Tax Administration and Related Expenditures	\$ 2,231,304	\$ 2,110,485	\$ 2,568,005	\$ 2,409,389	\$ 3,301,755	\$ 3,163,306

Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Program (General Fund)						
Land Records	258,319	286,834	315,690	284,016	678,063	677,738
Revenue	1,009,902	990,712	1,102,838	1,113,104	1,048,964	1,048,654
Tax Assessor	896,183	740,241	970,952	838,274	1,276,470	1,245,470
Total Expenditures	\$ 2,164,403	\$ 2,017,787	\$ 2,389,480	\$ 2,235,394	\$ 3,003,497	\$ 2,971,862
Offsetting Revenue	(340,086)	(342,156)	(484,500)	(390,500)	(439,899)	(439,899)
County Costs (net)	\$ 1,824,318	\$ 1,675,631	\$ 1,904,980	\$ 1,844,894	\$ 2,563,598	\$ 2,531,963
Total Expenditures	\$ 2,164,403	\$ 2,017,787	\$ 2,389,480	\$ 2,235,394	\$ 3,003,497	\$ 2,971,862
Other Related Programs (Revaluation Fund)						
Tax Assessor	66,900	92,698	178,525	173,995	298,258	191,444
Total Expenditures	\$ 66,900	\$ 92,698	\$ 178,525	\$ 173,995	\$ 298,258	\$ 191,444
Offsetting Revenue	(53)	(90)	(53,525)	(48,995)	(73,258)	(66,444)
County Costs (net)	\$ 66,847	\$ 92,608	\$ 125,000	\$ 125,000	\$ 225,000	\$ 125,000
Total Expenditures	\$ 2,231,304	\$ 2,110,485	\$ 2,568,005	\$ 2,409,389	\$ 3,301,755	\$ 3,163,306

Mission Statement

To ensure all residents are provided a fair and equitable Ad Valorem taxation process.

Major Services

- Administer the property tax in Orange County assessing a \$16 billion tax base and collecting over \$210 million in revenues.
- Identify, review and approve deeds and land-related documents prior to being recorded by the Register of Deeds.
- Maintain Tax Maps and the PIN Application, which records changes to land and ownership.
- List, assess and bill all taxable property. Collect property taxes in accordance with North Carolina law.
- Bill, collect and account for other fees and taxes including 3R and Solid Waste Convenience Center Availability Fees, Chapel Hill Stormwater Management Fees, Room Occupancy Taxes, Emergency Management fees, Gross Receipts Taxes, and others.
- Administer statewide and local tax relief programs including the Homestead Exemption for low-income older and disabled residents.
- Administer Present-Use Value Programs, which grant about \$7 million in tax relief annually.
- Review for qualification applications for tax relief.
- Appraise development and improvements to real property every year in accordance with the adopted schedule of values, and conduct periodic countywide reappraisal of all real property.
- Manage the review and appeal process for taxpayers who believe their property is not properly valued. These processes include informal review, the Orange Board of Equalization and Review, the State Property Tax Commission and appeals to higher courts.
- Collect and account for all current and delinquent taxes for the County, special districts, and the towns of Carrboro, Chapel Hill and Hillsborough.
- Administer assistance programs: the EMS Ambulance Assistance Program and the 3R Assistance Program.
- Ensure that records are current and available to the public while meeting the requirements of State and Federal privacy law.

FY 2012-13 Outcomes

- Practiced Orange County's highest level of customer service by taking ownership of customers' requests and needs, providing cross-training to staff and increasing our exposure through Twitter and other communication outlets.
- Continued to improve tax forms and offerings.
- Began preliminary work on the 2017 countywide revaluation.
- Maintained existing services and programs currently provided by the Tax Office while maintaining a high level of efficient and pleasant customer service.
- Continued implementation of the Property Information Management System.

Tax Administration – continued

- Resolved additional appeals resulting from the 2009 revaluation with most cases resolved locally and no losses at hearings before the Property Tax Commission.
- Monitored and managed the outsourced EMS Ambulance Billing process to ensure continued strong revenues and continued positive customer service.
- Provided many educational sessions to the public on available tax relief programs.

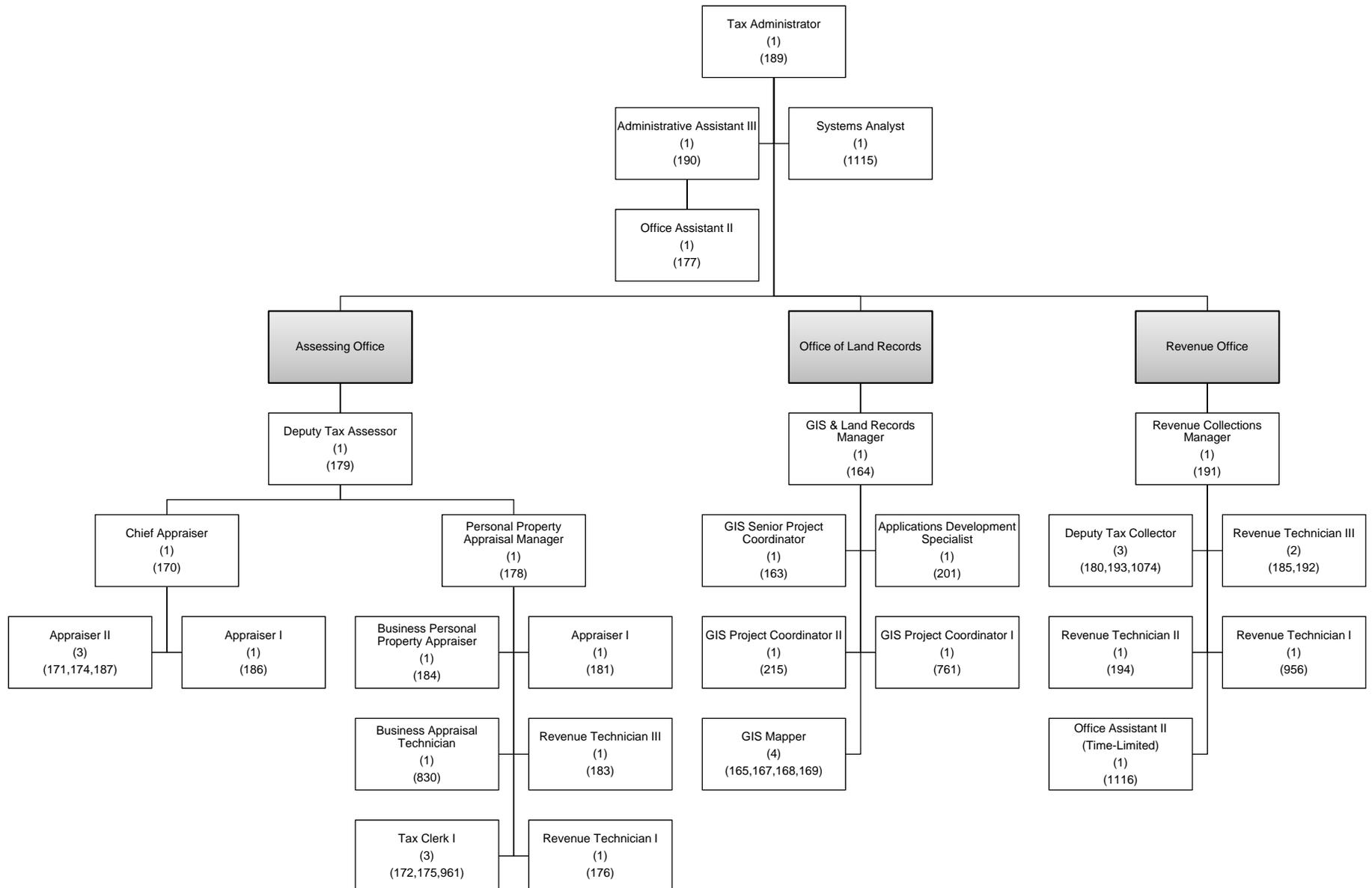
FY 2013-14 Fiscal Year Objectives

- Continue to prepare for the next countywide revaluation, which will involve a full list and measure of properties in Orange County.
- Continue all existing services and programs currently provided by the Tax Office while maintaining a high level of efficient and pleasant customer service.
- Improve the value and utility of our website adding new low-cost payment options.
- Consider other technology for outreach and improved customer service, such as live chat, email distributions and social media
- Complete the Property Information Management System conversion and installation.
- Resolve the remaining Property Tax Commission appeals from the 2009 countywide Reappraisal.
- Monitor and manage the outsourced EMS Ambulance Billing process to improve efficiency and increase revenues.
- Establish Hotel/Motel Room Occupancy collections within the Tax Office and ensure a consistent and verified revenue stream.

Budget Highlights

- The increase in Personnel Services and Operations in FY 2013-14 within the Land Records division is due to the transfer of four (4.0 FTEs) GIS staff positions from Information Technologies Department to the Lands Records division of Tax Administration, which occurred during the current fiscal year.
- The FY 2013-14 Manager Recommended Budget includes the reassignment of the Motor Vehicle billing and assessment staff (2.0 FTEs) from the Revenue division to the Assessor division in order to comply with State Statutes regarding assessment work.
- The FY 2013-14 Manager Recommended Budget includes an additional \$4,900 to assist with forced collections on delinquent registered motor vehicle bills due to the new Tax & Tag State program.
- The FY 2013-14 Manager Recommended Budget includes an additional \$94,000 to begin a comprehensive business auditing program. This initiative will educate taxpayers on proper listing methods and ensure equity among taxpayers. While the cost of the effort will be offset by discovery revenues, the priority is to ensure that there is equity among all taxpayers. A conservative estimate of return for this investment is 2:1.
- The General Fund transfer to the Revaluation Fund is budgeted at the same amount (\$125,000) as in FY 2012-13, and assumes the next Revaluation effective January 1, 2017.
- The decrease in Revenues for FY 2013-14 is more in line with projected FY 2012-13 collection charges.

Tax Administrator's Office



Transfers to Other Funds

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Transfers to Other Funds (General Fund)						
Transfer To Co Capital Proj	58,577	0	0	0	0	0
Transfer To Afford Housing	276,277	315,434	296,399	296,399	324,854	324,854
Transfer To County Cap	433,132	448,349	500,000	1,343,474	1,620,000	620,000
Transfer To Dental Fund	0	10,000	0	0	0	0
Transfer To E911 Fund	0	0	0	904,367	0	0
Transfer To Efland Sewer	95,950	88,500	99,050	99,050	103,050	103,050
Transfer To Grant Proj	40,079	41,604	41,604	41,604	37,863	37,863
Transfer To OC Justice Partner	29,610	29,610	29,610	29,610	0	0
Transfer To OPEB Trust Fund	0	0	0	3,000,000	0	0
Transfer To Reval	85,000	185,000	125,000	125,000	225,000	125,000
Transfer To School Cap	5,159,091	5,453,620	3,724,849	4,780,703	3,724,849	3,724,849
Transfer To Sportsplex Fund	725,000	649,279	618,619	618,619	376,450	376,450
Total Transfer to Other Funds	\$ 6,902,716	\$ 7,221,396	\$ 5,435,131	\$ 11,238,826	\$ 6,412,066	\$ 5,312,066

*These transfers represent contributions from the General Fund to Other Funds.

Transfer to Affordable Housing Initiatives

\$324,854

This transfer reserves funds to address long-term housing needs for decent and affordable housing in Orange County, provides funds for the Urgent Repair Program, the County match to the HOME Program and the Homelessness Partnership Program, and provides General Fund support of 70% of the Housing and Community Director's salary and benefits due to increased non-Section 8 housing duties related to the County's involvement in affordable housing programs. (See the Housing, Human Rights and Community Development Fund budget section of this document for more information).

Transfer to School Capital Transfer to County Capital

\$3,724,849
\$620,000

These transfers provide pay-as-you-go funds for School and County capital projects identified in the Capital Investment Plan (CIP).

Transfer to Efland Sewer Enterprise Fund

\$103,050

This transfer provides funds to supplement money received from sewer charges. (See the Efland Sewer Fund budget in the Planning and Inspections section of this document for more information).

Transfer to Grant Projects

\$ 37,863

This transfer allocates general fund dollars to the Senior Health Coordination-Wellness grant project.

Transfers to Other Funds - continued

Transfer to Orange-Chatham Justice Program \$ 0

Criminal Justice Partnership Program – These funds provide the County match for the Criminal Justice Partnership Program. This match, along with grant funding from the Criminal Justice Partnership Program and the State Office of Juvenile Justice finance the County's Criminal Justice Program Coordinator position. When the State eliminated the grant-funded portion of the position's support in FY 2012-13, the Department of Social Services located another funding source to cover the costs. The CJPP Coordinator position moved into the General Fund, which will no longer require a transfer to the Grant Project Fund. The change incurred no additional County costs.

Transfer to Revaluation Fund \$125,000

This transfer allocates funds to the Revaluation fund to pay for the revaluation of real property in the County. State Statutes require a revaluation of real property to be completed at least every eight years. The most recent revaluation took effect on January 1, 2009. The FY 2013-14 Manager Recommended budget includes the next revaluation to be effective January 1, 2017.

Transfer to Sportsplex Fund \$376,450

In December 2005, the County purchased the Sportsplex located in Hillsborough. Under a current contractual arrangement, a third party, Recreation Factory Partners, manages and operates the facility for a fee. This transfer provides sufficient funds to pay the annual debt service (principal and interest) associated with the purchase.

Visitors Bureau Fund

Visitors Bureau: (919) 968-2060
 Arts Commission: (919) 968-2011

Website: <http://visitchapelhill.org>
 Website: <http://artsorange.org>

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Category (General Fund)						
Personnel Services	5,921	0	0	0	0	0
Operations	2,166	2,812	0	0	0	0
Capital Outlay	0	0	0	0	0	0
Total Expenditures	\$ 8,087	\$ 2,812	\$ 0	\$ 0	\$ 0	\$ 0
Offsetting Revenues	0	0	0	0	0	0
County Costs (net)	\$ 8,087	\$ 2,812	\$ 0	\$ 0	\$ 0	\$ 0

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
Visitors Bureau Fund						
Overhead	157,584	51,611	51,611	51,611	51,611	51,611
Personnel Services	381,081	384,766	396,998	384,843	405,215	405,215
Operations	615,552	659,123	841,891	894,463	793,560	793,560
Capital Outlay	6,645	0	1,000	2,140	4,341	4,341
Total Expenditures	\$ 1,160,862	\$ 1,095,499	\$ 1,291,500	\$ 1,333,057	\$ 1,254,727	\$ 1,254,727
Offsetting Revenues	(1,160,862)	(1,219,650)	(1,291,500)	(1,167,899)	(1,254,727)	(1,254,727)
County Costs (net)	\$ 0	\$ (124,151)	\$ 0	\$ 165,158	\$ 0	\$ 0
Total Visitors Bureau Fund and Related Expenditures	\$ 1,168,949	\$ 1,098,312	\$ 1,291,500	\$ 1,333,057	\$ 1,254,727	\$ 1,254,727

Division Summary

	2010-11 Actual Expenditures	2011-12 Actual Expenditures	2012-13 Original Budget	2012-13 12-Month Estimate	2013-14 Department Requested	2013-14 Manager Recommended
By Program (General Fund)						
Arts Commission	8,087	2,815	0	0	0	0
Total Expenditures	\$ 8,087	\$ 2,815	\$ 0	\$ 0	\$ 0	\$ 0
County Costs (net)	\$ 8,087	\$ 2,815	\$ 0	\$ 0	\$ 0	\$ 0
Total Expenditures	\$ 8,087	\$ 2,815	\$ 0	\$ 0	\$ 0	\$ 0
Visitors Bureau Fund						
Arts Commission	124,823	125,390	134,276	132,110	136,190	136,190
Visitors Bureau	1,036,039	970,109	1,157,224	1,200,947	1,118,537	1,118,537
Total Expenditures	\$ 1,160,862	\$ 1,095,499	\$ 1,291,500	\$ 1,333,057	\$ 1,254,727	\$ 1,254,727
Offsetting Revenue	(1,160,862)	(1,219,650)	(1,291,500)	(1,167,899)	(1,254,727)	(1,254,727)
County Costs (net)	\$ 0	\$ (124,151)	\$ 0	\$ 165,158	\$ 0	\$ 0
Total Expenditures	\$ 1,168,949	\$ 1,098,314	\$ 1,291,500	\$ 1,333,057	\$ 1,254,727	\$ 1,254,727

Mission Statement

The Chapel Hill/Orange County Visitors Bureau exists to build Orange County's economy through tourism. To accomplish this, the bureau positions Orange County as a desirable destination for conferences, general tourism and special events through a strategic marketing program that increases spending by our visitors, which in turn helps to increase jobs, retail sales and occupancy taxes in Orange County.

Visitors Bureau Fund – continued

Visitors Bureau Fund: Chapel Hill/Orange County Visitors Bureau

Major Services

- Position Orange County as a desirable visitor, conference, events destination.
- Encourage longer stays; increased spending and repeat visits to Orange County.
- Implement a comprehensive marketing program.
- Contribute to Orange County's economic development and quality of life.
- Operate the County's Visitor's Center, six days a week, which provides walk-in services to 9,000 visitors, annually. The center is located at 501 W. Franklin Street, in Chapel Hill.

FY 2012-13 Outcomes

- Anticipate a 3% increase in visitor spending; a 2% increase in conference and Bureau-initiated meeting bookings; and a 2% increase in qualified sales leads distributed to hotels and meeting facilities.
- Advertising: Collaborated with Clean Design, an advertising agency, to increase County marketing efforts. Tasks included increasing visitor inquires, demand to website and social media sites, referrals County establishments and events, and event attendance. The agency also gauged the ability of ads to compute to positive editorials in media vehicles and gathered hotel feedback on how frequently guests had mentioned the advertising campaign.
- Municipal Efforts: Developed marketing programs for each town which resulted in an additional \$700,000 for Chapel Hill; \$55,000 for Hillsborough events and restaurants; and \$25,000 for Carrboro events and community programs. Chapel Hill contributes \$175,000 to Visitor Bureau operations; neither town provides a contribution.
- Contributed to attendance increase for special events in Orange County, including farm events, town events that bring in day-trip visits and overnight guests who contribute to restaurant, hotel and retail receipts.
- Positioned the amenities in Orange County, on-line, through growing mobile and social marketing users.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service: Position Orange County as a desirable visitor, conference, events destination.					
Conference, meeting bookings	49	70	85	85	88
Generate sales leads for hotels	67	88	90	90	100
Build and maintain attraction visitations (in millions)	1.8	2.0	2.1	2.1	2.5
Service: Encourage longer stays; contribute to Orange County economic development.					
Room nights generated from Bureau	3,939	4,200	4,400	4,400	4,600
Media stories on Orange County	245	260	280	280	300
Annual tourism impact* (in millions)	\$144.1	\$156.1	\$160.0	\$160.0	\$162.0

*Note: Information reported by the NC Department of Commerce.

Visitors Bureau Fund – continued

FY 2013-14 Objectives

- **Tourism:** Through grow tourism, increase sales tax revenues, jobs and payroll attributable to tourism. The Visitor's Bureau will continue to focus its efforts on the Atlantic Coast, with proven and potential sources of tourism business. The Visitors Bureau Board will also collaborate with municipalities to maximize tourism growth.
- **Rural Marketing and Agri-Tourism:** The Bureau will help County rural and heritage events lure more day visitors to their facilities. Additionally, the Bureau will continue in its efforts on Agri-tourism, strongly positioning the County's agricultural offerings to new buyers.
- **The Visitors Bureau will focus on building mid-week (Sunday through Thursday) overnight business to Orange County to fill gap of lower occupancies at area's 1,600 hotel rooms.**
- **Site Relocation:** The Visitors Center Board will consider whether significant parking challenges and UNC-Chapel Hill's new Visitors Bureau Center warrant relocation of the County's Visitors Center. The task force will examine whether the County benefits more at its existing location or from a location equidistant to all County communities, with central entrances (e.g. closer to an interstate). A recommendation will be made in spring 2014.
- **Whitted Center Space:** If the Board of County Commissioners elects to use the Whitted Building as shared meeting space with a Cultural Center, both the Visitors Bureau and Arts Commission would provide some event planning oversight in the public space for cultural performances. Visitor Bureau staff will also promote the facility in its visitor campaigns and to meeting and event planners.

Budget Highlights

- **Occupancy Rates and Revenue:** In FY 2013-14, the Visitors Bureau will target a 68% occupancy rate. Orange County's 3% occupancy tax projection is \$1.2 million. Carrboro's new 140-room Hampton Hotel will generate an additional \$68,482, in occupancy taxes. Additionally, the area's 1,600 hotel rooms will see a slight increase in room rates, back to the industry's 2007 peak rates, and contribute to tax growth.
- **Travel Revenue and Impacts:** Next fiscal year, domestic travelers will spend an estimated \$160 million in Orange County, a 5% increase from current year estimates. State and local tax revenues projections from Orange County travel total \$12 million. About 1,800 Orange County jobs will be directly attributable to travel and tourism, which will generate \$29 million in income, for workers.
- **Appropriated Fund Balance:** In FY 2013-14, the Visitors Bureau will appropriate \$20,000 from fund balance, a decrease of \$130,000 from the current year. The FY 2012-13 fund balance appropriation funded an advertising initiative, the "Orange County Pride" series and agri-tourism efforts. The Bureau will conduct a research study to assess the effects of the recent advertising campaign, in FY 2013-14.
- **Town Contributions:** In FY 2012-13, Chapel Hill increased its Visitors Bureau contribution by \$25,000 to \$175,000. The Bureau will request another \$25,000 increase, in the upcoming year. Additionally, Carrboro and Hillsborough will have implemented their 3% occupancy tax, which will generate an additional \$65,000 and \$52,000, respectively. Currently, neither jurisdiction provides a contribution to the Visitors Bureau.

Visitors Bureau Fund – continued

Visitors Bureau Fund: Arts Commission

Major Services

- Write grants primarily to NC Arts Council for funding and distribute arts grants to nonprofit organizations, schools and individual artists via two Orange County Arts Commission (OCAC) grant cycles per year.
- Provide information to the public on local arts resources via website, email, e-newsletter, online arts calendar, telephone contacts, personal consultations, group workshops, meetings, etc.
- Manage comprehensive database of Orange County artists and organizations, including its online component.
- Offer free workshops on professional/skills development for artists and arts administrators (Artists' Salons, Grants Information Sessions, training for use of online arts calendar, etc.).
- Administer Orange County component of Triangle-wide arts programs (Congressional High School Arts Competition, Emerging Artists Program, Piedmont Laureate Program, etc.).
- With Advisory Board, facilitate planning of arts projects in Orange County guided by BOCC goals

FY 2012-13 Outcomes

- Increased public awareness of local arts events, programs and individual artists' work, primarily by online arts calendar. Distributed 8,000 Artists' Salon postcards annually and 600 press releases. Fielded 1,000 information and referral requests.
- Increased quality of grant applications from artists and arts organizations by conducting 2 grant-writing sessions annually and consulting with potential grant applicants as needed.
- Increased arts audiences through collaborations with arts, cultural and community groups, such as the Town of Chapel Hill Public Art & Cultural Arts Office, Chapel Hill Downtown Partnership, The ArtsCenter, Durham Arts Council, Raleigh Arts Commission, United Arts of Raleigh/Wake County, Alamance County Arts Council, Chatham County Arts Council, Cumberland County Arts Council, etc. Increased quality of professional/skills development workshops for artists and arts organizations by securing excellent presenters with expertise in art-related topics.
- Utilized Orange County's arts economic impact statistics (documented in Americans for the Arts statewide and national arts economic impact study results released June 2012) in media (Our State Magazine co-op ad, press releases and newsletters, public meetings, etc.) Encouraged involvement of under-served populations in services and on advisory board. Board and staff have encouraged minorities to apply for grants and to apply for vacant board positions
- Continue monthly newsletter distribution. New, responsive website and e-newsletter design, by the end of FY 2012-13. Have contracted with UNC grad student to assist with new WordPress template installation on lbiblio.org.

Performance Measures	2010-11 Actual	2011-12 Actual	2012-13 Budget	2012-13 Projected	2013-14 Budget
Service:					
Hits on OCAC Website (reflects change from AWStats to Google Analytics)	707,786	256,075*	50,000	50,000	100,000
Grant Applications Received/Funded	58/45	43/39	68/40	68/40	68/35

*Note: As of May 9, 2013.

Visitors Bureau Fund – continued

FY 2013-14 Fiscal Year Objectives

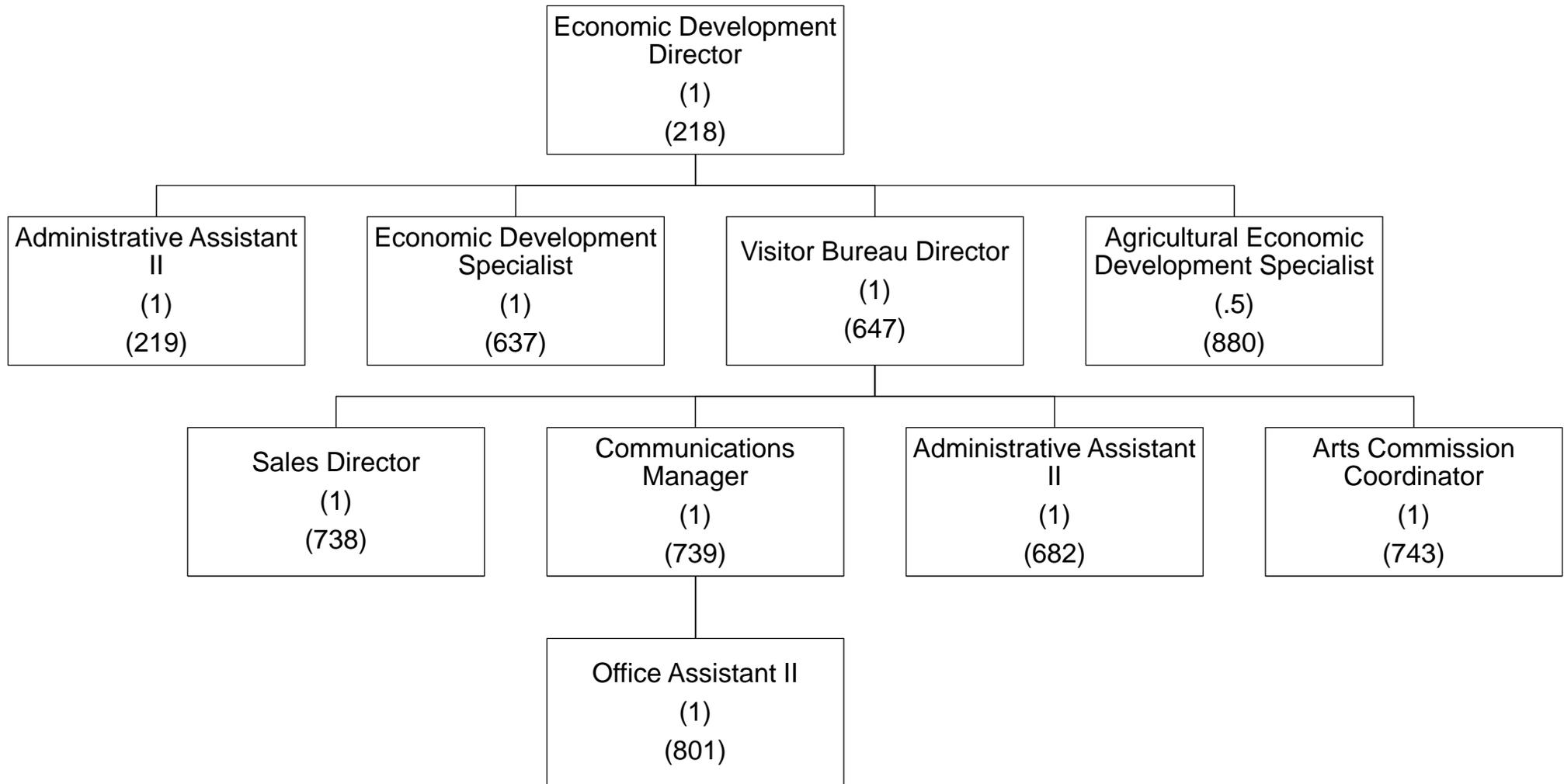
- Strengthen the OCAC's role as an information source for the arts (online arts calendar, new website and e-newsletter design, increased advertising, more professional-looking printing and graphics, etc.)
- Expand opportunities for participation in and support of the arts in economic development in Orange County, including collaborative marketing efforts.
- Increase collaboration with arts agencies in surrounding counties via online arts calendar expanding to include, hopefully, Wake County artists and arts organizations, etc.

Budget Highlights

- No significant changes, in FY 2013-14.

Economic Development

(Including Arts Commission & Visitors Bureau)



Employee Pay and Benefits

Appendix A

Employee Pay and Benefits

Background

For the last six years, employee pay and benefits recommendations have been heavily influenced by the downturn in the economy and focused on maintaining our permanent workforce without increasing property taxes. Substantial increases in health insurance costs, particularly the liability for retiree health, and the desire to provide added compensation for current employees drive the Manager's recommendations for funding employee pay and benefits in FY 2013-14.

During the FY 2009-10 Budget process, no Employee cost of living or in-range salary increases were funded and the employer contribution to the 401(k) for general (non-law enforcement) County employees was suspended. A Voluntary Furlough Program was adopted and vacant positions were reviewed for elimination. Departments worked more closely with Human Resources to reorganize their operations to continue meeting service demands with reduced staffing levels.

In FY 2010-11, although no salary increases were budgeted, and the living wage stayed at \$10.12 per hour, employees received a \$500 performance bonus that was prorated for part-time or partial-year employment. A six-month hiring delay was implemented. The budget included funding to implement recommendations of the County's FY 2009-10 internal Classification and Pay Study and funding to address an employee health insurance increase up to 7.0%, effective January 1, 2011, as well as an increase in the County's contribution to the Local Governmental Employees' Retirement System for all permanent employees. Both the voluntary furlough program and the suspension of the County contribution to non-law enforcement employees' 401(k) accounts were extended as cost saving measures. Effective January 1, 2011, the Board reinstated the County contribution to non-law enforcement employees' supplemental retirement accounts.

While these efforts were successful in maintaining the County workforce and preventing the layoff of existing permanent employees, the FY 2011-12 Budget again required employees to forgo an increase in salary. It maintained the County contribution to non-law enforcement employees' supplemental retirement accounts at \$27.50 per pay period and increased the living wage to \$10.81 per hour. The budget included funding to implement recommendations of the County's FY 2010-11 internal Classification and Pay Study and funding to address an employee health insurance increase up to 15.0%, effective January 1, 2012, as well as another increase in the County's contribution to the Local Governmental Employees' Retirement System for all permanent employees. Both the voluntary furlough program and the six-month hiring delay were extended as cost saving measures.

During the FY 2012-13 budget process, the Board approved a 2.0% Cost of Living Adjustment (COLA) for all permanent employees, increased the living wage to \$10.97 per hour, and provided a one-time bonus of \$500 or \$1,000 based on an employee's performance rating and WPPR review date. The salary ranges were also adjusted 2.0% and recommendations for the internal Classification and Pay Study were implemented. A summary of the FY 2012-13 Pay and Benefits Plan is listed below.

Employee Pay and Benefits - Continued

Summary of FY 2012-13 Pay and Benefits Plan

- Provided a Cost of Living Adjustment (COLA) of 2.0% for all permanent employees hired on or before July 1, 2012;
- Provided an Employee Performance Award in the amount of \$500 (proficient performance) or \$1,000 (exceptional performance), effective with WPPR Review Dates from July 1, 2012 to June 30, 2013;
- Funded an increase in health insurance costs of up to 23.0% over current premiums, effective January 1, 2013;
- Increased the living wage to \$10.97 per hour;
- Implemented recommendations of the County's FY 2011-12 internal Classification and Pay Study;
- Extended the six-month hiring delay;
- Extended the voluntary furlough program;
- Continued the \$27.50 per pay period County contribution to non-law enforcement employees' 401(k) accounts and the mandated Law Enforcement Officer contribution and decreased the County's contribution to the Local Governmental Employees' Retirement System (LGERS) for all permanent employees; and
- Addressed Increased Costs for Retiree Health Benefits by restricting \$3.0 million of FY 2011-12 fund balance for the long-term liabilities associated with funding retiree health benefits and revised the Retiree Health Insurance provisions of the Personnel Ordinance.

Throughout the difficult economic times, County employees have worked together to embrace and drive change throughout the organization. As the County workforce has decreased in numbers, departments have combined and services have been evaluated and revised, employees have continued to demonstrate an outstanding spirit of dedication to serving the residents of Orange County. With this in mind, the desire to maintain strong health insurance benefits in the face of ever-increasing health insurance costs and to provide added compensation for current employees once again drive the Manager's recommendations for funding employee pay and benefits in FY 2013-14.

Recommended FY 2013-14 Employee Pay and Benefits Plan (detail provided below)

- A Cost of Living Adjustment (COLA) of 2.0% for all permanent employees hired on or before June 30, 2013, effective July 1, 2013;
- Increase the salary range maximums by 2.5% to allow those employees at or exceeding the range to receive the 2.0% COLA;
- An Employee Performance Award in the amount of \$500 (proficient performance) or \$1,000 (exceptional performance), effective with WPPR review dates from July 1, 2013 to June 30, 2014;
- Continue the \$27.50 per pay period County contribution to non-law enforcement employees' supplemental retirement accounts and implement a County match of up to \$46.15 per pay period of each employee's salary; continue the mandated Law Enforcement Officer contribution of 5.0% of salary; and increase the

Employee Pay and Benefits - Continued

County's contribution to the Local Governmental Employees' Retirement System (LGERS) for all permanent employees;

- Fund an increase in health insurance up to 8.0% over current premiums, effective January 1, 2014;
- Maintain the living wage at \$10.97 per hour;
- Extend the six-month hiring delay;
- Extend the voluntary furlough program; and
- Address increased costs for Retiree Health Benefits.

1. Position Classification and Pay Plans

The Manager recommends the Board approve a 2.0% Cost of Living Adjustment (COLA) for permanent employees hired on or before June 30, 2013, effective July 1, 2013. The Manager recommends making no adjustments to the salary range minimums during FY 2013-14. The Manager recommends increasing the salary range maximums 2.5% effective July 1, 2013 to allow those employees at or exceeding the range to receive the 2.0% COLA. The Manager recommends continuing the Employee Performance Awards of \$500 for proficient performance or \$1,000 for exceptional performance, effective with WPPR review dates from July 1, 2013 to June 30, 2014. The Manager's recommendation also includes approving the updated Orange County Classification and Pay Plan. The FY 13-14 projected budgetary increase for the COLA and Performance Bonus is approximately \$1.38 million.

2. County Contribution to Retirement Benefits

Both employer and employees contribute to the Local Governmental Employees' Retirement System based on employee base salary. After many years of stable contributions, the rates have varied over the past four years, with an increase effective July 2013. The employee contribution has remained the same at 6.0% of salary.

The Manager recommends continuing the 5.0% employer contribution to the Local Governmental Employees' Retirement System 401(k) program for sworn law enforcement officers. The Manager further recommends keeping the \$27.50 per pay period County minimum contribution to the employee's choice of supplemental retirement plan(s) and matching employees' contributions up to \$46.15 per pay period (for a maximum annual County contribution of \$1,200) for all general (non-sworn law enforcement officer) employees. The FY 2013-14 projected budgetary increase is approximately \$87,000.

3. Employee Health Insurance

Based on early claims data, the County's benefits consultant, Mark III, has projected an 8.0% increase in premiums for a renewal of the same benefits beginning January

Employee Pay and Benefits - Continued

1, 2014. Because the FY 2012-13 health care budget was based on last year's projection, the projected budgetary increase for FY 2013-14 is approximately \$226,444 (January through June). Changing the funding from premium-based (fully-insured) to self-insured may reduce the increase to under 5.0% for FY 2013-14. This is largely due to fees that would be imposed on a fully-insured plan. The actual cost of the County's health insurance will be determined in September 2013 through the annual renewal process.

4. Orange County Living Wage

The Manager recommends maintaining the Living Wage at \$10.97 per hour.

5. Six-Month Hiring Delay

As a cost savings measure, the Manager recommends extending the six-month hiring delay, first implemented in FY 2010-11. Total savings from the hiring delay in the next fiscal year is projected to be more than \$1.5 million.

6. Voluntary Furlough

Employees taking a voluntary unpaid leave of absence will yield approximately \$50,000 in payroll savings for FY 2012-13. Staff anticipates that cost savings attributed to extending the option to allow employees to reduce their workweek and take a voluntary furlough throughout all or a portion of FY 2013-14 will result in similar savings. Requests for a voluntary furlough will be pre-approved by an employee's Department Director.

Position Classification and Pay Plans

Background

The Pay Plan of Orange County comprises the salary schedule and list of classifications assigned to each salary grade. The Manager is responsible for the administration and maintenance of the Pay Plan and recommends to the Board of County Commissioners such increases, reductions, or amendments to the Pay Plan as is necessary to maintain fairness and adequacy of the Pay Plan.

Annual Classification and Pay Studies

With these goals in mind, in May 2009, the Human Resources Department initiated an annual review of one-third of the County's classifications. The third year of annual review was completed in FY 2011-12. The annual reviews enabled the County to ensure its classifications accurately reflected the work being performed by County employees. Additional benefits from the annual studies included:

- Increased employee morale, as employees knew there was a process in place to review their job on a regular basis,
- Decreased cost, as the County did not need to contract outside services to conduct countywide studies, and
- Reduced the number of changes necessary in any given year because incremental changes were made each year.

The County reviewed all of its classifications by using the occupational groupings shown below. The occupational groupings sort classifications based on position responsibilities and field of work and typically include career ladders for advancement. The three groups and the fiscal year studied are listed below.

Group One	FY 09-10	<ul style="list-style-type: none">• Clerical, Administrative, and Related• Labor, Trades, Labor Supervision and Related• Parks, Recreation, Leisure Services, Library and Related
Group Two	FY 10-11	<ul style="list-style-type: none">• Finance, Data Processing, Tax and Related• Planning, Inspections, Economic Development and Related• Public Safety and Related
Group Three	FY 11-12	<ul style="list-style-type: none">• Social Services, Aging, Child Support and Related• Public Health and Related

Process for Reviewing External Salary Data

The Human Resources Department requested salary information from 18 jurisdictions including the Counties of Alamance, Chatham, Durham, Forsyth, Guilford, Iredell, Johnston, Person, Randolph, Rowan, Union and Wake; and the Towns of Carrboro, Cary, Chapel Hill, Hillsborough and Raleigh.

These jurisdictions were chosen based on the geographical proximity of the County or Town to Orange County and/or other characteristics similar to Orange County, including budget size and population. Each jurisdiction received a list of the classification titles,

Position Classification and Pay Plans – continued

summary of duties, and FLSA exemption status for the classifications included in each annual review and were asked to provide their comparable classification title, number of positions in the classification, salary range (minimum, midpoint and maximum), average employee salary, and FLSA exemption status.

The external survey data was compiled to determine the average salary paid to employees and the average salary range (minimum-midpoint-maximum) for each classification. The external data was then compared to Orange County's average salaries paid to employees and salary ranges for each classification.

Overview of the Annual Classification and Pay Studies

	FY 09-10	FY 10-11	FY 11-12	Total
Classifications Reviewed	96	102	97	295
Employees in Classifications Studied	236	309	266	811
Employee Participation Rate	70%	96%	90%	
External Survey Returned	15	11	14	
Total of Average Salaries Below Market				
Total of Average Salaries Below Market	30	42	15	87
Percentage of Average Salaries Below Market	35%	48%	20%	29%
Total of Average Salaries Above Market				
Total of Average Salaries Above Market	56	45	59	160
Percentage of Average Salaries Above Market	65%	52%	80%	54%
Total of Minimum Salaries Below Market				
Total of Minimum Salaries Below Market	19	29	13	61
Percentage of Minimum Salaries Below Market	20%	28%	16%	21%
Total of Maximum Salaries Below Market				
Total of Maximum Salaries Below Market	19	37	17	73
Percentage of Maximum Salaries Below Market	20%	36%	21%	25%

Conclusions of the Annual Classification and Pay Studies

Overall, Orange County's salaries and salary ranges are competitive with the survey market. Additionally, Orange County's attention to the pay of employees in lower grade positions has impacted the limited number of lower grade classifications competing below market averages in terms of actual salary and salary range.

Pay Plan Components: Cost of Living Increase and In-Range Salary Increase

In addition to comprehensive organizational classification and pay plan studies as well as periodic reviews of individual positions or classifications, as needed, the Board has adopted a pay approach in which the Board determines each year the total amount of Cost of Living Increase and In-Range Salary Increase to be awarded based on cost of living and market factors. The most recent Cost of Living Increase (2.0%) was approved by the Board, effective July 1, 2012.

Position Classification and Pay Plans – continued

The Cost of Living Increase is applicable to all permanent employees. Historically, the County has applied the Cost of Living Increase as an adjustment to the County’s salary schedule.

The purpose of the In-Range Salary Increase is to provide for the employee’s advancement in the salary range in relation to new hires and in relation to the labor market as the employee gains additional experience and proficiency. Funds for In-Range Salary Increases have not been approved since FY 2008-09.

To recognize employees whose work performance was “Proficient” or higher during FY 2012-13, the Board approved a one-time performance award, effective with the employee’s performance review date, of \$500 for employees whose work performance was “Proficient” and \$1,000 for employees whose work performance was “Exceptional”.

Changes in the Cost of Living

Staff has assessed changes in the cost of living based on the consumer price index data compiled by the United States Department of Labor Bureau of Labor Statistics. For 2012, the consumer price index increased 1.7%, led by increases in costs for medical care services (3.7%) and fuel (3.6%).

Past Employee Salary Increases as Compared to Changes in the Consumer Price Index

The following chart shows the Cost of Living Increases and In-Range Increases awarded to Orange County employees and increases in the cost of living, as reflected in the consumer price index, for the past five years.

Fiscal Year	Orange County Cost of Living Increase	In-Range Increase (Proficient Performance)	In-Range Increase (Exceptional Performance)	Employee Performance Award	Change in Consumer Price Index*	Year*
2013-14	2.00% (recommended)	-	-	\$500/\$1,000 (recommended)	1.70%	2012
2012-13	2.00%	-	-	\$500/\$1,000	3.00%	2011
2011-12	-	-	-	Up to \$500	1.50%	2010
2010-11	-	-	-	-	2.70%	2009
2009-10	-	-	-	-	0.10%	2008

**From the US Department of Labor Bureau of Labor Statistics*

Position Classification and Pay Plans – continued

Salary Compression

The County maintains a Salary Schedule, defined as a schedule of salary ranges systematized into sequential rates including Minimum and Maximum salaries for each class assigned to any given salary range. In recent years, employee salaries have not increased in proportion to the rising cost of living. Departments have found it increasingly difficult to offer competitive salaries to new employees when nearly two-thirds of current employees' salaries are compressed in the first quarter of the salary ranges, as reflected in the chart below. Compression is a major issue affecting employee morale and recruitment.

Permanent Employees by Place in Salary Range							
Salary Grade	# of Employees	Minimum	Up to Quarter 1	Up to Midpoint	Up to Quarter 3	Up to Maximum	Maximum
8	38	13	22	3	0	0	0
9	16	0	11	3	1	1	0
10	57	3	39	9	3	1	2
11	61	14	40	6	0	1	0
12	85	18	43	14	8	1	1
13	20	7	9	2	2	0	0
14	140	24	93	14	6	2	1
15	41	5	22	14	0	0	0
16	81	1	59	13	6	1	1
17	32	0	13	9	7	2	1
18	44	2	19	16	6	1	0
19	72	16	25	20	6	4	1
20	31	1	14	12	1	3	0
21	2	0	1	0	1	0	0
22	37	0	14	16	6	1	0
24	14	1	4	8	0	1	0
25	4	1	1	2	0	0	0
26	12	0	2	9	1	0	0
27	13	0	1	10	2	0	0
29	8	0	3	4	0	1	0
31	10	0	0	3	6	1	0
33	2	0	0	0	2	0	0
34	1	0	0	0	0	1	0
37	2	0	0	1	0	1	0
Total	823	106	435	188	64	23	7
% of Total Employees		12.88%	52.86%	22.84%	7.78%	2.79%	0.85%

Position Classification and Pay Plans – continued

Position Classification and Pay Plan Recommendation

As noted above, County salary ranges remain competitive with the labor market, but individual salaries are compressed in the first quarter of the salary ranges. The Manager recommends making no adjustments to the salary range minimums during FY 2013-14.

To begin addressing the issues associated with compression, the Manager recommends a 2.0% Cost of Living Adjustment (COLA) for all permanent employees hired on or before June 30, 2013, effective July 1, 2013. The Manager recommends increasing the salary range maximums 2.5% to allow those employees at or exceeding the range to receive the 2.0% COLA. This salary increase will move all employee salaries higher in the salary ranges and provide an opportunity to offer salaries to new employees at a rate below that of current County employees. The Manager recommends that the Board take steps to address compression mid-way through FY 2013-14.

The Manager recommends continuing the Employee Performance Award in the amount of \$500 for proficient performance or \$1,000 for exceptional performance, effective with WPPR review dates from July 1, 2013 to June 30, 2014. During FY 2013-14, the Human Resources Director will work with County staff to redesign the County's employee performance evaluation program. Employees will have the opportunity to provide input in the development stage through focus groups, surveys and other feedback methods.

Board of Commissioners' Action as to the Position Classification and Pay Plans

The Manager recommends the Board approve a 2.0% Cost of Living Adjustment for permanent employees hired on or before June 30, 2013, effective July 1, 2013. The Manager recommends making no adjustments to the salary range minimums during FY 2013-14. The Manager recommends increasing the salary range maximums 2.5% to allow those employees at or exceeding the range to receive the 2.0% across the board salary increase. The Manager recommends continuing the Employee Performance Award in the amount of \$500 for proficient performance or \$1,000 for exceptional performance, effective with WPPR review dates from July 1, 2013 to June 30, 2014. The projected FY 2013-14 budgetary impact is \$1.38 million. The Manager's recommendation also includes approving the updated Orange County Salary Schedule and Classification and Pay Plan (attached).

Orange County Salary Schedule

Effective July 1, 2013

Annual Salary					
Grade	Minimum	Quarter 1	Midpoint	Quarter 3	Maximum
1	18,777	21,775	24,772	27,770	30,768
2	19,728	22,878	26,028	29,178	32,327
3	20,728	24,036	27,345	30,654	33,963
4	21,777	25,253	28,729	32,206	35,682
5	22,879	26,532	30,184	33,836	37,489
6	24,036	27,873	31,711	35,548	39,386
7	25,254	29,285	33,317	37,348	41,380
8	26,532	30,768	35,004	39,240	43,476
9	27,877	32,327	36,777	41,226	45,676
10	29,286	33,962	38,637	43,313	47,988
11	30,768	35,681	40,594	45,507	50,419
12	32,327	37,488	42,649	47,809	52,970
13	33,963	39,385	44,806	50,228	55,650
14	35,683	41,380	47,076	52,773	58,469
15	37,489	43,474	49,459	55,444	61,429
16	39,387	45,675	51,963	58,251	64,539
17	41,381	47,987	54,593	61,199	67,805
18	43,474	50,415	57,357	64,298	71,239
19	45,677	52,969	60,261	67,553	74,846
20	47,989	55,650	63,311	70,972	78,633
21	50,418	58,468	66,517	74,566	82,615
22	52,969	61,426	69,883	78,340	86,797
23	55,652	64,537	73,422	82,307	91,192
24	58,470	67,804	77,138	86,473	95,807
25	61,430	71,237	81,043	90,850	100,657
26	64,538	74,841	85,145	95,449	105,752
27	67,806	78,631	89,457	100,282	111,107
28	71,239	82,612	93,985	105,359	116,732
29	74,844	86,793	98,742	110,691	122,641
30	78,634	91,188	103,742	116,296	128,851
31	82,614	95,804	108,993	122,183	135,373
32	86,797	100,655	114,512	128,369	142,226
33	91,191	105,750	120,309	134,867	149,426
34	95,809	111,104	126,400	141,696	156,991
35	100,657	116,728	132,798	148,869	164,940
36	105,754	122,638	139,522	156,406	173,290
37	111,107	128,845	146,584	164,322	182,061

NOTE: For reference in looking at the relative position of salaries in the salary range, the Salary Schedule shows three reference points: A Midpoint and markers for Quarter 1 and Quarter 3. The Midpoint is the mathematical midpoint between the salary range Minimum and Maximum. Quarter 1 marks the halfway point between the Minimum and the Midpoint. Quarter 3 marks the halfway point between the Midpoint and the Maximum.

**Recommended FY 2013-14 Classification and Pay Plan
Classes by Salary Grades**

Class Code	Class Title	Salary Grade	FLSA Status
0802	Convenience Center Operator	08	Non-Exempt
0805	Facilities Maintenance Technician I	08	Non-Exempt
0806	Jail Cook	08	Non-Exempt
0807	Animal Care Technician	08	Non-Exempt
0902	Community Social Services Assistant	09	Non-Exempt
0903	Dental Office Assistant	09	Non-Exempt
0904	Library Assistant I	09	Non-Exempt
0905	Medical Office Assistant	09	Non-Exempt
0906	Nursing Assistant	09	Non-Exempt
0907	Office Assistant I	09	Non-Exempt
1001	Facilities Maintenance Technician II	10	Non-Exempt
1003	Community Social Services Technician	10	Non-Exempt
1005	Jail Cook Supervisor	10	Non-Exempt
1006	Library Assistant II	10	Non-Exempt
1007	Office Assistant II	10	Non-Exempt
1008	Permit Technician	10	Non-Exempt
1009	Public Transportation Driver	10	Non-Exempt
1011	Recycling Materials Handler	10	Non-Exempt
1012	Weighmaster	10	Non-Exempt
1013	Landscape Technician I	10	Non-Exempt
1014	Veterinary Health Care Tech	10	Non-Exempt
1015	Community Health Aide	10	Non-Exempt
1101	Administrative Assistant I	11	Non-Exempt
1103	Dental Assistant	11	Non-Exempt
1104	Deputy Register Of Deeds II	11	Non-Exempt
1105	Emergency Medical Technician - Basic	11	Non-Exempt
1107	Facility Operator	11	Non-Exempt
1108	Revenue Technician I	11	Non-Exempt
1109	Solid Waste Collector Driver	11	Non-Exempt
1110	Tax Clerk I	11	Non-Exempt
1201	Accounting Technician I	12	Non-Exempt
1202	Administrative Assistant II	12	Non-Exempt
1203	Animal Control Officer	12	Non-Exempt
1205	Assistant to the Clerk	12	Non-Exempt
1207	Criminal Data Specialist	12	Non-Exempt
1208	Deputy Elections Director	12	Non-Exempt
1209	Detention Officer	12	Non-Exempt
1211	Housing Technician	12	Non-Exempt
1212	Income Maintenance Caseworker I	12	Non-Exempt
1213	Landfill Equipment Operator	12	Non-Exempt
1215	Revenue Technician II	12	Non-Exempt
1217	Facilities Maintenance Technician III	12	Non-Exempt
1218	Solid Waste Materials Transfer Operator	12	Non-Exempt
1221	Parks Conservation Technician I	12	Non-Exempt

**Recommended FY 2013-14 Classification and Pay Plan
Classes by Salary Grades**

Class Code	Class Title	Salary Grade	FLSA Status
1222	Licensed Practical Nurse (LPN)	12	Non-Exempt
1301	Accounting Technician II	13	Non-Exempt
1302	Landfill Inspector	13	Non-Exempt
1303	Medical Laboratory Technician	13	Non-Exempt
1304	Telecommunicator	13	Non-Exempt
1306	Revenue Technician III	13	Non-Exempt
1307	Food Services Coordinator	13	Non-Exempt
1308	Building and Services Maintenance Coordinator	13	Non-Exempt
1401	Administrative Assistant III	14	Non-Exempt
1403	Recreation Program Coordinator	14	Non-Exempt
1404	Automotive Mechanic	14	Non-Exempt
1408	Deputy Sheriff I	14	Non-Exempt
1409	Deputy Tax Collector	14	Non-Exempt
1410	Facilities Maintenance Technician IV	14	Non-Exempt
1411	Foreign Language Coordinator	14	Non-Exempt
1412	GIS Mapper	14	Non-Exempt
1413	Heavy Equipment Mechanic I	14	Non-Exempt
1414	Housing Specialist	14	Non-Exempt
1415	Human Resources Technician	14	Non-Exempt
1417	Income Maintenance Caseworker II	14	Non-Exempt
1419	Information Technology Support Specialist	14	Non-Exempt
1420	Intake Specialist	14	Non-Exempt
1422	Paramedic	14	Non-Exempt
1426	Social Worker I	14	Non-Exempt
1427	Telecommunications Assistant Supervisor	14	Non-Exempt
1430	Parks Conservation Technician II	14	Non-Exempt
1431	Wireless Communications Coordinator	14	Non-Exempt
1432	Environmental Health Technician	14	Non-Exempt
1433	Permits Coordinator	14	Non-Exempt
1435	Planning Technician	14	Non-Exempt
1436	Imaging Coordinator	14	Non-Exempt
1437	Asset Management Coordinator	14	Non-Exempt
1438	Business Appraisal Technician	14	Non-Exempt
1439	RSVP Assistant Administrator	14	Non-Exempt
1440	Human Services Specialist	14	Non-Exempt
1502	Deputy Sheriff II	15	Non-Exempt
1504	Income Maintenance Caseworker III	15	Non-Exempt
1505	Office Supervisor	15	Exempt
1506	Executive Assistant	15	Non-Exempt
1508	Communications Specialist	15	Non-Exempt
1509	Solid Waste Field Services Supervisor	15	Exempt
1510	Circulation Supervisor	15	Exempt
1511	Property Development Specialist I	15	Non-Exempt
1602	Appraiser I	16	Non-Exempt

**Recommended FY 2013-14 Classification and Pay Plan
Classes by Salary Grades**

Class Code	Class Title	Salary Grade	FLSA Status
1603	Arts Commission Coordinator	16	Exempt
1604	Assistant Fire Marshal	16	Non-Exempt
1605	Assistant Register of Deeds	16	Non-Exempt
1606	Child Support Officer	16	Non-Exempt
1609	Criminal Justice Program Coordinator	16	Non-Exempt
1611	Eldercare Manager	16	Non-Exempt
1612	Staff Officer	16	Non-Exempt
1617	Human Services Coordinator I	16	Non-Exempt
1619	Income Maintenance Investigator	16	Exempt
1620	Income Maintenance Leadworker	16	Non-Exempt
1621	Resource and Benefits Specialist	16	Non-Exempt
1622	Information Technology Support Analyst I	16	Non-Exempt
1623	Librarian I	16	Exempt
1625	Recycling Education and Outreach Coordinator	16	Exempt
1626	Housing Rehabilitation Specialist	16	Non-Exempt
1627	Social Worker II	16	Non-Exempt
1629	Telecommunications Supervisor	16	Non-Exempt
1633	Recreation Program Supervisor	16	Non-Exempt
1636	Parks Operations Supervisor	16	Exempt
1637	Solid Waste Enforcement Officer	16	Exempt
1638	Custodial Supervisor	16	Exempt
1639	Program Coordinator	16	Exempt
1640	Senior Center Coordinator	16	Non-Exempt
1701	Budget & Management Analyst I	17	Exempt
1702	Code Compliance Officer (Level III)	17	Non-Exempt
1705	Environmental Health Specialist	17	Non-Exempt
1706	GIS Project Coordinator I	17	Exempt
1707	Human Resources Analyst	17	Exempt
1708	Deputy Clerk/Information Specialist	17	Exempt
1709	Management Analyst	17	Exempt
1711	Planner I	17	Non-Exempt
1713	RSVP Administrator	17	Exempt
1714	Senior Public Health Educator	17	Exempt
1715	Limited English Proficiency (LEP) Specialist	17	Non-Exempt
1716	Communications Data Manager	17	Exempt
1718	Housing Program Coordinator	17	Exempt
1719	Financial Services Coordinator	17	Exempt
1721	Erosion Control Officer I	17	Non-Exempt
1722	Training/Quality Assurance Coordinator	17	Exempt
1801	Deputy Sheriff/Sergeant	18	Non-Exempt
1802	Economic Development Coordinator/Agriculture	18	Exempt
1803	EMS Supervisor	18	Non-Exempt
1805	Erosion Control Officer II	18	Exempt
1807	Recycling Programs Supervisor	18	Exempt
1809	Social Worker III	18	Non-Exempt
1810	Environmental Enforcement Supervisor	18	Exempt

**Recommended FY 2013-14 Classification and Pay Plan
Classes by Salary Grades**

Class Code	Class Title	Salary Grade	FLSA Status
1811	Recreation Manager	18	Exempt
1812	Parks Conservation Specialist	18	Exempt
1813	Deputy Sheriff/Investigator I	18	Non-Exempt
1814	Administrative Officer	18	Exempt
1815	Information Technology Support Analyst II	18	Non-Exempt
1816	Transportation Assistant Administrator	18	Exempt
1817	Registered Dietitian	18	Exempt
1818	Human Services Coordinator II	18	Exempt
1819	Data Systems Manager	18	Exempt
1903	Appraiser II	19	Non-Exempt
1906	Budget & Management Analyst II	19	Exempt
1907	Facilities Maintenance Supervisor	19	Exempt
1908	Business Personal Property Appraiser	19	Non-Exempt
1909	Child Protective Services Social Worker	19	Non-Exempt
1910	Child Welfare Program Specialist	19	Non-Exempt
1911	Librarian II	19	Exempt
1912	Civil Rights Specialist	19	Exempt
1913	Human Resources Manager	19	Exempt
1915	Emergency Management Specialist	19	Exempt
1916	Employment Manager	19	Exempt
1917	Environmental Health Program Specialist	19	Non-Exempt
1918	Fleet Maintenance Supervisor	19	Exempt
1919	GIS Project Coordinator II	19	Exempt
1920	Income Maintenance Supervisor	19	Exempt
1921	Legal Specialist	19	Exempt
1922	Library Systems Administrator	19	Exempt
1923	Planner II	19	Exempt
1924	Public Health Nurse I	19	Exempt
1925	Purchasing Agent	19	Exempt
1926	Sales Director	19	Exempt
1928	Social Work Clinical Specialist	19	Exempt
1929	Social Work Supervisor I	19	Exempt
1930	Soil Conservationist	19	Exempt
1932	Solid Waste Planner	19	Exempt
1934	Landfill Transfer Supervisor	19	Exempt
1935	Communications Manager	19	Exempt
1937	Public Health Education Program Manager	19	Exempt
1938	Child Support Supervisor	19	Exempt
1941	Cultural Resources Coordinator	19	Exempt
1943	Heavy Equipment Mechanic Supervisor	19	Exempt
1945	Grants Compliance Specialist	19	Exempt
1946	Deputy Sheriff/Investigator II	19	Non-Exempt
1947	Economic Development Specialist	19	Exempt
2001	Dental Hygienist	20	Non-Exempt
2002	Deputy Sheriff/Lieutenant	20	Non-Exempt
2003	Eldercare Services Administrator	20	Exempt

**Recommended FY 2013-14 Classification and Pay Plan
Classes by Salary Grades**

Class Code	Class Title	Salary Grade	FLSA Status
2004	Landscape Architect	20	Exempt
2005	Applications Development Specialist	20	Exempt
2006	Public Health Nurse II	20	Exempt
2007	Senior Centers Administrator	20	Exempt
2008	Senior Income Maintenance Supervisor	20	Exempt
2009	Social Work Supervisor II	20	Exempt
2011	Homeless Programs Coordinator	20	Exempt
2012	Solid Waste Collection Services Manager	20	Exempt
2013	Business Operations Coordinator	20	Exempt
2014	Health Informatics Manager	20	Exempt
2015	Human Services Supervisor	20	Exempt
2016	Graphic Design Specialist	20	Exempt
2104	Senior Accountant	21	Exempt
2105	Nutrition Program Manager	21	Exempt
2201	Animal Control Manager	22	Exempt
2202	Benefits Manager	22	Exempt
2203	Business Officer I	22	Exempt
2206	Deputy Sheriff/Captain	22	Exempt
2207	Erosion Control Supervisor	22	Exempt
2210	Information Technology Analyst	22	Exempt
2211	Land Resources Conservation Manager	22	Exempt
2213	Network Analyst	22	Exempt
2214	Superintendent of Parks	22	Exempt
2215	Public Health Nurse III	22	Exempt
2216	Superintendent of Recreation	22	Exempt
2217	Recycling Programs Manager	22	Exempt
2219	Soil Scientist	22	Exempt
2220	Systems Analyst	22	Exempt
2221	Veterinary Health Care Manager	22	Exempt
2224	Water Resources Coordinator	22	Exempt
2226	Assistant Library Director	22	Exempt
2227	Transportation Administrator	22	Exempt
2228	Animal Services Operations Manager	22	Exempt
2229	Social Work Supervisor III	22	Exempt
2230	GIS Senior Project Coordinator	22	Exempt
2231	Risk Manager	22	Exempt
2404	Chief Inspector and Plans Examiner	24	Exempt
2407	Fire Marshal	24	Exempt
2409	Environmental Health Supervisor	24	Exempt
2411	Solid Waste Engineer	24	Exempt
2412	Organizational Development Manager	24	Exempt
2413	Planner III	24	Exempt
2414	Information Technology Operations Manager	24	Exempt
2415	Staff Engineer	24	Exempt
2417	Revenue Collections Manager	24	Exempt

**Recommended FY 2013-14 Classification and Pay Plan
Classes by Salary Grades**

Class Code	Class Title	Salary Grade	FLSA Status
2418	GIS and Land Records Manager	24	Exempt
2419	Chief Appraiser	24	Exempt
2420	Personal Property Appraisal Manager	24	Exempt
2421	Communications Operations Manager	24	Exempt
2422	EMS Operations Manager	24	Exempt
2423	Applications Systems Analyst	24	Exempt
2501	Business Officer II	25	Exempt
2503	Human Services Manager	25	Exempt
2504	Deputy Tax Assessor	25	Exempt
2601	Deputy Sheriff/Major	26	Exempt
2602	Home Visiting Services Supervisor	26	Exempt
2603	Public Health Education Director	26	Exempt
2604	Public Health Nurse Supervisor	26	Exempt
2605	Social Work Program Manager	26	Exempt
2606	Solid Waste Operations Manager	26	Exempt
2609	Finance & Administrative Operations Director	26	Exempt
2610	Family Nurse Practitioner II	26	Exempt
2611	Assistant Asset Management Director	26	Exempt
2612	Network Engineer	26	Exempt
2701	Clerk to the Board	27	Exempt
2702	Elections Director	27	Exempt
2703	Environmental Health Director	27	Exempt
2705	Social Services Assistant Director	27	Exempt
2706	Public Health Nursing Director	27	Exempt
2708	Visitor Bureau Director	27	Exempt
2710	Staff Attorney	27	Exempt
2711	Assistant to the County Manager for Legislative Affairs	27	Exempt
2713	Deputy Financial Services Director	27	Exempt
2714	Building Inspector Administrator	27	Exempt
2715	Public Affairs Officer	27	Exempt
2716	IT Applications Manager	27	Exempt
2901	Aging Director	29	Exempt
2902	Child Support Director	29	Exempt
2904	Environment, Agriculture, Parks & Recreation Director	29	Exempt
2905	Housing, Human Rights and Community Development Director	29	Exempt
2908	Library Director	29	Exempt
2911	Register of Deeds	29	Exempt
2914	Animal Services Director	29	Exempt
2915	Asset Management Director	29	Exempt
3102	Chief Information Officer	31	Exempt
3103	Emergency Services Director	31	Exempt
3105	Health Director	31	Exempt
3106	Human Resources Director	31	Exempt

**Recommended FY 2013-14 Classification and Pay Plan
Classes by Salary Grades**

Class Code	Class Title	Salary Grade	FLSA Status
3107	Planning Director	31	Exempt
3109	Sheriff	31	Exempt
3110	Social Services Director	31	Exempt
3111	Solid Waste Director	31	Exempt
3112	Tax Administrator	31	Exempt
3114	Economic Development Director	31	Exempt
3301	Assistant County Manager	33	Exempt
3401	Dentist	34	Exempt
3701	County Manager	37	Exempt
3702	County Attorney	37	Exempt
<u>Unclassified</u>			
0001	County Commissioner		Exempt

These positions are subject to the authority of the Board of County Commissioners to establish and change the salaries as limited by N. C. General Statutes 153A-92 (as cited in the Orange County Code of Ordinances, Chapter 28 Personnel, Section 28-13(o)).

Orange County Approved Employee Pay and Benefits Actions
(FY 2003-04 - FY 2012-13)

	2003-04	2004-05	2005-06	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13
CPI (Consumer Price Index)*	1.90%	3.30%	3.40%	2.50%	4.10%	0.10%	2.70%	1.50%	3.00%	1.70%
Average Wage Index (AWI)**	2.44%	4.65%	3.66%	4.60%	4.54%	2.30%	-1.51%	2.36%	3.13%	unavailable
Employment Cost Index***	2.00%	2.10%	3.10%	3.50%	3.50%	3.10%	1.90%	1.20%	1.00%	1.10%
Cost of Living Increase	0.00%	2.00%	0.00%	4.00%	3.00%	2.25%	0.00%	0.00%	0.00%	2.00%
In-Range Increase	0.00%	0.00%	4.00%	0.00%	1.00% (Proficient) 2.00% (Exceptional)	1.00% (Proficient) 2.00% (Exceptional)	0.00%	0.00%	0.00%	0.00%
Employee Performance Award								\$500 (prorated for part-time or partial year employment)		\$500 (Proficient) \$1,000 (Exceptional)
Classification and Pay Study	Phase 2: 2.5% if 4 or more years of service. (Effective 12/8/03) Phase 3: 2.5% if 7 or more years of service. (Effective 4/26/04)						Implemented first phase of the Archer Classification and Pay Study for employees' salaries most out-of-line with the market.	Implemented recommendations from first annual classification and pay study.	Implemented recommendations from second annual classification and pay study.	Implemented recommendations from third annual classification and pay study.
Total Budget for Pay Actions	\$1,576,901	\$947,041	\$613,847	\$1,566,448	\$1,398,674	\$1,095,239	\$60,000	\$550,000	\$60,000	\$1,136,000
General Fund Position FTE	704.561	741.986	750.436	773.836	793.200	830.650	838.150	773.600	783.925	801.425
Major Personnel Transitions	EMS Transport Transition - Added 18 FTE's	Animal Shelter Transition - Added 16 FTE's								
Employee-Only Health Insurance Premium	\$4,267	\$4,113	\$4,779	\$4,868	\$5,341	\$5,831	\$5,988	\$6,377	\$6,943	\$7,574
Health Insurance Premium Increase	13.82%	-3.61%	16.19%	1.86%	9.72%	9.17%	2.69%	6.50%	8.88%	9.09%

*Consumer Price Index data from the U.S. Bureau of Labor Statistics

**National Average Wage Index is determined by the U.S. Social Security Administration and shows the percentage increase in average wages as measured by annual wage data tabulated by the Social Security Administration

***Employment Cost Index data from the U.S. Bureau of Labor Statistics. Measures average increase in wages in variety of sectors of the economy. The data shown here is for wages and salaries for state and local government

County Contributions to Retirement Benefits

Background

Local Governmental Employees' Retirement System (LGERS)

Both employer and employees make contributions based on employee earnings to this retirement plan. While employer contributions have varied over the past few years (see chart below), the employee contribution has consistently been 6.00% of salary.

History of County Retirement Contributions

Fiscal Year(s)	LGERS		Supplemental Retirement	
	Law Enforcement Officers (LEO's)	General Employees	Law Enforcement Officers (LEO's)	General Employees
	% of Salary	% of Salary	% of Salary	Annual Contribution
2001-2005	4.78	4.88	5.00	\$520
2005-2007	4.78	4.88	5.00	\$650
2007-2009	4.86	4.88	5.00	\$715
2009-2010	4.86	4.88	5.00	Suspended
2010-2011	6.41	6.43	5.00	Suspended until January 2011, then \$715
2011-2012	7.04	6.96	5.00	\$715
2012-2013	6.77	6.74	5.00	\$715
2013-2014 (recommended)	7.28	7.07	5.00	\$715 (up to \$1,200 matching contribution)

Supplemental Retirement Benefits

The Board has set the County's contribution from an initial contribution of \$15.00 per pay period in FY 1998-99 (\$375 annually) to the current \$27.50 per pay period (\$715 annually). After a suspension of County contributions in FY 2009-10, the Board reinstated the contribution at the rate of \$27.50 per pay period into one of three deferred compensation plan options. The County's contribution is into a pre-tax fund, which means the County does not pay Social Security taxes on the amount contributed.

Employees direct the County to invest its contribution to one of the following:

- Prudential 401(k) plan (pre-tax) administered by the North Carolina Retirement System;
- ICMA-RC 457 plan (pre-tax);
- Nationwide (NACo) 457 (pre-tax).

Employees may elect to contribute an amount, within federal guidelines, to any of plan(s) listed above as well as a post-tax (Roth) Prudential 401(k) plan administered by the North Carolina Retirement System. The County is required by State law to make a contribution of five percent of salary to the 401(k) plan for each sworn law enforcement officer. The County may determine the amount of its contributions for general County (non-sworn law enforcement) employees.

County Contributions to Retirement Benefits – continued

Of the 54 North Carolina counties that contribute to the NC Supplemental Retirement Plans through Prudential, only McDowell and Orange counties contribute a flat dollar amount (see attachment). An average 3.6% contribution is made by the remaining 52 counties, while an average 4.15% contribution is made by Orange County's neighboring jurisdictions.

The annual County contribution of \$715 is equivalent to 1.57% of the average annual Orange County employee salary of \$45,500. While the \$715 flat dollar amount provides all employees, regardless of salary, with an identical benefit, it does not provide any recruitment or retention incentive and is consistently identified by County employees as a benefit that can be improved.

County Costs

The Manager recommends keeping the \$27.50 pay period County minimum contribution to the employee's choice of supplemental retirement plan(s) and matching employees' contributions up to \$46.15 per pay period for all general (non-sworn law enforcement officer) employees. \$46.15 per pay period (\$1,200 annually) is equivalent to 2.64% of the average annual Orange County employee salary of \$45,500.

By continuing the minimum County contribution of \$715 and matching up to \$1,200 of employee contributions, the County's costs would increase a minimum of \$87,000 and a maximum of \$363,000 per year. Current County contributions are \$535,000; if employees continued to contribute at current levels, the total County costs would be approximately \$622,000. If all employees contributed at least \$1,200 per year, the total County costs would be approximately \$898,000.

Employee Participation in Supplemental Retirement Benefits

Currently, 57.6% of general employees contribute to a supplemental retirement plan, but only 16.5% of general employees contribute 3% of salary or greater. One of the Board's objectives in initiating an employer contribution was to encourage each employee to make a voluntary contribution to build his or her retirement security. The chart below shows employee (law enforcement and general) participation in the supplemental retirement plans. The recent drop in the number of contributors is likely due to increased health care costs and stagnant salaries.

	Employees Contributing	Percentage
May 2009	500	65%
May 2010*	433	57%
May 2011	560	70%
May 2012	533	65%
April 2013	545	66%

*This drop occurred during the year the County suspended its contribution to the supplemental retirement benefit.

County Contributions to Retirement Benefits – continued

Board of Commissioners' Action as to County Contributions to Retirement Benefits

The Manager recommends continuing the 5.0% employer contribution to the Local Governmental Employees' Retirement System 401(k) program for sworn law enforcement officers. The Manager further recommends keeping the \$27.50 per pay period County minimum contribution to the employee's choice of supplemental retirement plan(s) and matching employees' contributions up to \$46.15 per pay period (for a maximum County contribution of \$1,200) for all general (non-sworn law enforcement officer) employees.



NC 401(k) Plan Employer Contributions

as of January 2013

Employer contributions shown here are generalized and are not intended to convey the specifics associated with each employer. Employer contributions shown are per pay period unless otherwise noted. Employer contributions are subject to change at any time.

Employer Type	Employer	Employer Contribution for General Employees
Community College	Asheville-Buncombe Technical Community College	\$25*
Community College	Beaufort Community College	1%
Community College	North Carolina Center for Applied Textile Technology	5%
County	Alamance County	2%
County	Anson County	2%
County	Ashe County	2%
County	Avery County	3%
County	Beaufort County	up to 1.5%
County	Brunswick County	5%
County	Buncombe County	8%
County	Burke County	2%
County	Cabarrus County	5%
County	Caldwell County	4.91%
County	Camden County	5%
County	Carteret County	5%
County	Chatham County	4.5%
County	Cleveland County	5%
County	Craven County	up to 4%
County	Cumberland County	1%
County	Currituck County	5.08%
County	Davidson County	1.5%
County	Davie County	3%
County	Durham County	5%
County	Edgecombe County	2%
County	Franklin County	4%
County	Guilford County	5%
County	Haywood County	1%
County	Henderson County	2%
County	Iredell County	5%
County	Johnston County	5%
County	Lee County	3%
County	Lenoir County	5%
County	Macon County	2%
County	Martin County	3%
County	McDowell County	\$16.67
County	Mecklenburg County	up to 5%
County	Montgomery County	5%
County	Moore County	3%
County	Nash County	5%
County	Onslow County	up to 4%
County	Orange County	\$27.50
County	Person County	3.5%
County	Pitt County	4.98%
County	Randolph County	2%
County	Richmond County	5%
County	Robeson County	4%
County	Rutherford County	3.75%
County	Sampson County	2.53%

Employer Type	Employer	Employer Contribution for General Employees
County	Scotland County	3.75%
County	Stokes County	1%
County	Union County	5%
County	Wake County	5%
County	Washington County	3%
County	Watauga County	5%
County	Wayne County	up to 2%
County	Wilson County	5%
County	Yadkin County	1%
Municipal	Aberdeen, Town of	5%
Municipal	Ahoskie, Town of	5%
Municipal	Angier, Town of	up to 5%
Municipal	Apex, Town of	5%
Municipal	Archdale, City of	5%
Municipal	Asheville, City of	5%
Municipal	Atlantic Beach, Town of	5%
Municipal	Badin, Town of	5%
Municipal	Bald Head Island, Village of	5%
Municipal	Banner Elk, Town of	6%
Municipal	Beaufort, Town of	5%
Municipal	Beech Mountain, Town of	1%
Municipal	Belhaven, Town of	2%
Municipal	Belmont, City of	5%
Municipal	Benson, Town of	5%
Municipal	Bermuda Run, Town of	up to 5%
Municipal	Bessemer City, City of	5%
Municipal	Bethel, Town of	2%
Municipal	Beulaville, Town of	5%
Municipal	Biltmore Forest, Town of	5%
Municipal	Biscoe, Town of	4.5%
Municipal	Black Creek, Town of	5%
Municipal	Black Mountain, Town of	5%
Municipal	Bladenboro, Town of	4.5%
Municipal	Blowing Rock, Town of	2%
Municipal	Boiling Spring Lakes, City of	5%
Municipal	Boiling Springs, Town of	5%
Municipal	Boone, Town of	5%
Municipal	Bridgeton, Town of	5%
Municipal	Bunn, Town of	2%
Municipal	Burgaw, Town of	5%
Municipal	Burlington, City of	5%
Municipal	Burnsville, Town of	2%
Municipal	Butner, Town of	4%
Municipal	Cameron, Town of	3%
Municipal	Candor, Town of	2%
Municipal	Cape Carteret, Town of	5%
Municipal	Carolina Shores, Town of	5%
Municipal	Carrboro, Town of	3%
Municipal	Carthage, Town of	5%
Municipal	Cary, Town of	5%
Municipal	Caswell Beach, Town of	5%

*Per month

NC 401(k) Plan Employer Contributions

Employer Type	Employer	Employer Contribution for General Employees
Municipal	Chapel Hill, Town of	5%
Municipal	Charlotte, City of	3%
Municipal	Cherryville, City of	5%
Municipal	China Grove, Town of	2%
Municipal	Claremont, City of	5%
Municipal	Clarkton, Town of	5%
Municipal	Clayton, Town of	4%
Municipal	Clemmons, Village of	up to 5%
Municipal	Cleveland, Town of	5%
Municipal	Columbus, Town of	5%
Municipal	Concord, City of	3.5%
Municipal	Conover, City of	5%
Municipal	Cornelius, Town of	5%
Municipal	Cramerton, Town of	5%
Municipal	Creedmoor, City of	5%
Municipal	Dallas, Town of	4%
Municipal	Davidson, Town of	5%
Municipal	Dobson, Town of	5%
Municipal	Duck, Town of	5%
Municipal	Dunn, City of	2%
Municipal	Durham, City of	4.5%
Municipal	Eden, City of	5%
Municipal	Edenton, City of	1%
Municipal	Elizabeth City, City of	5%
Municipal	Elizabethtown, Town of	3%
Municipal	Elkin, Town of	5%
Municipal	Elon, Town of	5%
Municipal	Emerald Isle, Town of	6%
Municipal	Erwin, Town of	5%
Municipal	Fairmont, Town of	5%
Municipal	Faison, Town of	2%
Municipal	Farmville, Town of	2.75%
Municipal	Fletcher, Town of	5%
Municipal	Foxfire Village, Town of	5%
Municipal	Franklin, Town of	5%
Municipal	Franklinton, Town of	5%
Municipal	Fremont, Town of	4%
Municipal	Fuquay-Varina, Town of	5%
Municipal	Garner, Town of	5%
Municipal	Gaston, Town of	5%
Municipal	Gastonia, City of	5%
Municipal	Gibsonville, Town of	5%
Municipal	Goldsboro, City of	1%
Municipal	Graham, City of	5%
Municipal	Granite Falls, Town of	2%
Municipal	Granite Quarry, Town of	5%
Municipal	Green Level, Town of	up to 5%
Municipal	Greenville, City of	\$30
Municipal	Grifton, Town of	up to 1.5%
Municipal	Grover, Town of	5%
Municipal	Harrisburg, Town of	3%
Municipal	Havelock, City of	5%
Municipal	Haw River, Town of	5%
Municipal	Hertford, Town of	3.75%
Municipal	Hickory, City of	1%
Municipal	Hillsborough, Town of	4.84%
Municipal	Holden Beach, Town of	5%
Municipal	Holly Ridge, Town of	5%
Municipal	Holly Springs, Town of	5%
Municipal	Hope Mills, Town of	3%
Municipal	Hudson, Town of	3%
Municipal	Huntersville, Town of	5%

Employer Type	Employer	Employer Contribution for General Employees
Municipal	Indian Beach, Town of	5%
Municipal	Indian Trail, Town of	up to 1%
Municipal	Jacksonville, City of	2%
Municipal	Jamestown, Town of	3%
Municipal	Jonesville, Town of	4.98%
Municipal	Kenansville, Town of	2%
Municipal	Kenly, Town of	2%
Municipal	Kill Devil Hills, Town of	up to 5%
Municipal	King, City of	5%
Municipal	Kings Mountain, City of	5%
Municipal	Kinston, City of	1.5%
Municipal	Kitty Hawk, Town of	2%
Municipal	Knightdale, Town of	5%
Municipal	Kure Beach, Town of	5%
Municipal	Lake Lure, Town of	5%
Municipal	Landis, Town of	5%
Municipal	Laurel Park, Town of	3.5%
Municipal	Laurinburg, City of	5%
Municipal	Leland, Town of	5%
Municipal	Liberty, Town of	3%
Municipal	Lilesville, Town of	4%
Municipal	Lillington, Town of	up to 5%
Municipal	Locust, City of	5%
Municipal	Louisburg, Town of	5%
Municipal	Lowell, Town of	5%
Municipal	Lucama, Town of	2.5%
Municipal	Lumberton, City of	4%
Municipal	Madison, Town of	3%
Municipal	Maggie Valley, Town of	3%
Municipal	Manteo, Town of	5%
Municipal	Marion, City of	5%
Municipal	Marshville, Town of	3.5%
Municipal	Matthews, Town of	5%
Municipal	Mayodan, Town of	5%
Municipal	McAdenville, Town of	5%
Municipal	Mebane, City of	5%
Municipal	Middlesex, Town of	3.5%
Municipal	Mills River, Town of	2%
Municipal	Mint Hill, Town of	5%
Municipal	Misenheimer, Town of	6%
Municipal	Mocksville, Town of	5%
Municipal	Monroe, City of	5%
Municipal	Montreat, Town of	5%
Municipal	Mooreville, Town of	5%
Municipal	Morehead City, Town of	5%
Municipal	Morrisville, Town of	5%
Municipal	Mount Airy, City of	5%
Municipal	Mount Gilead, Town of	up to 5%
Municipal	Mount Holly, City of	5%
Municipal	Mount Olive, Town of	2%
Municipal	Murfreesboro, Town of	2%
Municipal	Nags Head, Town of	1%
Municipal	Nashville, Town of	3%
Municipal	New Bern, City of	5%
Municipal	Newland, Town of	4%
Municipal	Newport, Town of	3%
Municipal	North Topsail Beach, Town of	3%
Municipal	North Wilkesboro, Town of	4.95%
Municipal	Northwest, City of	3%
Municipal	Oak Island, Town of	4%
Municipal	Oakboro, Town of	3%
Municipal	Ocean Isle Beach, Town of	5%

NC 401(k) Plan Employer Contributions

Employer Type	Employer	Employer Contribution for General Employees
Municipal	Pembroke, Town of	3%
Municipal	Pilot Mountain, Town of	5%
Municipal	Pine Knoll Shores, Town of	5%
Municipal	Pinebluff, Town of	3%
Municipal	Pinehurst, Village of	5%
Municipal	Pinetops, Town of	5%
Municipal	Pineville, Town of	5%
Municipal	Pittsboro, Town of	5%
Municipal	Plymouth, Town of	up to 5%
Municipal	Polkton, Town of	4%
Municipal	Raeford, City of	5%
Municipal	Ramseur, Town of	2.5%
Municipal	Randleman, City of	5%
Municipal	Ranlo, Town of	3%
Municipal	Reidsville, City of	5%
Municipal	Richlands, Town of	3%
Municipal	River Bend, Town of	5%
Municipal	Roanoke Rapids, City of	up to 3%
Municipal	Rockingham, City of	2.5%
Municipal	Rockwell, Town of	5%
Municipal	Rocky Mount, City of	4%
Municipal	Rolesville, Town of	5%
Municipal	Roseboro, Town of	5%
Municipal	Rutherfordton, Town of	2.5%
Municipal	Salisbury, City of	3%
Municipal	Saluda, City of	up to 5%
Municipal	Sanford, City of	5%
Municipal	Sawmills, Town of	2%
Municipal	Scotland Neck, Town of	1.5%
Municipal	Selma, Town of	3%
Municipal	Seven Devils, Town of	2%
Municipal	Shallotte, Town of	5%
Municipal	Shelby, City of	5%
Municipal	Siler City, Town of	2.5%
Municipal	Simpson, Village of	5%
Municipal	Smithfield, Town of	3%
Municipal	Snow Hill, Town of	up to 5%
Municipal	Southern Pines, Town of	5%
Municipal	Southern Shores, Town of	5%
Municipal	Southport, City of	5%
Municipal	Spencer, Town of	2%
Municipal	Spindale, Town of	4%
Municipal	Spring Hope, Town of	5%
Municipal	Spring Lake, Town of	2%
Municipal	St. James, Town of	5%
Municipal	St. Pauls, Town of	3%
Municipal	Stallings, Town of	up to 5%
Municipal	Stanfield, Town of	5%
Municipal	Stanley, Town of	5%
Municipal	Stantonsburg, Town of	2%
Municipal	Star, Town of	5%
Municipal	Stedman, Town of	5%
Municipal	Summerfield, Town of	3%
Municipal	Sunset Beach, Town of	6%
Municipal	Surf City, Town of	\$20
Municipal	Swansboro, Town of	1%
Municipal	Sylva, Town of	up to 5%
Municipal	Tabor City, Town of	5%
Municipal	Tarboro, Town of	6%
Municipal	Taylorsville, Town of	5%
Municipal	Topsail Beach, Town of	5%
Municipal	Trent Woods, Town of	5%

Employer Type	Employer	Employer Contribution for General Employees
Municipal	Troutman, Town of	5%
Municipal	Troy, Town of	2%
Municipal	Tryon, Town of	up to 5%
Municipal	Vass, Town of	5%
Municipal	Wade, Town of	2.2%
Municipal	Wadesboro, Town of	4%
Municipal	Wagram, Town of	2.5%
Municipal	Wake Forest, Town of	5%
Municipal	Wallace, Town of	1%
Municipal	Walnut Cove, Town of	5%
Municipal	Walnut Creek, Village of	5%
Municipal	Warsaw, Town of	2%
Municipal	Washington, City of	\$10
Municipal	Waxhaw, Town of	5%
Municipal	Waynesville, Town of	5%
Municipal	Weaverville, Town of	6%
Municipal	Weddington, Town of	5%
Municipal	Wendell, Town of	5%
Municipal	West Jefferson, Town of	5%
Municipal	Whispering Pines, Village of	5%
Municipal	Whitakers, Town of	5%
Municipal	White Lake, Town of	2.5%
Municipal	Whiteville, City of	4.5%
Municipal	Wilkesboro, Town of	5%
Municipal	Wilmington, City of	3.5% employer contribution regardless of participation—plan of choice 401(k)/457
Municipal	Wilson, City of	5%
Municipal	Windsor, Town of	5%
Municipal	Wingate, Town of	2.5%
Municipal	Winterville, Town of	5%
Municipal	Woodfin, Town of	6%
Municipal	Wrightsville Beach, Town of	4%
Municipal	Yadkinville, Town of	5%
Municipal	Zebulon, Town of	5%
Other	Alamance ABC Board	5%
Other	Alamance-Caswell Area MH Ctr	3%
Other	Alamance Comm. Fire Dept.	2%
Other	Albemarle Commission	1%
Other	Asheville Regional Airport Authority	5%
Other	Bay Leaf Fire Department	5%
Other	Bertie-Martin Regional Jail	up to 2%
Other	Blue Ridge Fire & Rescue, Inc.	\$42
Other	Braswell Memorial Library	4%
Other	Broad River Water Authority	5%
Other	Brunswick County Eco Dev Comm	5%
Other	Brunswick County Tourism Authority	5%
Other	Burke County Public Health	2%
Other	Burke County Social Services	2%
Other	Burke-Catawba Dst. Con. Authority	2%
Other	Cabarrus County Tourism Authority	5%
Other	Cape Fear COG	1%
Other	Cape Fear Public Utility Authority	up to 4%
Other	Carteret County ABC Board	5%
Other	Centennial Authority	5%
Other	Centerpoint Human Services	\$35
Other	Centralina COG	3%
Other	Charlotte-Mecklenburg County Public Library	5%
Other	Cleveland County Sanitary District	5%
Other	Coastal Solid Waste Man. Authority	5%
Other	Concord ABC Board	4%

NC 401(k) Plan Employer Contributions

Employer Type	Employer	Employer Contribution for General Employees
Other	County Commissioners, NC Assoc. of	up to 4%
Other	Craven County ABC Board	3%
Other	Craven County Airport Authority	up to 4%
Other	Crossroads Behav. Healthcare	5%
Other	Cumberland County ABC Board	5%
Other	Davie Soil & Water Conserv. Distr.	3%
Other	Dobson ABC Board	5%
Other	Dunn ABC Board	2%
Other	Duplin-Sampson Area Mental Health Prog.	1%
Other	Edenton Housing Authority	4%
Other	Edgecombe County ABC Board	5%
Other	Electricities of NC, Inc.	2.5%
Other	Elizabethtown ABC Board	3%
Other	First Craven Sanitary District	up to 3%
Other	Fontana Regional Library	up to 2%
Other	Garner Fire Department	\$50 or 5%
Other	Gastonia ABC Board	5%
Other	Greensboro ABC Board	5%
Other	Greenville Housing Authority	\$35
Other	Greenville Utilities Commission	\$40
Other	Guilford College Vol Fire Dept	up to 5%
Other	Guilford Fire District 13	2%
Other	Halifax County ABC Board	3%
Other	Halifax County Tourism Development Authority	up to 3.0%
Other	High Country COG	3%
Other	High Point ABC Board	6%
Other	Hyconeechee Reg Library	\$20
Other	Isothermal Planning & Development Commission	up to 3%
Other	Johnston County/Smithfield Library	5%
Other	Johnston County ABC Board	5%
Other	Johnston County Mental Health	5%
Other	Jonesville Water & Sewer	5%
Other	Junaluska Sanitary District	3%
Other	Kerr-Tar Regional COG	4%
Other	Kinston Housing Authority	3%
Other	Kinston/Lenoir County Library	up to 1%
Other	Land-of-Sky Regional COG	3%
Other	Laurinburg-Maxton Airport Comm.	2%
Other	Lenoir County ABC Board	2%
Other	Lincolnton Housing Authority	4%
Other	Louisburg ABC Board	5%
Other	Lower Cape Fear Water & Sewer	3%
Other	Lumberton Airport Commission	4%
Other	Madison/Mayodan Recreation Com.	5%
Other	Mecklenburg County ABC Board	up to 6%
Other	Mecklenburg EMS Agency	5%
Other	Metro Sewer. Dist./Buncombe Co.	up to 5%
Other	MI Connection Communication	up to 2%
Other	Mid-Carolina COG	3%
Other	Mid-East Planning Commission	3%
Other	Monroe Housing Authority	5%
Other	Moore County ABC Board	2.5%
Other	Moore County Airport	3%

Employer Type	Employer	Employer Contribution for General Employees
Other	Moore County Tourism Development	3%
Other	Mooreville ABC Board	5%
Other	Mount Airy ABC Board	5%
Other	Nash County ABC Board	5%
Other	Neuse Regional Library	up to 1%
Other	New Hanover Airport Authority	5%
Other	New Hanover County ABC Board	5%
Other	North Brunswick Sanitary District	4%
Other	Northwest Piedmont COG	2.5%
Other	Onslow-Carteret Behavioral Healthcare	1%
Other	Onslow County ABC Board	5%
Other	Onslow Water & Sewer Authority (ONWASA)	up to 2%
Other	Orange County ABC Board	up to \$25
Other	Parkwood Fire Department	5%
Other	Pasquotank Camden Ambulance Lib	2%
Other	Pathways Mental Health	2%
Other	Pembroke Housing Authority	2%
Other	Piedmont Triad COG	2%
Other	Piedmont Triad Reg. Water Authority	5%
Other	Pinelock Sedgefield Fire District	3%
Other	Pitt County ABC Board	5%
Other	Pitt-Greenville Convention Authority	\$40
Other	Plymouth Housing Authority	3%
Other	Raleigh Housing Authority	5%
Other	Raleigh/Durham Airport Authority	up to 5%
Other	Randleman ABC Board	5%
Other	Research Triangle HS	3%
Other	Reidsville ABC Board	5%
Other	Robeson Housing Authority	2%
Other	Rowan County Tourism/Dev. Authority	3%
Other	Rutherford/Polk/McDowell DHD	\$35
Other	Salisbury Housing Authority	3%
Other	Sanford ABC Board	5%
Other	Scotland County ABC Board	3%
Other	Sheppard Memorial Library	\$40
Other	Skyland Volunteer Fire Depart	5%
Other	South Brunswick Water/Sewer	5.0%
Other	Spring Hope Water & Sewer	5%
Other	Statesville ABC Board	5%
Other	Summerfield Fire District	up to 2%
Other	Tarboro Redevelopment Comm.	6%
Other	Thomasville Housing Authority	3%
Other	Triangle J COG	5%
Other	Vance County ABC Board	1%
Other	Wake County ABC Board	5%
Other	Water & Sewer Authority/Cabarrus Co.	4%
Other	Wayne County ABC Board	\$25
Other	Wayne County Economic Devel Comm	1%
Other	Wayne County Public Library	up to 2%
Other	Western Highlands Area Authority	3%
Other	Wilson County ABC Board	5%
Other	Wilson Economic Devel. Council	3%
Other	Yadkin Valley Sewer Authority	5%
State	Auctioneers, NC Licensing Board of	7.13%
State	Electrical Contr. Exam., Board of	2.66%

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PRUDENTIAL RETIREMENT
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Employee Health Care

Background

Permanent employees are currently eligible for health insurance with UnitedHealthcare. Two plans are available: a traditional Point of Service (POS) plan with co-pays and co-insurance and a High Deductible Health Plan (HDHP) paired with a Health Savings Account which has no co-pays. Both plans allow out of network services.

The County pays for employee coverage and pays 52% of the cost of dependent coverage based on the lower cost plan (currently the HDHP). To offset the difference in the higher priced POS and the HDHP, the County contributes the difference of \$1,237.20 to a Health Savings Account for each employee enrolled in the HDHP. Employees with dependent coverage will see an increase in their portion of the premiums, particularly those in the POS.

Health Plan	2013 County Cost (Individual Coverage)	Employee Deductible/Maximum Co-Insurance	Co-Pays
HDHP	\$510.15/month + \$1,237.20/member, which equals \$613.26 county cost/month	\$1,500/\$2,000 (offset by \$1,237.20= \$262.80/\$2,000)	None, all services are subject to deductible, then covered at 80% until maximum co-insurance is reached
POS	\$631.18/month	\$500/\$1,000 (co-pays do not apply to the deductible or maximum co-insurance limit)	\$20/\$40 for Primary/Specialist Office Visits; \$4/\$25/\$45 prescriptions; \$50 Urgent Care and \$150 Emergency Room

In 2013, the County continued the same contribution to the Health Savings Account for employees participating in the High Deductible Plan and pro-rated the contribution for newly hired employees. When new employees become eligible for health insurance, those electing the High Deductible Plan receive a lump sum of \$103.10 for each month remaining in the Plan Year. With this approach, an employee hired in March who enrolled in the HDHP received \$927.90 in their Health Savings Account on April 1.

Since September 2010, the County has retained the services of benefits consultants Mark III to assist with the entire benefits package, including health insurance. The cost to the County for Mark III's services is \$2.00 per employee per month until December 31, 2013. The renewal for 2014 will continue at the same rate.

Based on early claims data, Mark III has projected up to an 8% increase in premiums for a renewal of the same benefits beginning January 1, 2014. Because the FY 2012-13 health care budget was based on last year's projection, the projected budgetary increase for FY 2013-14 is \$226,444 (January through June). Changing the funding

Employee Health Care – Continued

from premium-based (fully-insured) to self-insured may reduce the increase to under 5% for FY 2013-14. This is largely due to fees that would be imposed on a fully-insured plan.

While the anticipated increase enables the County to assume the full cost of any increase in premiums for individual coverage, the actual increase may exceed the budgeted amount.

Employee Health Care Recommendation

The Manager's Recommended Budget includes funds for up to an 8% premium increase effective January 1, 2014.

Board of Commissioners' Action as to the Employee Health Care

The Manager recommends funding for an increase in employee health insurance premiums of up to 8% (\$226,444), effective with the January 1, 2014 renewal.

County Health Plan History 2003 – 2013

Participants in Health Plans as of April 2013

Health Plan	Active Employees		Retirees	
	# Enrolled	% Enrolled	# Enrolled	% Enrolled
Traditional Point of Service (POS)	624	76.6%	141	97.2%
High Deductible Health Plan (HDHP)	191	23.4%	4	2.8%
Total	815		145	

Health Insurance Rates and Benefit Changes

Calendar Year	Total Cost Percentage Increase	Cost to County of Employee Only Coverage (monthly premium)	Difference (per month per employee)	Changes to the Plan Design
2013	8.51%	\$631.18 (POS) \$613.25 (HDP)	\$52.59 (POS) \$34.63 (HDP)	Reduced generic co-pay and included minor surgery in office visit (POS only)
2012	8.64%	\$578.59 (POS) \$578.59 (HDP)	\$47.15 compared to HMO \$69.57 compared to PPO	NCACC coverage ended, replaced by UnitedHealthcare: <ul style="list-style-type: none"> High Deductible Plan with \$1,500 deductible/\$2,000 additional co-insurance limit and Health Savings Account with County contribution of \$1,237.20, and Point Of Service with increased co-pays for office visits, prescriptions and urgent care, higher deductible of \$500 and \$1,000 additional co-insurance limit.
2011	6.5%	\$531.44 (HMO) \$509.02(PPO)	\$32.44 (HMO) \$31.06 (PPO)	100% covered mental health visits, elimination of marital status for dependents to age 26, \$1,000 allowance for hearing aids
2010	2.5%	\$499.00 (HMO) \$477.96(PPO)	\$13.12 (HMO) \$12.56 (PPO)	Increased the number of PT/OT visits to 30, decreased cost of generic prescriptions to \$0.00, unlimited mental health care visits, elimination of student status for dependents age 19-26
2009	7.9%	\$485.88 (HMO) \$465.40(PPO)	\$40.82 (HMO) -\$56.68 (PPO)	Added <i>Health Advisor</i> , priced HMO in line with 100% co-insurance benefit
2008	9.7%	\$445.06 (HMO) \$522.08 (PPO)	\$39.42 (HMO) \$46.24 (PPO)	Increased office visit co-pays (\$10/\$20 to \$15/\$30)
2007	1.9%	\$405.64 (HMO) \$475.84 (PPO)	\$7.40 (HMO) \$8.68 (PPO)	Changed administrators in July 2007 from BCBS to CIGNA (NCACC decision)
2006	16.5%	\$398.24 (HMO) \$467.16 (PPO)	\$55.47 (HMO) \$82.96 (PPO)	\$250 deductible added to HMO
2005	-3.6%	\$342.77 (HMO)	-\$12.84 (HMO)	None
2004	13.8%	\$355.61(HMO)	\$43.17 (HMO)	Increase in ER co-pay (\$100 to \$150)
2003	25.0%	\$312.44 (HMO)	\$62.50 (HMO)	308

*2003 – 2005 premium information based on lowest cost plan.

Orange County Employee Benefits

FY 2012-13 Budget	FY 2013-14 Recommended Budget	Description
Health Care (budgeted in individual departments)		
\$7,210,873	\$7,716,154	Employee health benefits are currently provided by UnitedHealthcare. A renewal of current benefits is projected to cost an additional 8% above FY 2012-13 rates. The actual renewal rate will be determined in June 2013 effective January 1, 2014. The Manager recommends funding for up to an 8% increase. This amount includes the county's contribution to a Health Savings Account for employees who select the High Deductible Health Plan
Health Insurance Waiver		
\$18,000	\$12,600	Employees with other health insurance may waive county group insurance and receive payment of \$100 per month.
Dental Care (budgeted in individual departments)		
\$260,887	\$265,283	The County dental fund is decreasing but is still adequate for the remainder of FY 2013-14.
Local Governmental Employees' Retirement System (budgeted in individual departments)		
\$2,755,354	\$2,998,386	Mandatory retirement program with the NC Retirement System. Effective July 1, 2013, the County's contribution will increase from 6.74% to 7.07% for general (non-law enforcement) employees. The County's contribution will increase from 6.77% to 7.28% for sworn law enforcement officers. All employees continue to contribute 6.00% of annual salary.
Supplemental Retirement Plans (budgeted in individual departments)		
\$558,431	\$588,501	For non-law enforcement employees, the County contributes \$27.50 per pay period to one of the following supplemental retirement benefit plans: Nationwide 457, ICMA-RC 457, or Prudential 401(k).
401(k) Sworn Law Enforcement Officers (budgeted in Sheriff's Department only)		
\$201,970	\$194,734	401(k) program with NC Retirement system, administered by Prudential. Mandatory employer 401(k) contribution of 5.00% of annual salary for Law Enforcement Officers. \$715/year (annualized) provided to general employees.
Retiree Health Insurance (group health insurance and Medicare Supplement/Part D) (budgeted as a non-departmental line item)		
\$1,632,490	\$2,155,500	Retiree health plan provided by UnitedHealthcare (pre-65 retirees) Available for retirees with at least 10 years County service. Same plan and coverage levels as for active employees. At age 65, retirees' coverage under UnitedHealthCare ends, and they enroll in County-funded Medicare supplements (Plan F) and Part D (prescriptions).
Life Insurance (budgeted in individual departments)		
\$99,584	\$102,219	The County funds term life insurance up to \$50,000 of employee salary. Additional employee-paid options are available.
Discounts (Sportsplex) (budgeted as a non-departmental line item)		
\$41,000	\$41,000	The County provides a 75% discount for employees on individual or family memberships. Approximately 210 employees receive this discount.
Tuition Refund (budgeted as a non-departmental line item)		
\$15,000	\$15,000	The County provides a tuition refund program allowing for reimbursement up to \$600 per year for eligible courses. The Manager recommends increasing the program's budget to encourage more employees to utilize this benefit, which helps employees develop in their present positions and prepares employees for greater training, skills, or knowledge in a career with the County. Currently, 20 employees are participating in this program.
Flexible Compensation Plan (budgeted as a non-departmental line item)		
\$0	\$0	Benefit allows employees to pay for health and dependent care expenses on a pre-tax basis. The cost of vendor fees for administration of the program is covered through a contract with Mark III.
Employee Assistance Program (budgeted within the contract services line item in the Human Resources Department)		
\$15,456	\$15,264	Employee counseling benefit available at no cost to employees. Cost is for vendor fees for administration of the program. Beginning January 1, 2014 the rate per employee per month decreases from \$1.61 to \$1.59.
Longevity Pay (budgeted in individual departments)		
\$441,835	\$452,541	The Longevity program (starting at 10 years of service) provides a graduated lump sum payment that increases based on years of service with Orange County.

Orange County Employee Benefits

FY 2012-13 Budget	FY 2013-14 Recommended Budget	Description
Annual Leave (value not budgeted)		
County liability fluctuates based upon usage of available leave and number of employees leaving employment.		County provides paid annual leave to permanent employees based on years of service, starting at 125.9 hours/year and increasing to 260.3 hours/year at 20 or more years. Maximum accrual carryover is 240.0 hours as of January 31 of each year. Employee is paid for unused leave (up to 240.0 hours) only at end of employment. Total annual leave available to 820 employees is 142,928 hours as of April 2013.
Sick Leave (value not budgeted)		
County liability fluctuates based upon usage of available leave.		County provides paid sick leave of 96.2 hours per year to permanent employees. There is no limit for employee accrual, and sick leave accruals can be used as service credit with NC Retirement System. Total available sick leave for 820 employees as of April 2013 is 472,041 hours.
Holidays (value not budgeted)		
\$1,558,579	\$1,595,264	County provides 11 paid County holidays per year.
Administrative Leave (value not budgeted)		
Varies by year		County provides administrative leave when the County officially delays openings and/or closes early for inclement weather.
Funeral Leave (value not budgeted)		
Varies by year		County provides funeral leave of 3 days maximum for any one occurrence for family members (as defined by ordinance).
Civil Leave (value not budgeted)		
Varies by year		County provides civil leave for Jury Duty and Witness Duty (not work-related or when employee is plaintiff or defendant). If the employee receives witness fees, they remit those fees to the County.
Family Leave (value not budgeted)		
Varies by year		County provides three consecutive paid days during a newborn's first week of life, or after an adoption has been finalized during the first week an adopted child is in the home.
Military Leave (value not budgeted)		
Varies by year		County provides short term leave with pay to reservists and guardsmen and women.

Living Wage

Background

The Board of County Commissioners has established a living wage for County employees. When the Board established the Living Wage in 1998, it set the amount of that wage at \$8.00 per hour. Since that date the Living Wage has been updated as follows:

Date	Living Wage
July 1998	\$8.00 an hour
November 1999	\$8.20 an hour
July 2000	\$8.45 an hour
July 2001	\$9.11 an hour
July 2005	\$9.34 an hour
July 2007	\$10.12 an hour
July 2011	\$10.81 an hour
July 2012	\$10.97 an hour

The Board considers Living Wage updates annually during the budget process.

Method for Establishing the Living Wage

The Board has based its determination of the Living Wage on the Federal poverty level for a family of four as adjusted for the Raleigh-Durham Region based on the American Chamber of Commerce Research Association's (ACCRA) cost of living index. When the Board initially determined the method for establishing the living wage, the ACCRA cost of living index for the Raleigh-Durham Region included Raleigh, Durham and Chapel Hill. In 2004, the cost of living index for Raleigh-Durham was split into two indexes: Raleigh-Cary and Durham (which included Chapel Hill). Since 2004, data was obtained for each city (Raleigh, Durham and Chapel Hill) and averaged to obtain the cost of living index for the Raleigh-Durham Region.

Over time, the demographics of the County workforce have shifted to include more employees who live in and/or engage in activities, such as shopping and recreation, in Alamance County. The following chart provides the county of residence for current employees, both permanent and temporary:

County of Residence	Permanent Employees		Temporary Employees		All Employees	
	Number	Percentage	Number	Percentage	Number	Percentage
Orange	446	54.0%	144	72.0%	590	57.5%
Alamance	127	15.1%	15	7.5%	145	14.1%
Durham	125	15.4%	18	9.0%	140	13.6%
Wake	51	6.2%	6	3.0%	57	5.6%
Other	77	9.3%	17	8.5%	94	9.2%
	826		200		1,026	

Living Wage – continued

Based on the demographics of the County workforce, the living wage calculation was updated in FY 2011-12 to determine a cost of living index for the Orange County Region, including Orange, Durham, Alamance and Wake Counties. Data was obtained from each city (Chapel Hill, Durham, Burlington and Raleigh) and averaged to obtain the cost of living index for the Orange County Region.

For information, Chart 1 below shows the unadjusted Federal poverty guidelines. These establish the annual earnings needed for a family of a specific size to meet the threshold, assuming a single wage earner and 2,080 working hours (40 hour work schedule) annually.

Chart 1 – Health and Human Services Poverty Guidelines Minimum Hourly Wage

Number in Family	2009	2010	2011	2012	2013
1	\$5.21	\$5.21	\$5.24	\$5.37	\$5.52
2	\$7.00	\$7.00	\$7.07	\$7.27	\$7.46
3	\$8.80	\$8.80	\$8.91	\$9.18	\$9.39
4	\$10.60	\$10.60	\$10.75	\$11.08	\$11.32
5	\$12.40	\$12.40	\$12.58	\$12.99	\$13.25

Chart 2 – Cost of Living Index

Chart 2 below shows the Raleigh-Durham Region cost of living for 2009 and the Orange County Region cost of living for 2010 through 2012. For 2012, data was obtained from the cost of living indexes for each city: Chapel Hill (106.4), Durham (92.7), Burlington (95.0) and Raleigh (90.8). The index shown below for 2010 through 2012 is the average of the four cities. Cost of living data is not yet available for 2013.

Calendar Year	Cost of Living Index
2009	102.1%
2010	100.6%
2011	99.0%
2012	96.2%
2013	unavailable

Chart 3 below shows the Federal poverty levels, adjusted for the Raleigh-Durham Region cost of living for 2009 and the Orange County Region cost of living for 2010 through 2013. The 2011 wage per hour has been updated based on the 2011 Orange County Region cost of living index, which was unavailable when it was originally calculated in early 2011. The 2013 wage per hour relies upon the 2012 cost of living index in the absence of available data for 2013.

Living Wage – continued

Chart 3 – Health and Human Services Poverty Guidelines Adjusted for Raleigh-Durham Region Cost of Living* (2009) and Orange County Region Cost of Living (2010 through 2013) (Wage per Hour)

Number in Family	2009*	2010	2011	2012	2013
1	\$5.32	\$5.24	\$5.18	\$5.32	\$5.31
2	\$7.15	\$7.05	\$7.07	\$7.27	\$7.17
3	\$8.99	\$8.86	\$8.82	\$9.09	\$9.03
4	\$10.82	\$10.66	\$10.64	\$10.97	\$10.89
5	\$12.66	\$12.47	\$12.46	\$12.86	\$12.75

Living Wage Update Recommendation

As noted above, the Board has based the living wage on the Federal poverty level for a family of four as adjusted for the Orange County Region based on the American Chamber of Commerce Research Association's cost of living index. Based on the formula, updated to 2013, the Living Wage would decrease from \$10.97 per hour to \$10.89 per hour. For FY 2013-14, the Manager recommends the Living Wage remain the same at \$10.97 per hour.

Board of Commissioners' Action as to the Living Wage

The Manager recommends the Living Wage remain the same at \$10.97 an hour in FY 2013-14.

Hiring Delay

Background

Beginning in FY 2009-10, the County implemented a twelve-month hiring freeze for all non-critical vacancies as one of several options to prevent a reduction in workforce. On April 6, 2010, the Board of County Commissioners approved the elimination of 21 vacant positions to assist with addressing the County's financial crisis. The Board also approved a review process to allow critical positions to be filled with the approval of the County Manager. Through this process, positions continued to be eliminated and personnel services costs decreased in FY 2010-11.

On June 15, 2010, the Board of County Commissioners approved the elimination of an additional 18 positions, generating a cost savings of \$768,986. In addition, the six-month hiring delay achieved a cost savings of more than \$1.6 million in the general fund for FY 2010-11.

The Board approved the continuation of the hiring delay for FY 2011-12, creating net savings of \$2,172,744 in all funds.

For FY 2012-13, the Board approved the continuation of a six-month hiring delay; and as of February 28, 2013, the hiring delay has yielded net savings of \$2,135,508 for all funds.

The Manager recommends the Board continue the six-month hiring delay for any positions already vacant and for positions that become vacant during FY 2013-14. The process of delaying recruitment and reviewing positions as vacancies occur has been an effective means of ensuring personnel cost savings for the County.

Six-Month Hiring Delay Elements

Listed below are elements that would be included in extending the hiring delay.

- A six-month hiring delay would be in effect from July 1, 2013 through June 30, 2014. It would apply to positions already vacant as of July 1, 2013 and positions that become vacant at any time during FY 2013-14.
- The hiring delay would apply to all vacant positions, whether they are funded from the County general fund (Fund 10) or funded from non-County sources.
- When a vacancy occurs, each position will be thoroughly evaluated to determine the appropriate action. Positions not approved to be filled are subject to elimination and/or used to fund position reassignments, as necessary.
- Essential services such as public safety, health and protective services will be given priority consideration. This would include positions in classifications designated as critical and other specific openings as designated by the County Manager.

Hiring Delay – continued

- The cost savings (salaries and benefits) generated by the vacant position may not be used for temporary employment, overtime pay or other purpose without approval by the County Manager.

Board of Commissioners' Action as to the Hiring Delay

The Manager recommends continuing the six-month hiring delay.

Hiring Delay Cost Savings Report (through February 28, 2013)

General Fund Only

Department	Position	Pos #	FTE	Budgeted Salary, Benefits & Longevity in FY 2012-13	Salary and Benefits Costs per Pay Period	Pay Periods Position Vacant in FY 2012-13	Savings from Delay in FY 2012-13 (less any Employee Payout)	New Hire's Salary and Benefits	YTD Position Savings/ (Loss)	Cumulative Savings/ (Loss)	Loss of Offsetting Revenues	Net Cumulative Savings/(Loss)
Aging	Resource & Benefit Specialist	404	1.00	54,069	2,072	11.9	24,652	0	24,652	24,652	0	24,652
Animal Services	Animal Control Officer	374	1.00	44,643	1,710	6.0	10,263	44,291	10,417	35,069	0	35,069
Animal Services	Animal Care Technician	1007	1.00	38,958	1,493	17.4	25,972	0	25,972	61,041	0	61,041
Animal Services	Animal Care Technician	947	1.00	38,378	1,470	5.5	8,087	37,775	8,362	69,403	0	69,403
Animal Services	Animal Shelter Manager	955	1.00	69,288	2,655	1.2	(2,987)	0	(2,987)	66,416	0	66,416
Animal Services	Office Assistant	954	1.00	44,071	1,689	7.6	12,052	41,598	12,374	78,790	0	78,790
Animal Services	Office Assistant	1009	1.00	43,623	1,671	7.0	11,046	44,121	11,027	89,816	0	89,816
Animal Services	Office Assistant	1009	1.00	44,121	1,690	0.9	1,521		1,521	91,338	0	91,338
Animal Services	Health Care Technician	1038	1.00	46,266	1,773	8.0	13,506	42,258	13,644	104,982	0	104,982
Asset Management Services	Asset Mgt Director	139	1.00	24,353	933	17.4	3,056	0	3,056	108,038	0	108,038
Asset Management Services	Custodian	524	1.00	37,776	1,447	4.6	6,658	42,203	4,487	112,525	0	112,525
Asset Management Services	Facilities Maintenance Tech I	525	1.00	43,130	1,627	4.6	7,482	38,290	9,525	122,050	0	122,050
Asset Management Services	Facilities Maintenance Tech IV	762	1.00	48,065	1,842	17.4	32,043	0	32,043	154,093	0	154,093
Asset Management Services	Automotive Mech Helper	540	1.00	37,776	1,447	4.6	6,658	38,290	6,406	160,499	0	160,499
Asset Management Services	Facilities Maintenance I	522	1.00	38,078	1,459	12.9	18,820	0	18,820	179,319	0	179,319
Asset Management Services	Office Assistant II	142	1.00	58,530	2,170	4.3	4,362		4,362	183,681		183,681
Child Support	Child Support Supervisor	415	1.00	88,279	3,267	2.6	598	68,315	7,935	191,616	0	191,616
County Manager	Public Affairs Officer	1098	1.00	95,559	3,661	5.5	20,137	106,463	15,165	206,781	0	206,781
County Manager	Assistant County Manager	121	1.00	150,926	5,713	4.3	14,117	0	14,117	220,898	0	220,898
DEAPR	Cultural Resource Coordinator	1,011	1.00	70,900	2,685	10.0	26,854	72,719	26,108	247,007	0	247,007
Emergency Services	Telecommunicator Asst Sup	689	1.00	56,463	2,163	17.0	36,777	55,006	36,799	283,806	0	283,806
Emergency Services	Telecommunicator Asst Sup	690	1.00	50,486	1,934	0.4	774	0	774	284,579	0	284,579
Emergency Services	EMT-Basic	1093	1.00	42,539	1,630	6.0	9,779	48,065	7,789	292,368	0	292,368

Hiring Delay Cost Savings Report (through February 28, 2013)

Department	Position	Pos #	FTE	Budgeted Salary, Benefits & Longevity in FY 2012-13	Salary and Benefits Costs per Pay Period	Pay Periods Position Vacant in FY 2012-13	Savings from Delay in FY 2012-13 (less any Employee Payout)	New Hire's Salary and Benefits	YTD Position Savings/ (Loss)	Cumulative Savings/ (Loss)	Loss of Offsetting Revenues	Net Cumulative Savings/(Loss)
Emergency Services	EMT-Basic	1040	1.00	43,963	1,684	1.9	723	0	723	293,092	0	293,092
Emergency Services	EMT-Basic	1089	1.00	43,963	1,684	2.0	2,581	0	2,581	295,672	0	295,672
Emergency Services	EMT-Basic	909	1.00	47,872	1,814	6.0	10,887	42,539	12,991	308,664	0	308,664
Emergency Services	EMT-Basic	925	1.00	42,541	1,630	6.5	10,595	42,539	10,595	319,259	0	319,259
Emergency Services	EMT-Basic	927	1.00	42,541	1,630	1.5	2,445	42,539	2,446	321,705	0	321,705
Emergency Services	Telecommunicator	1086	1.00	46,130	1,767	13.5	23,860	46,874	23,749	345,454	0	345,454
Emergency Services	Paramedic	985	1.00	48,065	1,842	17.4	32,043	0	32,043	377,497	0	377,497
Emergency Services	Emergency Services Director	490	1.00	138,671	5,313	0.0	0	123,439	1,517	379,014	0	379,014
Emergency Services	Paramedic	906	1.00	48,065	1,842	3.0	5,525	48,065	5,525	384,539	0	384,539
Emergency Services	Paramedic	816	1.00	57,918	2,219	17.4	38,612	0	38,612	423,151	0	423,151
Emergency Services	Telecommunicator	589	1.00	47,637	1,825	1.8	2,074	0	2,074	425,225	0	425,225
Emergency Services	Telecommunicator	579	1.00	47,637	1,825	0.4	730	0	730	425,955	0	425,955
Emergency Services	Paramedic	499	1.00	48,067	1,842	9.4	15,054	0	15,054	441,010	0	441,010
Emergency Services	Staff Officer	500	1.00	52,229	2,001	2.0	4,002	53,817	3,065	444,075	0	444,075
Emergency Services	Telecommunicator	502	1.00	46,132	1,768	16.0	28,280	43,732	28,409	472,484	0	472,484
Emergency Services	Telecommun Assist Supervisor	583	1.00	58,665	2,212	0.4	885	0	885	473,369	0	473,369
Emergency Services	Telecommunicator	503	1.00	48,083	1,842	13.5	24,871	46,874	25,051	498,420	0	498,420
Emergency Services	Telecom Asst Supv	504	1.00	48,065	1,842	17.0	31,307	49,615	31,283	529,703	0	529,703
Emergency Services	Telecommunications Supervisor	587	1.00	85,193	3,158	3.9	5,634	64,127	5,914	535,617	0	535,617
Emergency Services	Telecommunicator	505	1.00	51,235	1,931	15.3	29,547	0	29,547	565,164	0	565,164
Emergency Services	Telecommunicator	577	1.00	46,131	1,767	10.0	17,301	0	17,301	582,465	0	582,465
Emergency Services	Telecommunicator	634	1.00	51,214	1,941	0.4	776	0	776	583,241	0	583,241
Emergency Services	Paramedic	491	1.00	48,068	1,842	17.4	32,045	0	32,045	615,287	0	615,287
Emergency Services	Telecommunications Asst Supv	578	1.00	74,940	2,775	3.9	5,337	62,050	5,496	620,782	0	620,782

Hiring Delay Cost Savings Report (through February 28, 2013)

Department	Position	Pos #	FTE	Budgeted Salary, Benefits & Longevity in FY 2012-13	Salary and Benefits Costs per Pay Period	Pay Periods Position Vacant in FY 2012-13	Savings from Delay in FY 2012-13 (less any Employee Payout)	New Hire's Salary and Benefits	YTD Position Savings/ (Loss)	Cumulative Savings/ (Loss)	Loss of Offsetting Revenues	Net Cumulative Savings/(Loss)
Emergency Services	Telecommunicator	1100	1.00	46,131	1,767	17.4	30,754	0	30,754	651,536	0	651,536
Emergency Services	Telecommunicator	1101	1.00	46,131	1,767	17.4	30,754	0	30,754	682,290	0	682,290
Emergency Services	Telecommunicator	1102	1.00	23,065	1,761	4.3	7,571	0	7,571	689,861	0	689,861
Emergency Services	Telecommunicator	1103	1.00	23,065	1,761	4.3	7,571	0	7,571	697,432	0	697,432
Emergency Services	Paramedic	1104	1.00	36,049	1,839	10.9	20,048	0	20,048	717,480	0	717,480
Emergency Services	Paramedic	1105	1.00	36,049	1,839	10.9	20,048	0	20,048	737,528	0	737,528
Emergency Services	Paramedic	1106	1.00	36,049	1,839	10.9	20,048	0	20,048	757,575	0	757,575
Emergency Services	Paramedic	1107	1.00	36,049	1,839	10.9	20,048	0	20,048	777,623	0	777,623
Emergency Services	Paramedic	1108	1.00	36,049	1,839	10.9	20,048	0	20,048	797,671	0	797,671
Emergency Services	Paramedic	1109	1.00	36,049	1,839	10.9	20,048	0	20,048	817,718	0	817,718
Emergency Services	Fire Marshal	1099	1.00	26,114	1,993	4.3	8,572	0	8,572	826,290	0	826,290
Emergency Services	EMT-Basic	931	1.00	44,381	1,700	1.0	1,694	44,379	1,695	827,985	0	827,985
Emergency Services	Telecommunicator	1088	1.00	46,131	1,767	13.0	22,267	0	22,267	850,252	0	850,252
Emergency Services	EMT-Basic	908	1.00	43,230	1,656	0.1	(4,810)	42,539	(4,588)	845,664	0	845,664
Emergency Services	EMT-Basic	1076	1.00	58,604	2,245	3.0	6,736	42,539	12,522	858,186	0	858,186
Emergency Services	EMT-Basic	585	1.00	71,657	2,717	1.6	(1,300)	42,539	8,919	867,105	0	867,105
Emergency Services	EMT-Basic	988	1.00	43,230	1,656	0.4	663	42,539	885	867,990	0	867,990
Emergency Services	Office Assistant II	166	1.00	41,317	1,564	4.3	2,769	0	2,769	870,759	0	870,759
Emergency Services	Telecommunicator	1087	1.00	47,640	1,825	4.1	6,247	0	6,247	877,006	0	877,006
Emergency Services	Paramedic	1042	1.00	48,065	1,842	4.1	4,925	49,905	4,263	881,268	0	881,268
Financial Services	Budget Management Analyst II	126	1.00	83,346	3,193	8.7	27,782	76,722	29,990	911,258	0	911,258
Financial Services	Risk Manager	1,111	1.00	88,161	3,378	17.4	58,774	0	58,774	970,032	0	970,032
Financial Services	Grant Accountant/Internal Auditor	1,110	1.00	62,989	2,413	17.4	41,993	0	41,993	1,012,025	0	1,012,025
Financial Services	Budget Management Analyst I	127	1.00	71,002	2,720	13.8	36,368	0	36,368	1,048,393	0	1,048,393

Hiring Delay Cost Savings Report (through February 28, 2013)

Department	Position	Pos #	FTE	Budgeted Salary, Benefits & Longevity in FY 2012-13	Salary and Benefits Costs per Pay Period	Pay Periods Position Vacant in FY 2012-13	Savings from Delay in FY 2012-13 (less any Employee Payout)	New Hire's Salary and Benefits	YTD Position Savings/ (Loss)	Cumulative Savings/ (Loss)	Loss of Offsetting Revenues	Net Cumulative Savings/(Loss)
Health	Health Informatics Manager	313	1.00	56,823	2,177	1.5	3,266	67,571	(3,282)	1,045,111	0	1,045,111
Health	Senior Public Health Educator	327	1.00	56,170	2,152	1.9	2,189	0	2,189	1,047,300	0	1,047,300
Health	Medical Office Asst	792	1.00	66,550	2,550	6.4	16,319	0	16,319	1,063,619	0	1,063,619
Health	Public Health Nurse Supv	328	1.00	107,988	3,993	17.4	69,485	0	69,485	1,133,104	0	1,133,104
Health	Licensed Practical Nurse	610	1.00	54,724	2,075	3.0	6,226	47,499	9,903	1,143,007	0	1,143,007
Health	Medical Office Asst	1114	0.50	25,846	495	6.4	3,169	0	3,169	1,146,176	0	1,146,176
Health	Medical Office Asst	335	1.00	42,579	1,631	6.1	9,367	39,284	10,680	1,156,856	0	1,156,856
Health	Property Development Specialist I	1112	0.50	27,585	1,057	6.5	6,870	33,750	4,295	1,161,151	0	1,161,151
Health	Office Assistant	333	1.00	50,213	1,893	2.4	1,661	0	1,661	1,162,812	0	1,162,812
Health	Dental Hygienist	1113	0.50	50,094	1,919	3.3	6,334	41,361	11,052	1,173,864	0	1,173,864
Health	Environmental Health Specialist	366	1.00	69,410	2,659	3.5	9,308	83,757	3,591	1,177,455	0	1,177,455
Health	Environmental Health Program Specialist	369	1.00	78,502	3,008	3.9	11,730	80,261	11,562	1,189,016	0	1,189,016
Health	Environmental Health Specialist	1031	1.00	65,484	2,509	13.9	34,875	0	34,875	1,223,891	0	1,223,891
Health	Public Health Nurse III	322	1.00	95,202	3,559	0.0	0	74,192	4,586	1,228,477	0	1,228,477
Health	Environmental Health Supervisor	363	1.00	89,559	3,431	2.4	8,235	96,856	6,027	1,234,504	0	1,234,504
Health	Soil Scientist	372	1.00	93,474	3,523	1.5	5,284	86,647	6,584	1,241,088	0	1,241,088
Health	Administrative Officer	339	1.00	76,450	2,858	0.6	(4,883)	59,830	(4,091)	1,236,996	0	1,236,996
Health	Public Health Nurse I	351	1.00	75,561	2,895	0.9	2,106	0	2,106	1,239,102	0	1,239,102
Housing , Human Rights & Community Dev	Civil Rights Specialist	760	1.00	75,534	2,861	7.0	20,025	69,949	21,090	1,260,192	0	1,260,192
Housing , Human Rights & Community Dev	Administrative Assistant I	572	1.00	63,713	2,361	4.3	4,674	0	4,674	1,264,866	0	1,264,866
Information Technologies	Information Tech Support Analyst II	914	1.00					0	0	1,264,866	0	1,264,866
Information Technologies	Chief Information Officer	898	1.00	127,519	4,827	2.7	1,383	0	1,383	1,266,249	0	1,266,249
Library Services	Librarian I	1071	1.00	53,816	2,062	17.4	35,877	0	35,877	1,302,126	0	1,302,126

Hiring Delay Cost Savings Report (through February 28, 2013)

Department	Position	Pos #	FTE	Budgeted Salary, Benefits & Longevity in FY 2012-13	Salary and Benefits Costs per Pay Period	Pay Periods Position Vacant in FY 2012-13	Savings from Delay in FY 2012-13 (less any Employee Payout)	New Hire's Salary and Benefits	YTD Position Savings/ (Loss)	Cumulative Savings/ (Loss)	Loss of Offsetting Revenues	Net Cumulative Savings/(Loss)
Library Services	Circulation Supervisor	745	1.00	52,228	2,001	2.3	4,042	53,816	3,276	1,305,402	0	1,305,402
Library Services	Librarian Assistant II	1067	1.00	47,305	1,812	8.5	15,406	50,997	14,854	1,320,256	0	1,320,256
Library Services	Librarian II	675	1.00	37,489	1,436	13.9	19,965	0	19,965	1,340,222	0	1,340,222
Library Services	Librarian I	676	1.00	57,687	2,174	4.3	9,347	0	9,347	1,349,569	0	1,349,569
Library Services	Library Assistant I	993	0.75	44,837	1,718	16.8	28,861	0	28,861	1,378,429	0	1,378,429
Library Services	Librarian II	669	1.00	67,648	2,564	4.3	8,044	0	8,044	1,386,473	0	1,386,473
Library Services	Library Assistant II	992	0.75	39,279	1,505	4.4	6,622	38,480	6,741	1,393,215	0	1,393,215
Planning/OPT	Planner II (Trans)	196	1.00	74,645	2,860	2.2	6,292	80,218	3,537	1,396,752	0	1,396,752
Planning/OPT	OPT Driver	656	1.00	40,872	1,566	17.4	27,248	0	27,248	1,424,000	0	1,424,000
Planning/OPT	Code Compliance Off III	875	1.00	68,385	2,620	17.4	45,590	0	45,590	1,469,590	0	1,469,590
Planning/OPT	Planner II	871	1.00	78,592	3,011	2.0	(1,232)	0	(1,232)	1,468,358	0	1,468,358
Planning/OPT	Planner II	216	1.00	71,984	2,758	17.4	47,989	0	47,989	1,516,348	0	1,516,348
Planning/OPT	Planning Technician	198	1.00	52,097	1,996	11.4	22,755	0	22,755	1,539,103	0	1,539,103
Planning/OPT	Property Development Specialist I	1112	0.50	27,585	1,057	6.5	6,870	33,750	4,295	1,543,398	0	1,543,398
Planning/OPT	Erosion Control Officer II	803	1.00	73,918	2,832	8.5	22,513	0	22,513	1,565,911	0	1,565,911
Planning/OPT	Public Transportation Driver	748	1.00	48,160	1,826	6.8	12,419	0	12,419	1,578,330	0	1,578,330
Planning/OPT	Planner II	202	1.00	60,582	2,321	9.1	19,588	0	19,588	1,597,918	0	1,597,918
Planning/OPT	Public Transportation Driver	999	1.00	47,954	1,796	4.3	7,723	0	7,723	1,605,641	0	1,605,641
Register of Deeds	Deputy Register of Deeds II	159	1.00	45,253	1,734	4.5	6,270	0	6,270	1,611,911	0	1,611,911
Sheriff	Jail Cook	764	1.00	0	0	4.5	(1,648)	0	(1,648)	1,610,263	0	1,610,263
Sheriff	Deputy Sheriff I	1055	1.00	44,658	1,711	1.0	(1,817)	44,291	(1,586)	1,608,677	0	1,608,677
Sheriff	Deputy Sheriff I	473	1.00	49,109	1,882	3.0	1,528	44,291	3,171	1,611,847	0	1,611,847
Sheriff	Deputy Sheriff I	431	1.00	59,577	2,283	5.6	10,362	49,073	11,328	1,623,175	0	1,623,175
Sheriff	Deputy Sheriff I	901	1.00	86,381	3,310	0.4	(2,779)	0	(2,779)	1,620,396	0	1,620,396

Hiring Delay Cost Savings Report (through February 28, 2013)

Department	Position	Pos #	FTE	Budgeted Salary, Benefits & Longevity in FY 2012-13	Salary and Benefits Costs per Pay Period	Pay Periods Position Vacant in FY 2012-13	Savings from Delay in FY 2012-13 (less any Employee Payout)	New Hire's Salary and Benefits	YTD Position Savings/ (Loss)	Cumulative Savings/ (Loss)	Loss of Offsetting Revenues	Net Cumulative Savings/(Loss)
Sheriff	Detention Officer	461	1.00	45,757	1,753	1.2	(143)	0	(143)	1,620,253	0	1,620,253
Sheriff	DS/Major	419	1.00	100,338	3,724	4.3	7,806	0	7,806	1,628,059	0	1,628,059
Social Services	Human Services Specialist	295	1.00	52,358	2,006	9.0	18,054	48,065	19,436	1,647,495	(9,718)	1,637,777
Social Services	CPS Social Worker	236	1.00	59,299	2,272	9.0	18,020	67,316	17,590	1,665,085	(8,795)	1,646,572
Social Services	Human Services Coordinator I	245	1.00	52,228	2,001	17.4	34,819	0	34,819	1,699,903	(17,409)	1,663,981
Social Services	Social Worker I	253	1.00	39,288	1,505	16.5	24,837	51,255	24,425	1,724,328	(12,212)	1,676,193
Social Services	Human Services Coordinator I	609	1.00	56,823	2,177	17.4	37,882	0	37,882	1,762,210	(18,941)	1,695,134
Social Services	Human Services Specialist	591	1.00	48,062	1,822	6.9	8,977	48,065	8,810	1,771,020	(4,405)	1,699,539
Social Services	Human Services Coordinator I	280	1.00	51,934	1,990	17.4	34,623	0	34,623	1,805,642	(17,311)	1,716,851
Social Services	Veterans Service Officer	309	1.00	69,425	2,571	17.4	44,744	0	44,744	1,850,386	0	1,761,595
Social Services	Office Assistant II	620	1.00	43,496	1,667	17.4	28,997	0	28,997	1,879,384	(14,499)	1,776,093
Social Services	Income Maint Caseworker III	287	1.00	48,064	1,842	17.4	32,043	0	32,043	1,911,426	(16,021)	1,792,115
Social Services	Human Services Specialist	808	1.00	50,226	1,924	7.9	13,552	54,000	12,554	1,923,980	(6,277)	1,798,391
Social Services	CPS Social Worker	782	1.00	61,107	2,341	2.5	2,862	0	2,862	1,926,842	0	1,801,254
Social Services	CPS Social Worker	617	1.00	52,228	2,001	17.4	34,819	0	34,819	1,961,661	(17,409)	1,818,663
Social Services	CPS Social Worker	241	1.00	59,299	2,272	5.5	11,431	60,317	11,025	1,972,686	(5,513)	1,824,176
Social Services	CPS Social Worker	870	1.00	59,815	2,292	5.5	7,620	60,317	7,410	1,980,096	(3,705)	1,827,881
Social Services	CPS Social Worker	239	1.00	59,299	2,272	2.5	3,085	64,219	842	1,980,938	(421)	1,828,301
Social Services	CPS Social Worker	237	1.00	59,299	2,272	6.5	14,768	69,411	10,545	1,991,483	(5,272)	1,833,574
Social Services	Facilities Maint Tech I	1017	1.00	39,198	1,502	3.5	5,256	38,936	5,396	1,996,879	(2,698)	1,836,272
Social Services	Social Worker II	1035	1.00	61,709	2,338	8.5	14,191	52,988	16,006	2,012,885	(8,003)	1,844,275
Social Services	Social Worker III	304	1.00	77,120	2,882	17.4	50,147	0	50,147	2,063,032	(25,073)	1,869,348
Social Services	System Analyst	715	1.00	69,925	2,679	12.9	31,719	0	31,719	2,094,750	(15,859)	1,885,207
Social Services	CPS Social Worker	885	1.00	63,079	2,417	2.3	5,559	59,299	6,848	2,101,598	(3,424)	1,888,631

**Hiring Delay Cost Savings Report
(through February 28, 2013)**

Department	Position	Pos #	FTE	Budgeted Salary, Benefits & Longevity in FY 2012-13	Salary and Benefits Costs per Pay Period	Pay Periods Position Vacant in FY 2012-13	Savings from Delay in FY 2012-13 (less any Employee Payout)	New Hire's Salary and Benefits	YTD Position Savings/ (Loss)	Cumulative Savings/ (Loss)	Loss of Offsetting Revenues	Net Cumulative Savings/(Loss)
Social Services	Social Worker II	973	1.00	71,706	2,656	11.5	30,539	59,987	32,647	2,134,245	(16,324)	1,904,955
Social Services	Human Resources Specialist	1117	1.00	0	0	0.0	0	23,821	(7,940)	2,126,305	0	1,897,015
Social Services	Human Resources Specialist	1118	1.00	0	0	0.0	0	23,821	(7,940)	2,118,364	0	1,889,074
Social Services	Human Resources Specialist	1119	1.00	0	0	0.0	0	23,821	(6,298)	2,112,067	0	1,882,777
Social Services	Child Welfare Program Specialist	1082	1.00	45,000	1,724	4.0	6,897	61,985	1,105	2,113,172	(552)	1,883,329
Social Services	CPS Social Worker	869	1.00	62,690	2,402	7.7	13,336	0	13,336	2,126,507	(6,668)	1,889,997
Social Services	CPS Social Worker	260	1.00	60,325	2,311	8.6	16,144	0	16,144	2,142,652	(8,072)	1,898,069
Social Services	Community Social Services Tech	666	1.00	51,301	1,966	9.5	18,482	0	18,482	2,161,133	(9,241)	1,907,310
Social Services	CPS Social Worker	307	1.00	70,159	2,657	9.3	18,544	0	18,544	2,179,678	(9,272)	1,916,582
Social Services	Facilities Maint Tech 1	1095	1.00	45,755	1,753	8.8	15,427	0	15,427	2,195,105	0	1,932,009
Social Services	CPS Social Worker	767	1.00	61,985	2,375	8.8	20,899	0	20,899	2,216,004	(10,450)	1,942,459
Tax Administration	Tax Administrator	189	1.00	116,758	4,473	0	(6,475)	131,592	(14,943)	2,201,060	0	1,927,515
Tax Administration	Appraiser II	187	1.00	77,642	2,975	16.0	47,597	67,316	48,151	2,249,211	0	1,975,666

Hiring Delay Cost Savings Report (through February 28, 2013)

Department	Position	Pos #	FTE	Budgeted Salary, Benefits & Longevity in FY 2012-13	Salary and Benefits Costs per Pay Period	Pay Periods Position Vacant in FY 2012-13	Savings from Delay in FY 2012-13 (less any Employee Payout)	New Hire's Salary and Benefits	YTD Position Savings/ (Loss)	Cumulative Savings/ (Loss)	Loss of Offsetting Revenues	Net Cumulative Savings/(Loss)
Tax Administration	GIS Mapper	165	1.00	47,670	1,826	17.4	31,780	0	31,780	2,280,991	0	2,007,446
Tax Administration	Revenue Technician I	956	1.00	45,999	1,762	4.4	7,040	43,272	7,656	2,288,647	0	2,015,102
Tax Administration	Business Personal Property Appraiser	184	1.00	72,495	2,778	0.4	729	0	729	2,289,376	0	2,015,831
Tax Administration	Office Assistant II-TL	1116	1.00	40,936	1,568	5.0	7,842	41,599	7,819	2,297,195	0	2,023,650
Tax Administration	Systems Analyst	1115	1.00	67,618	2,591	8.0	20,726	88,161	13,327	2,310,522	0	2,036,977
Tax Administration	Chief Appraiser/Tax Assessor	179	1.00	73,660	2,822	8.5	23,989	98,701	15,450	2,325,972	0	2,052,427
Total General Fund Only			160.50	\$ 8,879,951	\$ 343,392		\$ 2,361,576	\$ 4,200,903	\$ 2,325,972		\$ (273,545)	
	Current Vacancies	83.25							Total General Fund Savings thru 2/28/13	\$ 2,052,427		
Consultant Pay thru 8/30/12, Payment Increase for Interim (Tax Administrator), Interim (CIO), and Consultant Pay thru 2/28/13												(\$25,814)
Total Net Savings in General Fund thru 2/28/13												\$ 2,026,613

Solid Waste Enterprise Fund

Department	Position	Pos #	FTE	Budgeted Salary, Benefits & Longevity in FY 2012-13	Salary and Benefits Costs per Pay Period	Pay Periods Position Vacant in FY 2012-13	Savings from Delay in FY 2012-13 (less any Employee Payout)	New Hire's Salary and Benefits	YTD Position Savings/ (Loss)	Cumulative Savings/ (Loss)	Loss of Offsetting Revenues	Net Cumulative Savings/(Loss)
Solid Waste Management	Landfill Inspector	892	1.00	0	0	0	0	0	0	0	0	0
Solid Waste Management	Conv Center Operator	1097	0.50	22,932	879	17.4	15,288	0	15,288	15,288	0	15,288
Solid Waste Management	SW Collector Driver	978	1.00	42,539	1,630	5.5	8,542	42,539	8,542	23,830	0	23,830
Solid Waste Management	Conv Center Operator	702	0.625	20,936	802	11.0	8,824	27,092	7,786	31,616	0	31,616
Solid Waste Management	Solid Waste Collector Driver	549	1.000									
Solid Waste Management	Conv Center Operator	705	1.00	41,691	1,581	16.9	23,302	0	23,302	54,918	0	54,918
Solid Waste Management	Solid Waste Collector Driver	977	1.00	63,572	2,436	6.0	10,146	43,272	14,346	69,264	0	69,264
Solid Waste Management	Solid Waste Collector Driver	883	1.00	43,231	1,656	7.3	9,190	0	9,190	78,454	0	78,454

Hiring Delay Cost Savings Report (through February 28, 2013)

Department	Position	Pos #	FTE	Budgeted Salary, Benefits & Longevity in FY 2012-13	Salary and Benefits Costs per Pay Period	Pay Periods Position Vacant in FY 2012-13	Savings from Delay in FY 2012-13 (less any Employee Payout)	New Hire's Salary and Benefits	YTD Position Savings/ (Loss)	Cumulative Savings/ (Loss)	Loss of Offsetting Revenues	Net Cumulative Savings/(Loss)
Solid Waste Management	Solid Waste Field Supervisor	547	1.00	0	0		0	0	0	78,454	0	78,454
Solid Waste Management	Landfill Equip Operator	842	1.00	47,877	1,834	1.9	2,627	0	2,627	81,082	0	81,082
Solid Waste Management	Solid Waste Collector Driver	896	1.00	53,299	2,021	2.0	(204)	0	-204	80,878	0	80,878
Solid Waste Management	Solid Waste Collector Driver	546	1.00	43,558	1,669	8.6	10,810	0	10,810	91,688	0	91,688
Solid Waste Management	Solid Waste Collector Driver	976	1.00	43,231	1,656	3.3	5,466	43,963	5,357	97,045	0	97,045
Solid Waste Management	Solid Waste Engineer	833	1.00	90,000	3,448	3.5	12,069	90,411	11,850	108,895	0	108,895
Total Solid Waste Enterprise Fund			12.125	\$ 512,866	\$ 19,612		\$ 106,061	\$ 247,277	\$ 108,895		\$ -	
			Current Vacancies	5.500				Total Solid Waste Net Savings thru 2/28/13	\$ 108,895			

Revaluation Fund

Department	Position	Pos #	FTE	Budgeted Salary, Benefits & Longevity in FY 2012-13	Salary and Benefits Costs per Pay Period	Pay Periods Position Vacant in FY 2012-13	Savings from Delay in FY 2012-13 (less any Employee Payout)	New Hire's Salary and Benefits	YTD Position Savings/ (Loss)	Cumulative Savings/ (Loss)	Loss of Offsetting Revenues	Net Cumulative Savings/(Loss)
Total Revaluation Fund			0.00									
			Current Vacancies	0.00				Total Revaluation Fund Net Savings thru 2/28/13	\$ -			

Grant Fund Projects

Department	Position	Pos #	FTE	Budgeted Salary, Benefits & Longevity in FY 2012-13	Salary and Benefits Costs per Pay Period	Pay Periods Position Vacant in FY 2012-13	Savings from Delay in FY 2012-13 (less any Employee Payout)	New Hire's Salary and Benefits	YTD Position Savings/ (Loss)	Cumulative Savings/ (Loss)	Loss of Offsetting Revenues	Net Cumulative Savings/(Loss)
Aging	Sr Public Health Educator	717	1.00	65,438	2,449	5.5	13,468	62,842	13,955	13,955	(13,955)	0
Social Services	Social Worker I (TimeLimited)	1080	1.00							0	0	0
Social Services	Social Worker I (TimeLimited)	1081	1.00							0	0	0
Total Grant Fund			3.00	\$ 65,438	\$ 2,449		\$ 13,468	\$ 62,842	\$ 13,955		\$ (13,955)	\$ -
			Current Vacancies	0.00				Total Grant Fund Savings thru 2/28/13	\$ -			
			Total Vacancies	88.750				Grand Total Net Savings thru 2/28/13	\$ 2,135,508			

Orange County Vacancies as of May 1, 2013

Department	Position	Pos #	FTE	Last Date Employed	Date Eligible to Fill
Animal Services	Animal Shelter Manager	955	1.00	2/12/13	8/1/13
Animal Services	Animal Control Officer	716	1.00	4/15/13	10/1/13
Animal Services	Office Assistant	1009	1.00	2/15/13	8/1/13
Asset Management Services	Facilities Maintenance Tech IV	762	1.00	5/20/2011	12/1/2011
Asset Management Services	Facilities Maintenance I	522	1.00	8/31/2012	2/1/2013
Child Support Enforcement	Administrative Assistant II	414	1.00	5/1/2013	11/1/2013
County Manager	Assistant County Manager	121	1.00	12/31/2012	1/2/2013
Emergency Services	Telecommunicator Asst Sup	690	1.00	2/23/13	2/23/13
Emergency Services	EMT-Basic	1089	1.00	1/30/13	1/30/13
Emergency Services	Paramedic	985	1.00	3/9/12	3/9/12
Emergency Services	Paramedic	816	1.00	5/2/12	5/3/12
Emergency Services	Telecommunicator	589	1.00	2/4/13	2/4/13
Emergency Services	Telecommunicator	579	1.00	2/23/13	2/23/13
Emergency Services	Paramedic	499	1.00	10/19/12	10/19/12
Emergency Services	Paramedic	911	1.00	4/10/13	10/1/13
Emergency Services	Telecommun Assist Supervisor	583	1.00	2/23/13	2/23/13
Emergency Services	Telecommunicator	634	1.00	2/23/13	2/23/13
Emergency Services	Telecommunicator	1101	1.00	N/A	7/1/12
Emergency Services	Telecommunicator	1102	1.00	N/A	1/1/13
Emergency Services	Telecommunicator	1103	1.00	N/A	1/1/13
Emergency Services	Paramedic	1104	1.00	N/A	10/1/12
Emergency Services	Paramedic	1105	1.00	N/A	10/1/12
Emergency Services	Paramedic	1106	1.00	N/A	10/1/12
Emergency Services	Paramedic	1107	1.00	N/A	10/1/12
Emergency Services	Paramedic	1108	1.00	N/A	10/1/12
Emergency Services	Paramedic	1109	1.00	N/A	10/1/12
Emergency Services	Fire Marshal	1099	1.00	N/A	1/1/13
Emergency Services	Telecommunicator	1088	1.00	8/30/12	8/30/12
Emergency Services	Office Assistant II	166	1.00	12/31/12	6/1/13
Emergency Services	Telecommunicator	1087	1.00	1/2/13	1/2/13
Emergency Services	Data Systems Manager	1120	1.00	NA	4/1/13
Emergency Services	Training/Quality Assurance	1121	1.00	NA	4/1/13
DEAPR	Administrative Assistant II	811	1.00	3/25/13	9/1/13
Financial Services	Risk Manager	1111	1.00	N/A	7/1/12
Financial Services	Grant Accountant/Internal Auditor	1110	1.00	N/A	7/1/12
Health	Public Health Nurse Supv	328	1.00	3/30/12	3/30/12
Health	Senior Public Health Educator	825	1.00	3/22/13	9/1/13
Health	Dental Office Assistant	317	1.00	4/19/13	10/1/13
Health	Public Health Nurse II	330	1.00	3/15/13	9/1/13
Housing, Human Rights & Community Dev	Administrative Assistant I	572	1.00	12/31/12	6/1/13
Information Technologies	Information Tech Support Analyst II	914	1.00	2/28/13	8/1/13
Information Technologies	Chief Information Officer	898	1.00	1/22/13	6/1/13
Information Technologies	Information Technology Analyst II	149	1.00	4/5/13	10/1/13
Planning/OPT	Chief Inspector and Plans Examiner	214	1.00	3/19/13	9/1/13
Planning/OPT	OPT Driver	656	1.00	9/21/11	9/21/11
Planning/OPT	Code Compliance Off III	875	1.00	8/29/11	2/1/12
Planning/OPT	Planner II	871	1.00	1/31/13	6/1/13
Planning/OPT	Erosion Control Officer II	803	1.00	11/1/12	5/1/13
Sheriff	DS/Major	419	1.00	12/31/2012	1/2/13
Social Services	Human Services Coordinator I	245	1.00	2/22/11	7/1/11
Social Services	Human Services Coordinator I	609	1.00	12/30/11	6/1/12
Social Services	Human Services Coordinator I	280	1.00	6/29/12	6/29/12
Social Services	Human Services Specialist	1117	1.00	2/4/13	2/24/13
Social Services	Human Services Specialist	1119	1.00	2/4/13	
Social Services	Veterans Service Officer	309	1.00	5/11/12	11/1/12
Social Services	Income Maint Caseworker III	287	1.00	3/2/12	9/1/12
Social Services	CPS Social Worker	782	1.00	1/25/13	1/25/13
Social Services	Social Workers II	617	1.00	12/28/11	6/28/11
Social Services	System Analyst	715	1.00	8/31/12	8/31/12
Social Services	CPS Social Worker	869	1.00	11/13/12	11/13/12
Social Services	Community Social Services Tech	666	1.00	10/18/12	4/1/13
Social Services	Facilities Maint Tech 1	1095	1.00	10/29/12	4/1/13
Tax Administration	Business Personal Property Appraiser	184	1.00	2/22/13	8/1/13
Tax Administration	GIS Mapper	169	1.00	4/1/13	10/1/13
Solid Waste Management	Solid Waste Collector Driver	549	1.00	2/28/13	2/28/13
Solid Waste Management	Recycling Program Mgr	849	1.00	4/19/13	10/1/13
Solid Waste Management	Landfill Equip Operator	842	1.00	2/1/13	8/1/13

Voluntary Furlough Program

Background

On June 16, 2009, the Board adopted a resolution approving temporary cost saving measures needed to balance the FY 2009-10 budget. Effective July 1, 2009, the County implemented Voluntary Furlough rules and regulations for granting employees time off without pay. The Voluntary Furlough program was extended through June 30, 2013, and will end on June 30, 2013, unless the Board by resolution determines that continued cost savings measures are necessary to balance the budget.

The Voluntary Furlough program offers employees the opportunity to work a reduced schedule or take unpaid time off without losing any benefits or full-time status. Voluntary Furlough requires approval by the department director, who works to balance the employee's request with the needs of the department.

The chart below summarizes the number of participants and the cost savings for each of the past three fiscal years in which the voluntary furlough was available to employees.

	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13 (approved through 4/30/13)
Participants	31	17	18	11
Hours of Unpaid Leave	2,581	1,086	2,182	2,308
Savings	\$50,970	\$23,965	\$40,886	\$46,944

Projected Cost Savings of Extending Voluntary Furlough through FY 2013-14

Staff anticipates that cost savings attributed to offering permanent employees the option to take unpaid leave by reducing their workweek throughout all or a portion of the fiscal year or taking a voluntary unpaid leave of absence will yield approximately \$50,000 in FY 2013-14.

The anticipated cost savings is equivalent to the projected savings in FY 2012-13. Although fewer employees have utilized the voluntary furlough program, these employees have furloughed more hours for greater cost savings than in previous years. The County continues to achieve cost savings from the program, and the opportunity to take voluntary furlough is viewed by employees as a benefit.

Examples of possible cost savings are as follows:

- An Office Assistant II reduces her regular work schedule to 7 hours per day for FY 2009-10. Savings achieved: \$3,800
- An Environmental Health Specialist takes 2.5 months off in the summer to spend time with his children during their summer break. Savings achieved: \$8,300

Board of Commissioners' Action as to Voluntary Furlough

The Manager recommends the Board approve a resolution determining a reduction in fiscal resources exists and extend the Voluntary Furlough program in FY 2013-14.

Retiree Health Care

Background

Retiree health costs continue to grow as the general population, including Orange County employees and residents, ages and lives longer. The current average age of all of Orange County's 297 retirees is 65.9 years, only 20.3 years older than the County's 820 active employees' average age of 45.6. The cost of retiree health benefits continues to increase as the number of retirees increases, combined with the increasing cost of health coverage benefits.

The County provides health coverage based on the age of the retiree. Retirees who have not yet reached age 65 remain on the County's group health insurance and are eligible for the dependent subsidy. In 2008, Commissioners approved a revision to the Personnel Ordinance to stop subsidizing the cost of retiree dependent health care for employees hired after July 1, 2008. The earliest this change will have an impact on retiree health care costs is July 1, 2013.

At age 65, retirees enroll in Medicare Part A (no cost to the retiree or County) and Part B (premium is deducted from the retiree's Social Security benefit), and the County pays for both a Medicare supplement (Plan F) and Part D. Plan F, is referred to as a "Medigap" plan because it covers the gaps left by Medicare Parts A and B. Part D is prescription drug coverage.

As employee health care costs continue to rise, Orange County faces increasing liability for future retiree health insurance. The County has been paying premiums for both pre-65 and post-65 retirees as the costs are incurred.

The chart below shows the County's liability for retiree health care as determined by an independent auditor.

Actuarial Valuation Date	Unfunded Actuarial Accrued Liability (UAAL)	UAAL as a Percentage of Covered Payroll
12/31/2011	\$63,716,142	165.2%
12/31/2010	\$62,803,094	163.5%
12/31/2009	\$58,020,674	152.7%
12/31/2007	\$54,382,277	145.6%

Actions taken to Minimize the Cost and Liability of Retiree Health Care

In 2012, the County addressed this liability by making changes to the Personnel Ordinance for employees hired on or after July 1, 2012. These changes increased the eligibility requirements for retiree health care for employees; require retirees eligible for Medicare due to disability to enroll in Medicare and receive the same benefit available to retirees eligible for the County's post-65 Medicare benefit; and capped the amount the County pays for Medicare supplements and Part D at 50% of the cost of the individual group health premium. In addition, \$3.5 million in funds were set aside specifically for future retiree health care costs.

Retiree Health Care – continued

Over the past few years, staff has reduced the cost of post-65 coverage (Medicare supplements and Part D premiums) without negatively impacting the benefits available. The cost, however, of insurance for pre-65 retirees has increased along with premiums for active employees. Encouraging employees and retirees to participate in preventive care, health assessments and health screenings to reduce claims can also be effective in reducing claims.

Retiree Health Care Recommendation

The Manager recommends restricting 50% of the FY 2012-13 fund balance for the long-term liabilities associated with funding retiree health benefits.

Board of Commissioners' Action as to the Retiree Health Care

The Manager recommends restricting 50% of the FY 2012-13 fund balance for the long-term liabilities associated with funding retiree health benefits.

**Orange County Employee Salaries
(Grade 27 and above)
May 2013**

Department	Classification Title	Position Number	Salary Grade	Current Salary	Orange County Employment Date
DEPARTMENT ON AGING	AGING DIRECTOR	399	29	\$79,845	3/16/87
ANIMAL SERVICES	ANIMAL SERVICES DIRECTOR	975	29	\$90,122	7/11/05
ASSET MANAGEMENT SERVICES	ASSET MANAGEMENT DIRECTOR	1053	29	\$85,720	11/16/09
BOARD OF ELECTIONS	ELECTIONS DIRECTOR	110	27	\$83,982	1/28/08
CHILD SUPPORT	CHILD SUPPORT DIRECTOR	413	29	\$92,835	1/1/80
COUNTY ATTORNEY	COUNTY ATTORNEY	1064	37	\$137,700	4/23/09
COUNTY ATTORNEY	STAFF ATTORNEY	108	27	\$87,437	2/1/99
COUNTY ATTORNEY	STAFF ATTORNEY	1073	27	\$86,000	5/20/13
COUNTY COMMISSIONERS	CLERK TO THE BOARD	101	27	\$86,596	6/17/02
COUNTY MANAGER	COUNTY MANAGER	118	37	\$164,424	10/6/09
COUNTY MANAGER	ASSISTANT COUNTY MANAGER	120	33	\$128,650	9/20/10
COUNTY MANAGER	ASSISTANT COUNTY MANAGER	121	33	vacant	vacant
COUNTY MANAGER	ASSISTANT COUNTY MANAGER	134	33	\$129,324	12/14/09
COUNTY MANAGER	ASSISTANT TO COUNTY MANAGER FOR LEGISLATIVE AFFAIRS	828	27	\$87,437	1/12/00
COUNTY MANAGER	PUBLIC AFFAIRS OFFICER	1098	27	\$86,000	9/17/12
ECONOMIC DEVELOPMENT	ECONOMIC DEVELOPMENT DIRECTOR	218	31	\$96,900	9/19/11
EMERGENCY SERVICES	EMERGENCY SERVICES DIRECTOR	490	31	\$100,000	1/22/13
ENVIRONMENT, AGRICULTURE, PARKS & RECREATION (DEAPR)	ENVIRONMENT, AGRICULTURE, PARKS & RECREATION DIRECTOR	212	29	\$94,993	12/27/88
FINANCE AND ADMINISTRATIVE SERVICES	DEPUTY FINANCIAL SERVICES DIRECTOR	125	27	\$90,270	10/18/99
HEALTH	HEALTH DIRECTOR	310	31	\$119,340	10/31/11
HEALTH	DENTIST	904	34	\$139,047	5/5/08
HEALTH	ENVIRONMENTAL HEALTH DIRECTOR	362	27	\$86,791	10/16/84
HEALTH	PUBLIC HEALTH NURSING DIRECTOR	340	27	\$87,720	1/9/12
HOUSING, HUMAN RIGHTS & COMMUNITY DEVELOPMENT	HOUSING, HUMAN RIGHTS & COMMUNITY DEVELOPMENT DIRECTOR	557	29	\$108,548	2/20/84
HUMAN RESOURCES	HUMAN RESOURCES DIRECTOR	128	31	\$107,100	3/12/12
INFORMATION TECHNOLOGIES	CHIEF INFORMATION OFFICER (INTERIM)	898	31	\$85,248	6/30/06
LIBRARY SERVICES	LIBRARY DIRECTOR	678	29	\$89,100	1/12/09
PLANNING & INSPECTIONS	PLANNING DIRECTOR	195	31	\$111,670	3/1/99
PLANNING & INSPECTIONS	BUILDING INSPECTOR ADMINISTRATOR	207	27	\$80,000	7/29/96
REGISTER OF DEEDS	REGISTER OF DEEDS	150	29	\$74,845	8/9/76
SHERIFF	SHERIFF	418	31	\$123,562	12/1/82
SOCIAL SERVICES	SOCIAL SERVICES DIRECTOR	220	31	\$113,595	7/30/01
SOCIAL SERVICES	SOCIAL SERVICES ASSISTANT DIRECTOR	261	27	\$95,850	6/8/87
SOLID WASTE/LANDFILL	SOLID WASTE DIRECTOR	855	31	\$110,958	6/12/89
TAX ADMINISTRATION	TAX ADMINISTRATOR	189	31	\$113,400	8/6/12

Proposed Fee Schedule

Appendix B

Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
<i>Asset Management</i>				
	Use Fee (except for classification 5 and 6, or as otherwise stipulated in Facilities Use Policy)	Resident \$10/hr, Non-Resident \$20/hr		2011
	Great Hall or Ballroom (Senior Centers), except class 6	Resident \$75, Non-Resident \$ 125		2011
	Class 5 Use Fee; includes use, kitchen fee and on-site personnel fees	Resident \$50/hr, Non-Resident N/A		2011
	Class 6 Use Fee; includes use, kitchen fee and on-site personnel fees	Resident \$125, Non-Resident \$175		2011
	On-site personnel	Resident \$15/hr, Non-Resident \$20/hr		2011
	Kitchen Use, senior centers only	Resident \$25, Non-Resident \$50		2011
	Security Deposit; class 6 only	Resident \$100, Non-Resident \$100		2011
	Cleaning/lock up/utility fee	Resident \$25, Non-Resident \$25		2011
<i>Orange Public Transportation</i>				
	Vehicle lease	\$1.00 per mile (van)		2012
		\$1.00 per mile (van)		2012
		\$1.00 per mile (bus)		2012
	Driver lease	\$20.00/hour Business Hours		2007
		\$22.00/hour Afterhours/Weekends		2007
		\$30.00/hour Holidays		2007
	Public Shuttle	\$2.00 per one way trip in-town		2005
		\$1.00 per one way trip for elderly or disabled		2005
	Medical trips	\$3.00 door to door		2001
<i>Department on Aging</i>				
	Senior Programs	Classes	Instructor Cost + 10-25% Admin	Ongoing
		Senior Games	\$15.00 per participant	2010
	Senior Center	Room rental (CH center only)	\$15 to \$65/3 hr during bus. hours	1991
			\$10 higher after business hours	1991
			\$250 entire facility after hours	1991
<i>Board of Elections</i>				
	Filing Fees	State & County Offices	1% of Annual Salary	Mandated #
		Municipal Offices	CH - \$5.00 Mayor and Council	1980
			Car - \$15.00 Mayor \$10.00 Co.	1980
			Hills - \$10.00 Mayor and Council	1980

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
Municipal Elections	Precinct Officials	CH 50% and Car 50% of Cost		1980
		Hills - 100% of Cost		1980
	Ballots	All municipalities 100% of Cost		1980
	Advertisements	All municipalities 100% of Cost		1980
Other Charges	Computer print-outs	\$.10 per page		2009
	Special Select	\$.10 per page		2009
	One-Precinct	\$.10 per page		2009
	Computer labels	\$.30 per page		2009
	Computer Tapes/CD's	\$10.00 per CD		2009
	Specialized Programming	\$10.00 per CD		2009
DEAPR				
<i>ERCD</i>				
	Local Landmark Program	\$100.00		2010
PARKS & RECREATION				
Athletics	Youth Athletics	100% Recovery Rate		2009
	Adult Athletics	100% Recovery Rate		2005
General Programs	Youth/Teen Programs	100% Recovery Rate		2009
	Adult Programs	100% Recovery Rate		2009
	Trips	100% Recovery Rate		2009
	Gyms- Open play individuals	\$25 annual Facility Use pass		2007
	Gyms- Open play individuals	\$15 semi-annual Facility Use pass		2011
	Gyms- Open play per day	\$3.00		2012
	Efland Community Center Drop-in Program Pass (1)	N/A	\$3 per day, \$15 semi-annual, \$25 annual	New
	Special Populations Programs		5% Recovery Rate	
Other Programs	Concerts	Varies		2009
Facility Rentals	Gyms - Group Rentals	Govt/School/Non-Profit: \$25/hr half gym; \$35/hr whole gym Profit/Private: \$35/hr half gym; \$45/hr whole gym		2007
	Activity Rms/Rec Centers	\$24/hr for Govt./school/Non-Profit, \$35 for profit/private		2009
	Athletic Fields	\$24/hr for Govt./school/Non-Profit, \$35 for profit/private		2010
	Athletic Field Lighting	\$25.00		2010
	Tennis/Basketball Court Rental	\$5.00		2010

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Tennis/Basketball Court Rental w/ lights	\$10.00		2010
	Tournament Vending Permit Fee (2)	\$100-\$300/booth (event size); \$15/booth for non-profit group	\$100 per day	2011
	Non-County Resident Fee	Additional 50% to applied fee		2007
	Picnic Shelter	\$20 per rental		2012
	Group Camping	\$30 per group of 6-30.		2009
	or athletic field) (6)	\$10/hour or \$50/day		2011
	Farmer's Market Pavilion	\$10 per day		2012
Equipment Rentals	Recreational Equipment Rental (3)	Staff Determination of Fees	\$25 per use	2011
Land Records	Fax	\$1.00 per page		1994
	GIS Property Map - 8 1/2 x 11	\$3.00; additional copy \$2.00		1994
	GIS Ortho - Property Map - 8 1/2 x 11	\$5.00; additional copy \$3.00		1994
	GIS Property Map - 11 x 17 (B-size)	\$5.00		1994
	GIS Ortho - Property Map - 11 x 17 (B-size)	\$10.00		1994
	GIS Property Map - 17 x 22 (C-size)	\$10.00		1994
	GIS Ortho - Property Map - 17 x 22 (C-size)	\$20.00		1994
	GIS Property Map - 22 x 34 (D-size)	\$15.00		1994
	GIS Ortho - Property Map - 22 x 34 (D-size)	\$25.00		1994
	GIS Property Map - 34 x 44 (E-size)	\$25.00		1994
	GIS Ortho - Property Map - 34 x 44 (E-size)	\$35.00		1994
	Custom GIS Map E-size (Original Inventory)	\$30.00		1994
	Custom GIS Map E-size (Original)	\$30.00 per hour		1994
	Computer Report Land Data	\$.02 per item		1994
	Computer Labels - Owners	\$.02 per item		1994
	Plot Land Description	\$20.00 each		1994
Library	Fines - overdue children's books	10 cents per day (\$5.00 maximum)		2010
	Fines - overdue adult books	20 cents per day (\$5.00 maximum)		2010
	Fines - overdue Periodicals (4)	N/A	\$.20 per day	New
	Fines - overdue Videos	\$1.00 per day (\$5.00 maximum)		early 1980s
	Fines - overdue CD (5)	N/A	\$.20 per day	New
	Fines - overdue Kindle	\$5.00/day		2011
	Fines - overdue Literacy Bag (6)	N/A	\$1 per day	New
	Kindle Replacement Fee	\$390.00		2011
	Photocopies	15 cents per page		2010
	Microfilm copies	15 cents per page		2010
	Fax	\$1.00 per page to send		1989
		50 cents per page to receive		1989
	Printouts (from internet)	15 cents per page		2010
	Inter-library Loan (7)	\$1 per book	\$1 plus library charges (\$3)	2009

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Processing Fee	\$5.00		2010
Register of Deeds	Deeds of Trust or Mortgage	\$56 (up to 15 pgs); \$4 each additional page		10/1/2011
	Deeds	\$26 (up to 15 pgs); \$4 each additional page.		10/1/2011
	Other Instruments	\$26 (up to 15 pgs); \$4 each additional page.		10/1/2011
	Assumed names, POA, etc.	\$26 (up to 15 pgs); \$4 each additional page.		10/1/2011
	Additional subsequent instruments index ref.	\$25 each added to recording fee		10/1/2011
	Multiple documents	\$10 each additional document		2002
	Certified Copies	\$5 (1st pg); \$2 each additional page		2002
	Non-standard document fee	\$25 in addition to regular recording fee		2002
	Notice of Satisfaction	No Fee		2002
	Plats	\$21.00		2002
	Right-of-Way Plans/Highway Maps	21; \$5 each additional		2002
	Plat copy (uncertified)	\$3.00		2002
	Certified copy of plats	\$5		2002
	UCCs	\$38, \$45 if more than 2 pgs +\$2/page over 10 pgs		2001
	UCC searches	\$30 per debtor name + \$1/page for copies		2001
	Excise/Revenue Stamps	\$2 per \$1000 based on purchase price		1992
	Conformed Copy	\$5		2002
	Marriage License	\$60		2009
	Marriage License Corrections	\$10		2002
	Process Delayed Marriages	\$20		2002
	Certified Copies, Births, Deaths, Marriages Certificates	\$10		2002
	Laminated copy of Birth Certificates	\$12		2002
	Process Amendments Births/Deaths	\$10 + \$15 to NC Vitals Records		2002
	Process Legitimation	\$10		2002
	Delayed Birth Registration	\$20		2002
	Notary Public Qualification	\$10		2002
	Notarization per Signature	\$5		2002
	Notary Certification	\$3 per document		2002
	Copy Work	15 cents per page		2010
	Mylar plat copy	\$5		Early 1980s **
	Issuance of Plat Copy Key	\$5		2002
	Duplicate Marriage License	\$10		2000
	Historical Records	\$1		Early 1980s **
	CRT print-out	15 cents per page		2010
	Computer tapes	\$10 per tape		1997
Planning				
Engineering	Plan Review	\$300 minimum, \$500 for greater than 1000 linear feet of utility or residential greater than 20 units		2012
	Construction Observation	\$1 per linear foot of utility		2012

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Tap Reinspection Fee	\$100.00		2011
Current Planning fees	Comprehensive Plan Amendment			
	Text Change	\$500.00 staff review fee, \$800.00 Legal advertisement		2011
	Land Use Map Change	\$500.00 + \$50.00/acre of impacted property, area staff review fee, \$800.00 Legal advertisement, \$30.00 sign posting, \$5.00 certified mail fee for each individual parcel required to be notified of request		2001
	Unified Development Ordinance			
	Text Amendments	\$500.00 staff review fee, \$800.00 Legal advertisement		2011
	Zoning Atlas Amendment			
	Rezone to General Use Residential	\$500.00 staff review fee, \$800.00 Legal advertisement, \$30.00 sign posting, \$5.00 certified mail fee for each individual parcel required to be notified of request		2011
	Rezone to General Use Nonresidential	\$2000.00 staff review fee including an additional \$100.00 an acre for single tracts or \$50.00 an acre for a petition involving multiple tracts of property, \$800.00 Legal advertisement, \$30.00 sign posting, \$5.00 certified mailing fee for each individual parcel		2011
	Special Use			
	Class A	\$1,100.00 staff review fee, \$800.00 Legal advertisement, \$30.00 sign posting, \$5.00 certified mailing fee for each individual parcel		2011
	Class B	\$560.00 staff review fee, \$800.00 Legal advertisement, \$30.00 sign posting, \$5.00 certified mailing fee for each individual parcel		2011

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Rezone to Conditional Use District	\$3000.00 staff review fee (includes rezoning and Class A Special Use Permit Fee), \$800.00 Legal advertisement, \$30.00 sign posting, \$5.00 certified mailing fee for each individual parcel, \$1.00 neighborhood information meeting mailing fee for each individual parcel required to be notified of request. If application proposes a Major Subdivision, then the following additional fees shall be required: \$750.00 additional staff review fee plus \$50.00 an acre fee for projects that do not include an affordable housing component, \$25.00 an acre fee for projects that do include an affordable housing component		2011
	Rezone to Conditional Zoning District	\$2000.00 staff review fee (involves rezoning application only), \$800.00 Legal advertisement, \$30.00 sign posting, \$5.00 certified mailing fee for each individual parcel, \$1.00 neighborhood information meeting mailing fee for each individual parcel required to be notified of request. If application proposes a Major Subdivision, then the following additional fees shall be required: \$750.00 additional staff review fee plus \$50.00 an acre fee for projects that do not include an affordable housing component, \$25.00 an acre fee for projects that do include an affordable housing component		2011
	Board of Adjustment			
	Residential Variance/Appeal	\$340.00 staff review fee, \$800.00 legal advertisement, \$5.00 certified mailing fee for each individual parcel required to be notified of request		2011
	Nonresidential Variance/Appeal	\$540.00 staff review fee, \$800.00 legal advertisement, \$5.00 certified mailing fee for each individual parcel required to be notified of request		2011
	Subdivision			

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Minor Subdivision			
	Concept Plan	\$140.00 staff review fee		2011
	Final Plat	\$140.00 staff review fee		2011
	Re-approval	\$100.00 staff review fee		2011
	Major Subdivision			
	Concept Plan	\$310 staff review fee, \$30.00 sign posting for Neighborhood Information meeting, \$1.00 Neighborhood Information meeting mailing fee for each individual parcel required to be notified of request		2011
	Preliminary	\$600.00 staff review fee, \$800.00 legal advertisement		2011
	Final	\$500.00		2001
	Re-approval	\$500.00 staff review fee		2011
	Modification of approved subdivision preliminary or final plat	\$500.00 staff review fee, \$800.00 legal advertisement if BOCC review/approval of modification is required		2011
	Zoning Compliance Permits and Site Plan Approvals:			
	Zoning Compliance Permit for single family/duplex residential structure(s)	\$30.00		2011
	Single-family site plan associated with Conditional Use or Conditional Zoning approval	\$1,000.00 staff review fee		2011
	Multi-family site plan associated with Conditional Use or Conditional Zoning approval	\$1,000.00 staff review fee		2011

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Nonresidential - Certification Required	\$1,000.00 staff review fee plus, \$20.00 per 1,000 square feet of proposed office/institutional development, \$25.00 per 1,000 square feet of industrial/warehouse development, \$30.00 per square foot for commercial/retail development. If project is associated with a Conditional Use or Conditional Zoning approval, an additional \$250.00 staff review shall apply to the project		2011
	Home Occupation Plan Review	\$90.00		1997
	EDD Site Plan	\$1,000.00 plus \$10.00 per square feet of proposed building area. If project is associated with a Conditional Use, Conditional Zoning, or Special Use Permit then an additional \$250.00 staff review fee shall apply		2011
	Signs - not associated with a site plan review or approval	\$25 + \$2/sq. ft.		2001
	Major (engineering modifications to the site plan, including major changes in site planning)	\$500.00		2001
	Minor (additions to or deletions from the site plan modification)	\$250.00		2001
	Administrative approvals, including one-year extensions to approved site plans	\$250.00		2001
	Miscellaneous			
	Review of Traffic Impact study associated with project	\$250.00 in addition to established project review fee, if any		2011
	Review fee for projects located within Major Transportation Corridor Overlay District	\$200.00 in addition to established project review fee, if any		2011
	Partial Width Right Of Way request	\$125.00 staff review fee, \$800.00 legal advertisement, \$30.00 sign posting, \$5.00 certified mailing fee for each individual parcel required to be notified of request		2011
	Vacation of rights-of-way/release of easements per vacation or release (includes advertising)	\$250.00 staff review fee, \$800.00 legal advertisement, \$30.00 sign posting, \$5.00 certified mailing fee for each individual parcel required to be notified of request		2011
	Payment-in-Lieu of Parkland Dedication			
	Community Park	\$422/lot		1996
	District Park	\$455/lot		1996
	Hire outside consultants	Cost + 15%		2001
	Land Use Plan Map	\$1.00		1989
	Airport Study	\$5.00		1989

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Water Resources Task Force	\$4.25		1989
	Street Study	No Charge		1989
	Road Map	\$2.00		1989
	Road Map (large)	\$6.00		1989
	Aerial Photos	\$1.00		1989
	Topo Maps	\$1.50		1989
	Other Maps	\$1.00		1989
	Inventory of Sites	\$3.50		1989
	Inventory of Natural/wildlife etc	\$10.00		1989
	Photo Copies (Small Area Plans, JPA Land Use Plan, and all other documents and reports)	\$0.10 per page duplexed B&W; \$0.50 per page duplexed Color		2011
	Master Recreation/Parks Plan	\$10.00		1989
	New Hope Corridor Plan	\$4.00		1996
	Historic Preservation Element	\$10.00		1996
	Flexible Development Standards	\$5.00		1996
	2030 Comprehensive Plan	\$25.00 B&W; \$125.00 Color		2011
	Unified Development Ordinance (UDO)	\$40.00 B&W; \$200.00 Color		2011
	Copy of Map 8.5 x 11	\$3.00; additional copy \$2.00		2011
	Copy of Map 11x17	\$5.00; additional copy \$3.00		2011
	Copy of Map 18x24	\$10.00		2011
	Copy of Map 24x32	\$15.00		2011
	Copy of Map 30x40	\$25.00		2011
	Custom Map 24x32 (Using Existing Data)	\$30.00		2011
	Custom Data/Map 24x32 (Creation of New Data)	\$30.00/hour		2011
	CD	\$10.00		2011
Erosion Control Fees	Erosion Control Plan Review			
	Intense urban	\$507.00 per acre		2001
	Urban	\$272.00 per acre		2001
	Rural	\$158.00 per acre		2001
	Land Disturbance (Grading) Permits			
	Intense Urban	\$1,241.00 per acre		2001
	Urban	\$646.00 per acre		2001
	Rural	\$310.00 per acre		2001
	Private Roads	\$155.00		1998
	Storm water Management Plans	\$500.00		2011

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Surface Water Identification (SWID) field work.	Stream Origin and Intermittent/Perennial Determinations 1-2 determinations/site \$200 3-6 determinations/site \$500 7-9 determinations/site \$1000 10-12 determinations/site \$1200 13-16 determinations/site \$1500 17-19 determinations/site \$2000		2012
	Infill /redevelopment	Flat fee of \$10,000 for projects less than 5 acres. 5 acres or greater use intense urban		2011
Inspection fees Building	<i>Schedule A</i>			
	New Residential (1&2 family) Building	\$0.310 per square foot (all trades included)		2006
	Electrical	0.126		2006
	Plumbing	0.058		2006
	Mechanical	0.058		2006
	Plan Review	\$0.016 (\$10.50 min per project), additional 10.5% Town of Hillsborough		2006
	<i>Schedule B</i>			
	Residential Renovations and Accessory Structures (1&2 family) Building	\$0.23 per square foot		2006
	Electrical	\$0.23 per square foot		2006
	Plumbing	\$52.50 per job		2006
	Mechanical	\$52.50 per job		2006
	Plan Review	\$0.016 (\$10.50 min per project), additional 10.5% Town of Hillsborough		2006
	<i>Schedule C</i>			
	Mobile/Modular Homes			
	Singlewide Building	\$56.70		2006
	Electrical	\$31.50		2006
	Plumbing	\$23.10		2006
	Mechanical	\$23.10		2006
	Doublewide Building	\$85.05		2006

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Electrical	\$31.50		2006
	Plumbing	\$23.10		2006
	Mechanical	\$23.10		2006
	Triplewide			
	Building	\$111.30		2006
	Electrical	\$31.50		2006
	Plumbing	\$23.10		2006
	Mechanical	\$23.10		2006
	Quadwide			
	Building	\$137.55		2006
	Electrical	\$31.50		2006
	Plumbing	\$23.10		2006
	Mechanical	\$23.10		2006
	<i>Schedule D</i>			
	New Commercial	See Appendix A		2006
	Plan Review	.028 per square foot per project <5000 sq ft (\$82.50 minimum)		2006
		.022 per square foot 5000-20,000 sq ft		2006
		.017 per square foot 20,000-150,000 sq ft		2006
		.011 per square foot >150,000 sq ft		2006
		(Additional 11% Town of Hillsborough)		2006
	Commercial Renovations and Alterations	Building \$110 + .275 per sf; Electrical \$55.00; Plumbing \$55.00; Mechanical \$55.00		2006
	<i>Schedule E</i>			
	Miscellaneous Bldg Inspections	<i>Commercial Residential</i>		
	Mobile/Modular homes	\$59.40		2006
	Moving Building	\$59.40	\$56.70	2012
	Building Demolition	\$59.40	\$56.70	2012
	Change of Occupancy/Use	\$59.40		2006
	Radio/TV Tower	\$59.40		2006
	Swimming Pool	fees \$59.40	\$56.70 electrical and zoning apply	2012
	Woodstove/Fireplace	\$38.50	\$35.00	2012
	Prefabricated Utility Bldgs.	fees \$59.40	\$56.70 electrical and zoning apply	2012
	Signs- Business ID involve const	\$59.40		2006
	Other signs	\$38.50		2006
	<i>Schedule F</i>			
	Miscellaneous Electrical	<i>Commercial Residential</i>		
Electrical Inspections	Temporary Serv 60 amp	\$38.50	\$36.75	2012
	Temporary Serv 60A-100A	\$38.50	\$36.75	2012

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee		Proposed Fee Change for FY 2013-14 *	Last Revision
	Mobile/Modular home	\$38.50			2006
	Sign Inspections	\$38.50	\$36.75		2012
	Gasoline Pumps	\$38.50	\$36.75		2012
	Load Control Devices	\$38.50	\$36.75		2012
	Miscellaneous Inspections	\$59.40	\$56.70		2012
	Unscheduled inspection (beyond scope of original permit)	\$59.40	\$56.70		2012
	<i>Schedule G</i>				
	Electrical Service Changes	<i>Commercial</i>	<i>Residential</i>		
	Single Phase				
	30-50 amp	\$38.50	\$36.75		2012
	60-100A	\$55.00	\$52.50		2012
	125-200A	\$66.00	\$63.00		2012
	400A	\$77.00	\$73.50		2012
	Three Phase				
	20-50 Amp	\$38.50	\$36.75		2012
	60-100 A	\$66.00	\$63.00		2012
	150-200A	\$77.00	\$73.50		2012
	400 A	\$110.00	\$105.00		2012
	<i>Schedule H</i>	<i>Commercial</i>			
	Electrical Service	Single Phase	Three Phase		
	30-60A	\$38.50	\$55.00		2012
	70-100A	\$66.00	\$66.00		2012
	125A	\$77.00	\$77.00		2012
	150A	\$93.50	\$135.30		2012
	200A	\$110.00	\$161.70		2012
	300A	\$135.30	\$189.20		2012
	400A	\$161.70	\$243.10		2012
	600A	\$243.10	\$269.50		2012
	800A	\$269.50	\$400.40		2012
	1000A	\$400.40	\$539.00		2012
	1200A	\$539.00	\$677.60		2012
	1400A	\$608.30	\$808.50		2012
	1600A	\$677.60	\$1,078.00		2012
	Over 1600A	\$66/100A	\$110/100A		2012
	<i>Schedule H</i>	<i>Residential</i>			
	Electrical Service	Single Phase	Three Phase		
	30-60A	\$36.75	\$52.50		2012
	70-100A	\$63.00	\$63.00		2012
	125A	\$73.50	\$73.50		2012
	150A	\$89.25	\$129.50		2012
	200A	\$105.00	\$154.35		2012
	300A	\$129.15	\$180.60		2012
	400A	\$154.35	\$232.05		2012

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee		Proposed Fee Change for FY 2013-14 *	Last Revision
	600A	\$232.05	\$257.25		2012
	800A	\$257.25	\$382.20		2012
	1000A	\$382.20	\$513.50		2012
	1200A	\$514.50	\$646.80		2012
	1400A	\$580.65	\$771.75		2012
	1600A	\$646.80	\$1,029.00		2012
	Over 1600A	\$63/1100A	\$105/100A		2012
Plumbing fees	<i>Schedule I</i>				
	New Const or Fixture Replacement	Based on square footage (included in Schedule A and B)			2001
	# of Fixtures				
	1				
	2				
	3				
	4				
	5				
	6and over				
	Mobile/ Modular Home	\$24.20			2012
		<i>Commercial</i>	<i>Residential</i>		
	Water heater installation	\$59.40	\$56.70		2012
Mechanical Inspections	<i>Schedule J</i>				
	Residential Mechanical				
	Covered Ductwork/Compont	Delete (to be replaced by sq ft. - see Schedule A)			2001
	Exposed " Factory/Compont	Delete (to be replaced by sq ft. - see Schedule A)			2001
	Installation ea add'l system	\$22.00			2006
	Replacement of one system	\$82.50			2006
	Mobile/Modular Home	\$24.20			2006
	Multi-Fam exposed ductwork	Delete (to be replaced by sq ft. - see Schedule B)			2001
	Multi-Fam covered ductwork	Delete (to be replaced by sq ft. - see Schedule B)			2001
	<i>Schedule K</i>				
	Non-residential/ Commercial				
	Commercial Cooling				
	First unit	\$82.50			2006
	Each additional Unit	\$22.00			2006

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Replacement of System	\$82.50		2006
	Commercial Heating			
	First Unit	\$82.50		2006
	Each additional Unit	\$22.00		2006
	Replacement of System	\$82.50		2006
	Commercial Heat/Cool Combine			
	First Unit	\$82.50		2006
	Each additional Unit	\$22.00		2006
	Replacement of System	\$82.50		2006
	Commercial Ventilation/Exhaust			
	One System	\$82.50		2006
	Each additional	\$22.00		2006
	Hood fan comm. cooking equip	\$59.40		2006
	Comm. Range or Grill	\$59.40		2006
	Deep Fat Fryer	\$59.40		2006
	Oven	\$59.40		2006
	Commercial Reinspection Fee	\$57.75		2006
General Miscellaneous	Refunds	\$38.50		2006
	Issue Certificate of Occupancy	\$11.00		2006
	Permit Renewal	\$38.50		2006
	Day Care Permits (existing building new occupa	\$59.40		2006
	Day Care Reinspection	\$55.00		2006
	Sprinkler system	\$165.00		2006
	Temporary Electrical Final Inspection- Residential	\$55.12		2006
	Temporary Electrical Final Inspection- Commercial	\$57.75		2006
	Fire Alarm system	\$165.00		2006
	Archive research (per project)	\$16.50		2006
	Grease trap installation	\$59.40		2006
	Reinspection fee (no charge for 1st rejection per trade) - Residential	\$55.12		2006
	Temporary tents	\$59.40		2006
	Work started with no permits are charged double fees			1986
Emergency Management				
Emergency Medical	Emergency Response			
	Basis Life Support (Non-Emergency)	\$300.00		2005
	Basis Life Support (Emergency)	\$375.00		2011

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Advanced Life Support-1 (Non-Emergency)	\$400.00		2005
	Advanced Life Support-1 (Emergency)	\$475.00		2011
	Advanced Life Support -1 (Non-Transport)	\$150.00		2005
	Advanced Life Support -2 (Emergency)	\$575.00		2011
	Advanced Life Support -2 (Non-Transport)	\$225.00		2005
	EMS Franchise Application Fee	\$1,275.00		2011
	EMS Franchise Compliance Fee	\$300.00		2011
	EMS Franchise Renewal Fee	\$150.00		2011
	Mileage	7.50/mile		2005
	Special Event Coverage			
	Additional EMT Standby	\$40.00/hour (3 hour minimum)		2007
	Paramedic Standby	\$55.00/hour (3 hour minimum)		2007
	Ambulance Standby w/ 2 EMTs	\$90.00/hour (3 hour minimum)		2005
	Ambulance Standby w/ 1 Paramedic and 1 EMT	\$100.00/hour (3 hour minimum)		2007
	Telecommunicator Standby	\$40.00/hour (3 hour minimum)		2005
	Clerical Staff Standby	\$20.00/hour (3 hour minimum)		2005
	EM Senior Officer Standby	\$40.00/hour (3 hour minimum)		2005
	EMS Physician Standby	\$85.00/hour (3 hour minimum)		2005
Fire Marshal	Fire Inspections (by facility type)	See Appendix B		
	Assembly			1996
	Business			1996
	Church/Assembly			1996
	Daycare facility			1996
	Educational, private			1996
	Foster Care Home			1996
	Hazardous			1996
	Industrial			1996
	Institutional			1996
	Mercantile			1996
	Residential(Common Areas)			1996
	Storage			1996
Life Safety	Fees below are to cover the cost of Mandatory and Optional Permits under the 2009 NC Fire Code (5310-435299), including staff hours to review plans, issue permits, and inspect locations for compliance.			
	Aerosol Products	\$50.00		2011
	Amusement Buildings	\$50.00		2011
	Aviation Facilities	\$50.00		2011
	Battery Systems	\$50.00		2011
	Carnivals & Fairs	\$50.00		2011
	Cellulose Nitrate Film	\$50.00		2011

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Combustible Dust	\$50.00		2011
	Combustible Fibers	\$50.00		2011
	Compressed Gas	\$50.00		2011
	Covered Mall Bldg	\$50.00		2011
	Cryogenic Fluids	\$50.00		2011
	Cutting & Welding	\$50.00		2011
	Dry Cleaning Plants	\$50.00		2011
	Exhibit/Trade Show	\$50.00		2011
	Explosives/Blasting	\$100.00		2011
	30 day Renewal for Explosives/Blasting	\$50.00		2011
	Fire Hydrants & Valves	\$50.00		2011
	Flammable/Combustible	\$50.00		2011
	Tank Install/Removal	\$50.00		2011
	Tank Install/Removal per additional tank	\$25.00		2011
	Floor Finishing	\$50.00		2011
	Fruit and Crop Ripening	\$50.00		2011
	Fumigation/Thermal Fog	\$50.00		2011
	Hazardous Materials	\$100.00		2011
	HPM Facilities	\$50.00		2011
	High-Piled Storage	\$50.00		2011
	Industrial Ovens	\$50.00		2011
	Lumber Yards	\$50.00		2011
	Liquid Fuel Vehicle in Building	\$50.00		2011
	LP Gas	\$50.00		2011
	Magnesium	\$50.00		2011
	Miscellaneous Combustible Storage	\$50.00		2011
	Open Burning	\$50.00		2011
	Organic Coatings	\$50.00		2011
	Open Flame/Torches	\$50.00		2011
	Open Flame/Candles	\$50.00		2011
	Places of Assembly	\$50.00		2011
	Private Fire Hydrant	\$50.00		2011
	Pyrotechnics/Fireworks	\$50.00		2011
	Pyroxylin Plastics	\$50.00		2011
	Refrigeration Equipment	\$50.00		2011
	Repair Garage/FCL Disp.	\$50.00		2011
	Rooftop Heliports	\$50.00		2011
	Spraying/Dipping	\$50.00		2011
	Scrap Tire Storage	\$50.00		2011
	Temp. Tents/Canopy (per)	\$50.00		2011
	Tire-Rebuilding Plants	\$50.00		2011
	Waste Handling	\$50.00		2011
	Wood Products	\$50.00		2011
	Mulch Pile	\$50.00		2011

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Fees below are to cover the cost of Required Construction Permits under the 2009 NC Fire Code (5310-435299) including staff hours to review plans, issue permits, and inspect locations for compliance.			
	Auto Fire Extinguishing System	\$100.00		2011
	Fire Pump	\$100.00		2011
	Industrial Ovens	\$50.00		2011
	Spraying/Dipping	\$50.00		2011
	Compressed Gas	\$50.00		2011
	Flammable/Combustible	\$50.00		2011
	LP Gas	\$50.00		2011
	Standpipe Systems	\$100.00		2011
	Fire Alarm/Detect. Install	\$100.00		2011
	Hazardous Materials	\$50.00		2011
	Private Fire Hydrant	\$50.00		2011
	Tents/Membranes	\$50.00		2011
	Fire Extinguisher Class	\$20.00		2011
	Fit Testing	\$50.00		2011
	ABC Permit Inspections	Based on Square Foot		2011
	Hazardous Materials Mitigation	Fee Charged at Hourly Rate		2011
<i>Sheriff</i>	Out of State Officer Fee	\$100.00		2006
	Instate Officer	\$30.00		2012
	Gun Permits	\$5.00		1982
	Work Release	\$25.00		2012
	Report and Records Copies	\$2.00		1986
	Fingerprint Cards	\$20.00		2012
	Laminating	\$5.00		1986
	Concealed Weapons Permits	\$80.00 (\$35 state \$45 county)		2012
	Concealed Weapons Permits-Renewal	\$75.00		2012
	Federal Inmates	\$66.00		2012
	State Inmates	\$14.50 per day		
	Commission on executions	5% 1st \$500 and 2.5% on balance		1968
	Weekenders	\$25.00		2012
<i>Efland Sewer</i>	Tap Fees	\$1,300 connection fee + cost of public service stub out		2011
	User Monthly Rates (8)	\$13.20 per 1000 gal., 2000 gal. minimum	\$13.39 per 1000 gal., 2000 gal. minimum	2012
<i>Animal Services</i>				

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
Administration	Pet Tax-Sterilized Cats and Dogs	\$10.00		2010
	Pet Tax-Non Sterilized Cats and Dogs	\$30.00		2010
	Pet Tax-Dogs and Cats under 6 months of age	\$10.00		2012
	Pet Tax-Late Fee	\$5.00		2012
	Pet Tax-Sterilized Waiver for Seniors	\$0.00		2012
Animal Control	<i>Civil Penalties/Fines</i>			
	failure to vaccinate	\$200.00		2008
	failure to license	\$200.00		2008
	public nuisance violations	\$50,100,200,300,400.00		2008
	mistreatment	\$200.00		2008
	failure to wear rabies tag	\$50.00		2011
	Kennel Permits	\$50.00		2007
Animal Shelter	<i>Adoption Fees</i>			
	Cat Adoption Fees	\$95.00		2011
	Kitten Adoption Fees (5 mo. and under)	\$95.00		2011
	Second Cat-Peak Season	\$50.00		2011
	Special Event Cat Adoption Fee	\$50.00		2011
	Senior Citizen Cat Adoption Fee	\$25.00		2012
	Dog Adoption Fee	\$115.00		2011
	Puppy Adoption Fee (5 mo. and under)	\$115.00		2011
	Special Event Dog Adoption Fee	\$60.00		2011
	Senior Citizen Dog Adoption Fee	\$30.00		2012
	Veterinary Exam	\$50.00		2012
	Care of Medical Condition	\$20.00-\$60.00		2012
	Daily Medication Administration	\$5.00		2012
	Replacement of Rabies Tag/Certificate	\$3.00		2012
	Boarding Fee for stray animals	\$10.00/day		2007
	Bite Quarantines	\$15.00 per day		2012
	Rabies Shots (shelter)	\$10.00		2007
	Rabies Shots (low-cost clinics)	\$10.00		2010
	Daily Board-cruelty/seizure/court hold	\$15.00		2012
	Small and Other Animals	Varies on Type of Animal (\$5 to \$250)		2011
	Placement Partner Sterilization	\$30.00 neuter, \$60.00 spay		2009
	Owner surrender for euthanasia	\$50.00		2010
	Large animal trailer transport	\$35.00		2010
	Field Surrenders	\$15.00		2010
	Shelter Redemption fee	\$10, \$50, \$100, \$200		2007
	Out of County Animal Surrender Fee	\$50.00		2009

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Elective Microchip Fee	New Application to Existing Fee		2012
	(9)	N/A	\$25.00	New
	Reproductive and Stray Cats and Dogs (10)	N/A	varies	New
	Deposit for 3rd+ Recovery of Reproductive Cat or Dog (11)	N/A	\$100.00	New
Health Department				
Environmental Health	<i>Soil Analysis/Improvement Permit</i>			
	Single Family Units <601 Gallons per day. Less than 2 acres	\$350.00		2006
	Single Family >600 Gallons per day	\$350 + \$75 per 600 GPD or fraction of additional WW flow>600 GPD		2006
	Non-Domestic WW	Fee increases by 50% over the total permit fee of a comparably sized domestic WW system		2006
	<i>Authorization to Construct WW System:</i>			
	Single Family Units <601 Gallons per day. Less than 2 acres	\$260.00		2006
	Single Family Unit >600 Gallons per day	\$260 + \$160 per 600 GPD or fraction of additional WW flow>600 GPD		2006
	Non-Domestic WW	Double fee for comparably sized domestic WW system		2006
	<i>Other Misc. Activities</i>			
	Improvement Permit(lot w/ existing home)	\$350.00		2006
	Permit Site Revisit	\$125.00		2006
	Existing System Inspections	\$125.00		2006
	Authorization/no field visit required)	\$20.00		2006
	Mobile Home Park			
	1 to 25 spaces	\$125.00		2006
	26 to 50 spaces	\$175.00		2006
	51 and over spaces	\$225.00		2006
	MH Space Reinspection	\$75.00		2006
	Septic Tank Manufacturer Yard Inspection	\$250.00		2010
	Septic Tank Contractor Registration Fee - New Contractor (One-time fee)	\$200.00		2006
	Septic Tank Contractor Fee - Annual Renewal	\$25.00		2006
	Septic Contractor Education Class Fee	\$50.00		2007
	<i>WTMP</i>			
	Initial Inspection	\$125.00		2006
	Follow-up Inspections	\$75.00		2006

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	<i>WELLS AND WATER SAMPLES</i>			
	Well Permits	\$430.00 (effective January 1, 2008)		2007
	Permit Site Revisit	\$125.00		2006
	Bacteriological	\$25.00		2006
	Inorganic Chemical Samples	\$35.00		2006
	Pesticide/Petroleum	\$75.00		2006
	Full Sample Suite (Bact, Nox, Inorganic, + 7 me	\$100.00 (effective January 1, 2008)		2007
	Iron Bacteria/Sulfur Bacteria	\$25.00		2010
	Radon Air Sample Kit - Radon	\$20.00		2010
	<i>TATTOO PARLORS</i>			
	Artist Permit	\$250.00		2010
	<i>SWIMMING POOLS</i>			
	Swimming Pool Inspections	\$250.00		2010
	Plan Review	\$250.00		2010
	<i>FOOD SERVICE</i>			
	Plan Review	\$250.00		2010
	Plan Review & permit fee-Temp. Establishment	\$75.00		2010
Dental Health	Comprehensive Oral Evaluation	\$90.00	\$80.00	2012
	Periodic Oral Evaluation	\$50.00	\$45.00	2012
	Limited Oral Evaluation	\$70.00	\$69.00	2012
	Re-evaluation-limited, problem	\$45.00	\$65.00	2012
	Consultation	\$54.00	\$122.00	2009
	Panoramic Film	\$86.00	\$100.00	2009
	BWX 1 Film	\$28.00	\$26.00	2009
	BWX 2 Films	\$40.00	\$41.00	2012
	Bitewings - three films	\$46.00	\$51.00	2012
	BWX 4 Films	\$56.00	\$58.00	2012
	1st Intraoral PA Film	\$27.00	\$26.00	2009
	Additional PA Film	\$25.00	\$23.00	2009
	Intraoral Occulusal Film	\$35.00	\$38.00	2012
	Full Mouth Series w BWX	\$115.00	\$120.00	2012
	Prophy/Child under age 13	\$65.00	\$61.00	2012
	Prophy/Adult age 13 and up	\$88.00	\$82.00	2012
	Fluoride Varnish (age 13&under)	\$38.00	\$33.00	2012
	Fluoride Varnish (age 13-20)	\$35.00	\$33.00	2012
	Topical Fluoride Varnish; Therapeutic application for moderate to high caries risk patients	\$60.00	\$39.00	2012
	Sealant/NEWLY ERUPTED TEETH	\$48.00	\$49.00	2012
	Scale/Root Planing 1-3 teeth p/q	\$130.00	\$167.00	2012
	Scale Root Planing 4> teeth p/q	\$220.00	\$231.00	2012

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Full mouth Debridement	\$185.00	\$168.00	2012
	Periodontal Maintenance	\$81.00	\$127.00	2009
	Amal One Surface Prim/ Perm	\$90.00	\$130.00	2012
	Amal Two Surface Prim/ Perm	\$125.00	\$164.00	2012
	Amal Three Surface Prim/Perm	\$160.00	\$198.00	2012
	Amal Four Surface Prim/Perm	\$195.00	\$236.00	2012
	Resin One Surface Anterior	\$135.00	\$148.00	2012
	Resin Two Surface Anterior	\$160.00	\$183.00	2012
	Resin Three Surface Anterior	\$190.00	\$227.00	2012
	Resin Four Surface Anterior	\$215.00	\$288.00	2012
	Resin Comp. Crown Ant. Prim	\$185.00	\$414.00	2009
	Resin Comp. 1sur.Post-Prim/Perm	\$150.00	\$162.00	2012
	Resin Comp. 2sur.Post-Prim/Perm	\$190.00	\$212.00	2012
	Resin Comp. 3sur.Posterior Perm	\$215.00	\$261.00	2012
	Resin Comp.4+sur.Posterior Perm	\$300.00	\$314.00	2012
	Application of Desensitizing Medicament	\$55.00	\$57.00	2012
	and/or root surface per tooth	\$52.00	\$70.00	2009
	Pulpotomy	\$137.00	\$183.00	2012
	SSC Primary Tooth	\$235.00	\$247.00	2012
	SSC Permanent Tooth	\$229.00	\$298.00	2009
	Prebaccinated Resin Crown	\$235.00	\$323.00	2009
	Prefab.est.coat SSC prim. Tooth	\$214.00	\$327.00	2009
	Sedative Filling	\$80.00	\$113.00	2012
	Palliative Treatment	\$100.00	\$115.00	2012
	Ext. Erupted Tooth Prim/Perm	\$125.00	\$162.00	2012
	Extraction Surgical - 100+	\$205.00	\$253.00	2012
	Ext. cornal remnants deciduous	\$62.00	\$122.00	2009
	Alveoplasty extractions p/quad.	\$118.00	\$270.00	2009
	Alveoplasty in conjunction with extraction 1-3 teeth per quadrant	\$118.00	\$273.00	2009
	Alveoplasty not in conjunction with extraction 4 or more tooth spaces per quadrant	\$189.00	\$404.00	2009
	Alveoplasty not in conjunction with extraction 1-3 tooth spaces per quadrant	\$162.00	\$384.00	2009
	Recement Crown NOT cov. by MA	\$57.00	\$100.00	2009
	Study Models	\$53.00	\$104.00	2009
	I & D Minor Surgery	\$186.00	\$217.00	2009
	Occlusal Adjustment Limited	\$86.00	\$166.00	2009
	Fractured Tooth Txt.	\$70.00	\$70.00	2009
	Pulp Cap-direct exp. Pulp MED	\$75.00	\$76.00	2012
	Pulp Cap-indirect nearly exposed	\$75.00	\$77.00	2012
	Biopsy Oral Tissue	\$151.00	\$298.00	2009
	Pin Retention/tooth	\$67.00		2012
	Band & Loop/Quadrant Impress	No Charge		
	Band & Loop/Quadrant Deliver 209/25	\$264.00	\$287.00	2009
	Fixed Bilateral Impress	No Charge		

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Fixed Bilateral Deliver 419/30	\$482.00	\$393.00	2009
	Root Canal Therapy Anterior	\$433.00	\$676.00	2009
	Root Canal Therapy Bicuspid	\$514.00	\$780.00	2009
	Root Canal Therapy Molar	\$649.00	\$943.00	2009
	Fabrication of Athletic Mouth guard	\$108.00	\$236.00	2009
	Fabrication of Athletic Mouth guard Project (school-based program)	\$17.00 flat fee, no sliding scale		2009
	Boil & Bite Mouth guards (students with braces)	\$5.00		2007
	Occlusal Guards, By report minimize bruxism \$ 274/95 lab	\$296.00	\$549.00	2009
	Minimum charge for Dental services per visit	\$30.00 per prevention visit and \$30.00 per procedure	Sliding fee recommendation is to discontinue the \$30.00 per preventative visit and \$30.00 per procedure fee. Recommending to slide to 20% with minimum of \$30.00 per visit	2012
Personal Health	Drainage of Skin Abscess	\$117.00		2009
	Drainage of Skin Abscess	\$200.00		2009
	Drainage of Pilonidal Cyst	\$195.00		2009
	Remove Foreign Body	\$133.00		2009
	Drainage of Hematoma/Fluid	\$147.00		2009
	Puncture Drainage of Lesion	\$94.00		2008
	Debride Infected Skin	\$56.00		2009
	Remove Skin Tags	\$89.00		2009
	Trim Nail(s)	\$22.00		2008
	Debride Nail 1-5	\$33.00		2008
	Avulsion of Nail Plate	\$97.00		2010
	Drain Blood from Under Nail	\$56.00		2009
	Norplant (Remove)	\$223.00		2009
	Repair Superficial Wound(s) 2.5cm or less	\$171.00		2008
	Repair Superficial Wound(s) 2.6-7.5cm	\$184.00		2009
	Initial Burn(s) Treatment	\$84.00		2009
	Destroy Benign/Premal Lesion	\$72.00		2009
	Destroy Lesions, 2-14	\$18.00		2008
	Destruct Lesion(s), 1-14	\$109.00		2009
	Inject Single Tendon-Ligament-Cyst	\$72.00		2009
	Inject Single Tendon Orgin ? Insertion	\$67.00		2009
	Inject Single-Multi Trigger Pts, 1-2 Muscles	\$67.00		2009
	Inject Single-Multi Trigger Pts, 3+ Muscles	\$78.00		2009
	Drain/Inject, Small Joint or Bursa	\$67.00		2009
	Drain/Inject, Intermediate Joint or Bursa	\$72.00		2009
	Drain/Inject, Major Joint or Bursa	\$84.00		2009
	Drain Finger Abscess, Simple	\$329.00		2009

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Apply Finger Splint, Static	\$44.00		2008
	Control Nosebleed	\$123.00		2009
	Lab: Venipuncture	\$18.00		2008
	Capillary Blood Draw	\$15.00		2011
	Incise External Hemorrhoids	\$184.00		2009
	Diagnostic Anoscopy	\$100.00		2009
	Destroy Lesion (Male)	\$315.00		2012
	Incision/Drainage of Vulva or Perineum	\$140.00		2009
	Incision/Drainage of Gland Abscess	\$173.00		2009
	Destroy Lesions (Female)	\$260.00		2012
	Insertion, non-biodegradable drug	\$250.00		2012
	Removal, non-biodegradable drug	\$154.00		2009
	Removal, with reinsertion, non-biodegradable drug	\$234.00		2009
	Diaphragm Fit	\$95.00		2009
	Insert Intrauterine Device (IUD)	\$160.00		2012
	IUD Removal	\$113.00		2009
	Fetal Non Stress	\$68.00		2009
	Antepartum package 4-6 visits	\$809.00		2012
	Antepartum package 7+ visits	\$1,560.00		2012
	Postpartum care only	\$175.00		2012
	Remove Foreign Body from External Eye	\$67.00		2009
	Remove Foreign Body from Outer Ear Canal	\$140.00		2009
	Remove Ear Wax	\$67.00		2009
	Lipid Panel (Fasting) - UNC Lab	\$18.00		2006
	U/A (W/Micro)	\$28.00		2008
	U/A (Dipstick Only)	\$18.00		2008
	Pregnancy Test	\$15.00		2012
	Albumin Serum (UNC Lab Test)	\$6.00		2006
	Total Bilirubin (UNC Lab Test)	\$7.00		2006
	Direct Bilirubin (UNC Lab Test)	\$7.00		2006
	Neonatal Bilirubin (UNC Lab Test)	\$9.00		2006
	Hemocult	\$11.00		2007
	Ca (UNC Lab Test)	\$7.00		2006
	CO2 (UNC Lab Test)	\$6.00		2006
	CL (UNC Lab Test)	\$6.00		2006
	Total Cholesterol (UNC Lab Test)	\$6.00		2006
	Cholesterol	\$11.00		2010
	Glucose Testing 3 hr.	\$25.00		2011
	CREAT (UNC Lab Test)	\$7.00		2006
	B12 (UNC Lab Test)	\$21.00		2006
	Vitamin D 25 (UNC Lab Test)	\$71.00		2011
	Ferritin (UNC Lab Test)	\$19.00		2006
	Folate (UNC Lab Test)	\$20.00		2006
	GLU (UNC Lab Test)	\$5.00		2006
	O'Sullivan	\$28.00		2008
	GTT (3 HR)	\$25.00		2008

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Glucose (Random)	\$18.00		2008
	GGT (UNC Lab Test)	\$11.00		2007
	FSH (UNC Lab Test)	\$25.00		2006
	Hemoglobin A1C	\$21.00		2007
	Iron Profile (FE): IBC (UNC Lab Test)	\$9.00		2006
	LDH (UNC Lab Test)	\$8.00		2006
	Lipid Panel (Non-Fasting) HDL (UNC Lab Test)	\$11.00		2006
	LDL (UNC Lab Test)	\$13.00		2006
	ALK PHOS (UNC Lab Test)	\$7.00		2006
	K (UNC Lab Test)	\$6.00		2006
	TP-Serum (UNC Lab Test)	\$5.00		2006
	TP-Urine (UNC Lab Test)	\$5.00		2006
	NA (UNC Lab Test)	\$6.00		2006
	Thyroxine (T4) - (UNC Lab Test)	\$8.00		2006
	Free T4 (UNC Lab Test)	\$12.00		2006
	TSH (UNC Lab Test)	\$22.00		2006
	SGOT, AST (UNC Lab Test)	\$7.00		2006
	SGPT, ALT (UNC Lab Test)	\$7.00		2006
	Iron Profile/Tranferrin: % Saturation (UNC Lab Test)	\$17.00		2006
	TRIG (UNC Lab Test)	\$8.00		2006
	T3U (UNC Lab Test)	\$8.00		2006
	BUN (UNC Lab Test)	\$5.00		2006
	Uric Acid (UNC Lab Test)	\$6.00		2006
	QUANT HCG/Serum (UNC Lab Test)	\$12.00		2006
	Hemoglobin	\$11.00		2007
	CBC w/o Diff (UNC Lab Test)	\$9.00		2006
	CBC with Diff (UNC Lab Test)	\$10.00		2006
	SED Rate (UNC Lab Test)	\$4.00		2006
	MONO Spot (UNC Lab Test)	\$7.00		2006
	RA Factors - Qual (UNC Lab Test)	\$7.00		2006
	RA Factors - Quan (UNC Lab Test)	\$7.00		2006
	PPD	\$17.00		2012
	H. Pyloric (UNC Lab Test)	\$20.00		2010
	Rubella (UNC Lab Test)	\$20.00		2006
	Hepatitis C RIBA (UNC Lab Test)	\$16.00		2006
	Hep B Surface Antibody (UNC Lab Test)	\$15.38		2011
	Antibody Identification (UNC Lab Test)	\$21.00		2006
	ABO Group (UNC Lab Test)	\$4.00		2006
	RH Type (UNC Lab Test)	\$7.00		2006
	Other Bacterial Culture (UNC Lab Test)	\$12.00		2010
	Throat Culture (UNC Lab Test)	\$8.00		2006
	Urine Culture (UNC Lab Test)	\$11.00		2006
	ID & Sensitivity (UNC Lab Test)	\$9.00		2006
	STAT Male Smear	\$22.00		2007
	Fungal Direct Test (FDIR) (UNC Lab Test)	\$7.00		2006

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Wet Mount	\$18.00		2008
	Parasitology Test #9807-Giardia (UNC Lab T	\$16.00		2006
	Parasitology Test #9807-Cryptosporidium (U	\$16.00		2006
	HBsAG (UNC Lab Test)	\$13.00		2006
	Streptococcus Group A Assay W/Optic (UNC	\$20.00		2006
	Pap, Thin Prep (State Lab)	\$18.38		2011
	Rhogam Injection	\$88.00		2012
	Administration of H1N1 Vaccine	\$18.00		2009
	Admin Fee (1 vaccine)	\$15.70/\$8.84		2011
	Admin Fee (2+ vaccines)	\$15.70/\$8.84		2011
	Vaccine Admin. To Child <19 RN or Higher	\$15.70/\$8.84		2011
	IM Administration	\$18.00		2011
	Hep A - Adult	\$45.00		2012
	Hep A (Ped/Adol)	\$25.00		2010
	Gardasil	\$136.00		2012
	Admin. Influenza Vaccine - Medicare	\$18.00		2008
	Intradermal Flu Vaccine (Non-Medicaid Reimbursable)	\$20.00		2012
	Admin. Pneumococcal Vaccine - Medicare	\$18.00		2008
	Adult Medicaid Co-pay	\$3.00		2008
	Preservative free influenza vaccine 6-35 mo.	\$16.00		2010
	Preservative free influenza vaccine	\$18.00		2012
	Influenza Split 6-35 mo.	\$14.00		2008
	Influenza Split 3yr and Above	\$15.00		2012
	Influenza Virus Vaccine Live for Intranasal	\$23.00		2012
	Rabies (IM)	\$237.00		2009
	Adult MMR	\$56.00		2009
	Varicella vaccine	\$89.00		2009
	Zostavax vaccine	\$179.00		2009
	Immunization: Pneumococcal - State	\$65.00		2012
	Meningococcal Vaccine, Subcutaneous/Jet	\$100.00		2009
	Menactra Meningococcal Vaccine	\$105.00		2010
	Immunization: Hep B (20+ yrs)	\$58.00		2009
	Employee Varicella Titer (UNC Lab)	\$78.00		2008
	Employee Measles (Rubeola) Titer	\$48.00		2008
	Employee Mumps Titer	\$50.00		2008
	Employee Rubella Titer	\$75.00		2008
	Bile Acid Test	\$93.00		2008
	IV Infusion Up to One Hour	\$140.00		2009
	Psychiatric Diagnostic Interview Exam	\$151.00		2009
	Psychiatric Diag Interview Exam, Interactive	\$161.00		2009
	Psychother, Individ, Insight, 20-30 min.	\$65.00		2009
	Psychother, Individ, Insight, 45-50 min.	\$97.00		2009
	Psychother, Individ, Insight, 75-80 min.	\$146.00		2009

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Psychother, Individ, Interac, 20-30 min.	\$70.00		2009
	Psychother, Individ, Interac, 45-50 min.	\$103.00		2009
	Psychother, Individ, Interac, 75-80 min.	\$152.00		2009
	Psychotherapy, Family, w/o Patient	\$95.00		2009
	Psychotherapy, Family, (Conjoint) W/Pt Present	\$115.00		2009
	Psychotherapy, Group	\$32.00		2008
	Inifusion Each Additional Hour up to Eight	\$39.00		2008
	Audiometry	\$18.00		2008
	Electrocardiogram, Complete	\$33.00		2008
	Electrocardiogram, Tracing Only	\$22.00		2007
	Airway Inhalation Treatment	\$22.00		2007
	Aerosol/Vapor Inhalation Treatment	\$22.00		2007
	Pulse Oxygen	\$8.00		2007
	Developmental Test	\$23.00		2012
	Health & Behavior Intervention	\$55.00		2012
	Medical Nutrition Therapy/Initial 15 min. Unit	\$30.00		2009
	Medical Nutrition Therapy/Re-Assess 15 min. U	\$30.00		2009
	Lab: Handling Fee	\$11.00		2007
	Special Supplies	\$18.00		2008
	Vision	\$7.00		2012
	Induction of Vomiting	\$67.00		2009
	New Office/Outpt Tx Brief E&M	\$110.00		2012
	New Office/Outpt Tx Expanded Prob Focused E	\$165.00		2012
	New Office/Outpt Tx Detailed E&M	\$200.00		2012
	New Office/Outpt Tx Moderate Complex E&M	\$335.00		2012
	New Office/Outpt Tx High Complex E&M	\$405.00		2012
	Estab Office/Outpt Tx Brief E&M	\$60.00		2012
	Estab Office/Outpt Tx Prob Focused E&M	\$100.00		2012
	Estab Office/Outpt Tx Expanded Focused E&M	\$150.00		2012
	Estab Office/Outpt Tx Detailed E&M	\$225.00		2012
	Estab Office/Outpt Tx Comprehensive E&M	\$305.00		2012
	Preventive/New Pt < 1 yr.	\$255.00		2012
	Preventive/New Pt 1-4 yrs.	\$270.00		2012
	Preventive/New Pt 5-11 yrs.	\$275.00		2012
	Preventive/New Pt 12-17 yrs.	\$235.00		2012
	Preventive/New Pt 18-39 yrs.	\$235.00		2012
	Preventive/New Pt 40-64 yrs.	\$267.00		2009
	Preventive/New Pt 65+ yrs.	\$242.00		2009
	Preventive/Estab Pt < 1 yr.	\$225.00		2012
	Preventive/Estab Pt 1-4 yrs.	\$225.00		2012
	Preventive/Estab Pt 5-11 yrs.	\$200.00		2012
	Preventive/Estab Pt 12-17 yrs.	\$205.00		2012
	Preventive/Estab Pt 18-39 yrs.	\$225.00		2012
	Preventive/Estab Pt 40-64 yrs.	\$220.00		2012

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Preventive/Estab Pt 65+ yrs.	\$212.00		2009
	Home Visit for Postnatal Assmt & F/U Care	\$200.00		2012
	Home Visit for Newborn Care & Assessment	\$200.00		2012
	Newborn EPSDT Screen Home-Visit	\$50.00		2008
	Health Risk Appraisal	\$12.00		2004
	Oral Evaluation <3 yrs with counseling	\$55.00		2012
	Topical Fluoride Appl	\$47.00		2012
	Adm of Influenza Vaccine	\$18.00		2009
	Adm of Pneumococcal Vaccine	\$18.00		2009
	Behavioral Health Counseling & Therapy	\$120.00		2012
	Mental Health Assessment	\$120.00		2012
	Ceftriaxone Sodium/Rocephin per 250mg	\$22.00		2007
	Depo Provera Injection	\$40.00		2012
	Diphenhydramine HCL/Benadryl up to 50mg	\$6.00		2007
	Promethazine _ mg	\$8.00		2007
	B-12 Injection	\$6.00		2007
	Mirena IUD	\$480.00		2012
	Sports Physical	\$44.00		2008
	Camp Physical	\$44.00		2008
	College Physical	\$44.00		2008
	I-693 Form Completion	\$25.00		2012
	RN Services up to 15 min.	\$21.00		2007
	Child Service Coordination	\$21.74		2005
	Maternity Care Coordination	\$29.30		2005
	Maternal Skilled HV	\$88.00		2005
	Birthing Classes (S9442) (13)	N/A	\$8.69/ hr.	New
	Education Classes	\$30.00/hr		2004
	Consultant Services (Health Educators)	\$20.00/hr		2004
	Tobacco Use Cessation Counseling-Intermediate	\$10.66		2012
	Tobacco Use Cessation Counseling-Intensive	\$22.10		2012
	Patient Education (non Physician)	\$35/unit		2010
	Amylase (UNC Rate)	\$9.00		2006
	RMSF (Convalescent) (UNC Rate)	\$27.00		2006
	Therapeutic prophylactic/diagnostic injection	\$23.00		2007
	Ther/Proph/Diag/SC/IM	\$60.00		2012
	ANA (anti-nuclear antibody) titer (UNC Rate)	\$16.00		2006
	Confirmation, if ANA+ (UNC Rate)	\$15.00		2006
	Paracervical Block	\$176.00		2009
	Lipase (UNC Rate)	\$9.00		2006
	Fecal occult blood, single spec.	\$10.00		2007
	Remove foreign body intranasal	\$244.00		2009
	Dsg and/or debridement, small	\$97.00		2009
	Insertion of non-dwelling bladder cath	\$94.00		2009

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Paring of corn/callus (1 lesion)	\$46.00		2008
	Chem. Caut of granulation tissue	\$79.00		2009
	Luteinizing Hormone *UNC rate	\$25.00		2007
	Varicella Immune Status Test *UNC rate	\$17.00		2007
	Paragard IUD	\$390.00		2012
	Nuvaring	\$57.00		2009
	Implanon	\$580.00		2012
	Oral Contraceptive Pills	\$5.00		2012
	Immunization Adm. - Intranasal/Oral	\$18.00		2011
	Immunization Adm. - Intranasal/Oral Additional	\$18.00		2011
	PSA Screen (UNC Lab)	\$25.00		2008
	PSA Diagnostic (UNC Lab)	\$25.00		2008
	Lab)	\$10.00		2008
	Screen (UNC Lab)	\$16.00		2008
	Inactivated Polio Vaccine (IPV)	\$31.00		2008
	Prolactin (UNC Lab)	\$27.00		2009
	Prothrombin Time (UNC Lab)	\$5.00		2009
	Hep C Antibody (UNC Lab)	\$20.00		2009
	Prevnar (PCV7 -Pneumococcal Vaccine)	\$116.00		2009
	Rotateq (Rotavirus Vaccine)	\$99.00		2009
	OAE (Limited)	\$100.00		2012
	TD Vaccine (90714) (14)	N/A	\$35.00	New
	Tdap Vaccine	\$35.00		2012
	Urine Micro-Albumin (UNC Lab)	\$4.18		2010
	Free T3 (UNC Lab)	\$42.00		2010
	Iga (UNC Lab)	\$13.58		2010
	Tig (UNC Lab)	\$16.85		2010
	Urine Toxicology Screen (UNC Lab)	\$160.88		2010
	DSME/DSMT Individual Assessment	\$22.00		2010
	DSME/DSMT Group Class	\$12.00		2010
	Lithium Level (UNC Lab)	\$9.46		2010
	Medical Nutrition Therapy - Group (2 or more)	\$15.00		2010
	Medical Nutrition Therapy Minimum Fee	\$20.00		2012
	Diabetic management program, dietitian visit	\$35.00		2010
	Nutritional counseling, dietian visit	\$35.00		2010
	Additional MD req. MNT indiv-Medicare	\$25.00		2010
	Additional MD req. MNT group-Medicare	\$13.00		2010
	DT Pediatric Vaccine	\$38.00		2010
	DTaP	\$31.00		2010
	HIB Vaccine	\$26.00		2012
	Pediarix (DTaP, Hep B & Polio combo)	\$91.00		2010
	Pentacel (DTaP, Polio & Hib combo)	\$95.00		2010
	Kinrix (DTaP/IPV combo)	\$52.00		2012

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Twinrix (Hep A/B Combo)	\$112.00		2010
	Hep B (Peds)	\$25.00		2010
	PedvaxHib	\$26.00		2010
	Acthib	\$26.00		2010
	Hiberix	\$26.00		2010
	Cervarix	\$141.00		2010
	Menveo (Novartis)	\$122.00		2010
	Rotarix	\$124.00		2010
	Td	\$25.00		2010
	MCHAT	\$13.00		2010
	Primary Care Minimum Fee	\$20.00		2011
	DTaP Vaccine (Pediatric) Self-pay	\$32.00		2011
	Pediatric Hep B Vaccine Self-pay	\$30.00		2011
	PedVaxHIB Self-pay	\$40.00		2011
	Cytopath C/V Auto Fluid Redo	\$35.00		2011
	17 Alpha-Hydroxyprogesterone Caproate Injecti	\$21.00		2011
	Influenza High Dose Vaccine (65+)	\$40.00		2011
	Prevenar (PCV13) Pneumococcal Vaccine	\$130.00		2011
<i>Miscellaneous</i>				
	Massage License			
	Practitioner License	\$50.00		1996
	Practitioner/Owner License	\$75.00		1996
<i>School Capital</i>				
Impact Fees	Orange County School District	\$5,623 Per Single Family Dwelling; \$1,743 Per Multi-Family Dwelling; \$2,678 Per Manufactured Home		1/1/2012
	Chapel Hill-Carrboro City School District	\$11,423 Per Single Family Dwelling; \$6,610 Per Single Family Attached; \$1,286 Per Multi-Family Dwelling; \$4,939 Manufactured Home		1/1/2012
<i>Social Services</i>				
	Adoption Intermediary Fee	\$300.00		2008
<i>Solid Waste - Enterprise Fund</i>				
<i>Landfill and Recycling</i>				
	Waste Reduction, Reuse, and Recycling Fee			
	Basic Fee (15)	\$37.00	\$47.00	2007
	Urban Curbside (added to Basic Fee)	\$52.00 + \$37.00 = \$89.00		2009
	Rural Curbside (added to Basic Fee)	\$38.00 + \$37.00 = \$75.00		2009
	Multifamily (added to Basic Fee)	\$19.00 + \$37.00 = \$56.00		2008
<i>Sanitation</i>				
	Solid Waste Convenience Center Fee (16)			
	Multifamily (CCM)	\$2.00	\$4.00	2011
	Urban (CCU)	\$10.00	\$20.00	2012

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision
	Rural (CCR)	\$20.00	\$40.00	2012
	Mixed Waste	\$57.00/ton (\$52.00+\$5.00 Community Mitigation Fee, includes \$2.00 State Tax	DELETE	2011
		\$22.00/Pick-up Truck/Van/Trailer Load	DELETE	2009
		\$10.00/Car Load	DELETE	2010
	Construction & Demo	\$40.00/ton		2012
		\$22.00/Pick-up Truck/Van/Trailer Load		2009
		\$5.00/Car Load		2009
	Clean Wood/Vegetative Waste	\$18.00/ton		2009
		\$8.00/Pick-up Truck/Van/Trailer Load		2009
	Stumps & Land Clearing Waste	\$40.00/ton		2012
	Disposal of Mobile Homes	\$200.00/unit		2010
	Conventional Yard Waste Mulch	\$25.00/3 cubic yard scoop		2012
	Decorative Red Mulch & Compost	\$28/one cubic yard scoop		2009
	Tires (stockpiles tires/no state certification)	\$100.00/ton		1997
	Appliances (White Goods)	No charge		
	Scrap Metal	No charge		
	Cardboard	No charge		
	Mattress Recycling Fee (17)	N/A	\$10 per piece	New
	Regulated Recyclable Materials Permit	5% of assessed building permit fee		2002
	Regulated Recyclable Materials License	\$25.00/vehicle		2002
	Regulated Recyclable Materials Facility Certification	\$250.00/application		2002
	Combined Load Recyclables	\$15.00/ton		2002
		\$7.00/Pick-up Truck/Van/Trailer Load		
	Regulated Material Permit-Town of Chapel Hill	8% of Applicable Building Permit Fees		2008
	Regulated Material Permit-Orange County	5% of Applicable Building Permit Fees		2008
	<i>Sanitation - School Refuse Collection</i>			
	6 cubic yard container/scheduled pick-up	\$31.00		2010
	8 cubic yard container/scheduled pick-up	\$33.00		2010
	Non-scheduled pick-up	\$40.00		2010
	<i>Visitors Bureau</i>			
	Occupancy Tax Rate	3% of gross receipts derived from rental of accommodations in the County		2008

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Orange County Proposed Fee Schedule - FY 2013-14

Department/Program	Description	Current Fee	Proposed Fee Change for FY 2013-14 *	Last Revision

- (1) Similar Fee is charged at the Central Recreation Center for drop-in programming
- (2) Fee is associated with sports tournament events at Eurosport Soccer Center/Cedar Grove Park, Efland Community Center/Fairview Park
- (3) Charges for usage of equipment was determined on a case by case basis. Goal is to set a universal fee for usage of equipment, i.e., scoreboard, sports equipment, etc.
- (4) Fines for late return of periodicals
- (5) Fines for late returns of CD's
- (6) Fines for late returns of literacy bags. A themed literacy bag typically has 10 items in each bag
- (7) To cover the cost of accessing the OCLC database to retrieve and borrow items from other libraries and to cover the shipping costs to and from the libraries
- (8) Due to increased operating costs and matching City of Mebane fee structure
- (9) Ordinance Amendment
- (10) Ordinance Amendment
- (11) Ordinance Amendment
- (12) The Department has changed the methodology/structure of fees by setting fees at 70% of usual and customary rates in our region, as recommended in the department's strategic plan and approved by the Board of Health. Fees used to be set based on the Medicaid reimbursement rate plus 10%
- (13) Lamaze classes for OCHD Maternal Health patients which began as part of the Anne Wolfe mini grant in FY12-13
- (14) Adult Tetanus and Diphtheria vaccine
- (15) Increase to cover cost of recycling operations previously funded through the landfill enterprise fund. Operations include tire, appliance, and scrap metal recycling, and clean wood and yard waste/mulch processing
- (16) Increase fee to continue to provide revenue to partially fund Center improvements at all five Centers and to transition the Sanitation Division from being fully funded by the General Fund to being funded by the Solid Waste Management Fund
- (17) To cover the cost of operating a new recycling program for the diversion of mattress from landfill

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Policies

Appendix C

ORANGE COUNTY BOARD OF COMMISSIONERS DEBT MANAGEMENT POLICY

The County has long recognized the importance of proper long-range planning in order to meet capital improvement needs as they arise without experiencing dramatic impacts on operational cost and debt service. The following policy statements will provide guidance on the issuance of debt to help insure that the County maintains a sound debt position and that its credit quality is protected. In conjunction with the County's Capital Policies, these policy statements rationalize the decision making process, identify objectives for staff to implement, and demonstrate a commitment to long term financial planning objectives. In addition, this debt management policy will allow for an appropriate balance between the established debt parameters and providing flexibility to respond to unforeseen circumstances and new opportunities.

POLICY STATEMENTS

Purpose and Type of Debt

1. Incurrence of debt or long-term borrowing will only be used for the purpose of providing financing for capital projects to include, but not limited to:
 - a. Construction of new School and County facilities
 - b. Renovation and repair of existing School and County facilities
 - c. Acquisition of real property (land and/or buildings)
 - d. Construction or expansion of Public Utilities.
 - e. Providing funds for Affordable Housing Projects
 - f. Construction, acquisition and development of Parks
 - g. Purchase of major equipment

Debt issuance will not be used to finance current operations or normal maintenance.

2. The types of debt instruments to be used by the County include:
 - a. General Obligation Bonds
 - b. Bond Anticipation Notes
 - c. Installment Purchase Agreements (private placement)
 - d. Special Obligation Bonds (landfill only)
 - e. Certificates of Participation, when feasible
 - f. Revenue Bonds
3. All debt issued, including installment purchase methods, will be repaid within a period not to exceed the expected useful life of the improvements or equipment financed by the debt.
4. The County will not issue tax or revenue anticipation notes.

Purpose and Type of Debt (continued)

5. The County will not issue bond anticipation notes with maturities in excess of one year.
6. The County will strive to maximize the use of pay-as-you-go financing for capital improvements.

Issuance of Debt

7. The County will strive to issue bonds no more frequently than once in any fiscal year. The scheduling of bond sales and installment purchase decisions and the amount of bonds to be sold and installment financing to be sought will be determined each year by the County Commissioners. These decisions will be based upon the identified cash flow requirements for each project financed, market conditions, and other relevant factors. These factors will be ascertained from the school systems and County departments. If cash needs for bond projects are insignificant in any given year, the Board may choose not to issue bonds. Instead, the Board may fund up front project costs and reimburse these costs when bonds are sold. In these situations the Board will adopt Reimbursement Resolutions prior to the expenditure of project funds.
8. The County will seek level or declining debt repayment schedules and will avoid issuing debt that provides for balloon principal payments reserved at the end of the term of the issue.
9. The County will avoid over-reliance on variable rate debt. Variable rate debt will only be considered when market conditions favor this type of issuance. When variable rate debt is considered, careful analysis will be performed and techniques applied that will ensure that the County's sound debt position will be maintained. At no time will variable rate debt exceed 20% of the County's total outstanding debt.
10. The County is required by Statute to issue general obligation debt through a competitive process. The competitive process will also be used for other debt issuance unless time factors, interest rates or other factors make it more favorable to the County to use a negotiated process.
11. In the planning process for debt issuance the County will assess the need to maintain its "Bank Qualification" if installment purchase financing is being considered.

Level of Debt

12. The County will maintain its net bonded debt at a level not to exceed three percent of the assessed valuation of taxable property within the County.
13. The County will strive to maintain its annual debt service costs at a level no greater than fifteen percent of general fund revenues, including installment purchase debt. This is a recommended “best practice” from the Government Finance Officers Association.

Advance Refunding of Debt

14. The County will make every effort to issue advance refunding bonds to achieve cost savings of at least 3% percent net of the refunding bonds. Net savings includes gross savings less issuance costs and any cash contributions to the refunding. The 3% savings is the minimum savings permissible before the North Carolina Local Government Commission will consider advance refunding bonds. These decisions will be based upon the maturity date of the refunded bonds, the call date and premium on the refunded bonds and the interest rates at which the refunding bonds can be issued.

Undesignated Fund Balance

15. The County will strive to maintain an undesignated balance in the general fund of 17% percent of budgeted general fund operating expenditures each fiscal year. The amount of undesignated fund balance maintained during each fiscal year should not fall below 8% percent of budgeted general fund operating expenditures as recommended by the North Carolina Local Government Commission.
16. To the extent that general fund undesignated fund balance exceeds 17% percent the balances may be utilized to fund capital expenditures or pay down outstanding County debt.

Investment of Capital Funds

17. Investment of capital funds will be performed in accordance with the North Carolina General Statutes (159-30). Funds will be invested in instruments that will provide the liquidity required to meet the cash flow needs of each project funded.

18. Investment earnings on capital funds, after subtracting required or potential arbitrage, will be used for project costs and/or debt service.

Bond Ratings

19. The County will maintain good communications with bond rating agencies regarding its financial condition and will follow a policy of full disclosure on every financial report and offering statement.
20. The County will strive to maintain bond ratings at or better than AAA (Fitch), Aa2 (Moody's Investor Services) and AA+ (Standard & Poor's).

Arbitrage Rebate and Secondary Market Disclosure Requirements

21. The County will comply with all arbitrage rebate requirements as established by the Internal Revenue Service and all secondary market disclosure requirements established by the Securities and Exchange Commission.
22. Arbitrage will be calculated at the end of each fiscal year and interest earned on investment of bond or installment purchase proceeds will be reserved to pay any penalties due.

Enterprise Funds

23. For any Enterprise Fund that is supporting debt, an annual rate study will be performed to ensure that fees or rates are sufficient to meet the debt service requirements.

Capital Reserve Funds

24. The County will create and maintain capital reserve funds as appropriate, such as for school and county projects.
25. The Capital Reserves will be funded from property tax revenues, sales tax revenues and/or any other revenue source that the County Commissioners may choose.
26. Funds accumulated in the Capital Reserve Funds will be used on a pay-as-you-go basis to finance renovations and repairs to existing buildings and the purchase of major equipment. The Board may also choose to fund other pay-as-you-go initiatives from Reserve Funds.

5-Year Capital Investment Plan (CIP)

- 27. The County will review and adopt a five-year CIP annually.
- 28. This Debt Management Policy will be incorporated into the CIP.
- 29. The County will strive to include plans for debt issuance within the CIP.

Rescission

This policy supersedes any policy in place prior to this date.

April 5, 2011

**ORANGE COUNTY BOARD OF COMMISSIONERS
INVESTMENT POLICY**

SCOPE

This policy applies to all investments of Orange County (County) except authorized petty cash accounts and trust funds administered by the Financial Services Director. The County pools the cash resources of its various funds into a single fund in order to maximize investment opportunities. These funds are accounted for in the County's Comprehensive Annual Financial Report. Each fund's portion of total cash and investments is summarized by fund type in the combined balance sheet as equity or deficit in pooled cash and investments. This policy applies to all transactions involving the financial assets and related activity of all the various funds accounted for in the County's Comprehensive Annual Financial Report.

OBJECTIVES

Funds of the County will be invested in accordance with North Carolina General Statute 159-30 Cash Management and Investment Policy, and written administrative procedures. The County's investments shall be undertaken in a manner that (1) seeks to ensure the preservation of capital in the overall portfolio, (2) provides for sufficient liquidity to meet the cash needs of the County's various operations and (3) attains a fair market rate of return. Cash management functions will be conducted in such a manner as to insure that adequate funds will always be available to meet the County's financial obligations and to provide the maximum amount of funds available for investment at all times.

RESPONSIBILITY

In accordance with N.C. General Statutes, the Financial Services Director is charged with the responsibility of cash management and investment. The Financial Services Director is responsible for investment decisions and activities and shall develop and maintain written administrative procedures for the operation of the cash management and investment program, consistent with N.C. Statutes and these policies.

The standard of prudence to be used by the Financial Services Director shall be the "Prudent Investor" Rule, which states, "Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived."

This standard of prudence shall be applied in the context of managing the overall portfolio. The Financial Services Director, acting in accordance with North Carolina General Statutes, this policy, and written administrative procedures and exercising due diligence shall be relieved of personal responsibility for an investment credit risk, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

ETHICS AND CONFLICTS OF INTEREST

To avoid the appearance of potential conflict of interest or favoritism to a particular bank or broker, the Financial Services Director or any delegate employee who has investment responsibilities, shall make full disclosure to the County Manager of any relationship or dealings with any financial institution that has business dealings with the County. This disclosure need not include normal banking or brokerage relationships that are at normal market rates and conditions available to the general public. Investment officials of banks and other institutions shall be familiar with N.C. General Statutes and County policy regarding gifts and favors and shall act accordingly.

STATUTORY AUTHORIZATION

The legal limitations of local government investments are defined in N.C.G.S. 159-30. Accordingly, the following classes of securities are indicative of the investments utilized by Orange County:

- A. Obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States.
- B. Obligations of the Federal Financing Bank, the Federal Farm Credit Bank, the Bank for Cooperatives, the Federal Intermediate Credit Bank, the Federal Land Banks, the Federal Home Loan Banks, the Federal Home Loan Mortgage Corporation, the Federal National Mortgage Association, the Government National Mortgage Association, the Federal Housing Administration, the Farmers Home Administration and the U.S. Postal Service.
- C. Obligations of the State of North Carolina.
- D. Bonds and notes of any North Carolina local government or public authority, subject to such restrictions as the Secretary of the Local Government Commission may impose.
- E. Deposits at interest or purchase of certificates of deposit with any bank, savings and loan association or trust company in North Carolina, provided such deposits or certificates of deposit are fully collateralized.
- F. Prime quality commercial paper bearing the highest rating of at least one nationally recognized rating service and not bearing a rating below the highest (A1, P1, F1) by any nationally recognized rating service which rates the particular obligation.

G. Bankers' Acceptances provided that the accepting bank or its holding company is either (1) incorporated in the State of North Carolina or (2) has outstanding publicly held obligations bearing the highest rating of at least one nationally recognized rating service and not bearing a rating below the highest (Aaa or AAA) by any nationally recognized rating service which rates the particular obligations.

H. Participating shares in a mutual fund for local government investment (such as the N.C. Cash Management Trust) which is certified by the N.C. Local Government Commission.

ADMINISTRATIVE RESTRICTIONS

In addition to the previously noted limitations on appropriate securities, Orange County's investment activities are further restricted in the following manner:

A. It is the policy of Orange County to diversify its investment portfolio. Assets held shall be diversified to eliminate the risk of loss resulting from the over concentration of assets in a specific maturity, a specific issuer or a specific class of securities. Diversification shall be determined and revised periodically by the Investment Officer. Portfolio maturities shall be staggered to avoid undue concentration of assets in a specific maturity sector. Maturities selected shall provide for stability of income and reasonable liquidity.

B. Orange County recognizes that investment risks can result from issuer defaults, market price changes or various technical complications leading to temporary illiquidity. Portfolio diversification is employed as a way to minimize default risk. No individual investment transaction shall be undertaken that jeopardizes the capital position of the overall portfolio. In the event of a default by a specific issuer, the Financial Services Director shall review and, if appropriate, proceed to liquidate securities having comparable credit risks.

C. No investments in Repurchase Agreements shall be made unless the underlying collateral shall be placed in safekeeping in the trust department of a third-party designated by the County.

D. The combined total investment in commercial paper and bankers' acceptances shall not exceed thirty five percent (35%) of the total portfolio and the investment in commercial paper or bankers' acceptances of a single issuer shall not exceed (35%) of the total portfolio at the time of investment.

E. No investment shall be made in any security with a maturity greater than five (5) years from the date of purchase.

SELECTION OF SECURITIES

The Financial Services Director will determine which instruments shall be purchased and sold and the desired maturity date(s) that are in the best interest of the County. The selection of an instrument will involve the evaluation of, but not be limited to, the following factors:

- A. Cash flow projections and requirements.
- B. Current market conditions.
- C. Overall portfolio balance and makeup.

CUSTODY AND SAFEKEEPING OF SECURITIES

Orange County will maintain a third party safekeeping account for all investments (generally provided by the County's primary bank). Transactions should be processed on a delivery versus payment basis. Some securities, primarily certificates of deposit, will not be kept in the third party safekeeping account, but will be kept by the Financial Services Director in the vault of the Finance Services Department.

INTERNAL CONTROLS

The Financial Services Director is responsible for establishing a system of internal controls. These controls are designed to prevent losses of public funds arising from fraud, employee error, and misrepresentation by third parties or imprudent actions by County employees.

REPORTING

The Financial Services Director shall maintain a monthly investment report. The report shall include a general description of the portfolio in terms of investment securities, maturities, yields and other features. The report will show investment earnings for the month and fiscal year-to-date, including the annualized earned yield percentage for the portfolio. The report will compare actual investment earnings with budgeted earnings.

Approved April 5, 2011

Orange County Board of Commissioners Capital Funding Policy

Preamble

This capital funding policy is the product of extensive analysis and deliberation. The intent of this policy is to reflect greater priority than there has been historically on providing funding for County projects, with particular emphasis directed at enhanced upkeep of existing County facilities. The policy reflects the implementation of the Board of Commissioners' resolution of November 16, 2004 that the Board *"does hereby adopt in principle a policy of allocating a target of 60 percent of capital expenditures for school projects and 40 percent of capital expenditures for county projects over the decade beginning in calendar year 2005"*. This policy continues the County's principle and historical practice of funding all School and County related debt service obligations before allocating any other School or County capital funds for other purposes.

Long Range Capital Investment Plan

During January of each fiscal year, the County Manager shall present, to the Board, five-year County and School capital needs and funding plans in the form of a Capital Investment Plan. Each year, the Board of Commissioners shall conduct a public hearing on the Manager's Recommended CIP during March and subsequently adopt a five-year Capital Investment Plan (CIP) as part of the annual operating budget in June.

County and School recurring capital needs will be identified and reviewed during each annual operating budget cycle, and recurring capital appropriations will be approved by the Board of Commissioners as an element of each annual Orange County Budget Ordinance.

The five-year plan for long-range capital funding shall include anticipated County and School capital expenditures costing \$100,000 or more.

Sources of Funds

The County will allocate the following sources of funds for County and School debt service and long-range and recurring capital:

- All proceeds from the Article 40 and Article 42 half-cent sales taxes.
(The North Carolina General Statutes require that 30 percent of the Article 40 (NCGS§105-487(a)) and 60 percent of the Article 42 (NCGS§105-502(a)) sales tax revenue be earmarked for public school capital outlay as defined in NCGS§105-426(f) or to retire any indebtedness incurred by the county for these purposes)
- School Construction Impact Fees for each school system.
- Property tax revenue as needed and approved by the Board.

- The County will budget NC Education Lottery proceeds as the revenues are distributed by the State each quarter, once the revenues are identified for an individual school capital project and requested by each district.

Debt Service

All County and School related debt service obligations would be funded prior to allocation of programmed funding for any other capital purposes.

Orange County Schools' impact fees will be earmarked to pay for debt service on projects that involved the construction of new school space in the Orange County Schools system. Chapel Hill-Carrboro City Schools' impact fees will be earmarked to pay for debt service on projects that involved the construction of new school space in the Chapel Hill-Carrboro City Schools system. These expenditures will be tracked and verified by each district annually.

NC Education Lottery Proceeds

Each school district will have the option to dedicate its share of the annual NC Education Lottery monies to address school facility renovation needs or as additional revenue to the districts pay-as-you-go funding to address school facility renovation needs. Annually either district can request that the County dedicate Lottery proceeds to repay debt service and the county will substitute pay-as-you-go-funding to expedite approved capital projects in the schools capital improvement plan.

Allocation

Capital funding for each five-year capital planning period will be allocated between the two school districts based on the student membership planning allotments, provided by the NC Department of Public Instruction by March 1 of each year.

Capital Project Ordinances – Form and Purpose

All funds allocated to capital projects are to be accounted for in a Capital Project Fund as authorized by a Board of County Commissioner approved Capital Project Ordinance.

The Capital Project Ordinance will include a detailed break down of each major cost category related to the project.

In accordance with the Board of County Commissioners November 2000 adopted *“Policy on Planning and Funding School Capital Projects”*, whenever School capital project bids are either higher or lower than originally projected, or any other factor affecting the project budget occurs, the affected school system is expected to work with County Management and Budget staff to present revised capital project ordinances for adoption by the Board of Commissioners. The same expectations shall be applicable for changes to County Capital project budgets.

Community Use of Schools

It is the intent of the Board of County Commissioners to evaluate each new proposed school in both School Districts for joint community use opportunities, including, but not limited to, park and recreation use.

Schools Adequate Public Facilities Ordinance

Orange County's Schools Adequate Public Facilities Ordinance (SAPFO) and Memoranda of Understanding (MOUs) between the County and its municipal and school partners establish the machinery to assure that, to the extent possible, new development will take

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place only when there are adequate public school facilities available, or planned, which will accommodate such new development. The Board of County Commissioners is committed to the principle that new school space documented as needed through the annual SAPFO technical review process will be reflected in the next adopted CIP, and will be funded so as to be constructed to be available before the relevant level of service threshold is exceeded.

Rescission

This policy supersedes any policy in place prior to this date.

April 5, 2011

**ORANGE COUNTY BOARD OF COMMISSIONERS
FUND BALANCE MANAGEMENT POLICY**

The Fund Balance Management Policy is intended to address the needs of Orange County (County), in the event of unanticipated and unavoidable occurrences which could adversely affect the financial condition of the County and thereby jeopardize the continuation of necessary public services. This policy will ensure the County maintains adequate fund balance and reserves in the County's **Governmental Funds** to provide the capacity to:

1. Provide sufficient cash flow for daily financial needs,
2. Secure and maintain investment grade bond ratings,
3. Offset significant economic downturns or revenue shortfalls, and
4. Provide funds for unforeseen expenditures related to emergencies.

Fund Balance for the County's **Governmental Funds** will be comprised of the following categories:

1. Nonspendable - amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
2. Restricted – amounts externally imposed by creditors (debt covenants), grantors, contributors, laws, or regulations of other governments.
3. Committed – amounts used for a specific purpose pursuant to constraints imposed by formal action of the government's highest level of decision-making authority.
 - a. Amounts set aside based on self-imposed limitations established and set in place prior to year-end, but can be calculated after year end.
 - b. Limitation imposed at highest level and requires same action to remove or modify
 - c. Ordinances that lapse at year-end
4. Assigned - amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed.
5. Unassigned – amounts that are not reported in any other classification.

The General Fund will be the only fund that will have an unassigned fund balance. The Special Revenue Funds and Capital Project funds will consist of only nonspendable, restricted, committed and assigned categories of fund balance.

Unassigned Fund Balance – General Fund

Orange County has adopted a fiscal policy that provides for capital projects to be financed with debt and pay-as-you-go funding. In order to obtain the best possible financing, the County has adopted policies designed to maintain bond ratings at or better than AAA (Fitch), Aa2 (Moody's Investor Services) and AA+ (Standard & Poor's). Part of the County's fiscal health is maintaining a fund balance position that rating agencies feel is adequate to meet the County's needs and challenges.

Orange County has therefore adopted a policy that requires management to maintain an **unassigned balance** as follows:

1. The County will strive to maintain an **unassigned** fund balance in the General Fund of 17% percent of budgeted general fund operating expenditures each fiscal year. The amount of **unassigned** fund balance maintained during each fiscal year should not fall below 8% percent of budgeted general fund operating expenditures, as recommended by the North Carolina Local Government Commission.
2. To the extent that the General Fund **unassigned** fund balance exceeds 17% percent, the balances may be utilized to fund capital expenditures or pay down outstanding County debt.
3. **The County's budget and revenue spending policy provides for programs with multiple revenue sources. The Financial Services Director will use resources in the following hierarchy: bond proceeds, Federal funds, State funds, local non-county funds, county funds. For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in-order by committed fund balance, assigned fund balance, and lastly, unassigned fund balance. The Financial Services Director has the authority to deviate from this policy if it is in the best interest of the County with Board of County Commissioner's approval.**
4. **Management is expected to manage the budget so that revenue shortfalls and expenditure increases do not impact the County's total unassigned fund balance. If a catastrophic economic event occurs that requires a 10% or more deviation from total budgeted revenues or expenditures, then unassigned fund balance can be reduced by action from the Board of County Commissioners; the Board also will adopt a plan of action to return spendable fund balance to the required level.**

Enterprise Funds - (Solid Waste, Efland Sewer, and the Orange County Sportsplex) – The County will strive to maintain unrestricted net assets greater than 8% of total operating revenues at fiscal year-end, net of any donated assets recognized, to provide reserves for operations and future capital improvements.

Restrictions, reservations, and designations of Net Assets for Enterprise Funds

For external reporting purposes, net assets will be reported as restricted or unrestricted in accordance with GAAP. For internal purposes, net assets will be reserved or designated as follows:

1. Encumbered balances to continue existing projects are designated.
2. Designations for funding of planned projects in a future period to reduce the financial demands placed upon a subsequent budget.

Internal Service Funds – Dental Insurance Fund - total net assets shall maintain a positive balance to illustrate the internal nature of recovery fees for services performed in self-insuring employees of the County. Additionally, the net assets of the fund will demonstrate adequate funding for incurred, but not reported claims.

April 5, 2011

Rescission

This policy supersedes any policy in place prior to this date.

April 5, 2011

School Districts Local Current Expense Fund Balance Policy

Joint Policy Between Orange County Board of County Commissioners Chapel Hill Carrboro City Schools Board of Education Orange County Schools Board of Education

1. Guidelines

The School Budget and Fiscal Control Act (SBFCA) establishes accounting, budgetary and fiscal control guidelines for School Systems. The SBFCA is codified in G.S. Chapter 115C, Article 31, beginning at G.S. 115C-422. This act parallels the statutes established for Local Government with a few exceptions.

2. Definitions

- 2.1. **Total Fund Balance** – The difference between a school system's total assets and its total liabilities at the end of the fiscal year.
- 2.2. **Fund Balance Available for Appropriation** – The sum of a school system's assets held in cash and investments minus the sum of the school system's liabilities and encumbrances at the end of the fiscal year as outlined in G.S. 115C-425 of the SBFCA.
- 2.3. **Designated Fund Balance** – The amount of the available fund balance that has been appropriated for the budget year through budgetary action of the School Board.
- 2.4. **Undesignated Fund Balance** - The difference between Fund Balance Available for Appropriation and Designated Fund Balance.

3. Policy

- 3.1. **Fund Balance for Cash Flow Purposes** – Each school district will make a good faith effort to maintain a level of undesignated fund balance that will ensure sufficient funds are available to address its cash flow needs. The following levels are to be maintained for cash flow purposes only:
 - 3.1.1. **Chapel Hill Carrboro City Schools** - The targeted level of undesignated fund balance for cash flow purposes will be at a minimum of 5.5 percent of budgeted expenditures.
 - 3.1.2. **Orange County Schools** – The targeted level of undesignated fund balance for cash flow purposes will be at a minimum of 3 percent of budgeted expenditures.

3.2. Accumulated Fund Balance Above Cash Flow Purposes - In the event that either school district accumulates more than the percentage amounts allowed for cash flow purposes, the respective Boards of Education will develop a plan in place for spending the accumulated fund balance surplus for non-recurring purposes. The Board of Education will share that plan with the Board of County Commissioners

3.3. Fund Balance Appropriation Occurring Outside the Normal Annual Budgeting Process – Appropriation of fund balance is a budgetary action that rests with elected bodies of each school system. It is highly desired that fund balance appropriations be limited to non-recurring expenses. Both school districts have historically appropriated fund balance as a part of their normal budgeting process, and this practice will remain until additional revenue is available to eliminate the use of fund balance. The Board of Education should note and explain significant deviations in the normal budgetary appropriation as a part of the budget narrative accompanying the recommended and adopted budgets.

If the Board of Education finds it necessary to appropriate fund balance, outside the normal annual budgeting process, the Board of Education shall highlight the appropriation in their next fiscal year's budget request. The County Commissioners are not obligated to increase local current expense in order to fund recurring items for which the Board of Education appropriates fund balance outside of the normal budgeting process.

4. **Undesignated Fund Balance** – Undesignated fund balance may be allowed to accumulate above the cash flow percentages under certain circumstances. School Boards will develop a detailed plan for future use of accumulated fund balance. Boards of Education are to use undesignated fund balance to address unforeseen events or opportunities. In these instances, it is the responsibility of the Board of Commissioners to work with the School Boards to address the extraordinary issues.
5. **Extraordinary Emergency Needs** – There may arise a time in the future when one or both school district(s) experience(s) an unforeseen extraordinary uninsured event that greatly compromises how the district(s) serve(s) children. In such instances, there may be a need for the school district(s) to use some or all of its fund balance. In such instances, the Board(s) of Education is(are) to take appropriate action to correct the problem, and following necessary budgetary action by the Board of County Commissioners, the County will reimburse the School Board(s) for the necessary expenditures.
6. **Policy Review** - The School/County Collaboration Work Group shall review this policy every 18 months to determine if changes to the policy are necessary.