



ORANGE COUNTY
NORTH CAROLINA

FY 2023-24
ANNUAL OPERATING
BUDGET

MANAGER RECOMMENDED

Orange County, North Carolina
Manager Recommended
FY 2023-24 Annual Operating Budget

BOARD OF COUNTY COMMISSIONERS

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**Orange County
North Carolina**

For the Fiscal Year Beginning

July 01, 2022

Christopher P. Morill

Executive Director

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Orange County *M*ission Statement

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

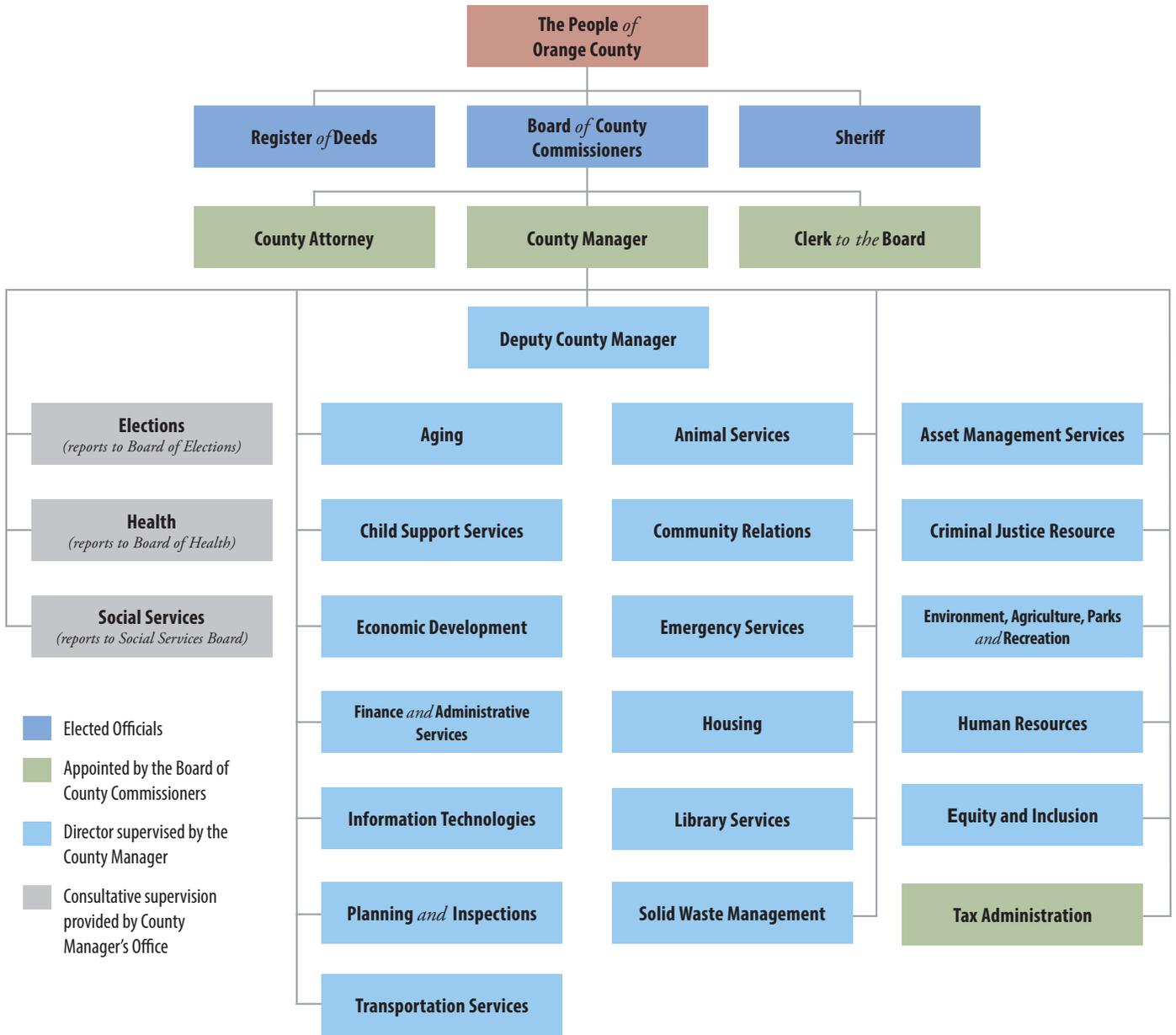
To provide these quality services efficiently, we must:

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

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

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

Orange County Residents Come First.



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



ORANGE COUNTY

NORTH CAROLINA

MEMORANDUM

May 2, 2023

TO: Board of Orange County Commissioners

FROM: Bonnie Hammersley
County Manager

RE: Transmittal of the FY2023-24 Recommended Budget

I am pleased to submit the FY2023-24 Recommended Operating Budget for your review and consideration. The Recommended Budget is focused on supporting the cost to continue current programs and services. It responds to the highly competitive labor market by increasing compensation for County employees and supporting the compensation adjustments made by the school districts in an effort to recruit and retain educators. It also responds to the increasing cost of doing business. From grass seed and fertilizer for the parks to fuel and vehicle maintenance for the County's fleet, almost all of the County's operational costs have increased, fueled by inflationary pressures and constrained supply.

The Recommended Budget is balanced with continued growth in the value of new property and vehicles, historic sales tax performance, a judicious fund balance appropriation based on general fund outcomes over the past two (2) years, and by drawing down funds from the County Capital Reserve to finance one-time expenses. The Recommended Budget also includes a Countywide property tax rate increase of 0.46 cents to balance the budget. Overall, General Fund revenues are budgeted to increase by \$16.7 million or 6.5%.

The revenue growth in the General Fund offers several opportunities.

- The first is to increase the County's investment in education. This budget recommends the highest per pupil increase in history.
- The second is to make a significant investment in County employees. The Budget recommends the highest across the board wage increase in recent history.
- The third opportunity changes the way the community responds residents experiencing a behavioral health crisis. The Budget recommends creating a pilot mobile crisis response unit in cooperation with the Town of Chapel Hill to respond to behavioral health crises in lieu of a law enforcement response.
- The fourth opportunity builds on a strong child protective services system by funding staffing for a visitation center where Social Services involved youth are able to visit with their families in a home environment.

- Finally, this Budget continues to stabilize expenditures that were funded using American Rescue Plan Act (ARPA). It moves \$1.1 million of those expenses to the general fund or to other sources of ongoing revenue. This investment means that all positions formally funded with ARPA dollars are now funded by a stable funding source.

General Fund Expenditures

The General Fund is the fund through which services such as education, human services, public safety, community services, planning, and general government services are provided. It is also the part of the budget that is primarily supported by general purpose revenue such as the property tax and sales tax. The proposed General Fund budget is \$279.2 million which represents a \$21 million or 8% increase over the current fiscal year.

Debt Service Fund

The FY2023-24 Budget recognizes the creation of a Debt Service Fund. The purpose of the fund is to segregate and consolidate all debt related revenues and expenditures in one location. Creating this fund also provides the opportunity and to utilize any available balances to smooth the tax impacts of increasing debt service. For example, the Board allocated \$6 million from the FY2021-22 year end surplus to the Debt Service Fund to prevent a tax increase that would have been required in FY2023-24.

The allowable expenses in the Debt Service Fund include payments on school, community college and county debt, issuance costs related to financing, and dedicated capital or debt focused personnel. In FY 2023-24, the fund is recommended to support two positions, an existing Capital Projects Manager and a new Capital Projects Field Coordinator to recognize the increased complexity of building construction and maintenance. This is consistent with current policy that allows the School Districts to use the capital budget instead of current expense funding to pay for project managers.

The ten (10) year Capital Investment Plan and the corresponding Debt Model allows the County to take a long range view of future debt service requirements. For example, the proposed ten year Capital Investment Plan includes \$25 million for a new Crisis Diversion Facility and a \$130 million bond for education in addition to more typical annual investments in County and School facilities. Based on this schedule, total debt service payments are expected to increase at an average of 4.5% annually. In order to compensate for these increases, the debt model indicates that two incremental tax rate increases could be required, a 2.85 cent increase in FY2026-27 followed by a 1.75 cent increase in FY2028-29.

General Fund Revenue

The Recommended General Fund Operating Budget includes total revenue of \$279.2 million.

- **Tax Base Growth Due to New Construction & Motor Vehicles**

In years that are not subject to a revaluation, the property tax base grows due to new construction activity, new personal property, and increases in the value of motor vehicles. The Recommended Budget includes a \$315 million or 1.5% increase in the assessed value of real and personal property and a \$144 million or 10.4% increase in the assessed value of motor vehicles compared to the FY2022-23 budgeted amounts. At the current tax rate of 83.12 cents, this growth would generate \$3.8 million in additional financial resources. These growth rates are consistent with pre-pandemic assumptions.

- **Tax Rates**

The Recommended Budget increases the Countywide tax rate by 0.46 cents from 83.12 cents to 83.58 cents per \$100 of value. This tax rate increase generates \$1,038,676 in new revenue to fund the continuation needs of County and School operations. The tax impact of this rate increase on a home valued at \$400,000 is \$18.40.

The Recommended Budget also increases the Chapel Hill-Carrboro City Schools Special District Tax Rate by 1.5 cents due to the District's continuation budget needs. During FY2022-23, the Chapel Hill-Carrboro City Schools District used a one-time fund balance appropriation to increase employee compensation. However, these personnel costs are recurring expenses that need to be funded in perpetuity to preserve service levels. This resulted in a continuation impact of \$4,965,000 coming in to FY2023-24. In addition, the District is expecting \$3,475,000 in new continuation expenses for FY2023-24. The tax impact of this rate increase on a home valued at \$400,000 is \$60.00. This increase only applies to property within the Chapel Hill-Carrboro City Schools District.

- **Collection Rates**

Property tax collection rates were adjusted to reflect actual performance in recent years. The Budget continues to assume a collection rate of 99.2% for real and personal property and increases the collection rate for motor vehicles from 99.4% to 99.6% based on recent experience.

- **Sales Tax**

Sales tax collections continue to outperform expectations. Based on current projections, the County will end FY2022-23 with \$42.1 million in total sales tax collections compared to a budgeted amount of \$35.6 million. This represents an 18% increase over the budgeted amount. The FY2023-24 Recommended Budget recognizes this increase and adds four percent (4%) growth to the FY2023-24 year-end projection for a total budget of \$43.7 million for next year. While this rate is lower than current growth rates, it anticipates a reduction in inflation and the possibility of an economic slowdown. As another reference point, the North Carolina League of Municipalities has recommended a statewide sales tax growth assumption of 6.3% from FY2022-23 to FY2023-24.

Employee Compensation and Benefits

Employee compensation and benefits comprise 60% of the County's total budgeted expenditures excluding education expenses. In addition to targeted salary adjustments in high turnover classifications that have been implemented this fiscal year, the FY2023-24 Recommended Budget strives to remain competitive in the regional labor market through a significant across the board wage adjustment, a County funded health insurance increase, and a new mental health benefit.

- **Six Percent (6%) Wage Adjustment - \$4.4 million**

The FY2023-24 Recommended Budget includes a six percent (6%) wage increase for all employees effective July 1, 2023 at a cost of approximately \$4.4 million. This increase is the largest percentage increase in recent history, but it is necessary to remain competitive with salary rates in the region and to retain employees. This cost increase also captures the corresponding impacts on overtime, performance awards, and the County's 401K contribution.

- **Health Insurance Increase – \$540,000**

The County provides health insurance to employees through a public sector health insurance pool called the North Carolina Health Insurance Pool or NCHIP. This pool allows members to spread risk and increase market competitiveness by creating a large, diverse employee group. Based on the County's claims history, the increased cost of health care, and the need to maintain recommended reserve levels, the cost of health insurance will increase by five percent (5%) at an additional cost of \$540,000. The Budget recommends that the County absorb this entire cost and does not recommend increasing employee contributions or altering benefit levels. The same plan will be offered at no increased cost to the employee.

- **Mandated Retirement Contribution Increase - \$460,000**

All local government employers participate in the State's Local Government Employee Retirement System. This plan provides a defined benefit retirement structure for local government employees. In order to

maintain the financial health of the plan, the State prescribes increases to employer contributions. For FY2023-24, the Retirement System is mandating an increase of 0.75% for general employees and 1% for law enforcement employees. This will result in a general fund cost of \$460,000 next year.

- **Behavioral Health Services Benefit - \$89,000**

A new behavioral health benefit was approved by the Board of Commissioners in March as part of the Employee Benefit Plan. This program provides clinical assessments, access to mental wellness resources, and access to a therapist within three days. Training materials area also available to maintain a supportive work environment that combats the stigma surrounding mental health. The total cost of this program is \$89,000.

- **Living Wage Increase - \$36,000**

The County is certified as a living wage employer by *Orange County Living Wage*. The living wage is applied to both regular and temporary employees working in the County regardless of the number of hours worked. Effective July 1, 2023, the Living Wage will increase from \$15.85 per hour to \$16.60 per hour. The cost of this increase is projected to be \$36,000.

Education

The FY2023-24 Recommended Operating Budget provides a current expense budget increase of ten percent (10%). The total current expense budget is divided between the two Districts based on average daily membership (ADM).

- **Average Daily Membership**

Based on March projections from the Department of Public Instruction, total budgeted student enrollment will decrease by 189 students in the Chapel Hill-Carrboro City Schools District. Total budgeted student enrollment will decrease by 20 students in Orange County Schools. The combined impact is 209 fewer budgeted students in Orange County.

- **Current Expense Funding**

The ten percent (10%) increase in current expense funding yields an additional \$9,363,794 for total expenditure of \$102,942,576.

The amount of the current expenses budget allocated to each district changes each year based on projected average daily membership. The Chapel Hill-Carrboro City Schools percentage will decrease from 58.78% to 58.44% while the Orange County Schools percentage will increase from 41.2% to 41.56%.

Based on these new percentage allocations, Chapel Hill Carrboro City Schools will receive a total current expense budget of \$60,158,538. This represents an increase of \$5,150,656 over FY2022-23. In addition, the budget recommends an increase to the Chapel Hill-Carrboro Special District tax of 1.5 cents which is expected to generate an additional \$2,095,301 for a total of \$7,245,957 in new District funding. The Recommended District Tax rate will increase from 18.30 cents to 19.80 cents per \$100 of assessed value. This new rate is expected to generate a total of \$27,742,966 million for the District and adds \$2,465 per pupil to the County-wide base rate.

At 41.56% of total enrollment, Orange County Schools will receive a current expense budget of \$42,784,038. This represents an increase of \$4,213,138 in total new District funding.

The FY2023-24 Recommended Countywide per pupil allocation increases by \$538.46 which is the highest per pupil increase in recent history. The total Countywide per pupil amount increases to \$5,346.

- **Expenses for New Charter Students - \$238,000**

School Districts are required by law to transmit funds to charter schools for students who reside in the District but attend a charter school. Student enrollment as of March 2023 shows that charter school students have increased by 5 students in Chapel Hill-Carrboro City Schools and by 48 students in the Orange County Schools compared to last year's budget. The FY2023-24 Budget accommodates the expenses associated with 53 new charter students at a cost of approximately \$238,338.

The changes in charter school enrollment result in a total of 210 charter students in Chapel Hill Carrboro City Schools and 999 charter students in Orange County Schools. The combined charter school enrollment in Orange County is 1,209 students.

- **School Health and Safety Contracts - \$149,540**

In addition to current expense funding, the County provides funding equivalent to the cost of School Resource Officers in each middle school and high school and one School Health Nurse in every elementary, middle, and high school. The Budget recommends to increase funding for these contracts by four percent (4%). The total cost for this program in FY2023-24 is \$3,888,035

- **Funding Target**

The County has a target to provide 48.1% of general fund revenues to schools. The formula includes all school related spending - current expenses, school health and safety contracts, and school debt service. The percentage of general fund revenue allocated to schools for FY2023-24 is 48.07%.

- **Durham Technical Community College -**

The Budget recommends increasing the budget for the Orange County Campus of Durham Technical Community College by ten percent (10%) or \$80,941 to fund non-instructional operating costs.

Outside of the General Fund support provided to the College, the County funds workforce development related programs through the economic development sales tax, Article 46. The Durham Tech Promise scholarship is funded at the current level of \$200,000 for FY2023-24. This program provides up to \$1,000 annually to any Orange County high school graduate or General Equivalency Diploma (GED) recipient who attends Durham Technical Community College following completion of their degree.

Based on current utilization, the Budget recommends increasing funding for the College's Back to Work Initiative from \$50,000 to \$100,000. This initiative provides a \$500 scholarship to each of the participants.

Article 46 will also continue to support the College's Small Business Support Center at \$70,000 and a new investment of \$20,000 for Durham Tech to have a physical presence in the new Innovation Hub in Chapel Hill. Orange County's total Article 46 investment in the College is recommended to be \$390,000.

Community Services

The Community Services Functional Leadership Team is comprised of Animal Services; Cooperative Extension; the Department of Environment, Agriculture, Parks and Recreation (DEAPR); Economic Development; Transportation Services, Planning and Inspections, and Solid Waste Management. The total Community Services appropriation is recommended to increase from \$14.7 million in FY2022-23 to \$15.2 million in FY2023-24.

- **Animal Services**

The Animal Services budget increases net County costs by \$116,587. The majority of this increase is due to the elimination of pet licensing fees. As a result of this removal, revenues are reduced by \$148,600.

However, expenditures are also reduced by \$16,703 by eliminating the need for bill production and advertising. As staff examined this fee, they made four important findings.

- The collection rate is very low. Using data from the American Veterinary Medical Association, the Animal Services Director calculated the number of licensed pets to be approximately 23% of the total pets living in the County. Put differently, license fees were not paid on 77% of pets living in Orange County last year.
- Flat fees are regressive. A low income household pays the same dollar amount that a high income household pays.
- Collecting this fee is administratively cumbersome. The Budget Office concluded that 0.64 full time equivalent employees were required to administer the license fees.
- The fee results in an unclear benefit to animal welfare. Although the rate structure favors spayed and neutered animals, a less punitive approach may be equally as effective in increasing spay and neuter rates in the County such as making low cost spay and neuter clinics more accessible.

The Budget also moves the expenses and revenue from the Spay/Neuter Fund into the General Fund since the pet licensing subsidy is no longer available due to the elimination of the fees.

Animal Services is not immune from the impacts of inflation. The Budget increases operating costs by \$5,467 for the increasing costs of medical and boarding supplies and \$6,400 for equipment replacements and uniforms. The Department is also collecting more revenue from adoptions and boarding (\$18,560).

The Animal Control Division provides animal control services to the Towns of Chapel Hill, Carrboro, and Hillsborough on a cost recovery basis. During the next fiscal year, those costs are expected to increase, resulting in a revenue increase to the County of \$29,041.

- **Cooperative Extension**

Cooperative Extension provides support to the County’s agricultural community, food and nutrition education, and 4-H programming. The Extension budget is recommended to increase by \$65,266 as a result of transferring the Food Council Coordinator position from the County Manager’s Office to Cooperative Extension.

During FY2022-23, the Board asked the Manager’s Office to offer an alternative approach to addressing food insecurity. Both Durham and Wake counties approach this issue through food access positions in the Cooperative Extension Department. Reorganizing food insecurity work in Cooperative Extension offers the benefit of closer coordination with local producers and other existing Extension partnerships and allows for a greater focus on food availability and access. While this position will no longer be partially supported by intergovernmental funding from the Towns, the County is able to partner with NC A&T University on funding twenty-five percent (25%) of the cost of the position.

- **Department of Environment, Agriculture, Parks, and Recreation (DEAPR)**

The Department of Environment, Agriculture, Parks and Recreation budget represents a net County cost increase of \$314,136.

The DEAPR Budget contains one time funding (\$70,000) for a new Orange County Bike, Pedestrian, and Trail Plan intended to analyze existing and future trail, bicycle, and pedestrian needs throughout the county. It also features one time funding to update the community needs survey (\$8,000) on current and future parks and recreation facilities and programs. This survey data has not been refreshed since 2014 when it was used to help create the Comprehensive Parks and Recreation Plan 2030. These one-time expenses are recommended to be funded by the County’s Capital Reserve Fund.

The Parks Division contains several adjustments to temporary personnel, one-time recurring capital funding, and increased operational costs. As Blackwood Farm Park reopens, the park will be open seven days per week instead of four days. As a result, seasonal staffing is added (\$8,940) to provide staffing while the park is open. This expense is offset by an expected increase in facility rentals at the Park. The budget also funds recurring capital equipment (\$48,322) such as a mower and turbine blower through the County Capital Reserve Fund, operating expense increases driven by inflation (\$22,090) throughout the Parks system, and soccer field maintenance at Soccer.com (\$15,000).

The Recreation Division adds a Recreation Program Assistant position due to program demand and funds that addition with recreation program revenues. This Division is also experiencing cost increases due to the labor market and inflation such as paying higher rates for special activity instructors and referee services as well as higher costs for camp trips and supplies.

Finally, the Budget recommends adding \$20,000 to fund a contract to maintain stormwater control measures on County property as required by State and Local regulations.

- **Economic Development and the Visitors Bureau**

The Economic Development Department is supported by Article 46 sales tax revenue. As a result, any unspent funds from the prior year can be applied to reduce the cost in the current year. The level of unspent funds expected to be available to apply to the FY2023-24 Budget is lower than the current fiscal year resulting in a cost to the Article 46 Fund of \$48,272. The Economic Development Budget also increases spending on advertising (\$13,482) for the small business and agricultural grant programs and the SizeUp software tool for small businesses. Both costs are offset by a reduction in indirect costs charged for information technology services due to lower utilization.

The Visitors Bureau is funded through the County occupancy tax. Based on year end projections for this fiscal year, actual occupancy tax collections are expected to be \$1,828,512 compared to a budgeted amount of \$1,540,000. The FY2023-24 Recommended Budget projects an occupancy tax increase of \$312,791 consistent with this projection. This increase is used to pay for additional advertising, promotions, and events intended to increase tourism and visitor spending. An additional \$25,000 is also budgeted to pay for signage and wayfinding for the new Visitors Bureau space in Chapel Hill.

- **Fleet Services**

Fleet Services is responsible for the routine maintenance and repair of the County vehicle fleet including ambulances, buses, and passenger vehicles. This department has experienced the most dramatic cost pressures due to inflation. The Budget represents an increase of \$475,097 for fuel costs, vehicle maintenance, and other operating expenses to match current spending. The Budget also adds an Administrative Support position to assist with inventory control and customer service.

- **Transportation Services**

Transportation Services is comprised of the Transit Services Division which provides mobility services to residents and the Transportation Division which is responsible for all transit and transportation planning functions.

The Transit Services Division relies heavily on State and Federal transportation grants to support transit operations. In FY2023-24, this grant funding is expected to increase by \$90,321.

The Transportation Division includes two new planning efforts. The first is the County Transportation Multimodal Plan that will consolidate planning for transportation, transit, and alternative modes of transportation in a single document. The second is an update to the County's Short Range Transit Plan which

prioritizes public transit services based on a market analysis and public engagement process. Both plans are one-time expenses charged to the County Capital Reserve Fund.

- **Planning and Inspections**

Overall, the Planning and Inspections budget represents a net cost decrease of \$25,262. The Planning and Inspections Department relies on over \$1.8 million in permit fees from building activity and erosion control to offset the cost of operations. For FY2023-24, Current Planning Division revenue is increased by \$46,000 to reflect a higher volume of plans submitted for review, Inspections Division revenue is increased by \$53,263 due to fee increases, and Erosion Control fees are increased to generate an additional \$51,000 to reflect actual staff time required for plan and field reviews in high quality water zones.

The Budget includes expenditure increases for a student intern (\$16,148) to analyze the fee schedule to update fees consistent with the staff time required to conduct the related reviews and inspections as well as fees charged in neighboring jurisdictions. The goal of this effort is to both update and simplify the fee schedule for the department. The Budget also recommends funding for a consultant (\$25,000) to review and recommend changes to the Unified Development Ordinance related to regulating telecommunications. Both of these expenditures are non-recurring and funded through the County Capital Reserve.

The Inspections Division is recommended to become its own fund as a way to segregate the revenue and expenses of the Division from the General Fund. Under State law, the fees charged for inspection activity may only be used to support the operations of the Division. Creating a new, segregated fund will insure compliance with that regulation and monitor the fund's ability to operate at no net cost to the General Fund. The Budget also creates a new Property Development Coordinator position, offset by new revenue, as recommended by the Planning and Inspections program evaluation that evaluated staffing resources and workload.

- **Solid Waste Management**

The Solid Waste Management Department is supported by the Solid Waste Program Fee and other program revenue. The Program Fee is a single, countywide fee assessed on each improved parcel within the County, including the municipalities and the portion of the Town of Chapel Hill located in Durham County. This fee is adjusted for parcels in the City of Mebane that also receive solid waste collection services from the City. The Recommended Budget maintains the current fee of \$142 per parcel for parcels outside the City of Mebane and \$94.72 for parcels in the City.

The Solid Waste Budget adds four (4) new positions to internalize curbside recycling services. These positions are recommended to start in spring of 2024 to establish in-house processes and procedures prior to the contract for these services ending in June 2024. As a result, the cost savings associated with this initiative will not begin until FY2024-25. The Solid Waste Budget also adds a Facilities Technician position that is offset by projected savings in external maintenance and repair costs.

The Solid Waste fund continues to cash finance several capital items to reduce reliance on borrowing. The FY2023-24 Budget cash finances \$2.2 million in capital needs, an increase of over \$255,000 from FY2022-23. Due to changes in the recycling market, the department is also expecting to increase expenses and reduce revenue for recycled goods. The combination of the two factors increases net costs to the Solid Waste Fund by \$558,000.

The Solid Waste Fund is designated as an enterprise fund which means that it carries its own fund balance. The Solid Waste fund balance is expected to be \$4.8 million by the end of this fiscal year.

- **Sportsplex – Operating Performance and Debt Coverage**

Sportsplex revenues have rebounded to outpace pre-pandemic levels. Total revenues are expected to entirely offset operating expenses of \$4,438,687. The Sportsplex is also on track to pay for debt service and cash financed capital expenses in its Replacement and Renewal Fund.

General Government

The General Government Functional Leadership Team is composed of the Board of Elections, Clerk's Office, County Attorney's Office, County Manager's Office, Register of Deeds, and Tax Administration. The General Government appropriation is recommended to decrease from \$13.5 million in FY2022-23 to \$12 million in FY2023-24.

- **Board of Elections**

During the next fiscal year, the Board of Elections will administer three elections compared to two elections in FY2022-23. As a result, personnel and operating costs increase by \$121,835. When the Board of Elections administers municipal elections, the County collects revenue from the municipalities. That revenue will increase by \$91,975, so the Department's net County cost increase is \$29,860.

- **Clerk to the Board of County Commissioners**

The net County cost to support the Clerk to the Board's Office remains flat at \$859,447.

- **County Attorney**

The County Attorney started a law student internship program in FY2022-23 to provide local government experience to a more diverse group of law students. The Budget recommends increasing the hours for this program for a total cost of \$2,153.

- **County Manager**

The County Manager's Office provides an administrative home to the Manager's Division, Budget Office, and the Arts Commission. In FY2022-23, the County Manager's Office also housed the Office of Equity and Inclusion, Food Council, and Risk Management. As noted above, the functions of the Food Council Coordinator are recommended to transfer to Cooperative Extension.

The FY2023-24 Budget further recommends transitioning the Office of Equity and Inclusion to a stand-alone department as the programs and services provided by that Office have both matured and expanded. In addition, the Budget recommends transferring the Sustainability Coordinator from Asset Management Services to the County Manager's Office to assure coordination of the Climate Action Plan, sustainability related budget initiatives, and the Countywide Strategic Plan. Finally, the Risk Management Division is transferred to the Human Resources Department to promote the integration of workers' compensation and Americans with Disabilities Act (ADA) compliance with other legally mandated protections for employees such as Family and Medical Leave Act (FMLA).

The Arts Commission operations are funded through the occupancy tax. In addition to administering grant programs and promoting the arts in Orange County, the Arts Commission manages Eno River Mill Studio and Arts Incubator. Due to the success of this program, the Budget adds a Program Coordinator to the Eno River Mill which is funded by a mix of Eno Mill program revenue, State grant revenue, and occupancy tax.

- **Register of Deeds**

The housing market drives much of the revenue collected by the Register of Deeds. Two factors influence the amount of revenue that is collected. Excise tax revenue is based on sale prices, so as sale prices increase, excise stamp revenue increases, all other things being equal. The other factor is volume or the number of transactions that are processed. Total revenue in the Register of Deeds Office is projected to be down

\$532,382 due to a significant decrease in number of transactions likely caused by higher interest rates on home loans.

- **Tax Administration**

The Tax Administration Department is responsible for Land Records, Tax Assessment, and Tax Collections. The Tax Administration Budget is proposed to increase net County costs by \$440,695. Nearly all of this increase is attributable to the upcoming revaluation which is conducted every four years. The Budget funds additional overtime (\$11,750) and a contract to conduct commercial assessments (\$363,122) for the revaluation. Since the commercial property tax assessment contract is non-recurring cost, it is funded using the County Capital Reserve Fund.

Human Services

The Human Services Team represents the departments of Aging; Child Support; Health; Housing; Library Services; Equity and Inclusion, and Social Services. These departments provide the basic social safety net and social justice services that are core functions of County government. The Human Services appropriation is recommended to increase from \$43 million in FY2022-23 to \$48.3 million in FY2023-24. The Budget recommends the following budget adjustments.

- **Aging**

The net County cost for the Department on Aging increases by \$79,530. The Budget adds \$31,796 in temporary staffing for the Senior Centers to provide at least two onsite staff in the evening for safety and security purposes. The Aging Budget also recognizes an increase in revenue and expenses for the Mobility Management Grant to fully fund the cost of administration and an additional increase of \$15,610 to compensate for the increase in the living wage paid to Home Health Aides.

- **Child Support**

Child Support Services generates State and Federal Revenue to enforce and facilitate payment of child support to custodial parents. In FY2023-24 this revenue is expected to decrease by \$16,274 due to an overall decrease in resources expected from the Federal government to the NC Child Support program.

- **Health Department**

The Health Department's net County cost is budgeted to decrease by \$152,084.

The budget recommends adding a new Accounting Technician to address the new workload caused by Medicaid Transformation. Medicaid Transformation changed the way the County receives reimbursement from Medicaid for services provided to eligible patients. Instead of receiving reimbursement directly from the Medicaid system, the Health Department now bills different insurance companies for these services. This position will specifically work on managing Medicaid accounts, ensuring that the insurance companies are paying the contracted Medicaid rates, following up on billed services, and reconciling those revenues. This position is offset by an expected increase in billed services.

The Budget also includes the expansion of the grant that pays for Regional Prevention Support Team. This Team is responsible for providing infection control education in congregate living facilities, including family care and behavioral health care facilities, across Orange and neighboring counties.

In the Dental Health Division, the budget increases revenue to help offset the cost of expanding the Mobile Dental Clinic services.

Finally, the Personal Health Division Budget recognizes revenue (\$113,244) from the Pandemic Recovery Program which is designed to expand communicable disease surveillance, detection, control, and prevention

activities to address the COVID-19 public health emergency and other communicable disease challenges impacted by the public health emergency. The marginal cost of the program expansion (\$31,476) is less than the amount of revenue expected, so the additional revenue will be used to support existing program costs in the Personal Health Division. The Budget also recommends the addition of a Billing Technician to work on billing and payment denials associated with Medicaid Transformation.

- **Housing Department**

Affordable housing has continued to be a policy priority for the Board of Commissioners. The net County cost of administering housing programs is budgeted to increase by \$629,650.

During the pandemic, the County started programs and services to help residents with housing needs. At the time, the expectation was that the demand for these services would abate as the pandemic emergency ended. That expectation has not materialized. As a result, the FY2023-24 Budget continues to transition programs formally funded using American Rescue Plan Act (ARPA) funding to the General Fund. The budget transfers the total cost of the Housing Helpline (\$229,654) to support the five front line staff managing the Housing Helpline from ARPA to the General Fund. The Housing Helpline is well used by residents seeking any type of housing assistance. The Helpline staff triage needs and provide immediate assistance or make referrals to other programs. The Budget also funds an increase in the cost of the software used to track program expenses.

The Emergency Housing Assistance Program is recommended to continue in FY2023-24 using \$2,148,849 million of the \$2,465,735 remaining ARPA funds. This level of funding will limit the scope of the program almost exclusively to eviction prevention. The FY2022-23 program design is funded at over \$4 million and provides rental assistance to residents without the need to demonstrate imminent eviction.

The Budget also absorbs the County's share of expenses for the Rapid Rehousing program and the Street Outreach, Harm Reduction, and Deflection Program (SOHRAD) previously funded with ARPA funds (\$70,564).

During the winter of FY2022-23, the County managed cold weather shelter for individuals experiencing homelessness. The program was activated any night that temperatures were forecast to drop below thirty-two (32) degrees. The program was located in the Southern Human Services Center and staffed by temporary employees. The Budget memorializes the cost to operate this program in FY2023-24 by adding \$14,468 in temporary staffing funds.

The Housing Department funds several programs and services using State or Federal grants. As these programs become more complex and more regulated, the Budget recommends adding a Grant Coordinator position in the Administration Division.

A new Community Development Specialist is also recommended to provide a trauma-informed intake experience for residents and ensure timely, accurate grant reporting on rehabilitation and repair initiatives previously outsourced to Triangle J Council on Governments. As a result, the cost of the position is divided between the Housing Rehabilitation Division and the HOME Program. The position is funded using a combination of reallocated expenses from other parts of the department budget and HOME administration funds. An additional \$42,468 is also recommended for the local home rehabilitation and repair program to address program demand. This addition will make a total of \$80,000 available for the rehabilitation and repair program. This one-time expense is drawn from the County Capital Reserve fund.

Finally, funding for the Housing Choice Voucher program is recommended to increase as the number of vouchers issued to County residents is increasing. Funding for vouchers from the Department of Housing and Urban Development is expected to increase by \$2.2 million. The higher number of vouchers also drives the amount the County is reimbursed for administrative expenses. This revenue is expected to increase by \$315,772.

Total General Fund spending for affordable housing programs is recommended to be \$2.7 million.

- **Library Services**

The total Library budget includes an increase in net costs to the County of \$5,275. This increase is due to an hourly wage increase for temporary staff and an increase in the mileage reimbursement rate. The Manager's Recommended Budget does not include additional funding for the Chapel Hill Library.

- **Equity and Inclusion**

As mentioned in the County Manager's portion of this memorandum, the Office of Equity and Inclusion is recommended to become an independent department. The FY2023-24 Recommended Budget includes an increase of \$5,540 for additional travel expenses and additional operating costs.

- **Social Services**

Overall, the Recommended FY2023-24 Budget increases County funding to the Department of Social Services by \$761,821. Like the Housing Department, the County supported pandemic related program expenses using ARPA funds, and also like the Housing Department, the demand for those services has not decreased as the pandemic emergency has eased. As a result, the FY2023-24 Budget transitions costs for child care parent fees, food distribution and storage, youth enhancement and stabilization, stabilization for former foster youth, and support for low income families from ARPA funds to the General Fund, representing total net cost to the General Fund of \$713,250.

In the Administration Division, temporary staffing is increased by \$38,960 to backfill vacancies and to manage seasonal fluctuations in workload. The Administration Division also contains funding for the information technology equipment associated with the Medicaid Expansion staffing which is fully funded by the State as well as unrelated increases (\$185,842) in contract services, building rent, and other recurring expenses.

The Budget anticipates a reduction in the Public Assistance Division related to a decrease in the State estimate for Special Assistance to Adults which supplements federal Supplemental Security Income for housing and the State Energy Assistance programs which assist low income residents with utility payments.

Child and Family Services expenses for personnel and In-Home Aide contracts are recommended to increase by approximately \$131,028. The first part of this cost increase (\$65,648) adds two part time Community Social Services Technicians to provide supervision at the Visitation Center recently leased by the County. The Center provides a homelike environment for family visitations and offers temporary living space for children in Social Service custody pending a home placement. The second part of the increase (\$65,380) reflects an increase in the living wage for In-Home Health Aides contracted by the County to provide home based care and support.

The Economic Services Division will administer Medicaid expansion locally. The Department has estimated an additional 6,000 residents will qualify for this benefit, and the State is providing full funding for nine new employees to administer it. The Budget also anticipates an increase in revenue for food and nutrition services, adolescent parenting, and the administration of employment and training services.

Support Services

The Support Services Functional Leadership Team includes Asset Management Services, Community Relations, Finance and Administrative Services, Information Technology, and Human Resources. The Support Services appropriation is recommended to increase from \$12.3 million in FY2022-23 to \$18.5 million in FY2023-24.

- **Asset Management Services**

The Asset Management Services budget includes a net increase of \$395,434. The largest cost drivers are inflationary increases (\$334,491) to align the budget amount with actual costs. Some examples of these cost pressures include departmental supplies, building repairs, natural gas, facility care, and custodial supplies.

As noted above, a Debt Service Fund was created as part of the action to allocate the FY2021-22 surplus to mitigate a planned tax increase to fund increasing debt service. The Recommended Budget transfers the Capital Projects Manager position and a new Capital Project Field Coordinator (\$72,504) to the Debt Service Fund as those position are exclusively assigned to manage capital projects.

Asset Management Services has also taken on the responsibility for room reservation and set up. This includes management and set up of rooms available for rent at the Community Centers. As a result, the revenue associated with those rentals (\$20,830) is recognized in Asset Management as well as temporary personnel expenses (\$29,397).

The Budget also funds a security guard contract for the County facilities located near the West Campus Office Building and Parking Deck. It provides an increase to the contract cost for courier services with Orange Enterprises, and funds one time recurring capital such as pressure washers, HVAC tools, appliances, and signage. The one-time expenses are funded with the County Capital Reserve Fund.

- **Community Relations**

The Community Relations Department has continued to increase the awareness of County government and the services provided to residents. The FY2023-24 Budget decreases printing costs by \$2,500.

- **Finance and Administrative Services**

The Finance and Administrative Services Department provides purchasing, payroll, accounting, budget, and debt management services to County departments. The FY2023-24 Budget increases costs by \$69,349 to fund an increase in the audit contract and an increase in temporary personnel to support accounting functions during the audit timeframe when permanent staff are providing information to the auditors.

- **Human Resources**

The Human Resources Department is responsible for the countywide administration of personnel and benefit programs for County employees. As noted above, Risk Management functions are now assigned to the Human Resources department with the salary and benefit costs of one staff person (\$104,412) and insurance costs (\$2,001,460) now reflected in this Budget.

The FY2023-24 Budget also recommends an increase to training and travel for staff to attend annual conferences for the recruitment and performance management system and the financial system the County uses to manage those functions.

- **Information Technologies**

The Department of Information Technologies is responsible for maintaining and supporting countywide technology needs. One of the ongoing obligations of this department is to budget for software maintenance and licensing. These costs are expected to increase by approximately \$809,357 next year which is higher than in previous years due to the transition to Microsoft 365.

The budget also adds funding (\$10,125) to pay for new network leases at the new EMS substation at Waterstone and the new offices at Blackwood Farm Park.

Public Safety

The Public Safety Functional Leadership Team is composed of the Criminal Justice Resource Department, Emergency Services, Clerk of Court, District Attorney, Public Defender, and the Sheriff's Office. The Public Safety appropriation is recommended to increase from \$31.9 million in FY2022-23 to \$35.8 million in FY2023-24. The Budget recommends the following changes to Public Safety programs.

- **Criminal Justice Resource Department**

The Board of Commissioners has supported criminal justice reform by consistently increasing the County's investment in the Criminal Justice Resource Department. A majority of this work is supported by funds received by the County through the ABC Board and other outside grants. The net County cost of the Criminal Justice Resource Department decreases by \$6,960 due to an expectation of additional funds from the ABC Board. This additional funding supports the increased cost of existing personnel and also increases the total full time equivalent count in the Department by 0.5 FTE. The net cost of the FTE increase is \$19,090.

- **Emergency Services**

The Department of Emergency Services is responsible for administering Emergency Management, Fire Marshal, Emergency Telecommunications (911), and Emergency Medical Services. Total General Fund expenses increase by \$588,977 while Emergency Medical Services revenues are expected to increase by \$1,498,333 due to higher number of responses, an increase in the Medicare reimbursement rate, and improved collection rates. As a result, net County costs decrease by \$909,356. Total Emergency Medical Services revenue is \$5,205,000 in the FY2023-24 Budget.

The Budget recommends the creation of a mobile crisis pilot program in collaboration with the Town of Chapel Hill. The mobile crisis team will consist of four trained health professionals that will respond immediately to non-violent behavioral health crises in lieu of a law enforcement response. The mobile crisis team will consist of a community paramedic, a clinical social worker, and a peer support specialist that will respond to the scene and a licensed clinician who will be assigned to the 911 Call Center to help identify and divert calls. The team will be unarmed and will not be under the direction of law enforcement but will collaborate closely with the Chapel Hill Police Department, Emergency Services and the Criminal Justice Resource Department to ensure safe and appropriate responses to 911 calls involving behavioral health issues.

Under the partnership with the Town, the County will supply the Community Paramedic and Mental Health Clinician for the 911 Call Center while the Town will provide the Peer Support Specialist and Clinical Social Worker trained in crisis response. Based on the level of coordination needed between the Town and the County to identify dispatch and operating protocols, the County positions are not budgeted to start until the middle of the fiscal year at a cost of \$97,404. The current plan is to also conduct a detailed program evaluation of this pilot through the School of Government's Criminal Justice Innovation Lab pending approval of ARPA funds from the Town of Chapel Hill. The pilot program will operate solely in Chapel Hill until FY2025-26 when it may be considered for county-wide implementation as may be indicated by the program evaluation.

The Budget recommends a decrease in contracted morgue storage (\$16,500) since this functionality is included in the new Efland EMS Substation, removes the cost of a one-time consulting contract (\$40,350), and funds inflationary increases for uniforms and operations (\$34,558).

As response volume has increased in the Emergency Medical Services Division, each substation depletes its medical supplies more quickly. In response to this demand, the Budget recommends the addition of a Logistics Specialist to keep the substations stocked with adequate supplies.

The Fire Marshal Division includes an increase for educational supplies for community outreach (\$38,159). These activities include laser fire extinguisher training and smoke detector distribution to higher risk households such as the aging population and residents living in mobile home parks.

- **Sheriff’s Office**

The net County costs in the Sheriff’s Office did not increase in FY2023-24. Although the Sheriff requested a total of fifteen new Detention Officers, the Budget recommends the creation of four of them based on the amount of revenue that could be increased to pay for the positions. The four positions cost \$232,914. This cost is offset by aligning budgeted revenues with actual revenue received from providing copies of reports to the public (\$180,000) and revenue received from Orange County Schools to provide School Resource Officers (\$62,914). The Budget also removes \$10,000 in revenue for Pistol Permits that are no longer required.

Outside Agencies and Fire Districts

The Budget recommends making a structural change in the way that outside agencies are funded and managed. The Budget transfers six large outside agency contracts (contracts in excess of \$100,000) to departments for management and oversight. This change is intended to clarify the purpose of these agencies is to supplement and support existing County services. The move is also meant to increase the level of ownership of these contracts by County departments. Based on this structural change, \$937,656 of previous outside agency contracts are now located in department budgets. This leaves a balance of \$1,037,016 in the Outside Agency section of the Budget. The recommended funding levels for each specific agency was based on scores provided by an advisory board or by a group of subject matter expert staff that reviewed the applications.

The funding goal established by the Board of County Commissioners was to allocate 1.2% of general fund expenses, not including education, to outside agencies. Based on the reduction in the Outside Agency section of the Budget, that goal is reduced to 0.56%. The Recommended Budget for FY2023-24 exceeds that goal with 0.7% of general fund expenses, less education funding, being allocated to outside agencies.

Nine (9) of the twelve Fire Districts in the County requested modifications to their District tax rates. The table below shows each District’s recommended tax rate for FY2023-24.

District	Tax Rate for FY 2022-23 in cents	Recommended FY 2023-24 Tax Rate in cents	Difference
Cedar Grove	7.63	9.00	1.37
Chapel Hill	13.87	13.87	0.00
Damascus	11.80	12.80	1.00
Efland	8.28	10.28	2.00
Eno	9.98	9.98	0.00
Little River	6.39	7.39	1.00
New Hope	11.56	12.57	1.01
Orange Grove	7.27	8.27	1.00
Orange Rural	9.49	10.49	1.00

South Orange	9.09	9.09	0.00
Southern Triangle	11.80	12.80	1.00
White Cross	12.34	13.84	1.50

The recommended rate increases would generate approximately \$850,000 in new revenue for the Fire Districts requesting rate increases.

Fund Balance Appropriation

This year’s budget recommends a fund balance appropriation of \$7.0 million to balance the budget and maintain an unassigned reserve of sixteen percent (16%). Over the past two years, the County has generated surpluses at the end of each fiscal year as actual expenditures have been below the budgeted amount and actual revenues have been higher than the budgeted amount. The recommended fund balance appropriation is consistent with recent year end expenditure results. Using recent expenditure savings as the basis for establishing a fund balance appropriation allows the County to control how much of the appropriation is actually used by adjusting spending during the fiscal year.

For the FY2023-24 Budget, the total unassigned fund balance target is \$44.67 million.

Next Steps and Appreciation

The FY2023-24 Budget aligns the actual cost of doing business in a tight labor market with ongoing inflationary pressures with the Budget needed to fund those costs. It also strives to balance the need to fund basic education, public safety, and safety net services with the financial responsibility placed on tax payers. Striking this balance would not have been possible without the creative efforts of our leadership team. Each of the department directors and their respective budget teams should be proud of what they have accomplished.

The Budget Office led by Budget Director Kirk Vaughn and supported by Kelly Guadalupe, Denise Clark, and Christy Dodson provided the highest quality technical support throughout the process. Their advice, professionalism, and responsiveness shaped and produced the document we are presenting today for the Board’s consideration.

As you know, two (2) public hearings and four (4) work sessions are scheduled for consideration of the FY2023-24 Budget. Final adoption of the Budget is currently scheduled for June 20. I look forward to working with you over the next several weeks to improve upon the Manager’s Recommended Budget. Please contact me or the Deputy Manager if you have any questions.

How to Read the Budget Document

The operating budget is divided into 44 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 forty-one sections, starting with *Aging* and ending with *Transportation Services*, includes sections for the Capital Investment Plan, Courts, Education, Fire Districts, Non-Departmental, Outside Agencies and Sportsplex.
- The *Capital Investment Plan* section includes the FY2023-33 Manager's Recommended Capital Investment Plan and lists all capital project summaries.
- 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 *Recommended Fee Schedule*.
- Throughout the document there are references to *Base budget*. *Base budget* is a tool that provides the departments and the County Manager a starting point for evaluating budget decisions for the upcoming budget cycle. The *Base budget* is the same as the current year's original budget with two exceptions:
 - 1) All natural personnel changes that occur in the fiscal year are included.
 - 2) All recurring capital requests are set back to zero as those are typically irregular expenditures.
 - Examples of natural personnel changes: approval of new FTEs by Board after adoption of budget, new hires, vacancies, retirements, reclassifications, as well as all benefit changes such as health, dental and retirement contributions.
 - Vacant positions are still budgeted at the minimum salary for their grade in the department budget. The budgeted savings for hiring freezes is in a non-departmental account, not in individual department budgets.

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.

Appropriation by Function

Appropriation by Function					
<i>Summary - General Fund</i>					
	2020-21 Actual Expenditures	2021-22 Original Budget	2022-23 Base Budget	2022-23 Department Requested	2022-23 Manager Recommended
Community Services					
Animal Services	2,061,469	2,278,561	2,417,390	2,652,606	2,583,130
Cooperative Extension	337,318	486,414	486,414	498,914	496,914
Department of Environment, Agriculture, Parks & Recreation	3,402,180	3,937,319	4,090,621	4,236,528	4,214,353
Economic Development	453,409	0	0	0	0
Non-Departmental	807,502	574,724	574,724	523,408	523,408
Transportation Services	3,367,927	3,021,232	3,115,185	3,692,277	3,343,262
Planning and Inspections	2,936,522	3,197,937	3,308,273	3,390,646	3,404,578
Recreation Municipal	125,108	125,108	125,108	125,108	125,108
Community Services Total	<u>\$13,491,435</u>	<u>\$13,621,295</u>	<u>\$14,117,715</u>	<u>\$15,119,487</u>	<u>\$14,690,753</u>

Appropriation by Function summarizes fiscal information at the function level.

Compares budgeted expenditures to the original and Base Budget in addition to one year of historical spending.

Appropriation by Function					
<i>Other Funds</i>					
	2020-21 Actual Expenditures	2021-22 Original Budget	2022-23 Base Budget	2022-23 Department Requested	2022-23 Manager Recommended
Article 46 Fund					
Education	2,911,873	2,020,288	2,020,288	2,101,100	2,101,100
Community Services	2,505,274	2,020,288	2,020,288	2,101,100	2,101,100
Total	<u>\$5,417,147</u>	<u>\$4,040,576</u>	<u>\$4,040,576</u>	<u>\$4,202,200</u>	<u>\$4,202,200</u>
Emergency Telephone System Fund					
Public Safety	730,567	759,757	759,757	775,459	775,459
Total	<u>\$730,567</u>	<u>\$759,757</u>	<u>\$759,757</u>	<u>\$775,459</u>	<u>\$775,459</u>

Appropriation by Function, Other Funds

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

Revenue by Category					
<i>Summary - General Fund</i>					
	2020-21 Actual Expenditures	2021-22 Original Budget	2022-23 Base Budget	2022-23 Department Requested	2022-23 Manager Recommended
Property Taxes					
Property Taxes	155,926,925	165,001,124	165,001,124	172,417,590	172,417,590
Motor Vehicles	11,576,384	10,339,468	10,339,468	11,451,880	11,451,880
Gross Receipts	73,781	82,400	82,400	86,069	86,069
Delinquent Taxes	1,349,587	1,155,000	1,155,000	1,161,702	1,161,702
Interest on Delinquent Taxes	578,834	520,000	520,000	523,017	523,017
Late List Penalties	99,432	103,000	103,000	103,598	103,598
Animal Taxes	146,965	185,000	185,000	150,000	150,000
Beer and Wine	231,247	275,833	275,833	271,273	271,273
Property Taxes Total	<u>\$169,983,154</u>	<u>\$177,661,825</u>	<u>\$177,661,825</u>	<u>\$186,165,129</u>	<u>\$186,165,129</u>

Revenue by category compares budgeted revenues to the original and Base Budget in addition to one year of historical spending.

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 Division Changes* explain budget fluctuations or other relevant information pertaining to the department or program.

Finance and Administrative Services					
Phone Number: (919) 245-2450		Website: https://www.orangecountync.gov/699/Finance-Administrative-Services			
	2020-21 Actual Expenditures	2021-22 Original Budget	2022-23 Base Budget	2022-23 Department Requested	2022-23 Manager Recommended
By Category (General Fund)					
Personnel Services	1,304,255	1,392,792	1,438,217	1,443,217	1,443,217
Operations	253,606	221,017	221,017	236,507	247,403
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 1,557,860	\$ 1,613,809	\$ 1,659,234	\$ 1,679,724	\$ 1,690,620
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 1,557,860	\$ 1,613,809	\$ 1,659,234	\$ 1,679,724	\$ 1,690,620
Budget Highlights					
The FY 2022-23 Manager Recommended budget contains the following changes from Base Budget:					
Total Expenditure increase of \$31,386 based a county-wide restoration of pre-pandemic travel and training funding and department request for additional contract services funding. Total Revenue increase of \$0. The Net County Cost increase is \$31,386.					
The Manager Recommended Budget does not include funding for the following Department Requests:					
None					

Department/Program Budget Page provides general description of department.

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

Budget by Division					
Finance and Purchasing Division					
	2020-21 Actual Expenditures	2021-22 Original Budget	2022-23 Base Budget	2022-23 Department Requested	2022-23 Manager Recommended
Personnel Services	993,979	1,013,888	1,041,653	1,041,653	1,041,653
Operations	250,886	208,448	208,448	228,938	238,438
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 1,244,865	\$ 1,222,336	\$ 1,250,101	\$ 1,270,591	\$ 1,280,091
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 1,244,865	\$ 1,222,336	\$ 1,250,101	\$ 1,270,591	\$ 1,280,091
Finance and Purchasing Division Changes					
Increase in operations for restoration of pre-pandemic travel and training and contract services.	\$	29,990	\$	-	\$ 29,990
Net Finance and Purchasing Division Changes	\$	29,990	\$	-	\$ 29,990

Division Changes - describes significant budget changes from Base to Manager Recommended FY2022-23.

Mission Statement

The Department strives to be a strategic partner in providing fiscal leadership, excellent service delivery, and financial accountability for all residents and stakeholders.

Major Divisions/Services

- Finance and Purchasing Division
 - **Major Services**
 - Complete the Comprehensive Annual Financial Report (CAFR).
 - Provide transparent financial data through the Popular Annual Financial Report (PAFR).
 - Maintain the County's sound financial condition through accounting and internal controls, in accordance with the Generally Accepted Accounting Principles (GAAP) and North Carolina General Statutes.
 - Prompt and efficient payment of all County obligations.
 - Adhere to County fiscal policies and department standard operating procedures.
 - FY 2021-22 Highlights
 - Completed the submittal of the Annual Financial Report to the North Carolina Local Government Commission and received the Award for Excellence in Financial Reporting from the Government Finance and Officers Association for the thirtieth year.
 - Increased Micro-Purchase threshold from \$10,000 to \$30,000 to streamline contracting process for federally funded projects
 - FY 2022-23 Highlights
 - Review and update all financial policies and procedures
 - Coordinate county-wide upgrade to Munis Enterprise Resource Planning System (ERP)

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

Performance Measures	2019-20 Actual	2020-21 Actual	2021-22 Budget	2021-22 Projected	2022-23 Budget
Unassigned Fund Balance, as percent of General Fund Expenditures (Target: ≥ 16%)	15.6 %	15.3%	16.0%	16.0%	16.0%
Debt Service, as a percent of General Fund Expenditures (Target: ≤ 15%)	13.6%	13.6%	16.9%	15.0%	14.9%

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 Funds** - 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. The second general fund is the debt service fund, which accounts for all expenses for county and school related debt.
- **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, Visitors Bureau Fund, Housing Choice Voucher Fund, E911 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

The FY 2023-24 Manager's Recommended Budget includes the use of functional leadership teams consisting of the following functions: Community Services, General Government, Human Services, Public Safety, and Support Services. Each fund is further divided into functions, which represent the level of authorization by the governing board. Revenue categories/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: Community Services, General Government, Human Services, Public Safety, Support Services, 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 Annual Comprehensive Financial Report (ACFR) 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

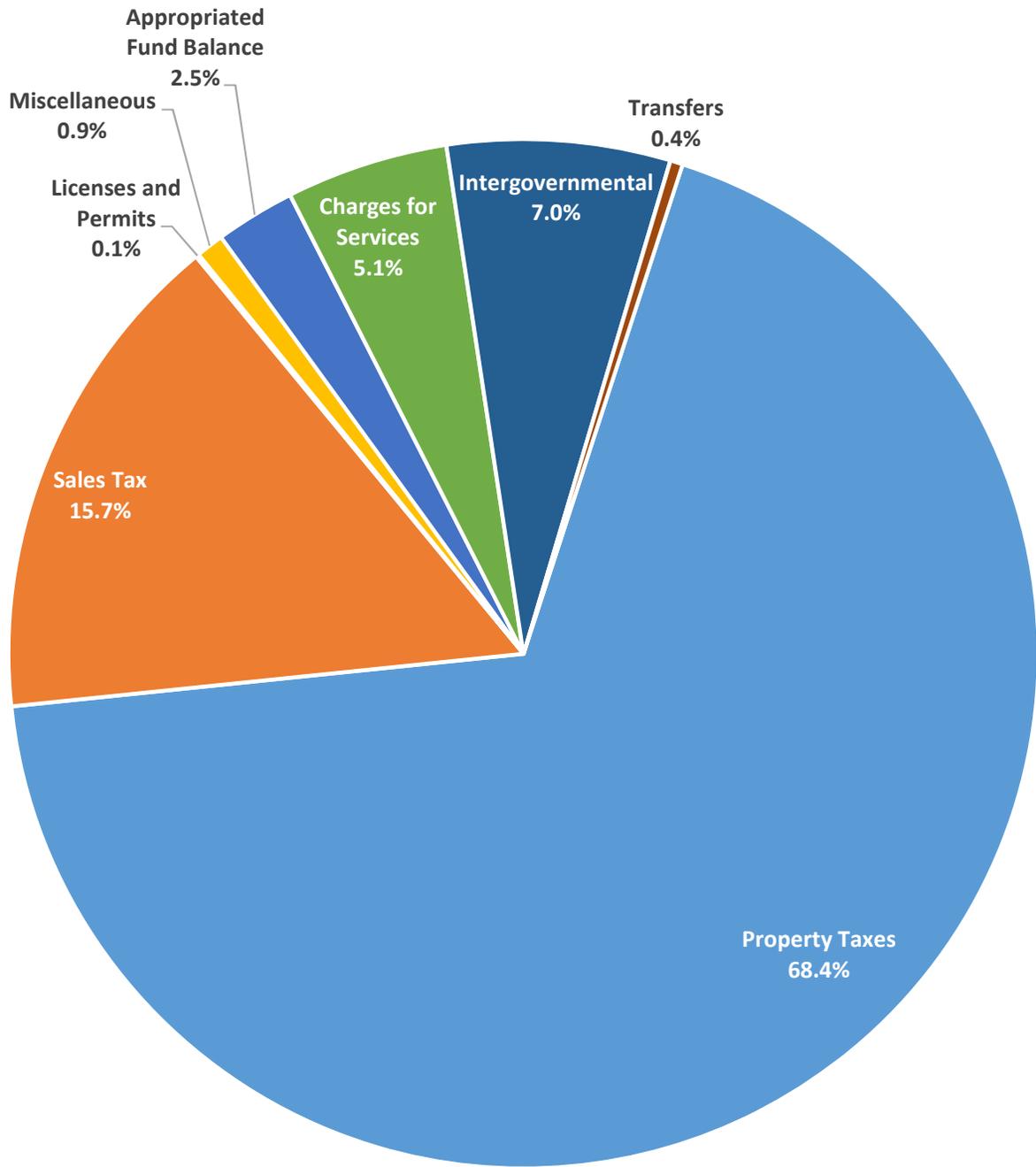
	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Property Taxes					
Property Taxes	167,180,759	172,417,590	172,417,590	175,015,653	175,984,220
Motor Vehicles	11,452,975	11,451,880	11,451,880	12,668,491	12,738,600
Gross Receipts	96,849	86,069	86,069	90,000	90,000
Delinquent Taxes	1,186,720	1,161,702	1,161,702	1,161,702	1,161,702
Interest on Delinquent Taxes	568,856	523,017	523,017	523,017	523,017
Late List Penalties	103,367	103,598	103,598	103,598	103,598
Animal Taxes	101,661	150,000	150,000	0	0
Beer and Wine	220,268	271,273	271,273	271,273	271,273
Property Taxes Total	<u>\$180,911,455</u>	<u>\$186,165,129</u>	<u>\$186,165,129</u>	<u>\$189,833,734</u>	<u>\$190,872,410</u>
Sales Tax					
Article 39 One Cent	14,251,262	14,681,551	14,681,551	16,599,870	16,599,870
Article 40 Half Cent	11,029,765	11,348,156	11,348,156	12,739,379	12,739,379
Article 42 Half Cent	7,168,511	7,386,782	7,386,782	8,349,882	8,349,882
Article 44 Half Cent	247,562	0	0	300,000	300,000
Hold Harmless Article 44	5,299,278	2,200,000	2,200,000	5,750,000	5,750,000
Sales Tax Total	<u>\$37,996,379</u>	<u>\$35,616,489</u>	<u>\$35,616,489</u>	<u>\$43,739,131</u>	<u>\$43,739,131</u>
Licenses and Permits					
Privilege License	11,985	12,000	12,000	12,000	12,000
Franchise Fee	256,839	262,200	262,200	262,200	262,200
Licenses and Permits Total	<u>\$268,824</u>	<u>\$274,200</u>	<u>\$274,200</u>	<u>\$274,200</u>	<u>\$274,200</u>
Investment Earnings Total	<u>\$84,805</u>	<u>\$10,300</u>	<u>\$10,300</u>	<u>\$1,600,000</u>	<u>\$1,600,000</u>
Miscellaneous Total	<u>\$1,344,853</u>	<u>\$899,764</u>	<u>\$867,764</u>	<u>\$846,286</u>	<u>\$846,286</u>
Appropriated Fund Balance Total	<u>\$0</u>	<u>\$2,608,888</u>	<u>\$2,608,888</u>	<u>\$7,000,000</u>	<u>\$7,000,000</u>

Revenue by Category

Summary - General Fund

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Charges for Services					
Aging	37,018	66,800	66,800	141,800	141,800
Planning & Inspections	1,490,616	1,701,300	1,701,300	508,000	508,000
Emergency Services	3,970,978	3,742,667	3,742,667	5,241,000	5,241,000
Health	1,956,967	2,056,201	2,056,201	2,065,931	2,065,931
Register of Deeds	3,328,820	2,499,382	2,499,382	1,867,000	1,967,000
Sheriff	2,027,413	2,000,000	2,000,000	2,000,000	2,170,000
Tax Administration	404,988	375,000	375,000	379,000	379,000
Transportation	138,828	87,000	87,000	87,000	87,000
Indirect Costs	949,358	990,187	990,187	913,693	913,693
Other	491,733	510,555	510,555	714,305	734,769
Charges for Services Total	<u>\$14,796,717</u>	<u>\$14,029,092</u>	<u>\$14,029,092</u>	<u>\$13,917,729</u>	<u>\$14,208,193</u>
Intergovernmental					
Aging	967,135	775,393	772,580	819,055	819,055
Animal Services	291,710	306,073	306,073	358,794	358,794
Child Support Services	1,462,999	1,506,030	1,506,030	1,489,756	1,489,756
DEAPR	130,950	124,917	124,917	124,917	142,118
Emergency Services	14,613	93,712	93,712	93,712	93,712
Health	1,957,341	1,694,323	1,694,323	2,167,776	2,167,776
Library	130,377	100,000	100,000	100,000	100,000
Lottery Proceeds	1,308,468	0	0	0	0
Sheriff	721,899	659,388	659,388	659,388	722,302
Social Services	11,258,581	10,650,049	10,650,049	11,066,976	11,066,976
Tax Administration	113,785	94,000	94,000	111,000	111,000
Transportation	1,173,827	983,424	983,424	1,073,745	1,073,745
Other	1,411,955	1,441,668	1,441,668	1,379,184	1,414,184
Intergovernmental Total	<u>\$20,943,639</u>	<u>\$18,428,977</u>	<u>\$18,426,164</u>	<u>\$19,444,303</u>	<u>\$19,559,418</u>
Transfers from Other Funds					
Capital Reserve	0	0	0	0	1,012,010
County Capital	20,833	0	0	0	0
Article 46 Fund	74,504	76,740	76,740	83,280	83,280
Jail Inmates	11,354	0	0	0	0
Transfers from Other Funds Total	<u>\$106,691</u>	<u>\$76,740</u>	<u>\$76,740</u>	<u>\$83,280</u>	<u>\$1,095,290</u>
Total Revenue	<u>\$256,453,363</u>	<u>\$258,109,579</u>	<u>\$258,074,766</u>	<u>\$276,738,663</u>	<u>\$279,194,928</u>

General Fund Revenue by Category



Revenue By Category

Other Funds

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Debt Service Fund					
Intergovernmental Revenue	0	0	0	271,674	271,674
Financing Proceeds	0	0	0	2,500,000	2,500,000
From General Fund	0	0	0	33,400,000	33,400,000
Appropriation Fund Balance	0	0	0	1,095,500	1,285,824
Total	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$37,267,174</u>	<u>\$37,457,498</u>
Article 46 Fund					
Sales Tax	5,079,565	4,202,200	4,202,200	5,494,058	5,494,058
Total	<u>\$5,079,565</u>	<u>\$4,202,200</u>	<u>\$4,202,200</u>	<u>\$5,494,058</u>	<u>\$5,494,058</u>
Emergency Telephone System Fund					
Charges for Services	759,757	775,459	775,459	571,016	571,016
Total	<u>\$759,757</u>	<u>\$775,459</u>	<u>\$775,459</u>	<u>\$571,016</u>	<u>\$571,016</u>
Employee Health and Dental Fund					
General Government Revenue	11,649,490	12,602,903	12,602,903	13,068,229	13,068,229
From General Fund	0	2,792,225	2,792,225	3,183,405	3,183,405
Total	<u>\$11,649,490</u>	<u>\$15,395,128</u>	<u>\$15,395,128</u>	<u>\$16,251,634</u>	<u>\$16,251,634</u>
Fire Districts					
Property Tax	7,181,227	7,623,751	7,623,751	8,581,026	8,581,026
Interest on Investments	917	985	985	3,310	3,310
Appropriated Fund Balance	0	130,337	130,337	20,000	20,000
Total	<u>\$7,182,144</u>	<u>\$7,755,073</u>	<u>\$7,755,073</u>	<u>\$8,604,336</u>	<u>\$8,604,336</u>
Inspections Fund					
Charges for Services	\$0	\$0	\$0	\$1,405,313	\$1,405,313
From General Fund	\$0	\$0	\$0	\$204,170	\$204,170
Total	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,609,483</u>	<u>\$1,609,483</u>
Annual Grants Fund					
Intergovernmental	20,803	26,996	26,996	0	0
Charges for Services	40,533	75,000	75,000	0	0
From General Fund	65,189	57,220	57,220	0	0
Total	<u>\$126,524</u>	<u>\$159,216</u>	<u>\$159,216</u>	<u>\$0</u>	<u>\$0</u>
Multi-Year Grants Fund					
Intergovernmental	427,699	150,000	182,000	182,000	182,000
Donations	260,546	175,000	175,000	175,000	175,000
Transfer from General Fund	76,493	78,372	78,372	0	0
Total	<u>\$764,738</u>	<u>\$403,372</u>	<u>\$435,372</u>	<u>\$357,000</u>	<u>\$357,000</u>

Revenue By Category

Other Funds

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Housing Choice Voucher Fund					
Intergovernmental	4,900,120	4,658,000	4,658,000	6,856,632	6,856,632
Interest on Investments	265	100	100	2,000	2,000
Appropriated Fund Balance	0	0	0	0	0
From General Fund	0	104,056	104,056	0	0
Total	<u>\$4,900,386</u>	<u>\$4,762,156</u>	<u>\$4,762,156</u>	<u>\$6,858,632</u>	<u>\$6,858,632</u>
Community Development Fund					
From General Fund	91,526	348,430	348,430	417,103	417,103
Intergovernmental	\$1,266,370	\$1,007,116	\$1,007,116	1,023,288	1,023,288
Program Income	12,197	13,306	13,306	\$13,306	13,306
Total	<u>\$1,370,093</u>	<u>\$1,368,852</u>	<u>\$1,368,852</u>	<u>\$1,453,697</u>	<u>\$1,453,697</u>
Visitors Bureau Fund					
Occupancy Tax	1,661,844	1,540,000	1,540,000	1,852,791	1,852,791
Sales & Fees	284,939	287,900	287,900	462,900	465,000
Intergovernmental	37,302	36,926	36,926	50,210	50,210
General Government Revenue	23,702	48,051	48,051	48,051	38,500
Appropriated Fund Balance	0	288,814	288,814	372,068	198,165
From General Fund	560,000	0	0	0	0
Total	<u>\$2,567,787</u>	<u>\$2,201,691</u>	<u>\$2,201,691</u>	<u>\$2,786,020</u>	<u>\$2,604,666</u>
Solid Waste Operations Enterprise Fund					
Sales & Fees	11,145,831	10,827,807	10,827,807	10,724,266	10,724,266
Intergovernmental	515,355	363,000	363,000	363,000	363,000
Miscellaneous	70,045	66,000	66,000	67,475	67,475
Interest on Investments	15,234	0	0	95,000	95,000
Appropriated Fund Balance	0	540,333	540,333	1,443,567	1,443,567
From General Fund	0	0	0	0	0
Total	<u>\$11,746,465</u>	<u>\$11,797,140</u>	<u>\$11,797,140</u>	<u>\$12,693,308</u>	<u>\$12,693,308</u>
Sportsplex Operations Enterprise Fund					
Charges for Services	3,835,429	4,178,094	4,178,094	4,538,687	4,538,687
From General Fund	790,000	0	0	0	0
Total	<u>\$3,835,429</u>	<u>\$4,178,094</u>	<u>\$4,178,094</u>	<u>\$4,538,687</u>	<u>\$4,538,687</u>
Community Spay/Neuter Fund					
Animal Tax	15,908	20,000	20,000	0	0
Intergovernmental	23,319	25,000	25,000	0	0
Interest on Investments	18	350	350	0	0
Miscellaneous	5,350	8,000	8,000	0	0
Appropriated Fund Balance	0	19,000	19,000	0	0
Total	<u>\$44,595</u>	<u>\$72,350</u>	<u>\$72,350</u>	<u>\$0</u>	<u>\$0</u>

Revenue By Category

Other Funds

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
4-H Fund					
General Government Revenue	8,219	13,690	13,690	13,690	13,690
Charges for Services	11,603	15,200	15,200	15,200	15,200
Appropriated Fund Balance	0	5,000	5,000	5,000	5,000
Total	<u>\$19,821</u>	<u>\$33,890</u>	<u>\$33,890</u>	<u>\$33,890</u>	<u>\$33,890</u>
Orange-Person-Chatham Retiree Health Fund					
Interest on Investment	314	4,454	4,454	4,454	4,454
Total	<u>\$314</u>	<u>\$4,454</u>	<u>\$4,454</u>	<u>\$4,454</u>	<u>\$4,454</u>
Communication Tower Trust Fund					
General Government Revenue	37,200	15,000	15,000	0	0
Total	<u>\$37,200</u>	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$0</u>	<u>\$0</u>
DSS Trust Fund					
General Government Revenue	107,449	260,000	260,000	260,000	260,000
Total	<u>\$107,449</u>	<u>\$260,000</u>	<u>\$260,000</u>	<u>\$260,000</u>	<u>\$260,000</u>
Jail Inmate Trust Fund					
Miscellaneous	285,130	315,000	315,000	315,000	315,000
Total	<u>\$285,130</u>	<u>\$315,000</u>	<u>\$315,000</u>	<u>\$315,000</u>	<u>\$315,000</u>
OPEB Trust Fund					
From General Fund	0	500,000	500,000	0	0
Total	<u>\$0</u>	<u>\$500,000</u>	<u>\$500,000</u>	<u>\$0</u>	<u>\$0</u>
CHCCS District Tax Fund					
Property Tax	25,290,711	25,091,512	25,091,512	25,647,666	27,742,966
Total	<u>\$25,290,711</u>	<u>\$25,091,512</u>	<u>\$25,091,512</u>	<u>\$25,647,666</u>	<u>\$27,742,966</u>

Transfer from Capital Reserve

In FY 2022-23, the county recognized \$12 Million of excess fund balance above its 16% unassigned policy. \$2,500,000 was allocated to be placed in a County Capital Reserve, to be allocated for emergent one-time expenses by future board action. The FY 2023-24 Recommended Budget has identified \$1,012,010 in eligible one-time planning or capital expenses, which can be funded with this one-time revenue. Each of these expenses will not be carried forward into FY 2024-25's Base Budget.

Department	Activity	Recommended Amount
Asset Management Services	Replacement of facility appliances and equipment for department operations	\$ 17,030
Asset Management Services	Update building signage across multiple county buildings	\$ 63,000
Asset Management Services	Replacement of professional equipment for Facilities Maintenance Operations	\$ 14,000
Courts	Security Consultant to evaluate court security needs	\$ 75,000
DEAPR	Replacement of lawn maintenance equipment	\$ 38,531
DEAPR	Repainting of Soccer.com facility, installation of building surge protector	\$ 9,791
DEAPR	Comprehensive Parks & Recreation Master Plan	\$ 8,000
DEAPR	Orange County Bike, Pedestrian, and Trails Plan	\$ 70,000
Housing	Local housing rehabilitation and repairs	\$ 80,000
Planning	Intern for fee review project	\$ 16,148
Community Services Non-dept	Greene Tract Master Plan (Orange County portion)	\$ 157,810
Register of Deeds	Fireproof Cabinets for records storage	\$ 2,700
Tax Administration	Revaluation Contractor in preparation of 2025 revaluation	\$ 360,000
Transportation	Transportation Multimodal Plan	\$ 50,000
Transportation	Short Range Transit Plan update	\$ 50,000
Total		\$ 1,012,010

Appropriations by Function

Summary - General Fund

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Community Services					
Animal Services	2,238,628	2,583,130	2,838,919	2,878,507	2,878,507
Cooperative Extension	420,618	496,914	488,914	483,644	548,910
Department of Environment, Agriculture, Parks & Recreation	3,567,203	4,214,353	4,389,185	4,662,023	4,816,321
Fleet Services ¹	0	0	1,177,668	1,716,356	1,716,356
Non-Departmental	764,867	523,408	523,408	863,698	439,156
Transportation Services ¹	2,969,463	3,343,262	2,384,359	2,859,277	2,482,346
Planning and Inspections	2,906,784	3,404,578	3,657,945	2,220,913	2,235,213
Recreation Municipal	125,112	125,108	125,108	125,108	125,108
Community Services Total	<u>\$12,993,465</u>	<u>\$14,690,753</u>	<u>\$15,585,506</u>	<u>\$15,809,526</u>	<u>\$15,241,917</u>
General Government					
Board of County Commissioners	878,354	834,569	859,447	859,447	859,447
Board of Elections	827,537	967,883	1,078,452	1,211,327	1,200,287
County Attorney's Office	690,120	697,286	804,845	806,998	806,998
County Manager's Office ²	2,892,936	3,727,148	2,073,445	2,208,547	1,687,805
Outside Agencies	0	1,854,691	1,854,691	2,436,822	1,037,016
Non-Departmental	477,001	102,500	102,500	98,500	375,000
Register of Deeds	1,055,931	1,107,935	1,158,445	1,246,960	1,153,810
Tax Administration	3,895,970	4,159,250	4,405,627	4,938,715	4,867,322
General Government Total	<u>\$10,717,850</u>	<u>\$13,451,262</u>	<u>\$12,337,452</u>	<u>\$13,807,316</u>	<u>\$11,987,685</u>
Public Safety					
Courts	69,414	56,813	56,813	176,063	176,063
Criminal Justice Resource Dept.	786,538	895,442	918,762	1,037,581	1,148,702
Emergency Services	11,250,436	13,820,427	15,058,818	15,759,153	15,647,795
Non-Departmental	494,813	518,280	518,280	518,790	518,790
Sheriff	15,221,647	16,628,248	18,068,634	18,942,059	18,301,548
Public Safety Total	<u>\$27,822,848</u>	<u>\$31,919,210</u>	<u>\$34,621,307</u>	<u>\$36,433,646</u>	<u>\$35,792,898</u>
Human Services					
Department on Aging	2,409,849	2,319,473	2,427,719	2,662,897	2,686,854
Alliance MOE	679,363	897,045	897,045	897,850	897,850
Child Support Services	1,099,803	1,194,674	1,184,444	1,186,088	1,186,088
Equity & Inclusion ²	327,991	0	0	0	604,982
Health Department	9,908,322	11,374,308	12,171,639	12,574,311	12,507,738
Housing Department	1,095,250	1,470,844	1,631,748	1,848,607	2,311,781
Library Municipal	568,839	537,023	537,023	537,023	537,023
Library Services	2,320,236	2,486,342	2,631,348	2,636,623	2,636,623
Non-Departmental	1,584,822	506,843	506,843	690,425	522,749
Department of Social Services	19,741,854	22,252,112	23,304,485	24,215,940	24,444,855
Human Services Total	<u>\$39,736,329</u>	<u>\$43,038,664</u>	<u>\$45,292,294</u>	<u>\$47,249,764</u>	<u>\$48,336,543</u>

Appropriations by Function

Summary - General Fund

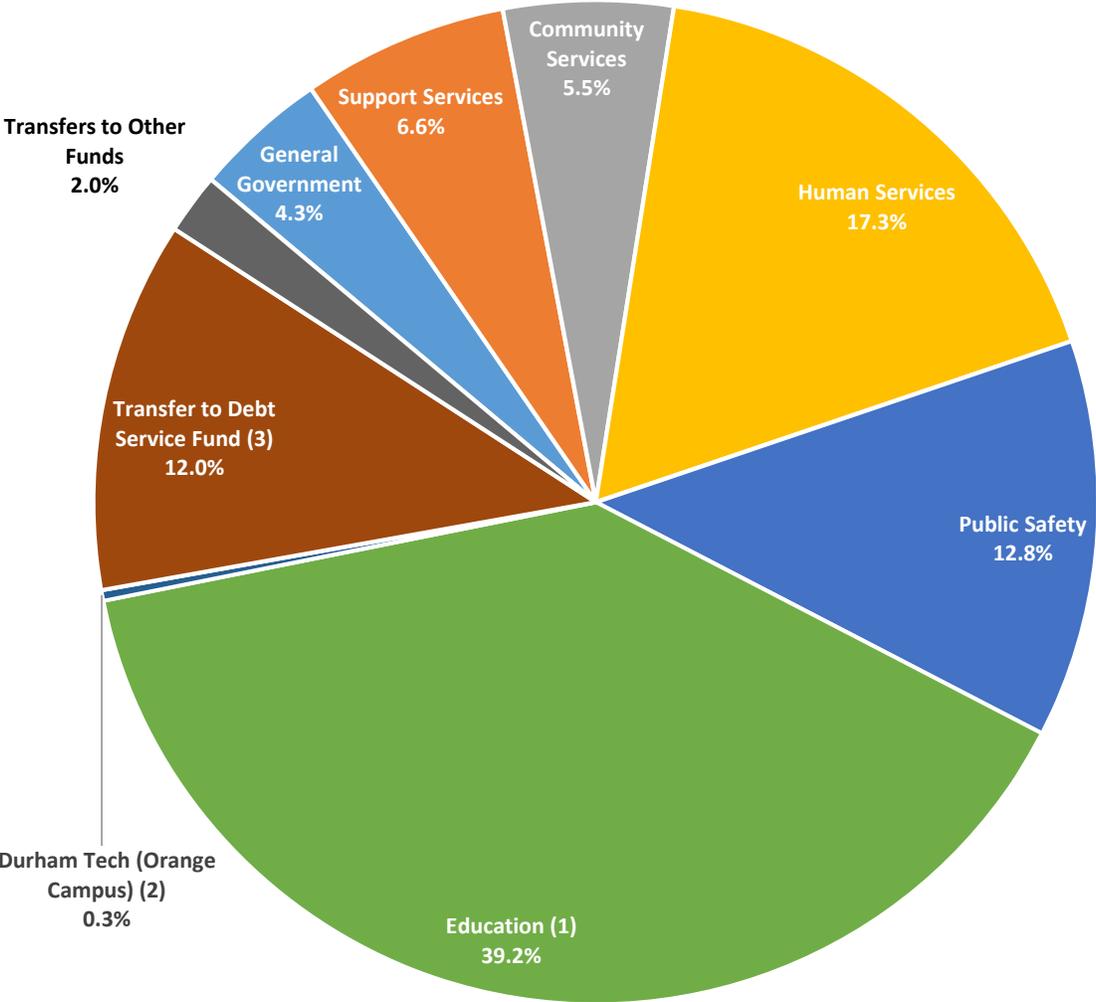
	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Education					
Current Expenses	89,353,187	93,578,782	93,578,782	115,365,382	102,942,576
Durham Tech (Orange Campus)	852,092	884,405	884,405	1,162,198	965,346
School Health & Safety Contracts	4,710,754	3,738,485	3,738,485	3,738,485	3,888,025
Education Total	<u>\$94,916,033</u>	<u>\$98,201,672</u>	<u>\$98,201,672</u>	<u>\$120,266,065</u>	<u>\$107,795,947</u>
Support Services					
Asset Management Services	5,921,632	5,328,098	5,498,404	6,541,799	5,914,668
Community Relations	278,829	374,550	438,109	441,674	435,674
Finance and Administrative Services	1,645,753	1,690,620	1,494,321	1,637,915	1,563,670
Human Resources	899,831	1,046,142	3,262,328	3,350,888	3,451,665
Information Technologies	3,305,243	4,209,133	4,430,848	5,250,330	5,250,330
Non-Departmental	3,198,256	(353,216)	(653,216)	2,102,364	1,870,100
Support Services Total	<u>\$15,249,544</u>	<u>\$12,295,327</u>	<u>\$14,470,794</u>	<u>\$19,324,970</u>	<u>\$18,486,107</u>
Non-Departmental					
Debt Service ³	40,516,349	38,077,170	38,077,170	0	0
Transfer to Debt Service Fund ³	0	0	0	33,400,000	33,400,000
Transfers to Other Funds	9,320,892	6,435,521	6,435,521	8,153,831	8,153,831
Non-Departmental Total	<u>\$49,837,241</u>	<u>\$44,512,691</u>	<u>\$44,512,691</u>	<u>\$41,553,831</u>	<u>\$41,553,831</u>
Total Expenditures	<u>\$251,273,310</u>	<u>\$258,109,579</u>	<u>\$265,021,716</u>	<u>\$294,445,118</u>	<u>\$279,194,928</u>

¹ Fleet Services was a division of Transportation Services through FY 2022-23.

² Office of Equity & Inclusion was a division of the County Manager's Office in FY 2022-23.

³ Starting in FY23-24 Debt Service will be setup as its own fund

General Fund Appropriation by Functional Leadership Team



(1) Includes CHCCS and OCS current expenses, short-and long-range capital, health and safety contracts.

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

(3) Starting In FY 2023-24, Debt Service expenses are split into a separate Debt Service Fund

Appropriation by Function *Other Funds*

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Debt Service Fund					
Debt Service	0	0	0	37,267,174	37,457,498
Total	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$37,267,174</u>	<u>\$37,457,498</u>
Article 46 Fund					
Education	847,943	2,101,100	2,101,100	2,747,029	2,747,029
Community Services	2,114,515	2,101,100	2,101,100	2,747,029	2,747,029
Total	<u>\$2,962,458</u>	<u>\$4,202,200</u>	<u>\$4,202,200</u>	<u>\$5,494,058</u>	<u>\$5,494,058</u>
Emergency Telephone System Fund					
Public Safety	416,140	775,459	764,659	571,016	571,016
Total	<u>\$416,140</u>	<u>\$775,459</u>	<u>\$764,659</u>	<u>\$571,016</u>	<u>\$571,016</u>
Employee Health and Dental Fund					
Support Services	11,241,715	15,395,128	15,395,128	16,251,634	16,251,634
Transfer to Other Funds	0	0	0	0	0
Total	<u>\$11,241,715</u>	<u>\$15,395,128</u>	<u>\$15,395,128</u>	<u>\$16,251,634</u>	<u>\$16,251,634</u>
Fire Districts					
Public Safety	7,682,667	7,755,073	7,755,073	8,604,336	8,604,336
Total	<u>\$7,682,667</u>	<u>\$7,755,073</u>	<u>\$7,755,073</u>	<u>\$8,604,336</u>	<u>\$8,604,336</u>
Inspection Fund					
Community Services	0	0	0	1,609,483	1,609,483
Total	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,609,483</u>	<u>\$1,609,483</u>
Annual Grants Fund					
Human Services	126,454	159,216	162,626	0	0
Total	<u>\$126,454</u>	<u>\$159,216</u>	<u>\$162,626</u>	<u>\$0</u>	<u>\$0</u>
Multi-Year Grants Fund					
Public Safety	435,547	150,000	182,000	182,000	182,000
Human Services	102,522	175,000	175,000	175,000	175,000
General Government	85,810	78,372	78,372	0	0
Total	<u>\$623,879</u>	<u>\$403,372</u>	<u>\$435,372</u>	<u>\$357,000</u>	<u>\$357,000</u>
Housing Choice Voucher Fund					
Human Services	5,087,941	4,762,156	4,777,928	6,858,632	6,858,632
Total	<u>\$5,087,941</u>	<u>\$4,762,156</u>	<u>\$4,777,928</u>	<u>\$6,858,632</u>	<u>\$6,858,632</u>
Community Development Fund					
Human Services	1,190,246	1,368,852	1,277,019	1,453,697	1,453,697
Total	<u>\$1,190,246</u>	<u>\$1,368,852</u>	<u>\$1,277,019</u>	<u>\$1,453,697</u>	<u>\$1,453,697</u>

Appropriation by Function *Other Funds*

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Visitors Bureau Fund					
Arts and Tourism	1,920,135	2,201,691	2,229,858	2,786,020	2,604,666
Total	<u>\$1,920,135</u>	<u>\$2,201,691</u>	<u>\$2,229,858</u>	<u>\$2,786,020</u>	<u>\$2,604,666</u>
Solid Waste Operations Enterprise Fund					
Community Services	8,676,763	9,862,637	9,845,080	10,503,411	10,503,411
Transfer to Other Funds	1,467,091	1,934,503	1,934,503	2,189,897	2,189,897
Total	<u>\$10,143,854</u>	<u>\$11,797,140</u>	<u>\$11,779,583</u>	<u>\$12,693,308</u>	<u>\$12,693,308</u>
Sportsplex Operations Enterprise Fund					
Community Services	3,069,413	3,203,094	3,090,594	3,720,993	3,720,993
Transfer to Other Funds	1,059,242	975,000	975,000	817,694	817,694
Total	<u>\$4,128,655</u>	<u>\$4,178,094</u>	<u>\$4,065,594</u>	<u>\$4,538,687</u>	<u>\$4,538,687</u>
Community Spay/Neuter Fund					
Community Services	50,387	72,350	72,350	0	0
Total	<u>\$50,387</u>	<u>\$72,350</u>	<u>\$72,350</u>	<u>\$0</u>	<u>\$0</u>
4-H Fund					
Community Services	16,329	33,890	33,890	33,890	33,890
Total	<u>\$16,329</u>	<u>\$33,890</u>	<u>\$33,890</u>	<u>\$33,890</u>	<u>\$33,890</u>
Orange-Person-Chatham Retiree Health Fund					
Support Services	5,087	4,454	4,454	4,454	4,454
Total	<u>\$5,087</u>	<u>\$4,454</u>	<u>\$4,454</u>	<u>\$4,454</u>	<u>\$4,454</u>
Communication Tower Trust Fund					
Support Services	43,000	15,000	15,000	0	0
Total	<u>\$43,000</u>	<u>\$15,000</u>	<u>\$15,000</u>	<u>\$0</u>	<u>\$0</u>
DSS Trust Fund					
Human Services	83,416	260,000	260,000	260,000	260,000
Total	<u>\$83,416</u>	<u>\$260,000</u>	<u>\$260,000</u>	<u>\$260,000</u>	<u>\$260,000</u>
Jail Inmate Trust Fund					
Public Safety	275,388	315,000	315,000	315,000	315,000
Total	<u>\$275,388</u>	<u>\$315,000</u>	<u>\$315,000</u>	<u>\$315,000</u>	<u>\$315,000</u>
OPEB Trust Fund					
Support Services	66,733	500,000	500,000	0	0
Total	<u>\$66,733</u>	<u>\$500,000</u>	<u>\$500,000</u>	<u>\$0</u>	<u>\$0</u>
CHCCS District Tax Fund					
Education	25,290,711	25,091,512	25,091,512	25,647,666	27,742,966
Total	<u>\$25,290,711</u>	<u>\$25,091,512</u>	<u>\$25,091,512</u>	<u>\$25,647,666</u>	<u>\$27,742,966</u>

Full-Time Equivalent (FTE) Budgeted Positions

All Funds

	2021-22	2022-23	2023-24	2023-24	2023-24
	Actual FTE	Original Budget	Base Budget	Department Requested	Manager Recommended
General Fund					
Community Services					
Animal Services	31.000	32.000	32.000	32.000	32.000
Parks	12.000	15.000	15.000	15.000	15.000
Recreation	7.000	7.000	7.000	8.000	8.000
Natural & Cultural Resources	4.000	4.000	4.000	4.000	4.000
Admin/Support Services	6.000	6.000	6.000	6.000	6.000
Soil & Water	4.000	4.000	4.000	4.000	4.000
DEAPR Total	33.000	36.000	36.000	37.000	37.000
Fleet Services ⁽¹⁾			5.750	6.750	6.750
Planning & Inspections ⁽⁴⁾	36.000	36.000	35.000	19.000	19.000
Transportation Services ⁽¹⁾	32.000	32.000	26.000	30.000	26.000
Community Services Total	132.000	136.000	134.750	124.750	120.750
General Government					
Commissioners	3.000	3.000	3.000	3.000	3.000
Elections	5.000	5.000	5.000	5.000	5.000
County Attorney	4.000	4.500	4.500	4.500	4.500
County Manager ⁽²⁾	7.000	11.000	14.000	15.000	10.000
Register of Deeds	13.625	13.625	13.125	13.125	13.125
Tax Administration	42.000	42.000	43.000	43.000	43.000
General Government Total	74.625	79.125	82.625	83.625	78.625
Public Safety					
Sheriff	155.500	171.500	172.500	187.500	176.500
EMS					
Administration	5.000	5.000	5.000	5.000	5.000
Medical Services	78.000	90.000	90.000	91.000	91.000
Emergency Management	6.000	6.000	6.000	7.000	7.000
Fire Marshal	4.000	4.000	4.000	4.000	4.000
Telecommunications	42.000	42.000	42.000	43.000	43.000
EMS Total	135.000	147.000	147.000	150.000	150.000
Criminal Justice Resource Department	7.500	8.500	8.500	10.000	9.000
Public Safety Total	298.000	327.000	328.000	347.500	335.500
Human Services					
Social Services					
Administration	27.000	28.000	27.000	27.000	27.000
Children/Family Services	69.750	69.250	70.250	71.250	71.250
Economic Services	84.875	86.875	86.375	95.375	95.375
Social Services Total	181.625	184.125	183.625	193.625	193.625

Full-Time Equivalent (FTE) Budgeted Positions All Funds

	2021-22	2022-23	2023-24	2023-24	2023-24
	Actual FTE	Original Budget	Base Budget	Department Requested	Manager Recommended
Health					
Finance and Admin Operations	12.000	12.000	12.000	13.000	12.000
Dental Health	12.800	14.800	14.800	14.800	14.800
Community Health Services	19.800	28.550	26.550	27.550	27.550
Health Promotion and Education	0.000	0.000	0.000	0.000	0.000
Personal Health	51.625	42.025	45.100	46.100	46.100
Environmental Health	17.000	18.000	19.000	19.000	19.000
Health Total	113.225	115.375	117.450	120.450	119.450
Aging					
Administration	3.375	3.375	3.000	3.000	3.000
Community Based Services	9.630	9.630	10.005	10.005	10.005
Aging Transitions	5.750	5.750	5.750	5.750	5.750
Volunteer Connect 55+	2.500	2.500	2.500	2.500	2.500
Senior Health Coordination	0.000	0.000	0.000	1.000	1.000
Aging Total	21.255	21.255	21.255	22.255	22.255
Equity & Inclusion ⁽²⁾	5.000	0.000	0.000	0.000	5.000
Housing	7.675	11.050	12.150	16.020	15.020
Library Services	24.125	24.125	24.125	24.125	24.125
Child Support Services	14.250	13.750	13.750	13.750	13.750
Human Services Total	367.155	369.680	372.355	390.225	393.225
Support Services					
Asset Management Services ⁽³⁾	33.000	33.000	34.000	39.000	32.000
Community Relations - Public Affairs	2.000	3.000	3.000	3.000	3.000
Finance and Administrative Services	14.000	14.000	11.000	12.000	11.000
Human Resources	9.000	9.000	10.000	11.000	10.000
Information Technologies	16.700	16.700	16.700	16.700	16.700
Support Services Total	74.700	75.700	74.700	81.700	72.700
General Fund Total	<u>946.480</u>	<u>987.505</u>	<u>992.430</u>	<u>1,027.800</u>	<u>1,000.800</u>

Full-Time Equivalent (FTE) Budgeted Positions All Funds

	2021-22	2022-23	2023-24	2023-24	2023-24
	Actual FTE	Original Budget	Base Budget	Department Requested	Manager Recommended
Other Funds					
Aging - Senior Health Coordination	1.000	1.000	1.000	0.000	0.000
Housing - Voucher Fund	5.950	5.950	5.850	5.850	5.850
Housing - Homelessness Programs	12.500	10.000	11.500	9.690	9.690
Housing - Emergency Housing Assistance	2.000	0.000	0.000	0.000	0.000
Housing - Housing Helpline	4.000	2.000	0.500	0.440	0.440
HRR / Housing - Eviction Diversion	2.000	0.000	0.000	0.000	0.000
Planning - Inspections ⁽⁴⁾	0.000	0.000	0.000	17.000	17.000
Solid Waste Management	62.425	62.425	61.675	66.675	66.675
County Manager - Arts Commission	1.000	2.000	2.000	5.000	3.000
County Manager - Food Council	1.000	1.000	1.000	1.000	0.000
CJRD - Local Reentry Grant	2.000	2.000	2.000	2.000	2.000
CJRD - COVID Recovery Grant	2.000	2.000	2.000	2.000	2.000
CJRD/ Housing - Street Outreach Grant	2.000	4.000	4.000	4.000	4.000
CJRD - Grant Compliance	0.500	0.000	0.000	0.000	0.000
AMS - Administration ⁽³⁾	0.000	0.000	0.000	0.000	2.000
Economic Development	3.000	3.000	3.000	3.000	3.000
Economic Development - Visitors Bureau	6.000	6.000	6.000	6.000	6.000
Other Funds Total	107.375	101.375	100.525	122.655	121.655
Grand Total	<u>1,053.855</u>	<u>1,088.880</u>	<u>1,092.955</u>	<u>1,150.455</u>	<u>1,122.455</u>

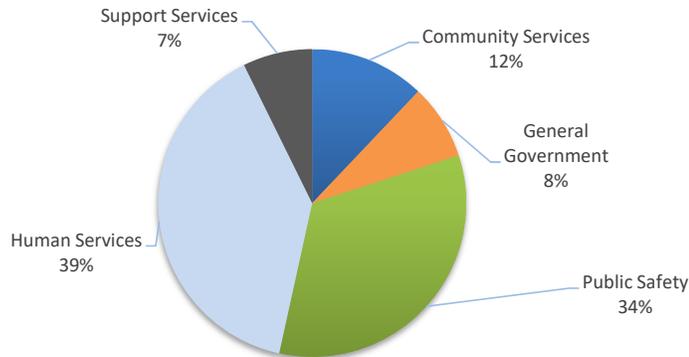
¹ Fleet Services was a division of Transportation Services through FY 2022-23.

² Office of Equity & Inclusion was a division of the County Manager's Office in FY 2022-23.

³ AMS Capital Project FTE moved to Debt Service Fund in FY2023-24.

⁴ Inspections Division was moved to its own fund in FY2023-24.

General Fund FTE by Function (Recommended)



Summary of Manager Recommended New Positions for FY 2023-24

GENERAL FUND - RECOMMENDED

Department	Position Name	Start Date	FTE	Annual Salary	Benefits	Total Salary and Benefits	Operating and Start-up Costs	Off-Setting Revenue or Budget Reduction	Total County Cost
Criminal Justice Resource Department	Grant Management Specialist ⁽¹⁾	7/1/2023	0.500	25,376	5,309	30,685	0	30,685	0
Criminal Justice Resource Department	Admin Support II ⁽²⁾	7/1/2023	0.250	11,851	2,481	14,332	0	14,332	0
Criminal Justice Resource Department	YBH Liaison ⁽²⁾	7/1/2023	0.250	15,879	3,324	19,203	0	19,203	0
Dept. of the Env, Ag, Parks, and Rec.	Recreation Program Assistant	7/1/2023	1.000	35,272	19,143	54,415	0	54,415	0
Emergency Services	Community Paramedic	12/1/2023	1.000	25,993	12,302	38,295	7,964	46,259	0
Emergency Services	Crisis Resource Specialist	11/1/2023	1.000	32,791	14,704	47,495	3,650	51,145	0
Emergency Services	Logistics Specialist	7/1/2023	1.000	38,425	19,803	58,228	2,340	60,568	0
Fleet	Admin Support I	7/1/2023	1.000	28,819	17,793	46,612	1,800	0	48,412
Health	Accounting Technician II	7/1/2023	1.000	38,425	19,803	58,228	3,471	61,699	0
Health	Billing Technician	7/1/2023	1.000	36,571	19,416	55,987	2,571	58,558	0
Housing	Community Development Specialist	7/1/2023	1.000	44,560	21,089	65,649	5,725	71,374	0
Housing	Housing Grants Coordinator	7/1/2023	1.000	42,412	20,639	63,051	4,962	68,013	0
Sheriff	Detention Officer	7/1/2023	4.000	153,700	79,212	232,912	0	232,912	0
Social Services	Community Social Services Technician	7/1/2023	1.000	34,838	30,822	65,660	9,320	37,490	37,490
Social Services	DSS Human Services Coordinator I	7/1/2023	1.000	44,560	21,102	65,662	4,210	69,872	0
Social Services	Human Services Specialist I	7/1/2023	6.000	230,550	118,896	349,446	25,260	374,706	0
Social Services	Human Services Supervisor I	7/1/2023	1.000	51,675	22,570	74,245	4,210	78,455	0
Social Services	Human Services Tech	7/1/2023	1.000	35,272	19,155	54,427	4,210	58,637	0
Totals			24.000	926,969	467,563	1,394,532	79,693	1,388,323	85,902

(1) - Increase FTE of existing position from .500 to 1.000

(2) - Increase FTE of existing position from .500 to .750

DEBT SERVICE FUND - RECOMMENDED

Department	Position	Start Date	FTE	Annual Salary	Benefits	Total Salary and Benefits	Operating and Start-up Costs	Off-Setting Revenue or Budget Reduction	Total Fund Cost
Asset Management Services	Capital Projects Field Coordinator	7/1/2023	1.000	46,814	21,560	68,374	4,130	0	72,504
Totals			1.000	46,814	21,560	68,374	4,130	0	72,504

VISITOR BUREAU FUND - RECOMMENDED

Department	Position	Start Date	FTE	Annual Salary	Benefits	Total Salary and Benefits	Operating and Start-up Costs	Off-Setting Revenue or Budget Reduction	Total Fund Cost
County Manager/Arts Commission	Programs Coordinator	7/1/2023	1.000	44,560	21,088	65,648	0	0	65,648
Totals			1.000	44,560	21,088	65,648	0	0	65,648

Summary of Manager Recommended New Positions for FY 2023-24

INSPECTIONS FUND - RECOMMENDED

Department	Position	Start Date	FTE	Annual Salary	Benefits	Total Salary and Benefits	Operating and Start-up Costs	Off-Setting Revenue or Budget Reduction	Total Fund Cost
Planning & Inspections	Property Development Coordinator	7/1/2023	1.000	40,369	20,211	60,580	1,170	61,750	0
Totals			1.000	40,369	20,211	60,580	1,170	61,750	0

SOLID WASTE FUND - RECOMMENDED

Department	Position	Start Date	FTE	Annual Salary	Benefits	Total Salary and Benefits	Operating and Start-up Costs	Off-Setting Revenue or Budget Reduction	Total Fund Cost
Solid Waste	SW Facilities Tech I	7/1/2023	1.000	35,272	19,143	54,415	600	101,087	(46,072)
Solid Waste	SW Collector Supervisor	1/1/2024	1.000	25,838	11,288	37,126	1,100	0	38,226
Solid Waste	SW Collector Driver	3/1/2024	3.000	35,271	19,143	54,414	600	0	55,014
Totals			5.000	96,381	49,574	145,955	2,300	101,087	47,168

GENERAL FUND - NOT RECOMMENDED

Department	Position	Start Date	FTE	Annual Salary	Benefits	Total Salary and Benefits	Operating and Start-up Costs	Off-Setting Revenue or Budget Reduction	Total County Cost
AMS	Facilities Environmental Tech I	7/1/2023	2	67,966	37,746	105,712	1,996	0	107,708
AMS	Facilities Maintenance Tech II	7/1/2023	1	38,425	19,803	58,228	51,688	0	109,916
County Manager/Budget	Deputy Budget Director/Strategic Planning M	7/1/2023	1	69,495	26,224	95,719	5,327	0	101,046
County Manager/Sustainability	Sustainability Programs Analyst	7/1/2023	1	51,675	22,571	74,246	6,920	0	81,166
Criminal Justice Resource Department	OC Build Coordinator	7/1/2023	1	46,814	21,560	68,374	22,405	0	90,779
Finance	Business Analyst/Financial Analyst	7/1/2023	1	59,925	24,262	84,187	0	0	84,187
Health	IT Support Analyst I	7/1/2023	1	42,412	20,638	63,050	3,523	66,573	0
Housing	Chapel Hill Admin	7/1/2023	1	40,369	20,211	60,580	1,000	61,580	0
Human Resources	Human Resources Analyst	7/1/2023	1	49,186	22,057	71,243	0	0	71,243
Sheriff	Detention Officers	7/1/2023	11	422,675	217,833	640,508	0	0	640,508
Transportation Services	Bike/Pedestrian Planner	7/1/2023	1	46,814	21,560	68,374	7,050	0	75,424
Transportation Services	Data/GIS Specialist	7/1/2023	1	46,814	21,560	68,374	7,050	0	75,424
Transportation Services	Local Project Administrator	7/1/2023	1	44,560	21,088	65,648	7,050	0	72,698
Transportation Services	Pub Engagement Specialist	7/1/2023	1	49,186	22,057	71,243	7,050	0	78,293
Totals			25.000	1,076,316	519,170	1,595,486	121,059	128,153	1,588,392

VISITOR BUREAU FUND - NOT RECOMMENDED

Department	Position	Start Date	FTE	Annual Salary	Benefits	Total Salary and Benefits	Operating and Start-up Costs	Off-Setting Revenue or Budget Reduction	Total Fund Cost
County Manager/Arts Commission	Administrative & Marketing Support	7/1/2023	1	38,425	19,803	58,228	0	0	58,228
County Manager/Arts Commission	Arts in Education Coordinator	7/1/2023	1	44,560	21,088	65,648	0	0	65,648
Totals			2.000	82,985	40,891	123,876	0	0	123,876

Summary of Manager Recommended Time Limited Positions for FY 2023-24

GENERAL FUND - RECOMMENDED (TIME LIMITED CONVERTED TO PERMANENT)

Dept Name	Position Name	Start Date	FTE	Salary	Benefits	Total Salary and Benefits
Health	Office Assistant II - Nutrition	7/1/2023	0.075	2,613	1,429	4,042
Housing	Housing Helpline Lead	7/1/2023	0.750	36,890	16,353	53,243
Total			0.825	39,503	17,782	57,285

GENERAL FUND - RECOMMENDED

Dept Name	Position Name	Time-Limited End Date	Recommended Extended End Date	FTE	Salary	Benefits	Total Salary and Benefits
Department on Aging	Transportation Coordinator I	7/1/2023	6/30/2024	1.000	48,051	21,820	69,871
Department on Aging	Aging Transitions Specialist	7/1/2023	6/30/2024	1.000	52,530	21,764	74,294
Health	Community Outreach Specialist	7/1/2023	6/30/2024	1.000	39,198	10,595	49,793
Health	Community Health Aide	7/1/2023	6/30/2024	1.000	41,600	11,098	52,698
Health	Pub Hlth Nurse II-Communicable Disease	7/1/2023	6/30/2024	1.000	59,927	24,262	84,189
Health	Pub Hlth Nurse II-Communicable Disease	7/1/2023	6/30/2024	1.000	59,927	24,262	84,189
Health	Reg Infection Prev Support Team Coord	7/1/2023	6/30/2024	1.000	62,400	24,769	87,169
Housing	Coordinated Entry Housing Specialist	7/1/2023	6/30/2024	0.400	18,726	9,903	28,629
Social Services	Human Services Specialist	7/1/2023	6/30/2024	1.000	38,425	19,803	58,228
Social Services	Human Services Specialist	7/1/2023	6/30/2024	1.000	38,425	19,551	57,976
Total				9.400	459,209	187,828	647,037

GRANT FUND - RECOMMENDED

Dept Name	Position Name	Time-Limited End Date	Recommended Extended End Date	Allocated FTE	Salary	Benefits	Total Salary and Benefits
Criminal Justice Resource Department	Local Reentry Council Case Manager	7/1/2023	6/30/2024	1.000	46,000	21,390	67,390
Criminal Justice Resource Department	Local Reentry Council Coordinator	7/1/2023	6/30/2024	1.000	47,000	21,347	68,347
Total				2.000	93,000	42,737	135,737

COMMUNITY DEVELOPMENT FUND - RECOMMENDED

Dept Name	Position Name	Time-Limited End Date	Recommended Extended End Date	FTE	Salary	Benefits	Total Salary and Benefits
Criminal Justice Resource Department	Harm Reduction Clinical Coordinator	7/1/2023	6/30/2024	1.000	63,594	25,014	88,608
Housing	Rapid Rehousing Specialist III	7/1/2023	6/30/2024	1.000	47,000	21,599	68,599
Housing	Housing Helpline Lead	7/1/2023	6/30/2024	0.250	12,297	5,451	17,748
Housing	Housing Locator	7/1/2023	6/30/2024	0.260	12,220	5,616	17,836
Housing	CE Housing Specialist	7/1/2023	6/30/2024	0.600	28,088	14,855	42,943
Housing	Peer Support Nagivator	7/1/2023	6/30/2024	1.000	51,690	13,202	64,892
Housing	Peer Support Nagivator	7/1/2023	6/30/2024	1.000	46,350	12,092	58,442
Housing	Peer Support Nagivator	7/1/2023	6/30/2024	1.000	46,350	27,223	73,573
Total				6.110	307,588	125,052	432,641

Summary of Manager Recommended Reductions in FTE for FY 2023-24

GENERAL FUND - RECOMMENDED

Dept Name	Position Name	Prior FTE	Recommended FTE
Criminal Justice Resource Department	Clinical Coordinator	1.000	0.500
Register of Deeds	Dep ROD III	1.000	0.500
Total		2.000	1.000

GRANT FUND - RECOMMENDED

Dept Name	Position Name	Prior FTE	Recommended FTE
County Manager/Food Council	Food Council Coordinator	1.000	0.000
Total		1.000	0.000

COMMUNITY DEVELOPMENT FUND - RECOMMENDED

Dept Name	Position Name	Prior FTE	Recommended FTE
Housing	Human Services Specialist II	1.000	0.000
Total		1.000	0.000

Assessed Valuation, Tax Rate and Estimated Collections General Fund

	FY 2022-23 Commissioner Approved	FY 2022-23 Projected	FY 2023-24 Manager Recommended	% Change from Approved
Assessed Valuation of Real, Personal and Corporate Excess	\$20,910,497,376	\$20,910,497,376	\$21,225,585,886	1.5%
Assessed Valuation of Motor Vehicles	<u>\$1,386,069,082</u>	<u>\$1,485,671,447</u>	<u>\$1,530,241,590</u>	<u>10.4%</u>
Total Assessed Valuation	\$22,296,566,458	\$22,396,168,823	\$22,755,827,476	2.1%
Ad Valorem Tax Rate per \$100 of Assessed Valuation	0.8312	0.8312	0.8358	0.6%
General Fund Levy	\$185,329,060	\$186,156,955	\$190,193,206	2.6%
Collection Rate (excluding motor vehicles)	99.20%	99.20%	99.20%	0.0%
Collection Rate (motor vehicles only)	99.40%	99.60%	99.60%	0.2%
Property Tax Collections (Real, Personal, Corporate Excess)	\$172,417,590	\$172,417,590	\$175,984,220	2.1%
Property Tax Collections (motor vehicles only)	\$11,451,880	\$12,299,505	\$12,738,600	11.2%
1 Cent on the Tax Rate Equals:	\$2,212,097	\$2,222,294	\$2,257,990	2.1%

Totals may be slightly off due to rounding.

Department on Aging

Phone Number: (919) 245-2015

Website: <https://www.orangecountync.gov/154/Aging>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	1,697,974	1,766,962	1,875,208	1,996,783	1,994,630
Operations	711,875	552,511	552,511	666,114	692,224
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 2,409,849	\$ 2,319,473	\$ 2,427,719	\$ 2,662,897	\$ 2,686,854
Total Revenues	1,004,272	846,193	843,380	962,355	962,355
County Costs (net)	\$ 1,405,576	\$ 1,473,280	\$ 1,584,339	\$ 1,700,542	\$ 1,724,499
<i>Senior Health Coordination (Grant Supported Fund)</i>					
Personnel Services	83,389	84,216	87,626	0	0
Operations	43,065	75,000	75,000	0	0
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 126,454	\$ 159,216	\$ 162,626	\$ 0	\$ 0
Total Department Revenues	61,335	101,996	101,996	0	0
County Costs (net)	\$ 65,119	\$ 57,220	\$ 60,630	\$ 0	\$ 0
<i>Master Aging Plan (Multi-year Grant Fund)</i>					
Personnel Services	0	0	0	0	0
Operations	102,522	175,000	175,000	175,000	175,000
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 102,522	\$ 175,000	\$ 175,000	\$ 175,000	\$ 175,000
Total Department Revenues	260,546	175,000	175,000	175,000	175,000
County Costs (net)	\$ (158,024)	\$ 0	\$ 0	\$ 0	\$ 0
Total Aging and Related Expenditures	\$ 2,638,825	\$ 2,653,689	\$ 2,765,345	\$ 2,837,897	\$ 2,861,854
Total Department Revenues	\$ 1,326,153	\$ 1,123,189	\$ 1,120,376	\$ 1,137,355	\$ 1,137,355
County Costs (net)	\$ 1,312,672	\$ 1,530,500	\$ 1,644,969	\$ 1,700,542	\$ 1,724,499

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total expenditure increase of \$96,509 is primarily due to increase in grant award, temporary personnel to extend Seymour Center and Passmore Center Services, and Triangle J Council of Governments – Area Agency on Aging dues moved into department. Additional operating expenditure increases are due to inflation. Total revenue increase of \$16,979 is related to increase in grant award offset by reduction in facility rental. The Net County Cost increase is \$79,530.

Department on Aging – continued

The Manager Recommended Budget does not include funding for the following Department Requests:

Increase in temporary services for Aging Transitions invoice processing.

Budget by Division

Administration (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	351,340	354,347	375,696	375,696	375,696
Operations	27,073	49,830	49,830	49,830	75,330
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 378,413	\$ 404,177	\$ 425,526	\$ 425,526	\$ 451,026
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 378,413	\$ 404,177	\$ 425,526	\$ 425,526	\$ 451,026

Administration Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Triangle J COG Dues moved from Non-Departmental account into Department	\$ 25,500		\$ 25,500
Net Administration Division Changes	\$ 25,500	\$ -	\$ 25,500

Community Based Services (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	722,988	770,851	811,187	842,983	842,983
Operations	556,830	378,464	378,464	381,938	381,938
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 1,279,818	\$ 1,149,315	\$ 1,189,651	\$ 1,224,921	\$ 1,224,921
Total Revenues	538,635	439,744	439,744	436,594	436,594
County Costs (net)	\$ 741,183	\$ 709,571	\$ 749,907	\$ 788,327	\$ 788,327

Department on Aging – continued

Community Based Services Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Reduction in revenue due to less rental and reduction in grant contributions	\$ -	\$ (3,150)	\$ 3,150
Increase in temporary personnel to extend Seymour Center and Passmore Center Services	\$ 31,796	\$ -	\$ 31,796
Increased printing and operating costs	\$ 3,474	\$ -	\$ 3,474
Net Community Based Services Division Changes	\$ 35,270	\$ (3,150)	\$ 38,420

Senior Health Coordination (General Fund & Grant Supported Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Senior Health Coordination (General Fund)					
Personnel Services	0	0	0	87,626	87,626
Operations	0	0	0	75,000	75,000
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 0	\$ 0	\$ 0	\$ 162,626	\$ 162,626
Total Revenues	0	0	0	101,996	101,996
County Costs (net)	\$ 0	\$ 0	\$ 0	\$ 60,630	\$ 60,630
Senior Health Coordination (Grant Supported Project Fund)					
Personnel Services	83,389	84,216	87,626	0	0
Operations	43,065	75,000	75,000	0	0
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 126,454	\$ 159,216	\$ 162,626	\$ 0	\$ 0
Total Division Revenues	61,335	101,996	101,996	0	0
County Costs (net)	\$ 65,119	\$ 57,220	\$ 60,630	\$ 0	\$ 0

Aging Transitions (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	425,994	442,146	478,563	480,716	478,563
Operations	122,685	123,898	123,898	159,027	159,637
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 548,679	\$ 566,044	\$ 602,461	\$ 639,743	\$ 638,200
Total Revenues	459,287	392,699	389,886	410,015	410,015
County Costs (net)	\$ 89,392	\$ 173,345	\$ 212,575	\$ 229,728	\$ 228,185

Department on Aging – continued

Aging Transitions Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase to Mobility Management Grant	\$ 20,129	\$ 20,129	\$ -
Increase in Aging in Place program due to living wage increase for home health aides	\$ 15,610	\$ -	\$ 15,610
Net Aging Transitions Division Changes	\$ 35,739	\$ 20,129	\$ 15,610

Volunteer Connect 55+ (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	197,653	199,618	209,762	209,762	209,762
Operations	5,286	319	319	319	319
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 202,939	\$ 199,937	\$ 210,081	\$ 210,081	\$ 210,081
Total Revenues	6,350	13,750	13,750	13,750	13,750
County Costs (net)	\$ 196,589	\$ 186,187	\$ 196,331	\$ 196,331	\$ 196,331

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 health, well-being, community engagement and independence of older adults at all functional levels.

Major Divisions/Services

- Administration
 - FY 2022-23 Highlights
 - 2022-27 Master Aging Plan (MAP) First Year implementation began with seven workgroups continuing to meet on a quarterly basis. MAP Implementation matrix was updated quarterly and shared on county website and with the BOCC.
 - In collaboration with the UNC Partnerships In Aging a formal evaluation of the 2017-22 MAP was completed with 90% of the 2017-22 MAP goals being met despite being in a pandemic for two of those years.
 - Received NISC – National Senior Center Re-Accreditation
 - ARPA funds are being used to fund a Community Outreach Worker to identify best practices for connecting with underserved communities and faith based organizations. Completed 16 outreach activities reaching approximately 300+ persons. As part of our continuing outreach work departmental resources were developed in three languages and a multilingual information video was developed to be used by our front desk staff to introduce newcomers to our services.

Department on Aging – continued

- Developed a podcast with the NC Reading Service to read the Endless Possibilities quarterly publication to serve those with low vision.
- Approximately 30 persons served monthly by Older Worker Employment Specialist.
- FY 2023-24 Highlights
 - Continue 2022-27 MAP Implementation and continuation of quarterly work groups.
 - Launch “Aging Well Together” Community Radio Show with WCOM.
 - Continuing outreach efforts to underserved communities and develop programs and resources as identified by this outreach.
 - Relaunch and rebranding of the Caregivers Day Out program to offer weekly respite care for individuals and their families.
- Aging Transitions
 - FY 2022-23 Highlights
 - Approximately 60 individuals received contracted in-home care and/or adult day services; plus additional caregiver and individual support to allow older adults to age in community. ARPA funds are allowing expansion of services for the families that are receiving National Family Caregiver Support Program services, in many cases doubling the amount of respite they are able to receive.
 - Served over 3000 diverse older adults and their caregivers, including low-income, minority and immigrants by continuing outreach through community partners.
 - Improved service collaboration and coordination with public and private partners through implementation of NC Cares 360 and new contact management software.
 - FY 2023-24 Highlights
 - Provide increased respite services to caregivers by utilizing American Rescue Plan Act funds for in-home services and adult day care, allowing caregiver opportunities to tend to their own needs while knowing their loved one is safe.
 - Continue to increase educational programming by resuming Dementia Basics course (paused due to pandemic) offered quarterly to 30+ community members.
 - Promote community awareness of dementia through Dementia Friendly Business program with newly developed training video.
- Community-based Services
 - FY 2022-23 Highlights
 - Served 6000+ diverse older adults, including low-income, minority and immigrants by continuing outreach through senior centers to reach the community through in-person and virtual program offerings including health and wellness and other educational, crafts, and special event programs.
 - Served 950+ older adults by continuing to address food insecurity issues by maintaining the numbers served in the daily nutritionally balanced lunch program by providing in-house daily meals and utilizing a “take-out” option for those clients who are still not comfortable eating in a congregate setting. The take-out option is available as a special provision utilizing ARPA funding.

Department on Aging – continued

- Offered 300 programs virtually or as hybrid (virtual and in-person, simultaneously) with 32,776 participations (duplicated), including all program participations (98,330), as an alternate for participants to join programs, essentially providing a “Senior Center Without Walls” continuing a 2017-22 MAP goal and a NCDHHS Aging & Adult Services requirement.
- FY 2023-24 Highlights
 - Serve 8000+ diverse older adults, including low-income, minority and immigrants by continuing outreach through senior centers to reach the community through in-person and virtual program offerings including health and wellness and other educational, crafts, and special event programs.
 - Serve 1000+ older adults by continuing to address food insecurity by maintaining the numbers served in the daily lunch program by providing in-house prepared meals and utilizing a “take-out” option for those clients who are not comfortable eating in a congregate setting. The take-out option is available as a special provision utilizing ARPA funding through Sept 2024.
 - Will offer 400 programs virtually or as hybrid (virtual and in-person, simultaneously) with 49,177 participations (duplicated), including all program participations (128,000), as an alternate for participants to join programs, essentially providing a “Senior Center Without Walls” continuing a 2017-22 MAP goal and a NCDHHS Aging & Adult Services requirement.
- Volunteer Connect 55+
 - FY 2022 - 23 Highlights
 - 250 volunteers are actively engaged. 51 new volunteers were trained/placed to serve older adults, particularly those aging in their communities with low-moderate income, special needs like dementia, or social isolation. An additional 16 volunteers were trained/placed to serve in community-based services.
 - 5 new volunteer opportunities were created and implemented with Efland Cheeks Community and Cedar Grove Community Centers.
 - The Commodity Supplemental Food Program remained consistent serving approximately 300 older adults monthly at 5 locations.
 - Completed ramps and other small home improvements for 70 older adults.
 - Safety-net programs (Telephone Reassurance, Friend 2 Friend, Mail Management, and Advance Directives Orientations) served approximately 70 older adults in order to combat social isolation.
 - SHIP volunteers assisted 800 persons with enrollment and saved a total of \$250,000 for those served.
 - VITA volunteers completed 1350 returns & saved an estimated \$337,500 for clients
 - Provided support to Project EngAGE Senior Leader volunteers and to 7 Project EngAGE Senior Resource Teams (SRTs). Offered 22 events and programs via multiple Senior Resource Team community-wide events.
 - FY 2023-2024 Highlights
 - Recruit and train 80+ new volunteers of all ages, to serve older adults, particularly those with low-moderate income, special needs like dementia, or social isolation. Recruit 20+ new community-based volunteers; participate in 5

Department on Aging – continued

community-based volunteer recruitment events; strengthen partnerships with leaders and community participants of Efland-Cheeks and Cedar Grove Community Centers.

- Maintain current enrollment in the Commodity Supplemental Food Program.
- Provide ramps and other small home improvements for 70 older adults.
- Complete 1200 tax returns and assist 700 clients with Medicare enrollment.
- Provide support to Project EngAGE Senior Leader volunteers and to 7 Project EngAGE Senior Resource Teams (SRTs), by providing ongoing technical and programmatic support to Project EngAGE Senior Leader graduates; holding and facilitating monthly meetings for each SRT, as well as regular meetings with all Senior Leader graduates; managing multiple SRT sponsored events and initiatives.
- Project EngAGE Class 6 to be offered in the fall.

Alliance (Maintenance of Effort Funds)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	0	0	0	0	0
Operations	679,363	897,045	897,045	897,850	897,850
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 679,363	\$ 897,045	\$ 897,045	\$ 897,850	\$ 897,850
Total Revenues	67,182	50,000	50,000	50,000	50,000
County Costs (net)	\$ 612,181	\$ 847,045	\$ 847,045	\$ 847,850	\$ 847,850

Orange County Commissioners confirmed a Management, Merger, and Dissolution Agreement dissolving its relationship with Cardinal Innovations effective December 1, 2021, and transferring its service responsibilities for residents needing mental health, developmental disabilities, and substance abuse services to Alliance Health, a Managed Care Organization and Area Authority.

The FY 2023-24 Manager Recommended budget provides maintenance of effort funding for Alliance in the amount of \$897,850. The \$50,000 in offsetting revenues includes the ABC bottle tax revenue, which is used for Community Based Substance Abuse Services. Maintenance of effort funds to County programming includes: Two (2) Criminal Justice Resource department positions, one (1) Behavioral Health position, one (1) Rapid Rehousing position, and programming funds in DSS. The total funding for the county's maintenance of effort remains at \$1,355,974. Orange County maintenance of effort dollars will be allocated by Alliance according to best practice models and in consultation with county staff and the directors of the Criminal Justice Resource, Health and Social Service Departments.

Animal Services

Phone Number: (919) 942-7387

Website: <http://www.orangecountync.gov/155/Animal-Services>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	1,942,752	2,318,325	2,578,508	2,570,435	2,570,435
Operations	294,579	260,411	260,411	302,622	302,622
Capital Outlay	1,296	4,394	0	5,450	5,450
Total Expenditures	\$ 2,238,628	\$ 2,583,130	\$ 2,838,919	\$ 2,878,507	\$ 2,878,507
Total Revenues	611,592	618,973	618,973	541,974	541,974
County Costs (net)	\$ 1,627,036	\$ 1,964,157	\$ 2,219,946	\$ 2,336,533	\$ 2,336,533
<i>By Category (Community Spay/Neuter Fund)</i>					
Personnel Services	0	0	0	0	0
Operations	50,387	72,350	72,350	0	0
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 50,387	\$ 72,350	\$ 72,350	\$ 0	\$ 0
Total Revenues	44,595	72,350	72,350	0	0
County Costs (net)	\$ 5,792	\$ 0	\$ 0	\$ 0	\$ 0
Total Animal Services and Related Expenditures	\$ 2,289,015	\$ 2,655,480	\$ 2,911,269	\$ 2,878,507	\$ 2,878,507

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

No longer collecting Animal Taxes due to equity impacts of and resources required to collect the tax. This results in a total Expenditure increase of \$39,588 due to expenses related to spay/neuter expenses being moved to General Fund. Total Revenue decrease of \$76,999 mainly due to elimination of Animal Tax. The Net County Cost increase is \$116,587.

The Manager Recommended Budget does not include funding for the following Department Requests:

None

Animal Services – continued

Budget by Division

Administration

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	728,322	849,147	915,965	915,965	915,965
Operations	71,739	99,607	99,607	91,951	91,951
Capital Outlay	1,296	0	0	0	0
Total Division Expenditures	\$ 801,357	\$ 948,754	\$ 1,015,572	\$ 1,007,916	\$ 1,007,916
Total Revenues	167,853	157,000	157,000	8,400	8,400
County Costs (net)	\$ 633,504	\$ 791,754	\$ 858,572	\$ 999,516	\$ 999,516

Administration Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Continuation of training to maintain required certifications	\$ 9,047		\$ 9,047
Reduction in expenses related to eliminated Animal Tax and advertising costs	\$ (16,703)		\$ (16,703)
Elimination of Animal Tax		\$ (148,600)	\$ 148,600
Net Administration Division Changes	\$ (7,656)	\$ (148,600)	\$ 140,944

Animal Shelter

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	579,839	863,859	970,060	960,492	960,492
Operations	220,539	157,254	157,254	203,721	203,721
Capital Outlay	0	1,110	0	2,450	2,450
Total Division Expenditures	\$ 800,378	\$ 1,022,223	\$ 1,127,314	\$ 1,166,663	\$ 1,166,663
Total Revenues	144,029	146,850	146,850	189,410	189,410
County Costs (net)	\$ 656,349	\$ 875,373	\$ 980,464	\$ 977,253	\$ 977,253

Animal Shelter Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Inflationary cost of medical and animal related supplies.	\$ 5,467	\$ -	\$ 5,467
Moving Spay/Neuter grants and expenditures into General Fund and providing County funding for Animal Tax funded expenditures in the Spay/Neuter Fund.	\$ 41,000	\$ 24,000	\$ 17,000
Decrease for number of part-time assistance for foster program or other needs, overtime and on-call pay	\$ (9,568)	\$ -	\$ (9,568)
Capital Outlay - chair replacements	\$ 2,450	\$ -	\$ 2,450
Charges for adoptions, Family Caregiver costs and boarding.	\$ -	\$ 18,560	\$ (18,560)
Net Animal Shelter Division Changes	\$ 39,349	\$ 42,560	\$ (3,211)

Animal Services – continued

Animal Control

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	634,590	605,319	692,483	693,978	693,978
Operations	2,301	3,550	3,550	6,950	6,950
Capital Outlay	0	3,284	0	3,000	3,000
Total Division Expenditures	\$ 636,892	\$ 612,153	\$ 696,033	\$ 703,928	\$ 703,928
Total Revenues	299,709	315,123	315,123	344,164	344,164
County Costs (net)	\$ 337,183	\$ 297,030	\$ 380,910	\$ 359,764	\$ 359,764

Animal Control Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Overtime and On-call personnel	\$ 1,495	\$ -	\$ 1,495
Replacement of Animal Control related equipment and uniforms	\$ 6,400	\$ -	\$ 6,400
Fees anticipated from municipalities for services	\$ -	\$ 29,041	\$ (29,041)
Net Animal Control Division Changes	\$ 7,895	\$ 29,041	\$ (21,146)

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 animal sheltering, animal control and animal protection 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.

Major Divisions/Services

Animal Protection and Public Health

- FY 2022-23 Highlights
 - Complete certified rabies vaccinator (CRV) status for all Animal Control Officers (ACO). This promotes government engagement with the community, and supports One Health and public safety. Animal Control Officers will provide assistance to citizens for compliance with state law §130A-185 and protect pets against rabies virus.
 - Support collaboration between community partners, citizens, and Animal Services to proactively and humanely manage free-roaming cats in a manner that is in line with National Animal Care & Control standards and industry best practices.

Animal Services – continued

Field Services	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Projected	2023-24 Projected
General Field Services and Animal Protection					
Service Responses	4864	4509	3,931	4,000	4,200
Rabies Exposure and Animal Bite Investigations	315	330	309	318	320
Dangerous Dog Appeal Hearings	11	14	1	1	1
Cruelty/Neglect Investigations	393	330	383	368	370

- FY 2023-24 Highlights
 - Create a senior Animal Control Officer position to serve with community outreach and public education with regards to animal welfare in Orange County. The Senior ACO position provides upward career mobility for ACOs within the Department.
 - Implement the administration of rabies vaccines in the field by certified ACO vaccinators. Collect data on case management and determine parameters for how and when vaccine assistance is needed. Track and evaluate Officer service response in the community that resolves problems without animals entering the sheltering system.

Open Admissions Sheltering

- FY 2022-23 Highlights
 - Promote a more humane community by prioritizing an 85% or higher live release rate for animals sheltered by Orange County Animal Services over the next two years. Strengthen collaborative partnerships such as animal transfer partners, foster homes, barn cat placement, community cat sterilization, and University-Government animal focused programs.
 - Provide timely veterinary care to sheltered animals, promote best practices in animal sheltering, support proactive Animal Service operations and our employees with a full time shelter veterinarian.
- FY 2023-24 Highlights
 - Promote a humane community by prioritizing a 90% or higher live release rate for animals sheltered by Orange County Animal Services over the next five years. Strengthen collaborative partnerships such as animal transfer partners, foster homes, barn cat placement, community cat sterilization, and University-Government partnerships.
 - Implement shelter medicine internship programs to promote student engagement with Animal Services and foster a better understanding of municipal animal service organizations, the human animal bond, and One Health concepts. This goal includes evaluating strategies to involve black, indigenous, and people of color in training opportunities.

Animal Services – continued

Animal Services Open Admissions Sheltering	2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Projected	2023-2024 Projected
Dogs and Cats entering shelter	2,861	2,318	1,987	2,002	2,400	2,380
• Cats	1,486	1,196	1,232	1,151	1,300	1,400
• Dogs	1,375	1,122	812	851	1,100	980
• Other^				114	60	65
Number of placements	1,937	2,072	1,637	1,819	2,000	2,142
• Cats	1,071	1,059	947	1,061	1,290	1,260
• Dogs	866	1,013	690	758	798	882
• Other^				114	57	63
Live Release **	91%	91%	89%	90%	90%	90%
• Cats	89%	88%	86%	92%	89%	90%
• Dogs	93%	93%	92%	89%	92%	90%
• Other^				96%	98%	98%

** The live release rate is the sum of animal adopted, transferred to placement partners, returned to owners divided by the number of adoptable animals. (designation excludes some unplaceable animals such as aggressive, biting, animals exposed to rabies, animals surrendered for euthanasia, feral animals etc.) that left the shelter.

^Other includes companion animals such as rabbits, Guinea pigs, hamsters, pot-bellied pigs, gerbils, etc.

Animal Services Programs

- FY 2022-23 Highlights
 - Promote strong community engagement in animal welfare and encourage pet retention as reflected by the number of community animals served by Animal Services programs.
 - Strengthen initiatives that support a robust animal foster, animal transfer, and volunteer program to achieve better welfare for animals entering OCAS.
- FY 2023-24 Highlights
 - Promote strong community engagement in animal welfare and encourage pet retention as reflected by the number of community animals served by Animal Services programs.
 - Continue to grow initiatives that support live animal placement and community engagement for animals entering the shelter. Specifically focus on increasing volunteer numbers to meet pre-pandemic levels and implementing a dog foster program for longer length of stay dogs.

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 proceeds are 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.

On September 6, 2022, the Orange County Board of Commissioners reaffirmed the 10-year implementation plan for the Article 46 funds.

The tables below reflect recommended uses of the anticipated proceeds of \$5,494,058 by the two school systems and Economic Development in FY 2023-24:

School Systems Recommended Use for FY 2023-24	Amount
Technology – Student Access Computing Devices (Chapel Hill-Carrboro City Schools)	\$1,605,334
Technology – Upgrades (District-Wide – Orange County Schools)	\$1,141,695
TOTAL	\$2,747,029

Article 46 Sales Tax – continued

Economic Development Recommended Use for FY 2023-24	Amount
Debt Service on Infrastructure	\$ 870,700
Incentives – <i>Wegman’s & ABB</i>	\$ 261,377
Transfer to County Capital	\$ 19,019
Collaborative Outreach	\$ 87,540
Innovation Center – “Launch Chapel Hill”	\$ 73,500
Agricultural Grants	\$ 150,000
Business Investment Grants	\$ 165,000
Agricultural Summit	\$ 1,500
Durham Tech Promise (Scholarships)	\$ 200,000
Durham Tech Back-to-Work Initiative	\$ 100,000
Breeze Farm Contribution	\$ 15,000
Arts Incubator	\$ 10,000
Farm Application – to identify OC Farms	\$ 3,600
Economic Development Department Budget for FY 22-23	\$ 433,639
Indirect Costs associated with Economic Development Department, as per County’s Cost Allocation Plan	\$ 69,774
County’s 75% share of Agricultural Economic Development Position – now in Cooperative Extension Department	\$ 83,280
Chamber Dues	\$ 13,100
Arts Festival – Blackwood Park	\$ 50,000
Research Triangle Regional Partnership	\$ 50,000
DTCC Innovation Hub	\$ 20,000
Durham Tech Small Business Program	\$ 70,000
TOTAL	\$2,747,029

American Rescue Plan Act

The table below reflects recommended uses of American Rescue Plan Act (ARPA) funds totaling \$2,465,735 in FY 2023-24, which leaves all ARPA dollars fully allocated.

ARPA Project	Previously Approved Amount	Recommended Amount	Total
Senior Lunch Program	\$ 119,229		\$ 119,229
Replacement Temporary Facility Modifications	\$ 51,136		\$ 51,136
Point Ionization – Detention Center	\$ 68,800		\$ 68,800
ARPA Grant Compliance Position – CJRD	\$ 38,751		\$ 38,751
Durham Tech Community College for Small Business Center	\$ 70,000		\$ 70,000
First Responder Behavioral Health Program	\$ 45,000		\$ 45,000
Powered Air Purifying Respirators (PAPRS)	\$ 124,000		\$ 124,000
American Rescue Plan Act (ARPA) Coordinator	\$ 66,886	\$ 66,886	\$ 133,772
Affordable Housing – Home Repairs	\$ 120,000		\$ 120,000
Housing Locator	\$ 65,705		\$ 65,705
Landlord Incentive Program	\$ 75,000		\$ 75,000
Eviction Diversion	\$ 167,046		\$ 167,046
Government Alliance on Racial Equity Youth Program	\$ 46,540		\$ 46,540
Language Access Services	\$ 15,000		\$ 15,000
Broadband Infrastructure Design and Implementation	\$ 10,000,000		\$ 10,000,000
Long Time Homeowner Assistance Program	\$ 266,364	\$ 250,000	\$ 516,364
Long Time Homeowner Assistance Program Software	\$ 8,905		\$ 8,905
Countywide Food Distribution and Storage	\$ 60,000		\$ 60,000
Youth Enhancement Fund	\$ 25,000		\$ 25,000
Stabilization Program for Former Foster Youth	\$ 10,000		\$ 10,000
Support for Low Income Families	\$ 25,000		\$ 25,000
Fire District P25 Phase II Compliant Radio Replacement	\$ 2,562,300		\$ 2,562,300
Housing Helpline	\$ 237,292		\$ 237,292
Childcare Support Parent Fees	\$ 540,000		\$ 540,000
Emergency Housing Assistance	\$ 1,996,163	\$ 1,718,719	\$ 3,714,882
Revenue Replacement (Detailed in Table Below)	\$ 10,000,000		\$ 10,000,000
Unallocated/Unassigned	\$ 2,035,605	\$ (2,035,605)	\$ -
Total Costs	\$ 28,839,722	\$ -	\$ 28,839,722

Programs Included in Revenue Replacement Project	Previously Approved Amount	Recommended Amount	Total
Emergency Housing Assistance (EHA)	\$ 8,827,398	\$ 430,130	\$ 9,257,528
Street Outreach, Harm Reduction and Deflection (SOHRAD)	\$ 279,922		\$ 279,922
Restart the Arts Grants	\$ 100,000		\$ 100,000
Arts Commission Aid to Impacted Industries	\$ 16,000		\$ 16,000
Tourism and Hospitality Recovery	\$ 300,000		\$ 300,000
DSS Countywide Food Distribution	\$ 46,550		\$ 46,550
Unallocated	\$ 430,130	\$ (430,130)	\$ -
Total	\$ 10,000,000	\$ -	\$ 10,000,000

Asset Management Services

Phone Number: (919) 245-2625

Website: <http://www.orangecountync.gov/438/Asset-Management-Services>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	2,141,978	2,373,015	2,568,594	2,910,488	2,386,242
Operations	3,675,233	2,929,810	2,929,810	3,481,181	3,431,491
Capital Outlay	104,421	25,273	0	150,130	96,935
Total Expenditures	\$ 5,921,632	\$ 5,328,098	\$ 5,498,404	\$ 6,541,799	\$ 5,914,668
Total Revenues	376,727	377,760	377,760	398,590	398,590
County Costs (net)	\$ 5,544,904	\$ 4,950,338	\$ 5,120,644	\$ 6,143,209	\$ 5,516,078
<i>By Category (Debt Service Fund)</i>					
Personnel Services	0	0	0	0	190,324
Operations	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 0	\$ 190,324
Total Revenues	0	0	0	0	0
Fund Costs (net)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 190,324
<i>Total Asset Management Services Expenditures</i>					
	\$ 5,921,632	\$ 5,328,098	\$ 5,498,404	\$ 6,541,799	\$ 6,104,992

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure increase of \$606,588 is primarily based on security guard for parking deck and surrounding campus, Capital Projects Field Coordinator FTE and inflationary increases for department supplies, building repair, and other operational expenses. The new Capital Projects Field Coordinator and the existing Capital Project Manager position were moved out of the General Fund and into the Debt Service Fund. Total Revenue increase of \$20,830 to align community center usage fee with AMS coordination of space and set-up. The General Fund increase is \$395,434 and the Debt Service Fund increase is \$190,324.

The Manager Recommended Budget does not include funding for the following Department Requests:

Facilities Maintenance Tech II, Facility Environment Tech I (2) positions, operational costs associated with the positions, increase to travel and training, and additional increases in other operating costs.

Asset Management Services – continued

Budget by Division

Administration

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Administration (General Fund)					
Personnel Services	672,301	694,416	823,978	971,660	611,354
Operations	10,555	20,923	20,923	52,543	18,161
Capital Outlay	0	0	0	6,100	2,905
Total Division Expenditures	\$ 682,856	\$ 715,339	\$ 844,901	\$ 1,030,303	\$ 632,420
Total Revenues	0	0	0	0	20,830
County Costs (net)	\$ 682,856	\$ 715,339	\$ 844,901	\$ 1,030,303	\$ 611,590
Administration (Debt Service Fund)					
Personnel Services	0	0	0	0	190,324
Operations	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 0	\$ 0	\$ 0	\$ 0	\$ 190,324
Total Division Revenues	0	0	0	0	0
County Costs (net)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 190,324
Total Division Expenditures	\$ 682,856	\$ 715,339	\$ 844,901	\$ 1,030,303	\$ 822,744

Administration Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Move Sustainability into CM as a separate division	\$ (109,737)	\$ -	\$ (109,737)
Capital Protract Field Coordinator and associated operating expenses	\$ 72,504		\$ 72,504
Align Community Center Usage Fees with AMS coordination of space which covers overtime for room setup	\$ 5,063	\$ 20,830	\$ (15,767)
Inflationary increases in operational expenses	\$ 10,013	\$ -	\$ 10,013
Net Administration Division Changes	\$ (22,157)	\$ 20,830	\$ (42,987)

Central Services

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	0	0	0	0	0
Operations	812,463	87,796	87,796	119,161	187,761
Capital Outlay	29,415	0	0	0	0
Total Division Expenditures	\$ 841,878	\$ 87,796	\$ 87,796	\$ 119,161	\$ 187,761
Total Revenues	376,727	377,760	377,760	398,590	377,760
County Costs (net)	\$ 465,151	\$ (289,964)	\$ (289,964)	\$ (279,429)	\$ (189,999)

Asset Management Services – continued

Central Services Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase in courier contract with Orange Enterprises	\$ 31,365		\$ 31,365
Stormwater Fees for county property moved from Non-Department Account into Department	\$ 68,600		\$ 68,600
Net Central Services Division Changes	\$ 99,965	\$ -	\$ 99,965

Facility Maintenance

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	619,897	725,675	763,450	851,075	792,847
Operations	2,663,666	2,571,400	2,571,400	3,013,421	2,967,071
Capital Outlay	75,006	7,440	0	144,030	94,030
Total Division Expenditures	\$ 3,358,569	\$ 3,304,515	\$ 3,334,850	\$ 4,008,526	\$ 3,853,948
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 3,358,569	\$ 3,304,515	\$ 3,334,850	\$ 4,008,526	\$ 3,853,948

Facility Maintenance Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase in Temporary Personnel for Community Center reservation room setups with offset with slight decrease in overtime	\$ 29,397		\$ 29,397
One-time recurring capital funds to replace electric meters, pressure washers, HVAC tools, appliances and update county signage	\$ 94,030		\$ 94,030
Security guard for parking deck and surrounding campus	\$ 80,000		\$ 80,000
Inflationary increases in supplies, building repairs, and other operational expenses	\$ 315,671		\$ 315,671
Net Facility Maintenance Division Changes	\$ 519,098	\$ -	\$ 519,098

Custodial Services

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	849,780	952,924	981,166	1,087,753	982,041
Operations	188,549	249,691	249,691	296,056	258,498
Capital Outlay	0	17,833	0	0	0
Total Division Expenditures	\$ 1,038,329	\$ 1,220,448	\$ 1,230,857	\$ 1,383,809	\$ 1,240,539
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 1,038,329	\$ 1,220,448	\$ 1,230,857	\$ 1,383,809	\$ 1,240,539

Asset Management Services – continued

Custodial Services Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Slight increase in overtime to support after hour calls	\$ 875		\$ 875
Inflationary increases in Department supplies offset by other operational savings	\$ 8,807	\$ -	\$ 8,807
Net Custodial Division Changes	\$ 9,682	\$ -	\$ 9,682

Mission Statement

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

Major Divisions/Services

Administration

Provides customer service support, meeting and event coordination, security systems management, and other administrative services to the residents and staff of Orange County.

- FY 2022-23 Highlights
 - Completed the Facilities Master Plan
 - Launched the meeting room reservation and setup service for County staff
 - Implemented Boss Desk for administrative staff task assignments
 - Completed a county-wide customer satisfaction survey
- FY 2023-24 Highlights
 - Begin administering the facility reservations for the Community Centers
 - Update the Facilities Use Policy
 - Develop an equipment and furniture procurement and maintenance policy
 - Evaluate and implement security improvements in the County's security systems and at county facilities

Construction Management

Manages and supports County building projects as identified in the County's Capital Investment Plan (CIP), including departmental oversight, support, and guidance for building projects managed by Solid Waste; Planning & Inspections; Department of Environment, Agriculture, Parks and Recreation (DEAPR); Emergency Services; and the Orange County Sportsplex.

- FY 2022-23 Highlights
 - Completed the Southern Campus Expansion including roadway straightening, updated the stormwater control measures and pond, and extended the Seymour Center Great Hall.
 - Completed the Orange County Renovation Project which consisted of expanding the Criminal Justice Resource Department, renovations for the Court Estates Division Offices, improved security for the Clerk of Courts, Whitted Health Department Waiting room and office renovation, and renovation to the 2nd floor of the Court Street Annex building.

Asset Management Services – continued

- Completed construction on the following capital projects.
 - Orange County Sportsplex Main Building Roof Replacement: \$650,000
 - Whitted Front Steps/ADA Improvements \$185,000
 - Northern Campus, \$40,205,606, Construction started October 2019. The project scope includes constructing a new detention center, Environment, and Agriculture Center, and Parks Operations Base.
 - Southern Campus Expansion, \$5,290,000, construction started in November 2019. The scope of work includes improvements to the driveway and access road to the campus as well as a building addition to the Seymour Center and additional parking.
 - Orange County HVAC Controls Upgrade \$140,000
 - Orange County Public Transportation Plumbing Repairs \$35,000
 - Hillsborough Commons Skylight Replacement \$311,000

- FY 2023-24 Highlights
 - Substantial completion of the 203 Greensboro Project
 - Completion of Southern Human Services Roof and Roof Top Unit Replacement.
 - Completion of the Emergency Services Warehouse Remediation, Temperature Control and Sprinkler Upgrades
 - Completion of the Orange County Emergency Services Efland EMS Station and Medical Examiner's Review Quarters

Facility Environment and Support

Provides routine cleaning and floor care, including contractor management, of County owned and leased facilities (24 buildings comprising 325,000 cleanable square feet). Researches and implements technological advancements in floor coverings that increase life, appearance, and durability, to reduce signs of aging in County-owned facilities.

- FY 2022-23 Highlights
 - Development and expansion of the reclassification of the Facility Environment Coordinator position from the Team Leader role.
 - Continuation of the transformation and implementation of the external inventory system whereas the vendor(s) hold inventory and ship directly to the cleaning teams helping to relieve the department of the need for an inventory clerk.
 - Had the Justice facility's main floor high visibility area rejuvenation project completed with Sanamax Seal, improving interior appeal and cleaning ease of the space.

- FY 2023-24 Highlights
 - Implement a new electric van into the division's fleet

Facility Maintenance

Provides preventative maintenance, corrective and restorative services to over 800,000 square feet across more than 42 County-owned and leased facilities in areas including electrical, heating, air conditioning and ventilation (HVAC); plumbing; painting; carpentry; sidewalks; parking lots; roofing; drainage; and security systems, through a combination of in-house staff and contracted service providers. Leads organization in inclement weather preparation and response.

Asset Management Services – continued

- FY 2022-23 Highlights
 - Take over responsibility for the procurement, storage, and management of the division's inventory.
 - Implemented monthly preventive maintenance services for large HVAC units at the Detention Center and Animal Services
- FY 2023-24 Highlights
 - Implement two electrical vans into the division's fleet
 - Implement a preventive maintenance schedule for appliances and equipment

Board of County Commissioners/Clerk to the Board's Office

Phone Number: (919) 245-2130

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

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	658,516	558,864	583,742	583,742	583,742
Operations	219,837	275,705	275,705	275,705	275,705
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 878,354	\$ 834,569	\$ 859,447	\$ 859,447	\$ 859,447
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 878,354	\$ 834,569	\$ 859,447	\$ 859,447	\$ 859,447

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

The Net County Cost remains the same as previous fiscal year.

The Manager Recommended Budget does not include funding for the following Department Requests:

None

Mission Statement

The mission of the Orange County Clerk to the Board's Office is to provide permanent official, records required by North Carolina General Statutes for present and future generations; to provide the Orange Board of County Commissioners (BOCC) a guided focus and direction through meetings and agendas; and to provide for citizen participation and involvement in county government through the oversight of 20+ volunteer boards and commissions appointed by the BOCC.

Major Divisions/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
- Manages the maintenance of the legislative record of the Board of Commissioners and all other committees, boards, and commissions; manages the maintenance of minutes, resolutions,

Board of County Commissioners/Clerk to the Board's Office – continued

ordinances, appeals, licenses, permits, and other documents that come under the jurisdiction of the Clerk to the Board

- Researches past and current Board actions as requested; ensure that county staff and the public have access to all aspects of the legislative history in a timely manner

- FY 2022-23 Highlights
 - Provided administrative support for 39 Board of County Commissioners meetings and acted as the administrative lead for Granicus (web streaming)
 - Published 39 agendas and meeting highlights before and after BOCC meetings
 - Approval of approximately 42 sets of meeting minutes and 10 sets of closed session meeting minutes
 - Attended community outreach meetings to educate residents on advisory boards and commissions
 - Developed new methods of advertising for advisory boards and commissions vacancies
 - Published agendas in electronic format within 24 hours of receipt from the County Manager's Office
 - Post BOCC actions following meetings within 48 hours

- FY 2023-24 Highlights
 - Publish agendas in electronic format within 24 hours of receipt from the County Manager's Office
 - Post BOCC actions following meetings within 48 hours
 - Increase number of applications for advisory boards and commissions
 - Hold two outreach meetings to improve community knowledge of advisory boards and commissions

Board of Elections

Phone Number: (919) 245-2350

Website: <http://www.orangecountync.gov/1720/Elections>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	599,423	706,499	817,068	924,637	924,637
Operations	228,114	261,384	261,384	286,690	275,650
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 827,537	\$ 967,883	\$ 1,078,452	\$ 1,211,327	\$ 1,200,287
Total Revenues	74,607	125	125	92,100	92,100
County Costs (net)	\$ 752,930	\$ 967,758	\$ 1,078,327	\$ 1,119,227	\$ 1,108,187

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure increase of \$121,835 based on budgeting for three (3) Elections in Fiscal Year 2023-24 compared to two (2) Election in Fiscal Year 2022-23. Total Revenue increase of \$91,975 due to Municipal Elections. The Net County Cost increase is \$29,860 in contribution to the General Fund.

The Manager Recommended Budget does not include funding for the following Department Requests:

\$11,040 for phones needed at each voting location for communication. Information Technologies will assist in finding an alternative cost-saving alternative to meet this request.

Board of Elections Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase in personnel for Election support	\$ 107,569	\$ -	\$ 107,569
Increase in operating expenses for Elections	\$ 14,266	\$ -	\$ 14,266
Increase in Revenue from Municipal Elections	\$ -	\$ 91,975	\$ (91,975)
Net Board of Elections Division Changes	\$ 121,835	\$ 91,975	\$ 29,860

Mission Statement

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

Major Services

- Conduct all elections held in Orange County

Board of Elections - continued

- Receive candidate filings and issue certifications to elected officials
- Receive, audit, and post campaign finance reports
- Receive and process voter registration forms
- Conduct required list maintenance
- Receive and process absentee ballot requests
- Process and research provisional ballot applications
- Recruit and train election officials
- Secure voting locations ensuring ADA compliant accessibility

FY 2022 – 23 Outcomes

- Effectively and efficiently conducted the May 17, 2022 Statewide Party Primary for Federal, State, and County races; Orange County Board of Education Election; and Town of Carrboro Special Election and the November 8, 2022 General Election.
- Successfully operated six early voting sites
- Timely processed absentee ballot requests and mailed absentee ballots
- Timely processed registrations received to maintain an accurate voter registration database
- Certified “Multi-Partisan Assistance Teams” to assist with requesting and/or casting mail-in absentee ballots for voters in assisted living facilities resulting in teams making multiple visits to assist in requesting absentee ballots and returning to assist in marking ballots as needed

SERVICE: Conduct Elections

Outcome Measures	2018 General	2019 Municipal	2020 Primary	2020 General	2021 Municipal	2022 Primary	2022 General
Eligible Registered Voters	115,231	76,551	110,543	111,869	73,816	107,774	110,917
Total Ballots Cast	67,649	13,787	50,037	85,281	16,984	32,009	66,669
Voter Turnout	58.71%	18.01%	45.26%	76.23%	23.01%	29.70%	60.11%
Ballots Cast Prior to Election Day	68%	35%	46%	90%	43%	49%	69%
Ballots Cast on Election Day	32%	65%	54%	10%	57%	51%	31%

Board of Elections - continued

SERVICE: Registration

Outcome Measures	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Actual
Absentee Ballots Processed	3,190	465	35,035	445	5,304
Registrations Processed	30,851	19,708	75,253	18,257	30,409
Registrations Removed	17,430	16,484	13,833	12,881	12,821
Voter Card Mailings	42,287	33,269	60,462	39,057	32,252

FY 2023 – 24 Fiscal Year Objectives

- Effectively and efficiently conduct:
 - October 3, 2023 City of Durham Municipal Primary Election
 - November 7, 2023 Municipal Elections for Chapel Hill, Carrboro, Durham, Hillsborough, and Mebane; and the Chapel Hill – Carrboro City School Board of Education Election
 - March 5, 2024 Presidential Preference and Statewide Party Primary for Federal, State, and County races; and the Orange County Board of Education Election
 - April 23 OR May 14, 2024 Second Primary/Runoff Election as required
 - Recounts as required
- Successfully operate up to six early voting sites with extended hours
- Continue initiative to ensure department receives highest level of training through professional education programs to more effectively manage ever-changing election laws and meet growing demands for technological expertise
- Staff to maintain designation as Certified North Carolina Election Administrators (CNCEA)
- Director and deputy director to obtain and maintain designation as nationally Certified Election and Registration Administrators (CERA) through the Election Center's professional education program with Auburn University
- Continue to accurately maintain our registration database
- Provide the best possible customer service to the voting public

Manager Recommended
FY 2023-33 Capital Investment Plan

The Manager Recommended FY 2023-33 Capital Investment Plan (CIP) was presented to the Board of County Commissioners on April 4, 2023. The following CIP Summaries were included as part of the presented Plan. The Board held a work session on April 11, 2023 to begin review and discussion. The Board will consider approval of FY 2023-24 (Year 1) funding of the FY 2023-33 CIP on June 20, 2023.

Orange County Capital Investment Plan - Plan Summary - RECOMMEND
Fiscal Years 2023-33

Appropriations	Current Fiscal Year 2022-23	Year 1 Fiscal Year 2023-24	Year 2 Fiscal Year 2024-25	Year 3 Fiscal Year 2025-26	Year 4 Fiscal Year 2026-27	Year 5 Fiscal Year 2027-28	Year 6 Fiscal Year 2028-29	Year 7 Fiscal Year 2029-30	Year 8 Fiscal Year 2030-31	Year 9 Fiscal Year 2031-32	Year 10 Fiscal Year 2032-33	Ten Year Total
County	10,859,993	23,888,432	41,291,487	19,325,710	22,042,204	28,356,285	28,007,134	28,514,342	18,726,197	17,141,508	6,481,344	233,774,643
Proprietary												
Solid Waste	722,363	2,556,025	3,222,677	2,595,347	2,668,894	979,772	527,227	2,328,480	763,954	2,169,854	3,171,492	20,983,722
Sportsplex	520,000	1,000,000	1,125,000	890,000	380,000	230,000	155,000	230,000	105,000	300,000	156,000	4,571,000
Water & Sewer Utilities			432,500									432,500
Proprietary Total	1,242,363	3,556,025	4,780,177	3,485,347	3,048,894	1,209,772	682,227	2,558,480	868,954	2,469,854	3,327,492	25,987,222
School												
Bond Referendum				5,000,000	40,000,000		45,000,000		40,000,000			130,000,000
Chapel Hill-Carrboro City Schools	18,088,811	10,755,141	15,973,652	16,720,236	7,220,942	7,385,202	8,193,383	8,678,089	7,907,026	8,357,508	8,280,712	99,471,891
Orange County Schools	9,925,349	4,737,102	15,972,330	4,951,781	5,063,749	5,178,937	5,297,449	5,419,390	5,544,873	5,674,010	5,806,922	63,646,543
Durham Tech Community College	500,000	10,500,000										10,500,000
School Total	28,514,160	25,992,243	31,945,982	26,672,017	52,284,691	12,564,139	58,490,832	14,097,479	53,451,899	14,031,518	14,087,634	303,618,434
Appropriations Total	40,616,516	53,436,700	78,017,646	49,483,074	77,375,789	42,130,196	87,180,193	45,170,301	73,047,050	33,642,880	23,896,470	563,380,299
Revenues/Funding Sources												
Article 46 Sales Tax Proceeds	2,343,100	2,766,048	3,289,410	2,971,187	3,142,555	4,025,729	3,609,234	3,532,714	3,682,276	3,978,557	4,153,202	35,150,912
Contributions from Other Infrastructure Partners	62,500					237,550	3,845,600	15,000	98,000			4,196,150
Debt Financing	8,226,977	19,031,260	38,698,602	14,332,507	15,351,686	22,147,282	18,870,933	22,842,433	15,021,827	12,717,449	2,458,954	181,472,933
Debt Financing - Bond Proceeds				5,000,000	40,000,000		45,000,000		40,000,000			130,000,000
Debt Financing - Durham Tech	500,000	10,500,000										10,500,000
Debt Financing - School Improvements	22,252,666	8,642,860	24,626,718	13,998,476	4,192,302	4,048,148	4,545,295	4,719,254	3,634,639	3,769,662	3,375,398	75,552,752
Debt Financing - Solid Waste		1,495,002	2,373,596	1,371,119	1,761,745			1,055,490		1,092,486	2,374,906	11,524,344
Debt Financing - Sportsplex	520,000	900,000	1,070,000	765,000	375,000	180,000	25,000	230,000	50,000	175,000		3,770,000
Grant Funding	833,382	100,000	494,094	781,117	1,207,732	750,000	348,899	750,000	250,000	750,000	250,000	5,681,842
Lottery Proceeds	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	14,023,540
NCDEQ Reimbursement Fund		3,000,000										3,000,000
Partner Funding - County Capital	9,000	9,000	9,000	1,913,086	2,954,086	1,754,086	1,754,086	1,754,086	9,000	9,000	9,000	10,174,430
Register of Deeds Fees	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	800,000
Solid Waste Funds	722,363	1,061,023	849,081	1,224,228	907,149	979,772	527,227	1,272,990	763,954	1,077,368	796,586	9,459,378
Sportsplex Funds		100,000	55,000	125,000	5,000	50,000	130,000		55,000	125,000	156,000	801,000
Transfer from General Fund	3,664,174	4,349,153	5,069,791	5,519,000	5,996,180	6,475,275	7,041,565	7,515,980	8,000,000	8,466,004	8,840,070	67,273,018
Revenues/Funding Sources Total	40,616,516	53,436,700	78,017,646	49,483,074	77,375,789	42,130,196	87,180,193	45,170,301	73,047,050	33,642,880	23,896,470	563,380,299

County Capital Projects Summary - RECOMMEND

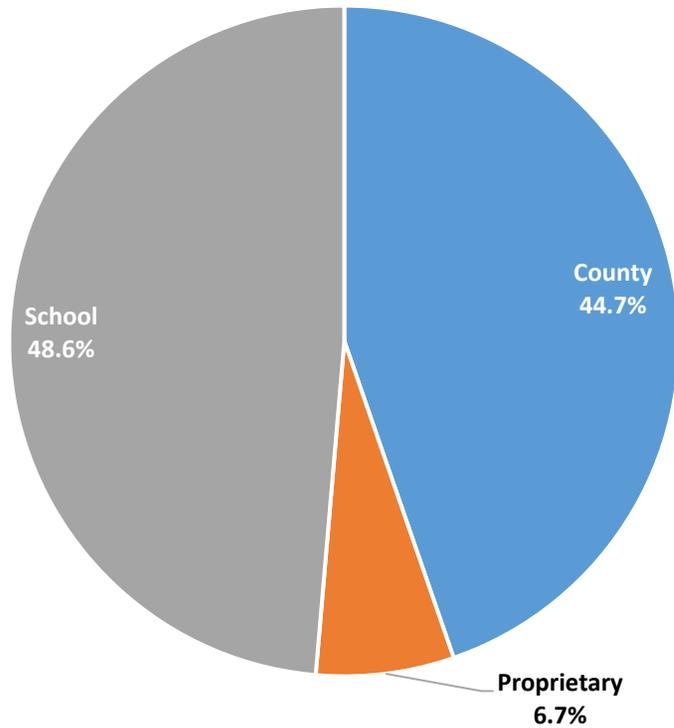
Fiscal Years 2023-33

Appropriations	Current Fiscal Year 2022-23	Year 1 Fiscal Year 2023-24	Year 2 Fiscal Year 2024-25	Year 3 Fiscal Year 2025-26	Year 4 Fiscal Year 2026-27	Year 5 Fiscal Year 2027-28	Year 6 Fiscal Year 2028-29	Year 7 Fiscal Year 2029-30	Year 8 Fiscal Year 2030-31	Year 9 Fiscal Year 2031-32	Year 10 Fiscal Year 2032-33	Ten Year Total
911 Computer Aided Dispatch (CAD) Replacement			600,000									600,000
Affordable Housing			5,000,000			5,000,000			5,000,000			15,000,000
Behavioral Health Crisis Diversion Facility		2,047,155	22,952,845									25,000,000
Blackwood Farm Park	310,000	775,000	155,000									930,000
Cedar Grove Community Center		422,000								161,685		583,685
Cedar Grove Park, Phase II								95,052	950,523			1,045,575
Climate Change Mitigation Project	550,150	564,085	575,366	619,676	632,513	645,621	659,006	709,776	724,474	739,483	754,809	6,624,809
Communication System Improvements	210,000	220,500	231,525	243,101								695,126
Conservation Easements	1,000,000			1,000,000		1,000,000		1,000,000		1,000,000		4,000,000
County Recreation Center							2,465,047	13,968,597				16,433,644
Court Street Annex	160,000											
Covered Outdoor Fitness Space			200,000									200,000
Electrical Upgrades		56,232	30,000	18,350	883,400	947,466	2,577,600	716,492	1,753,763	3,246,088	561,000	10,790,391
Emergency Services Renewal & Replacement	200,000	200,000	206,000	212,180	218,545	225,102	231,855	238,810	245,975	253,354	260,955	2,292,776
Emergency Services Substations	410,000		3,600,000		300,000	3,600,000		900,000	4,100,000			12,500,000
Facades		472,650	120,625	292,600	211,800	281,504	754,000	287,198	24,500	2,794,000	162,200	5,401,077
Facility Accessibility, Safety and Security Improvements	1,240,435	40,300	122,000	243,264	244,986	246,386	550,497	312,286	234,886	560,410	39,700	2,594,715
Fairview Park Improvements		522,500							178,153	1,781,530		2,482,183
Fairview Park Mitigation		3,000,000										3,000,000
Fire Alarm, Fire Suppression System Replacements		464,560	1,129,398	943,163	105,500	179,000	883,000	170,300	132,508	63,375	610,373	4,681,177
Fleet Services Inventory Shop and Equipment		120,000										120,000
Fuel Station - Pump, Tanks & Tank Monitoring Replacement		53,240			222,200							275,440
Generator Projects	240,000	1,116,500	235,400	71,500								1,423,400
Historic Courthouse Square - Building and Grounds Improvements				770,000								770,000
Hollow Rock Nature Park (New Hope Preserve)								30,000	196,000			226,000
HVAC Projects	109,000	3,428,592	168,329	391,812	862,970	788,710	553,000	533,170	828,362	2,369,007	409,700	10,333,652
Information Technologies Governance Council Initiatives		500,000		500,000		500,000		500,000		500,000		2,500,000
Information Technologies Infrastructure	1,281,556	837,377	698,868	910,102	877,000	897,000	907,000	917,000	927,000	937,000	947,000	8,855,347
Interior Finish Replacements		300,080	255,080	252,380	34,800	54,900	72,550	310,239	19,240	420,000	528,682	2,247,951
Justice Facility Improvements	225,000											
Lake Orange - Dam Rehabilitation		2,350,000	250,000	3,000,000								5,600,000
Lands Legacy Program	500,000		500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	4,500,000
Little River Park, Phase II	125,000						90,000					90,000
Millhouse Road Park						475,100	7,601,200					8,076,300
Mountains to Sea Trail		100,000					693,000					793,000
Neuse River (Falls Lake) Rules - Nutrient Management	175,000	175,000	175,000	175,000	175,000							700,000
OCTS Maintenance Shop	61,502											
Orange County Bidirectional Antenna (BDA) Upgrade	440,195	1,536,000	1,536,000									3,072,000
Parking Lot Improvements	15,000	46,500	57,778	261,000	30,000	342,133	45,840	30,000	42,900	30,000	68,500	954,651
Parks and Recreation Facility Renovations, Repairs, and Safety Improvements	180,000	180,000	185,400	190,962	196,691	202,592	208,670	214,930	221,378	228,019	234,860	2,063,502
Passmore Center Renovation											175,000	175,000
Perry Hills MiniPark	100,000	80,000										80,000
Phillip Nick Waters Building Remediation Phase 2	550,000											
Piedmont Food Processing Center - Building Improvements	242,000	19,019			52,520	812,092	267,051	56,843	67,370	219,055	243,320	1,737,270
Plumbing Repairs		43,760	72,155	27,900	227,625	2,390,560	52,250	48,190	37,200	15,600	22,771	2,938,011
Record Management/Jail Management System		1,925,252										1,925,252
Register of Deeds Automation	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	800,000
Rogers Road Community Center				265,000	2,000,000							2,265,000
Roofing	671,500	85,000	55,000	321,710	230,800	2,447,265	1,573,712	215,633	1,694,825	388,125	276,188	7,288,258
Soccer.com Soccer Center, Phase II				534,460	5,344,600							5,879,060

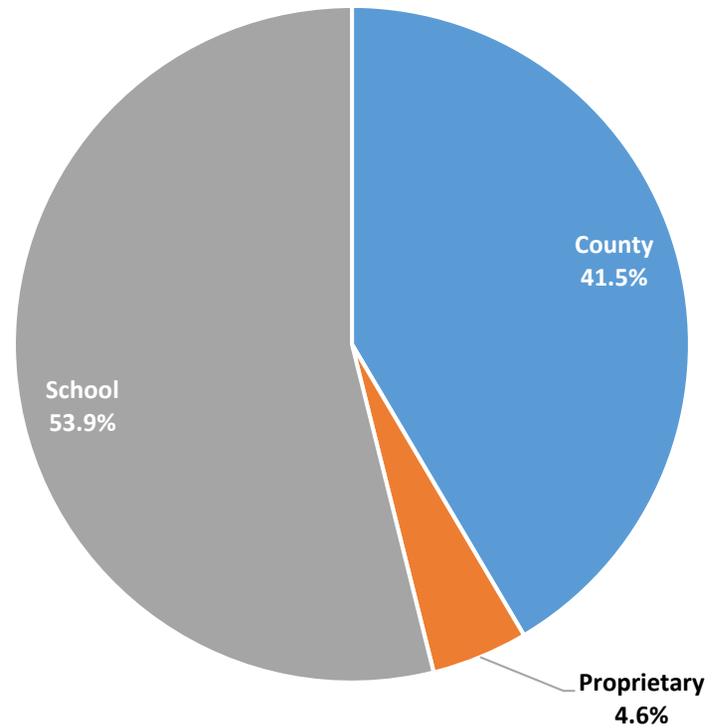
Sustainability Projects	56,000	312,000	275,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,587,000
Upper Eno Nature Preserve					438,000							438,000
Vehicle Replacements	1,096,671	1,790,130	1,519,600	1,395,701	1,534,136	673,901	1,051,279	612,873	517,140	604,777	356,286	10,055,823
Vehicle Replacements - OCPT Grant Funded Bus Replacements			305,118	38,896	572,165		123,624					1,039,803
Veterans Memorial	5,984	25,000										25,000
VIPER Radio Tower Construction				5,816,953	5,816,953	5,816,953	5,816,953	5,816,953				29,084,765
Whitted Building Campus	345,000											
Appropriations Total	10,859,993	23,888,432	41,291,487	19,325,710	22,042,204	28,356,285	28,007,134	28,514,342	18,726,197	17,141,508	6,481,344	233,774,643
Revenues/Funding Sources												
Article 46 Sales Tax Proceeds	242,000	19,019			52,520	812,092	267,051	56,843	67,370	219,055	243,320	1,737,270
Contributions from Other Infrastructure Partners	62,500					237,550	3,845,600	15,000	98,000			4,196,150
Debt Financing	8,226,977	19,031,260	38,698,602	14,332,507	15,351,686	22,147,282	18,870,933	22,842,433	15,021,827	12,717,449	2,458,954	181,472,933
Grant Funding	833,382	100,000	494,094	781,117	1,207,732	750,000	348,899	750,000	250,000	750,000	250,000	5,681,842
NCDEQ Reimbursement Fund		3,000,000										3,000,000
Partner Funding - County Capital	9,000	9,000	9,000	1,913,086	2,954,086	1,754,086	1,754,086	1,754,086	9,000	9,000	9,000	10,174,430
Register of Deeds Fees	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	80,000	800,000
Transfer from General Fund	1,406,134	1,649,153	2,009,791	2,219,000	2,396,180	2,575,275	2,840,565	3,015,980	3,200,000	3,366,004	3,440,070	26,712,018
Revenues/Funding Sources Total	10,859,993	23,888,432	41,291,487	19,325,710	22,042,204	28,356,285	28,007,134	28,514,342	18,726,197	17,141,508	6,481,344	233,774,643

FY 2023-33 Orange County Capital Investment Plan Projects County-Wide Summary - Appropriation

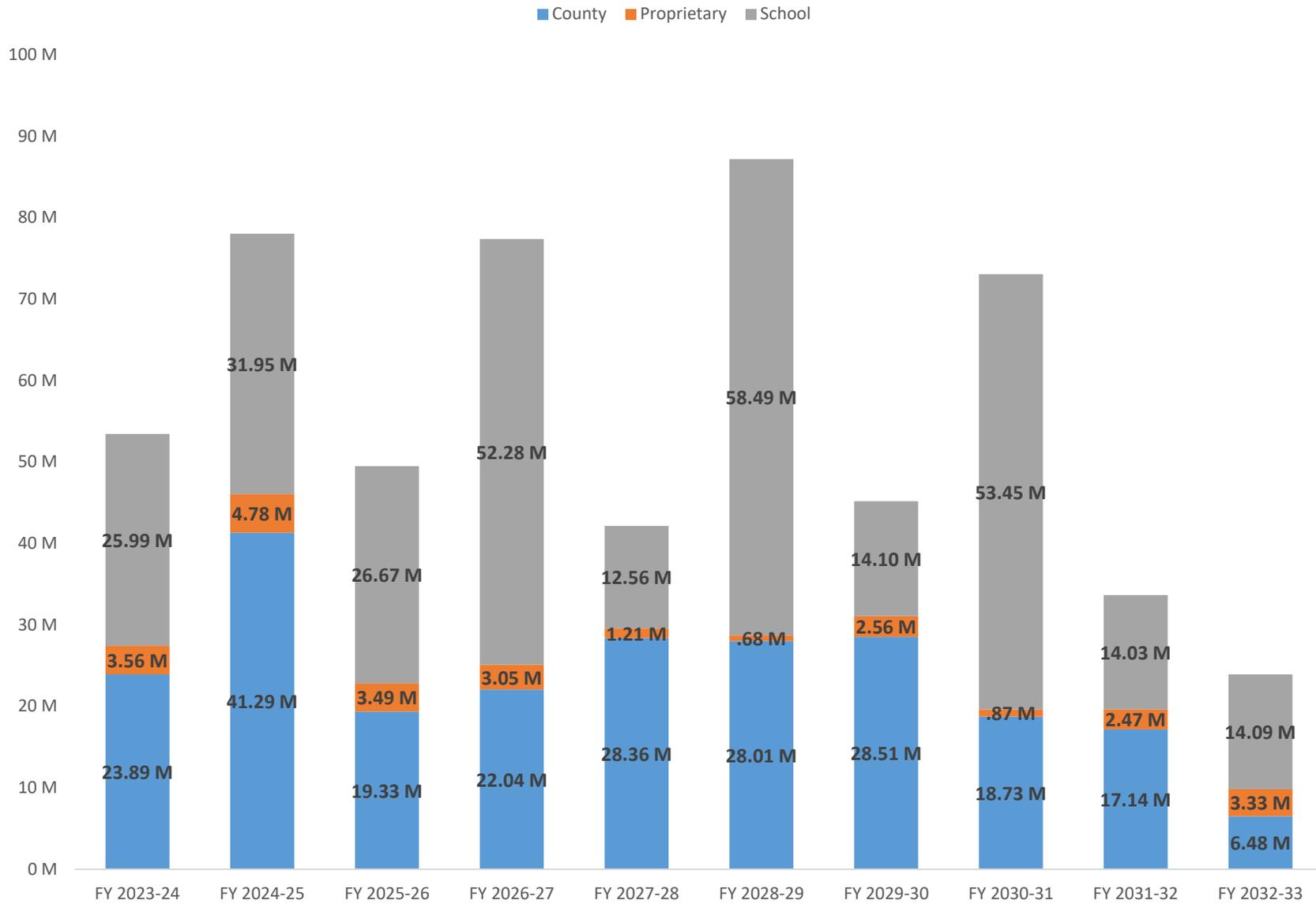
Year 1: FY 2023-24
\$53,436,700



Years 1-10: FY 2023-33
\$563,380,299

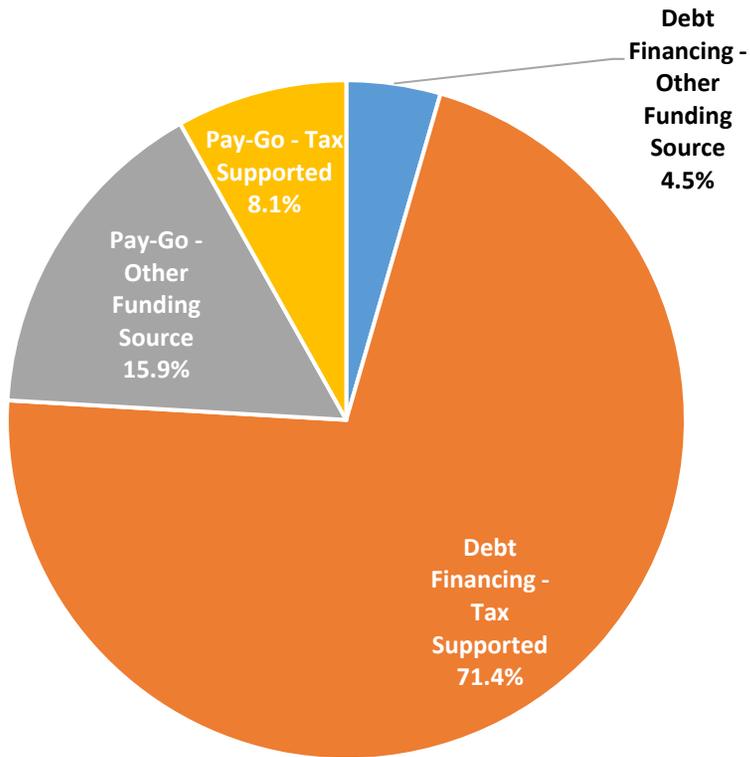


FY 2023-33 Orange County Capital Investment Plan Projects County-Wide Summary By Fiscal Year - Appropriation

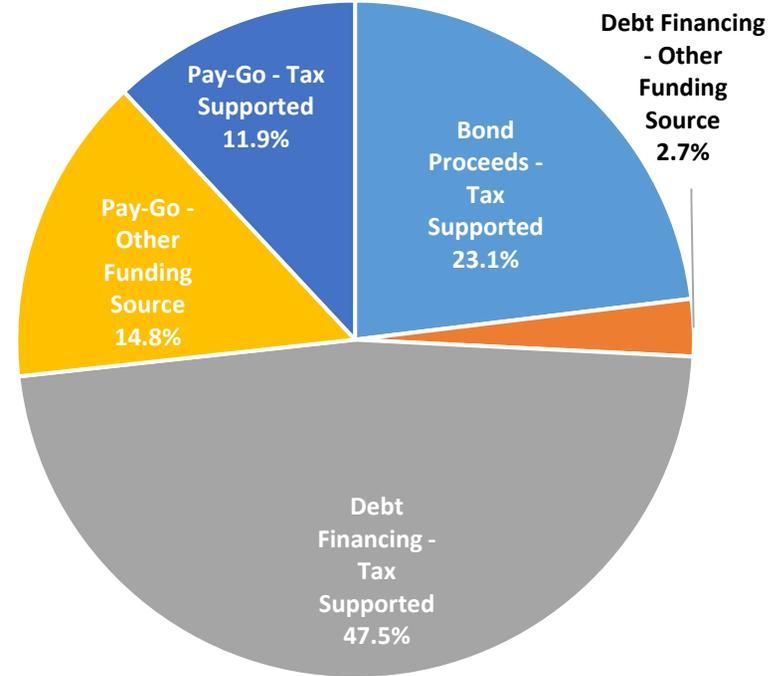


FY 2023-33 Orange County Capital Investment Plan Projects County-Wide Summary - Funding Plan

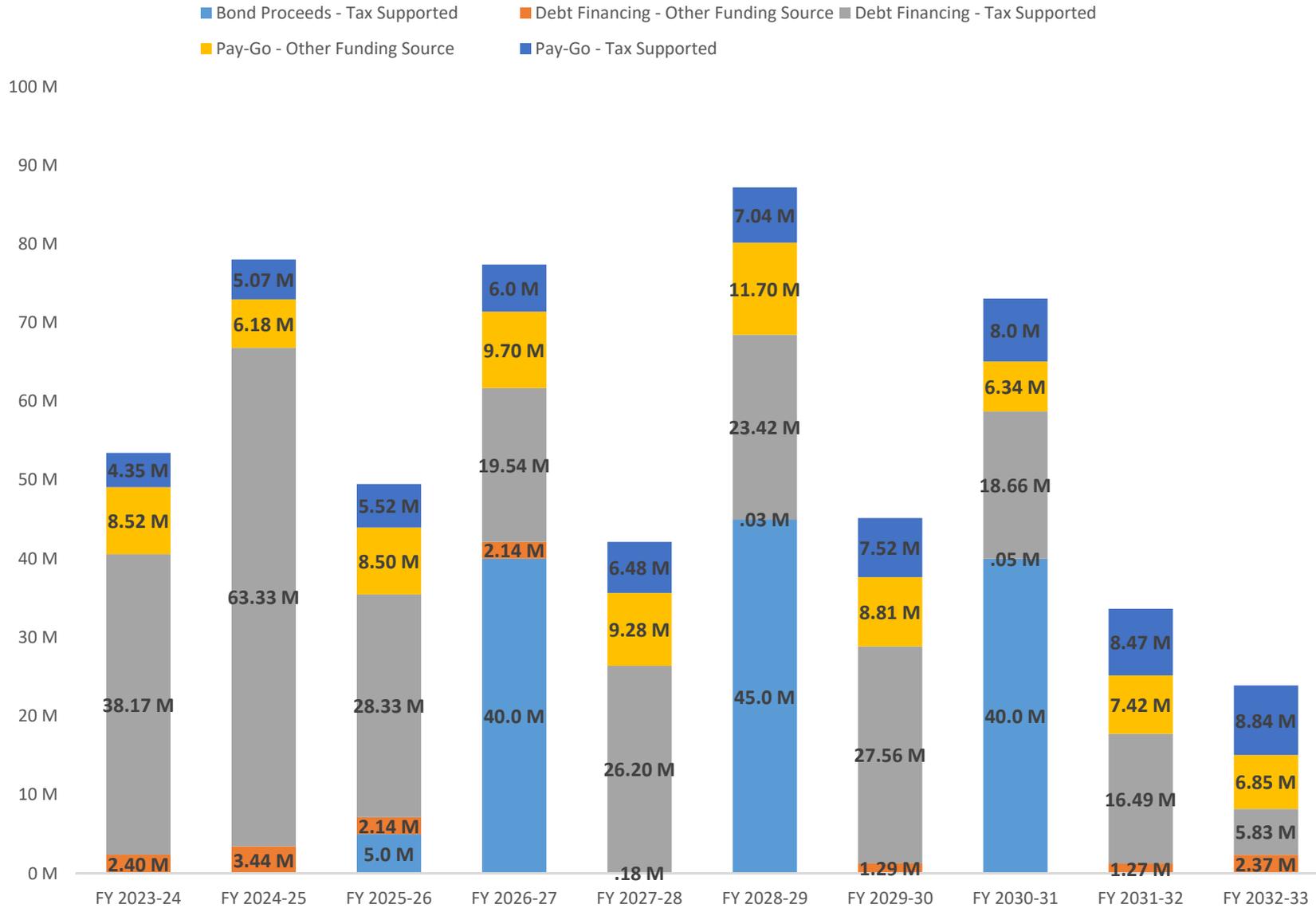
Year 1: FY 2023-24
\$53,436,700



Years 1-10: FY 2023-33
\$563,380,299



FY 2023-33 Orange County Capital Investment Plan Projects County-Wide Summary By Fiscal Year - Funding Plan

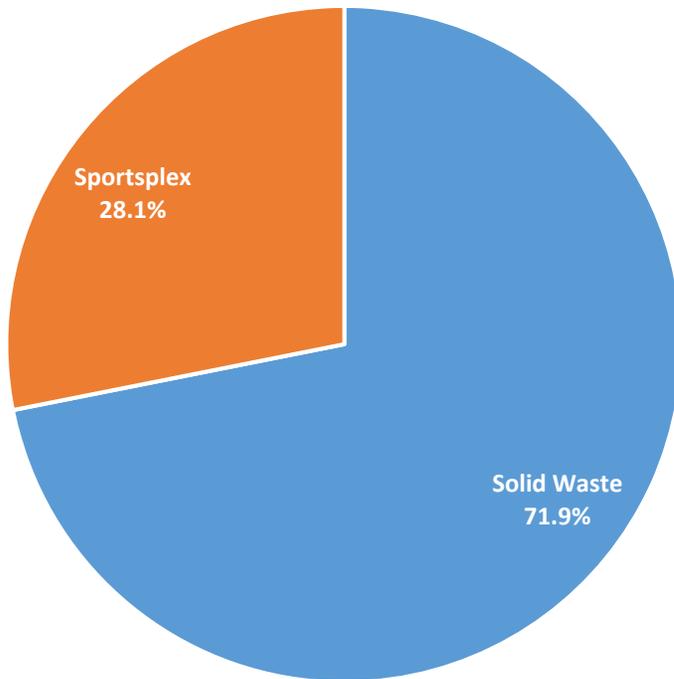


Proprietary Projects Summary - RECOMMEND
Fiscal Years 2023-33

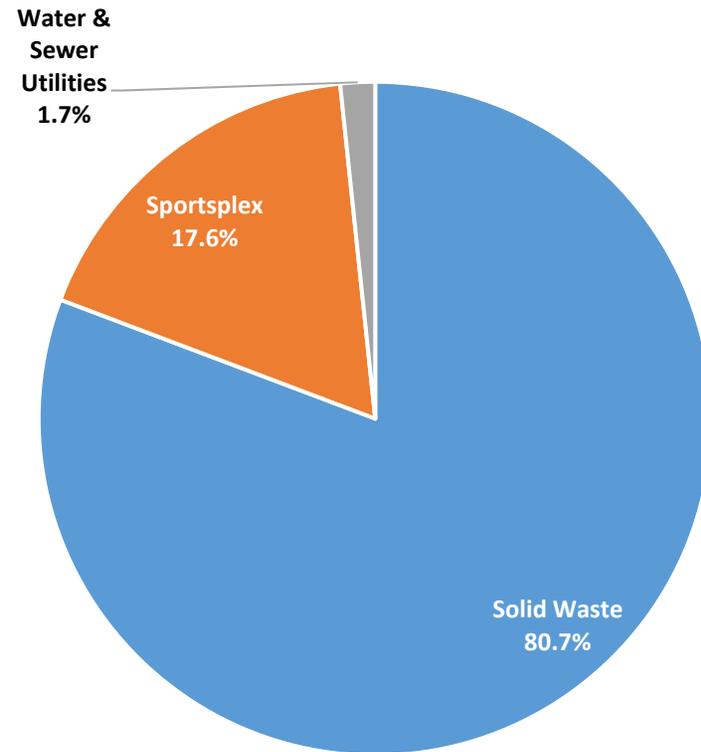
Appropriations	Current Fiscal Year 2022-23	Year 1 Fiscal Year 2023-24	Year 2 Fiscal Year 2024-25	Year 3 Fiscal Year 2025-26	Year 4 Fiscal Year 2026-27	Year 5 Fiscal Year 2027-28	Year 6 Fiscal Year 2028-29	Year 7 Fiscal Year 2029-30	Year 8 Fiscal Year 2030-31	Year 9 Fiscal Year 2031-32	Year 10 Fiscal Year 2032-33	Ten Year Total
Solid Waste												
Consolidated Neighborhood Waste & Recycling Center		435,781	1,520,427									1,956,208
Solid Waste Vehicle & Equipment Replacements	722,363	2,120,244	1,702,250	2,595,347	2,668,894	979,772	527,227	2,328,480	763,954	2,169,854	3,171,492	19,027,514
Solid Waste Total	722,363	2,556,025	3,222,677	2,595,347	2,668,894	979,772	527,227	2,328,480	763,954	2,169,854	3,171,492	20,983,722
Sportsplex												
Sportsplex - Facilities Maintenance/Replacement	135,000	100,000	45,000	130,000	300,000	180,000		140,000	50,000	150,000		1,095,000
Sportsplex - Fitness		100,000		125,000			125,000			125,000		475,000
Sportsplex - Ice Rink		800,000		35,000				40,000				875,000
Sportsplex - Kidsplex			55,000		5,000	50,000	5,000		55,000		6,000	176,000
Sportsplex - New Facilities			1,000,000									1,000,000
Sportsplex - Pool	385,000		25,000	600,000	75,000		25,000	50,000		25,000	150,000	950,000
Sportsplex Total	520,000	1,000,000	1,125,000	890,000	380,000	230,000	155,000	230,000	105,000	300,000	156,000	4,571,000
Water & Sewer Utilities												
City of Mebane, 12-inch Public Water Line Extension Along West Ten Road and Bowman Road			432,500									432,500
Water & Sewer Utilities Total			432,500									432,500
Appropriations Total	1,242,363	3,556,025	4,780,177	3,485,347	3,048,894	1,209,772	682,227	2,558,480	868,954	2,469,854	3,327,492	25,987,222
Revenues/Funding Sources												
Article 46 Sales Tax Proceeds			432,500									432,500
Debt Financing - Solid Waste		1,495,002	2,373,596	1,371,119	1,761,745			1,055,490		1,092,486	2,374,906	11,524,344
Debt Financing - Sportsplex	520,000	900,000	1,070,000	765,000	375,000	180,000	25,000	230,000	50,000	175,000		3,770,000
Solid Waste Funds	722,363	1,061,023	849,081	1,224,228	907,149	979,772	527,227	1,272,990	763,954	1,077,368	796,586	9,459,378
Sportsplex Funds		100,000	55,000	125,000	5,000	50,000	130,000		55,000	125,000	156,000	801,000
Revenues/Funding Sources Total	1,242,363	3,556,025	4,780,177	3,485,347	3,048,894	1,209,772	682,227	2,558,480	868,954	2,469,854	3,327,492	25,987,222

FY 2023-33 Orange County Capital Investment Plan Projects Proprietary Summary - Appropriations

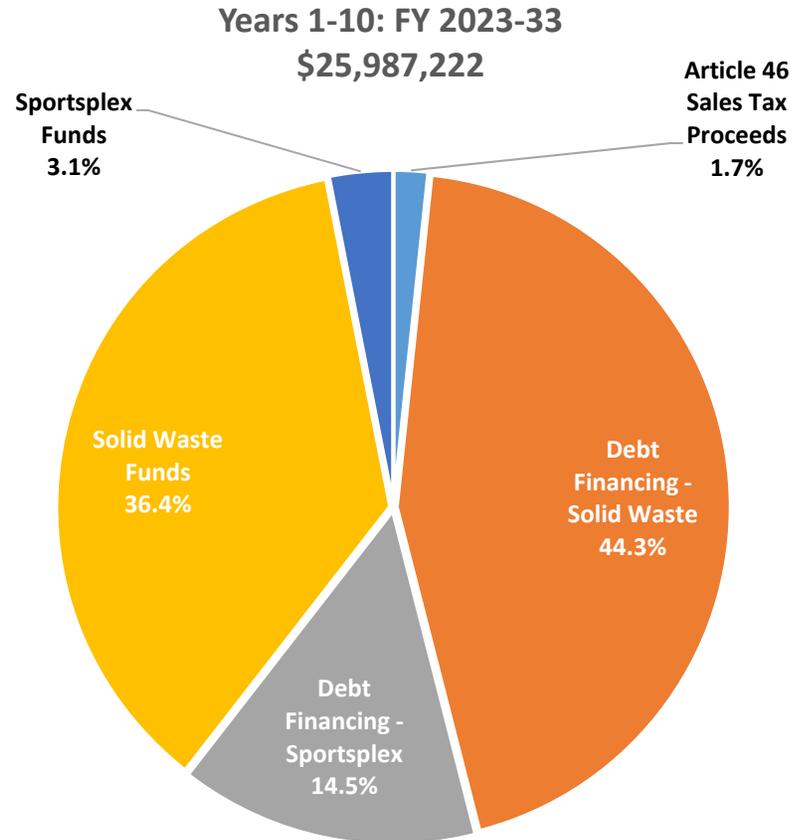
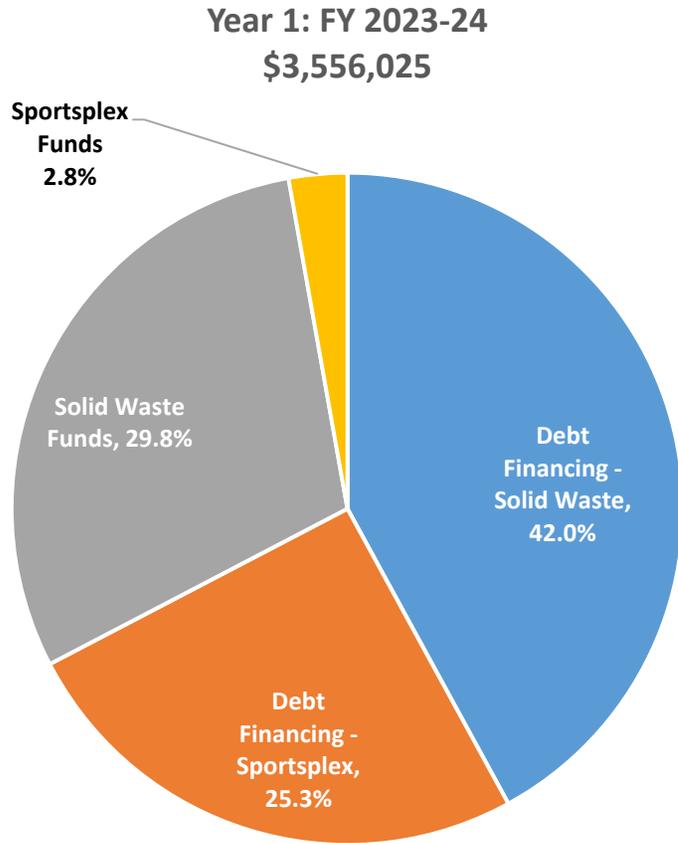
Year 1: FY 2023-24
\$3,556,025



Years 1-10: FY 2023-33
\$25,987,222



FY 2023-33 Orange County Capital Investment Plan Projects Proprietary Summary - Funding Sources

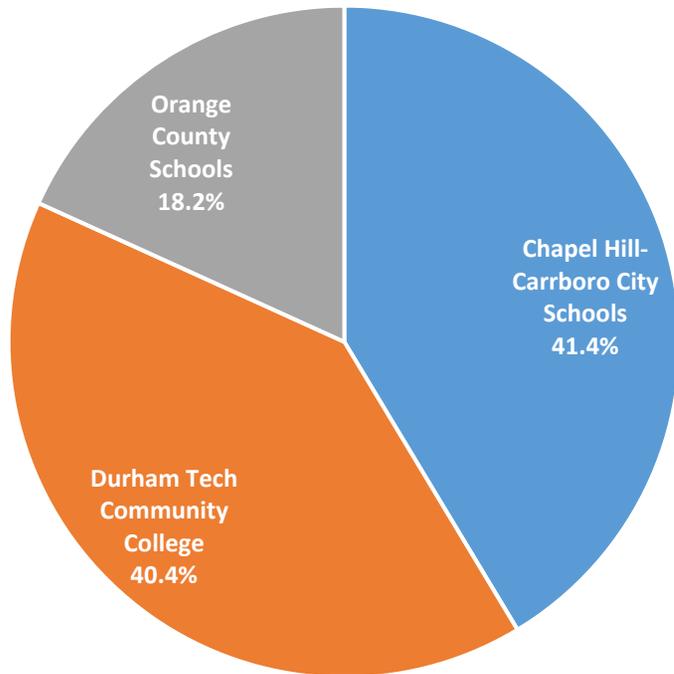


School Projects Summary - RECOMMEND
Fiscal Years 2023-33

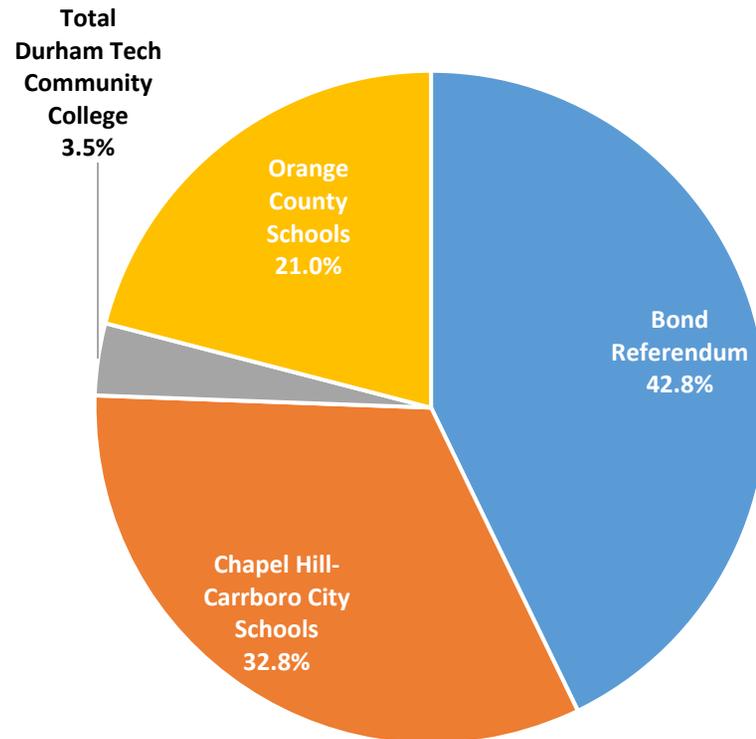
Appropriations	Current Fiscal Year 2022-23	Year 1 Fiscal Year 2023-24	Year 2 Fiscal Year 2024-25	Year 3 Fiscal Year 2025-26	Year 4 Fiscal Year 2026-27	Year 5 Fiscal Year 2027-28	Year 6 Fiscal Year 2028-29	Year 7 Fiscal Year 2029-30	Year 8 Fiscal Year 2030-31	Year 9 Fiscal Year 2031-32	Year 10 Fiscal Year 2032-33	Ten Year Total
Bond Referendum				5,000,000	40,000,000		45,000,000		40,000,000			130,000,000
Chapel Hill-Carrboro City Schools												
Chapel Hill-Carrboro City Schools												
Article 46 Sales Tax Proceeds	1,235,027	1,614,704	1,679,292	1,746,464	1,816,323	1,888,976	1,964,535	2,043,117	2,124,842	2,209,835	2,298,229	19,386,317
Debt Financing - School Improvements	2,502,680	2,552,733	2,603,788	3,209,728	2,464,235	2,379,502	2,935,196	3,165,568	2,136,440	2,325,589	1,984,059	25,756,838
Lottery Proceeds	824,304	824,304	824,304	824,304	824,304	824,304	824,304	824,304	824,304	824,304	824,304	8,243,040
Transfer from General Fund				105,099	244,746	383,659	522,412	659,225	795,848	931,676	1,066,694	4,709,359
Recurring Capital Items	1,763,400	1,763,400	1,798,668	1,834,641	1,871,334	1,908,761	1,946,936	1,985,875	2,025,592	2,066,104	2,107,426	19,308,737
Supplemental Deferred Maintenance Program	11,763,400	4,000,000	9,067,600	9,000,000								22,067,600
Chapel Hill-Carrboro City Schools Total	18,088,811	10,755,141	15,973,652	16,720,236	7,220,942	7,385,202	8,193,383	8,678,089	7,907,026	8,357,508	8,280,712	99,471,891
Orange County Schools												
Orange County Schools												
Article 46 Sales Tax Proceeds	866,073	1,132,325	1,177,618	1,224,723	1,273,712	1,324,661	1,377,648	1,432,754	1,490,064	1,549,667	1,611,653	13,594,825
Debt Financing - School Improvements	1,755,026	1,790,127	1,825,930	1,788,748	1,728,067	1,668,646	1,610,099	1,553,686	1,498,199	1,444,073	1,391,339	16,298,914
Lottery Proceeds	578,050	578,050	578,050	578,050	578,050	578,050	578,050	578,050	578,050	578,050	578,050	5,780,500
Transfer from General Fund				73,701	171,630	269,045	366,346	462,288	558,095	653,346	748,028	3,302,479
Recurring Capital Items	1,236,600	1,236,600	1,261,332	1,286,559	1,312,290	1,338,535	1,365,306	1,392,612	1,420,465	1,448,874	1,477,852	13,540,425
Supplemental Deferred Maintenance Program	5,489,600		11,129,400									11,129,400
Orange County Schools Total	9,925,349	4,737,102	15,972,330	4,951,781	5,063,749	5,178,937	5,297,449	5,419,390	5,544,873	5,674,010	5,806,922	63,646,543
Durham Tech Community College	500,000	10,500,000										10,500,000
Appropriations Total	28,514,160	25,992,243	31,945,982	26,672,017	52,284,691	12,564,139	58,490,832	14,097,479	53,451,899	14,031,518	14,087,634	303,618,434
Revenues/Funding Sources												
Article 46 Sales Tax Proceeds	2,101,100	2,747,029	2,856,910	2,971,187	3,090,035	3,213,637	3,342,183	3,475,871	3,614,906	3,759,502	3,909,882	32,981,142
Debt Financing - Bond Proceeds				5,000,000	40,000,000		45,000,000		40,000,000			130,000,000
Debt Financing - Durham Tech	500,000	10,500,000										10,500,000
Debt Financing - School Improvements	22,252,666	8,642,860	24,626,718	13,998,476	4,192,302	4,048,148	4,545,295	4,719,254	3,634,639	3,769,662	3,375,398	75,552,752
Lottery Proceeds	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	1,402,354	14,023,540
Transfer from General Fund	2,258,040	2,700,000	3,060,000	3,300,000	3,600,000	3,900,000	4,201,000	4,500,000	4,800,000	5,100,000	5,400,000	40,561,000
Revenues/Funding Sources Total	28,514,160	25,992,243	31,945,982	26,672,017	52,284,691	12,564,139	58,490,832	14,097,479	53,451,899	14,031,518	14,087,634	303,618,434

FY 2023-33 Orange County Capital Investment Plan Projects School Summary - Appropriation

Year 1: FY 2023-24
\$25,992,243

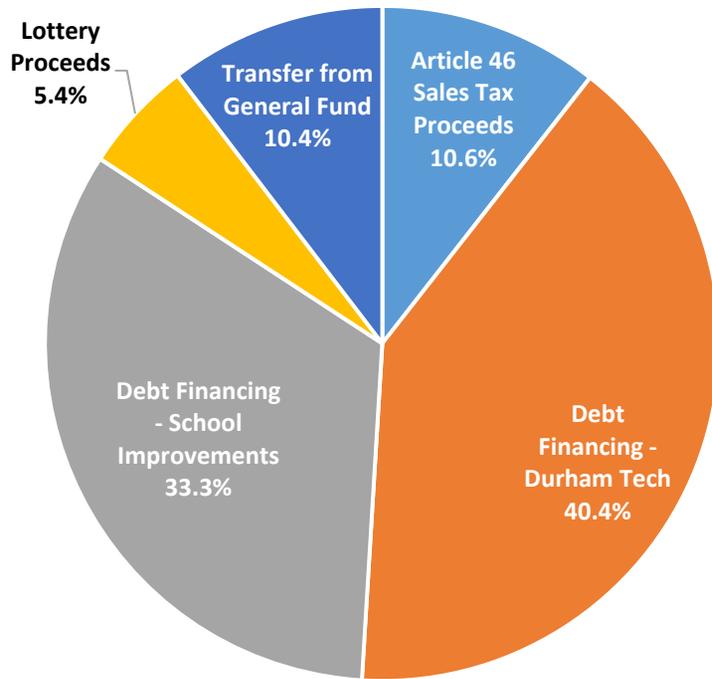


Years 1-10: FY 2023-33
\$303,618,434

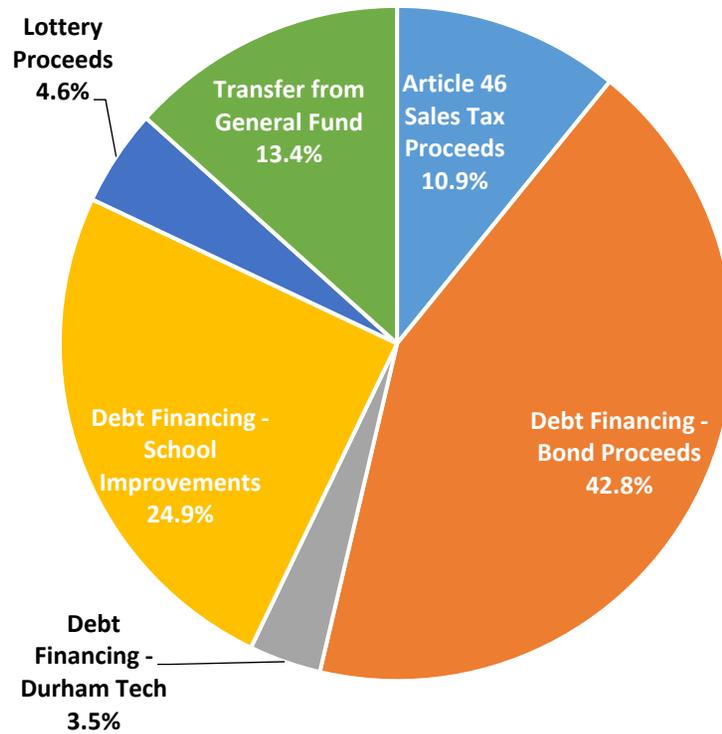


FY 2023-33 Orange County Capital Investment Plan Projects School Summary - Funding Sources

Year 1: FY 2023-24
\$25,992,243



Years 1-10: FY 2023-33
\$303,618,434



Operational Impact of CIP Projects - APPROVED
Fiscal Years 2023-33

Operational Impact	Current Fiscal Year 2022-23	Year 1 Fiscal Year 2023-24	Year 2 Fiscal Year 2024-25	Year 3 Fiscal Year 2025-26	Year 4 Fiscal Year 2026-27	Year 5 Fiscal Year 2027-28	Year 6 Fiscal Year 2028-29	Year 7 Fiscal Year 2029-30	Year 8 Fiscal Year 2030-31	Year 9 Fiscal Year 2031-32	Year 10 Fiscal Year 2032-33	Ten Year Total
County												
Cedar Grove Park, Phase II										33,000	33,000	66,000
Emergency Services Substations				556,564	538,564	538,564	1,095,128	1,077,128	1,077,128	1,633,692	1,615,692	8,132,460
Fairview Park Improvements		3,000	3,000	3,000	3,000	10,000	10,000	10,000	10,000	10,000	32,000	84,000
Hollow Rock Nature Park (New Hope Preserve)										9,000	9,000	18,000
Information Technologies Governance Council Initiatives			171,466	171,466	421,466	421,466	671,466	500,000	750,000	500,000	750,000	4,357,330
Information Technologies Infrastructure			70,000	147,000	231,000	322,000	420,000	455,000	490,000	525,000	560,000	3,220,000
Little River Park, Phase II								3,000	3,000	3,000	3,000	12,000
Millhouse Road Park								36,000	36,000	36,000	36,000	144,000
Mountains to Sea Trail				32,000	32,000	32,000	32,000	42,000	42,000	42,000	42,000	296,000
Orange County Bidirectional Antenna (BDA) Upgrade			6,439	6,789	7,099	7,454	7,827	8,218	8,629	63,422	66,593	182,470
Perry Hills MiniPark		3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	27,000
Record Management/Jail Management System		161,195	169,225	177,718	186,604	195,934	205,731	216,017	226,818	238,159		1,777,401
Rogers Road Community Center						15,380	15,918	16,475	17,052	17,649	18,266	100,740
Soccer.com Soccer Center, Phase II						182,000	162,000	162,000	162,000	162,000	162,000	992,000
Upper Eno Nature Preserve						57,000	57,000	57,000	57,000	57,000	57,000	342,000
County Total		415,100	1,089,044	1,413,847	1,768,468	2,670,273	2,575,552	2,871,826	3,321,581	3,625,710	3,625,710	19,751,401
Proprietary												
Sportsplex - New Facilities				(157,200)	(254,000)	(327,000)	(368,000)	(404,000)	(404,000)	(404,000)	(404,000)	(2,722,200)
Proprietary Total				(157,200)	(254,000)	(327,000)	(368,000)	(404,000)	(404,000)	(404,000)	(404,000)	(2,722,200)
School												
Durham Technical Community College - Orange County Campus New Facilities		106,954	106,954	106,954	106,954	106,954	106,954	114,550	114,550	114,550	114,550	992,970
School Total		106,954	106,954	106,954	106,954	106,954	106,954	114,550	114,550	114,550	114,550	992,970
Operational Impact Total		522,054	1,038,798	1,266,801	1,548,422	2,409,227	2,286,102	2,582,376	2,582,376	3,032,131	3,336,260	18,022,171

Child Support Services

Phone Number: (919) 245-2175

Website: <https://www.orangecountync.gov/489/Child-Support-Services>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
By Category (General Fund)					
Personnel Services	1,027,936	1,087,989	1,077,759	1,077,759	1,077,759
Operations	71,867	106,685	106,685	108,329	108,329
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 1,099,803	\$ 1,194,674	\$ 1,184,444	\$ 1,186,088	\$ 1,186,088
Total Revenues	1,463,584	1,507,030	1,507,030	1,490,756	1,490,756
County Costs (net)	\$ (363,781)	\$ (312,356)	\$ (322,586)	\$ (304,668)	\$ (304,668)

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure increase of \$1,644 based on increase in the number of court filings and policy changes in the filing fees charged to Orange County. Total Revenue decrease of \$16,274 due to decreased State estimate of Support Enforcement. The Net County Cost is a \$17,918 decrease in contribution to the General Fund.

The Manager Recommended Budget does not include funding for the following Department Requests:

None.

Child Support Services Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase in number of court filings and policy changes in filing fees charged to Orange County	\$ 1,644	\$ -	\$ 1,644
Decreased State estimate for Child Support Enforcement	\$ -	\$ (16,274)	\$ 16,274
Net Child Support Services Changes	\$ 1,644	\$ (16,274)	\$ 17,918

Mission Statement

The Child Support Services Department strives to obtain child support for Orange County children, thereby strengthening the family's potential for economic independence and self-sufficiency and reducing the taxpayers' costs of public assistance.

Major Divisions/Services

- Paternity Establishment
 - FY 2021-22 Highlights
 - Paternity Establishment Rate: 109.92%

Child Support Services – continued

- Paternity Established for 220 Children
- FY 2022-23 Highlights
 - Paternity Establishment Projected Outcome: 100%
 - Paternity Establishment Projected Outcome: 200 Children
- FY 2023-24 Highlights
 - Paternity Establishment Budgeted Goal: 99%
 - Paternity Establishment Budgeted Outcome: 180 Children
- Cases Under Order
 - FY 2021-22 Highlights
 - Percent of Cases Under Order Rate: 85.03%
 - Orders Established for 85 Families
 - FY 2022-23 Highlights
 - Percent of Cases Under Order Projected Outcome: 86%
 - Order Establishment Projected Outcome: Orders Established for 100 Families
 - FY 2023-24 Highlights
 - Percent of Cases Under Order Budgeted Rate Goal: 86%
 - Order Establishment Budgeted Outcome: Orders Established for 100 Families
- Current Support Collected
 - FY 2021-22 Highlights
 - Current Support Collection Rate: 70.70%
 - Income Withholdings to Employers Completed: 1269
 - FY 2022-23 Highlights
 - Projected Current Support Collection Rate: 72%
 - Projected Income Withholdings to Employers Completed: 1200
 - FY 2023-24 Highlights
 - Budgeted Current Support Collection Rate Goal: 69%
 - Budgeted 1150 Income Withholdings to Employers
- Cases with an Arrears Payment
 - FY 2021-22 Highlights
 - Percent of Cases With an Arrears Payment Rate: 77.47%
 - Court Hearings Scheduled to Collect Arrears: 588

Child Support Services – continued

- FY 2022-23 Highlights
 - Projected Arrears Payment Rate: 72%
 - Projected Court Hearings to Collect Arrears: 450
- FY 2023-24 Highlights
 - Budgeted Arrears Payment Rate Goal: 69%
 - Budgeted Court Hearings to Collect Arrears: 450
- Total Collections
 - FY 2021-22 Highlights
 - Total Collections: \$4,651,869
 - Enforcement Actions Other Than Court Taken to Collect Support: 4062
 - FY 2022-23 Highlights
 - Projected Total Collections: \$4,463,466
 - Projected Enforcement Actions Other Than Court Action to Collect Support: 3900
 - FY 2023-24 Highlights
 - Total Collections Goal: \$4,463,466
 - Budgeted Enforcement Actions Other Than Court Action to Collect Support: 3900

Community Relations

Phone Number: (919) 245-2302

Website: <http://www.orangecountync.gov/492/Community-Relations>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	239,754	293,375	356,934	356,934	356,934
Operations	39,075	81,175	81,175	84,740	78,740
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 278,829	\$ 374,550	\$ 438,109	\$ 441,674	\$ 435,674
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 278,829	\$ 374,550	\$ 438,109	\$ 441,674	\$ 435,674

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure decrease of \$2,435 based on reduction in printing cost. The Net County Cost decrease is \$2,435.

The Manager Recommended Budget does not include funding for the following Department Requests:

\$6,000 additional increase for video equipment.

Community Relations Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Reduction in printing cost	\$ (2,500)	\$ -	\$ (2,500)
Increase for membership dues	\$ 65	\$ -	\$ 65
Net Community Relations Division Changes	\$ (2,435)	\$ -	\$ (2,435)

Mission Statement

To promote county services and events to the public with a focus on hard-to-reach and typically underrepresented community groups.

Major Divisions/Services

- FY 2022-23 Highlights
 - Launched a redesigned county website with no downtime experienced or major issues noted. Website is more accessible, easier to navigate and more visually pleasing.

Community Relations – continued

- Launched monthly ad in *The News of Orange* to bring greater awareness to Orange County events and services to audience that may not have reliable access to Internet or website.
- Transitioned to Google Analytics to capture more detailed website usage statistics.
- Provided photo and video services for the following departments since November 2022: DEAPR, Health, Cooperative Extension, Planning, Solid Waste, Board of County Commissioners, Human Resources, and Department on Aging.
- Led public communications efforts around the Board of County Commissioner's Broadband Initiative with Lumos. Worked with Lumos to create section on website with information about the project and an FAQ. Page has been viewed more than 2,700 times since its creation on Sept. 30, 2022.
- Worked with the Department of Agriculture, Environment and Parks and Recreation to create a series of videos highlighting Orange County trails as part of the 2023 Year of the Trail initiative adopted by the Board of County Commissioners.
- Installed a professional photo and video studio in the community relations department and provided new headshots and new group shot of commissioners as well as took headshots for staff at several departments, including Emergency Services.
- Provided communications plans and execution of said plans for increased communications and community engagement for the following departments since November 2022: Solid Waste, AMS (Climate Change) and Planning.
- Consulted with Planning Department to create new process to bring more visibility to potentially controversial projects. Also helped Planning Department redesign their webpages to make them easier to navigate.
- Worked with Tax Department to launch new payment app, Payit.
- Worked with Housing Department to promote Longtime Homeowner's Assistance Program awareness. Participation in program increased more than 1,000 percent over first year.
- Conducted fourth County Government Academy cohort with 27 students registered.
- Coordinated with Asset Management to design bilingual signage that effectively directs residents inside and outside county facilities, including wayfinding and safety signage for West Campus and Whitted.
- Supported Board of Elections in outreach campaign before and during the 2022 election cycle.
- Increased communications efforts with the library since the exit of their communications manager.
- Utilize translations in as many as seven languages (including non-western fonts such as Chinese and Arabic) to design and produce health department materials and signage for effective outreach to under-served communities.
- Redesigned the Master Aging Plan for the Department on Aging (78-page publication) to increase readability for the public and stakeholders.
- Redesigned the New Employee Handbook for Emergency Services to better convey information to new hires in that department.
- Created logos for Office of Equity & Inclusion and Animal Services.

Community Relations – continued

- Coordinated graphics for the Office of Equity & Inclusion for Black History Month, including a recognizable logo that appears on all promotions for a cohesive message.
- Expanded our network of digital signage to Soil and Water and Housing.
- Continued to grow county social media sites and restarted official YouTube and Instagram accounts.
- FY 2023-24 Highlights
 - Continue to grow social media followers on all channels, with a special focus on YouTube and Instagram.
 - Increase communications efforts with underserved departments.
 - Increase cooperation and communication with Chapel Hill, Carrboro and Hillsborough.
 - Train and assist additional departments to increase the use of photography and videography to tell the story of Orange County and increase the use of its services.
 - Increase language access so that all departments follow the same protocol when it comes to the LEP community.
 - Implement effective tools for public engagement and data analysis to direct community engagement in 2023-24.
 - Expand digital monitor network to more county facilities, including community centers.
 - Improve ability to communicate with residents via text.

Orange County Cooperative Extension

Phone Number: (919) 245-2050

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

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	398,916	446,469	446,469	446,469	495,705
Operations	21,702	42,445	42,445	37,175	51,175
Capital Outlay	0	8,000	0	0	2,030
Total Expenditures	\$ 420,618	\$ 496,914	\$ 488,914	\$ 483,644	\$ 548,910
Total Revenues	1,439	7,270	7,270	2,000	2,000
County Costs (net)	\$ 419,179	\$ 489,644	\$ 481,644	\$ 481,644	\$ 546,910
<i>By Category (4-H Fund)</i>					
Personnel Services	0	0	0	0	0
Operations	16,329	33,890	33,890	33,890	33,890
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 16,329	\$ 33,890	\$ 33,890	\$ 33,890	\$ 33,890
Total Revenues	19,821	33,890	33,890	33,890	33,890
County Costs (net)	\$ (3,493)	\$ 0	\$ 0	\$ 0	\$ 0
Total Cooperative Extension and Related Expenditures	\$ 436,947	\$ 530,804	\$ 522,804	\$ 517,534	\$ 582,800

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total net County Cost increase is \$65,266. This is due to the creation of a Food Security Coordinator position in the department. This position will be responsible for the County's Food Security program and is anticipated to be 25% covered by NC A&T State University.

The Manager Recommended Budget does not include funding for the following Department Requests:

None

Cooperative Extension Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Salary & operations for Food Security Coordinator	\$ 65,266	\$ -	\$ 65,266
Program revenue rightsizing offset with operational savings	\$ (5,270)	\$ (5,270)	\$ -
Net Cooperative Extension Changes	\$ 59,996	\$ (5,270)	\$ 65,266

Cooperative Extension – continued

Mission Statement

North Carolina Cooperative Extension partners with communities to deliver education and technology that enrich the lives, land, and economy of North Carolina. In short, we improve the lives of North Carolinians and grow our state.

Major Divisions/Services

4-H Youth Development

- FY 2022-23 Highlights
 - 323 4-H Members Enrolled in 2022. 1918 Total Youth Served through 4-H camps, clubs, afterschool programs, and special interest programs. 17 youth attended residential camp at Betsy-Jeff Penn 4-H Camp in July. Five spots were sponsored through partnership with Department of Social Services.
 - Davis Memorial 4-H Youth Garden will be dedicated on April 15. Made first produce donation to Orange Congregations in Mission in July 2022. 4-H Gardening Club launched in September 2022.
 - Youth Preparedness Camp: For the third time since 2018, Orange County 4-H partnered with Orange County Emergency Services to host the Orange County Youth Preparedness Camp, June 27-July 1, 2022. Eleven youth between the ages of 12 and 15 attended this day camp. As a result of participation in this camp experience, participants demonstrated an average 12% increase in proficiency in knowledge of content covered in the FEMA CERT curriculum. When comparing data from pre- and post- surveys administered before and after youth participated in the program, youth expressed greater confidence in their ability to explain their decisions, to be more comfortable with sharing their thoughts with others, and to have a plan for reaching their goals. Youth also expressed a stronger ability to develop alternatives when plans do not work out, a greater understanding of community resources and individuals they can turn to in emergencies, and a greater desire to consider the ideas of others that differ from their own views. Lastly, teens expressed a greater belief in their own talents and their abilities to make an impact on the community with the skills they learned through the preparedness camp. Five youth completed the full PREP+6 project, helping a total of 35 families become better prepared for future emergencies with an emergency kit and communication plan.
- FY 2023-24 Highlights
 - 4-H will be partnering with Orange Partnership for Alcohol and Drug Free Youth to provide *4-H Health Rocks* programming in the school system's middle school afterschool programs. The goal is to help youth learn cultivate needed developmental assets to make healthy life decisions.

Agriculture

- FY 2022-23 Highlights
 - Master Gardener Training Program: Orange County Cooperative Extension Horticulture program hosts a Master Gardener Volunteer Training program every even numbered year. OC Master Gardeners needed to conduct an in person class. The Extension Agent, fully trusting the leadership of the initial training committee and handed the

Cooperative Extension – continued

responsibility over to the MGV initial training team to plan and execute the training while he attending planning meetings and providing guidance and direction when needed. The volunteers planned, recruited, trained 35 new students. Of the initial group only one student had to drop out due to a new job commitment. All students fully participated and completed their final evaluation and class project. Students were amazed at all of the education they received and were astounded by how their final project came together. We are evaluating if we can conduct training annually instead of biannually. Orange County MGVs provide over 5,492 volunteer hours in 2022 even with the Covid Pandemic still lingering. The financial impact for volunteer hours is over \$93,365 at \$17/hour.

- **Plant Fest:** Orange County Master Gardeners decided to conduct a Plant Sale fund raiser and educational booths, coined 'Plant Fest' in order to raise operating funds for the program to support ongoing educational opportunities for the near future. Plant Fest 2022 was planned, prepared and executed by the Orange County Master Gardener Program. Orange County Master Gardeners sourced all of the plant material from both personal gardens, and purchased hard to get plugs from wholesale garden distributors and repotted them to grow them larger for public purchase. We estimate 750 to 1000 participants came out to make purchases and participate in the educational demonstrations and booths. We estimate clients stayed an average of 2 hours for a 5 hour long event; taking time to shop for plants, watching Master Gardener Volunteer Videos, and visiting one or more of 14 educational booths/activities. This was the most successful financial endeavor the Master Gardener Volunteers have undertaken. In fact, it is outperformed its previous plant sales by 3 times.

- **FY 2023-24 Highlights**

- Due to an increased demand by the public to be trained as Master Gardeners, our horticulture agent will be offering a new hybrid onboarding program that will involve live virtual sessions, asynchronous sessions, and in-person demonstrations. The traditional series is only held biannually. This trial program will help to make the program more accessible to interested residents on off years.

Family & Consumer Sciences

- **FY 2022-23 Highlights**

- **Expanded Food and Nutrition Education Program (EFNEP):** In 2022, one EFNEP participant was struggling with her diet quality and physical activity. The participant weighed 225 pounds and she had diabetes and hypertension. She was a school teacher at a daycare and in spite of working with the children, she was not able to keep up with her physical activity and diet quality due to the energy that was put into her job. The individual participated in Zoom classes over 3 months with our EFNEP Program Assistant. As a result of her participation in the EFNEP program, this individual has lost 33 pounds in two and a half months. During her last visit to the doctor's office, her doctor told her that she did not have diabetes anymore and her hypertension was normal.
- **Growing Fresh Program:** N.C. Cooperative Extension Family and Consumer Sciences Agent of Orange County partnered with the Orange County Partnership for Young Children to initiate the "Grow Fresh, Eat What's in Season" program. It included a kit composed of seasonal garden cards, information about classroom activities, taste-testing ideas, garden-related Extension publications, seeds, Farm to Preschool resources, and age-appropriate food magazines for parents. The centers also received a monthly bilingual (English and Spanish) flyer to share with parents with information

Cooperative Extension – continued

about saving money, wasting less food, read-along videos about food and gardening, and easy recipes to cook at home. We secured a \$3,000 grant from the Weaver Street Market Cooperative Community Fund in order to provide gardening and food preparation materials to the centers. Eleven centers joined the program, engaging more than 500 children under the age of five and their families with gardening and food experiences. After participating in the program, 32% of the centers began incorporating occasional food tastings in class, while 50% did the same monthly, 9% did them weekly, and another 9% did them almost daily. Also, 55% of the locations are now engaging children in food preparation either weekly or monthly.

- FY 2023-24 Highlights
 - The Family and Consumer Sciences Agent will enhance Farm to Early Care and Education collaboration with the Orange County Partnership for Young Children through the Grow Fresh, Eat What's in Season program. This includes but it is not limited to pursuing additional grant money to provide educational extenders, recruiting new childcare providers, and scheduling timely meetings and activities for continuous support and sustainability.

Community & Rural Development

- FY 2022-23 Highlights
 - Breeze Farm Incubator: The purpose of the Breeze Farm Incubator is to support new and beginning farmers by providing access to land, infrastructure, equipment, and technical assistance. Additionally, Orange County initiated an Agriculture Economic Development Grant program to fund innovation in local farm operations. Since 2016, there have been a total of 91 awards, totaling \$721,874.73. One specific example of how Extension has responded by managing both the Breeze Farm and the Ag Grant program is Humble Umbel Farm which is both an incubator farm client at Breeze and also a recent recipient of an Ag Grant award. The couple who owns Humble Umbel and 3 full-time farm employees are successfully producing 2-acres of vegetable and floral crops and selling at two farmers markets in Orange County. This example of collaborative support and management has allowed the development and launch of another farming enterprise and serves as a prototype for other similar support systems.
 - Farmland Protection: Mike Ortosky joined and now co-leads a subcommittee of the Orange County Agriculture Preservation Board. In 2022, the subcommittee worked with AFT and Orange County GIS staff to use USDA-NASS data to analyze trends and prepare maps and data graphics (phase I) for use in preparation of draft farmland loss-reduction methods (phase II) for consideration by planners and elected officials as they consider policy actions to address the issue in 2023. Graphical and tabular data for Orange County are now available which show significant loss of cropland and a corresponding increase in low-density residential between 2017 and 2021. This effort resulted in creation of a method for utilizing accurate photographic data and procedures developed by USDA and AFT and local GIS staff to create dependable localized data and trends analysis. This process can be shared with other North Carolina counties as it continues to be refined. Sharing what we have learned in this process will be instrumental in developing prescriptive measures to plan for agriculture in North Carolina such that it remains a viable and important way of life and the leading economic driver in our state.
- FY 2023-24 Highlights

Cooperative Extension – continued

- Develop an overview report regarding the Orange County Agriculture Economic Development Grant which, in addition to a quantitative data summary (recipients, total expenditures, jobs created, etc.) and infographic for the initial 8-year history of the grant. Additionally, in cooperation with Orange County Community Relations, we will develop a story narrative and companion video that tells the human story of some of the grants recipients.

County Attorney

Phone Number: (919) 245-2320

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	658,478	641,733	749,292	751,445	751,445
Operations	31,643	55,553	55,553	55,553	55,553
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 690,120	\$ 697,286	\$ 804,845	\$ 806,998	\$ 806,998
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 690,120	\$ 697,286	\$ 804,845	\$ 806,998	\$ 806,998

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure increase of \$2,153 is based on increased hours for law student internship program to provide local government experience to a more diverse group of law students.

The Manager Recommended Budget does not include funding for the following Department Requests:

None.

County Attorney Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase law student internship program to bring students of diverse backgrounds to county government	\$ 2,153	\$ -	\$ 2,153
Net County Attorney Department Changes	\$ 2,153	\$ -	\$ 2,153

Mission Statement: Our mission is to provide effective legal services to the Orange County Board of Commissioners and all departments and offices 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.

County Attorney – continued

- 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 2022-23 Highlights

- Collected \$0.00 through the collections program. The collections program was suspended due to COVID-19 and subsequently transferred to Finance. Total collections over the 10 years it was run by the County Attorney's office were approximately \$1 million.
- Child Support Enforcement responsibilities involved assisting the department with hundreds of enforcement and establishment cases in Orange County District Court.
- Achieved positive results in multiple cases in district and superior court including dismissals. A number of superior court cases remain open.
- Achieved positive results in multiple quasi-judicial cases.
- Achieved positive results in several administrative hearings.

FY 2023-24 Highlights

- Objectives to be determined during the County Attorney's annual review with the Board of County Commissioners.
- Measureable objective to maintain legal review times at or above 90% as in prior years and continue achieving positive outcomes in judicial and quasi-judicial cases, hearings, and appeals.

County Manager's Office

Phone Number: (919) 245-2300

Website: <https://orangecountync.gov/countymanager>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	957,593	1,375,275	1,794,509	1,889,619	1,480,910
Operations	1,935,343	2,351,873	278,936	315,821	206,895
Capital Outlay	0	0	0	3,107	0
Total Expenditures	\$ 2,892,936	\$ 3,727,148	\$ 2,073,445	\$ 2,208,547	\$ 1,687,805
Total Revenues	4,275	0	0	0	0
County Costs (net)	\$ 2,888,661	\$ 3,727,148	\$ 2,073,445	\$ 2,208,547	\$ 1,687,805
<i>By Category (Multi-year Grant Fund)</i>					
Personnel Services	65,010	64,372	64,372	0	0
Operations	20,800	14,000	14,000	0	0
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 85,810	\$ 78,372	\$ 78,372	\$ 0	\$ 0
County Contribution	28,501	30,566	30,566		
Total Revenues	47,992	47,806	47,806	0	0
County Costs (net)	\$ 9,317	\$ 0	\$ 0	\$ 0	\$ 0
<i>By Category (Visitor Bureau Fund)</i>					
Personnel Services	132,861	134,165	139,140	328,665	187,043
Operations	214,291	223,009	223,009	256,588	216,856
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 347,152	\$ 357,174	\$ 362,149	\$ 585,253	\$ 403,899
Total Revenues	142,384	172,877	172,877	186,161	178,710
County Costs (net)	\$ 204,768	\$ 184,297	\$ 189,272	\$ 399,092	\$ 225,189
Total Department Expenditures	\$ 3,325,898	\$ 4,162,694	\$ 2,513,966	\$ 2,793,800	\$ 2,091,704

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total net county decrease of \$416,206 is primarily based on the Office of Equity and Inclusion Division becoming a separate department as well as including Sustainability as a division within the County Manager's Office. The Food Council has been moved from the County Manager's Office to Cooperative Extension resulting in a County Contribution savings of \$30,566. There is also a net increase in the Visitors Bureau Fund of \$35,917 to support additional funding needs in the Arts Commission including Program Coordination FTE.

County Manager's Office – continued

The Manager Recommended Budget does not include funding for the following Department Requests:

Deputy Budget Director/Strategic Planning Manager position, Sustainability Program Analyst position (noted in Asset Management Request), Admin & Marketing Support and Arts in Education Coordinator positions and additional program expenses for Arts Commission.

Budget by Division

County Manager (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	839,621	825,916	868,506	868,506	868,506
Operations	88,061	146,430	146,430	146,430	180,755
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 927,682	\$ 972,346	\$ 1,014,936	\$ 1,014,936	\$ 1,049,261
Total Revenues	4,275	0	0	0	0
County Costs (net)	\$ 923,407	\$ 972,346	\$ 1,014,936	\$ 1,014,936	\$ 1,049,261

County Manager Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Non-Department Accounts moving into Department	\$ 34,325		\$ 34,325
Net County Manager Division Changes	\$ 34,325	\$ -	\$ 34,325

Office of Equity and Inclusion (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	0	434,975	475,901	475,901	0
Operations	0	123,541	123,541	155,081	0
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 0	\$ 558,516	\$ 599,442	\$ 630,982	\$ 0
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 0	\$ 558,516	\$ 599,442	\$ 630,982	\$ 0

Office of Equity & Inclusion Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Establish OEI division into a Department	\$ (599,442)	\$ -	\$ (599,442)
Net Office of Equity & Inclusion Division Changes	\$ (599,442)	\$ -	\$ (599,442)

County Manager's Office – continued

Budget (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	0	0	450,102	545,212	483,080
Operations	0	0	8,965	14,310	12,140
Capital Outlay	0	0	0	3,107	0
Total Division Expenditures	\$ 0	\$ 0	\$ 459,067	\$ 562,629	\$ 495,220
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 0	\$ 0	\$ 459,067	\$ 562,629	\$ 495,220

Budget Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase temps to assist with Strategic Plan offset with decrease in student interns	\$ 32,978	\$ -	\$ 32,978
Increase in operational expenses	\$ 3,175	\$ -	\$ 3,175
Net Budget Division Changes	\$ 36,153	\$ -	\$ 36,153

Sustainability (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	0	0	0	0	129,324
Operations	0	0	0	0	14,000
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 0	\$ 0	\$ 0	\$ 0	\$ 143,324
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 143,324

Sustainability Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Embed Sustainability into the CM office as a division	\$ 109,737	\$ -	\$ 109,737
Increase temps to assist with Climate Action Plan	\$ 33,587	\$ -	\$ 33,587
Net Sustainability Division Changes	\$ 143,324	\$ -	\$ 143,324

County Manager's Office – continued

Food Council (Grant Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Food Council (Multi-year Grant Fund)					
Personnel Services	65,010	64,372	64,372	0	0
Operations	20,800	14,000	14,000	0	0
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 85,810	\$ 78,372	\$ 78,372	\$ 0	\$ 0
County Contribution	28,501	30,566	30,566		
Total Division Revenues	47,992	47,806	47,806	0	0
County Costs (net)	\$ 9,317	\$ 0	\$ 0	\$ 0	\$ 0

Food Council Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net Fund Cost
Remove Food Council from CM and embed into Cooperative Extension	\$ (78,372)	\$ (78,372)	\$ -
Net Food Council Division Changes	\$ (78,372)	\$ (78,372)	\$ -

Arts Commission (Visitors Bureau Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	132,861	134,165	139,140	328,665	187,043
Operations	214,291	223,009	223,009	256,588	216,856
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 347,152	\$ 357,174	\$ 362,149	\$ 585,253	\$ 403,899
Total Revenues	142,384	172,877	172,877	186,161	178,710
County Costs (net)	\$ 204,768	\$ 184,297	\$ 189,272	\$ 399,092	\$ 225,189

Arts Commission Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net Fund Cost
Net increase in revenue due to increase in State Art Grant and slight decrease in Eno Mill revenue		\$ 5,833	\$ (5,833)
Addition of Program Coordinator offset by reduction in temp personnel	\$ 47,903		\$ 47,903
Reduction in temps and operational expenses to partially fund the Program Coordinator	\$ (6,153)	\$ -	\$ (6,153)
Net Arts Commission Division Changes	\$ 41,750	\$ 5,833	\$ 35,917

County Manager's Office – continued

Mission Statement

The Orange County Manager's Office oversees, coordinates, and evaluates the services of all County departments to ensure that County residents receive responsive, effective, and efficient government services. The Orange County Manager's Office also implements the policies of the Board of Orange County Commissioners (BOCC) and collaborates with other government agencies to provide effective Countywide and regional services to the public.

Major Divisions/Services

Manager Division

- FY 2022-23 Highlights
 - Expedited the work in Racial Equity by integrating the Human Rights and Relations Department as a new division of the County Manager's Office and hiring a full time FTE Chief Equity and Human Rights Officer
 - Provided executive level project management on the County's fiber to the premises project including managing communications, project milestones, and associated payments.
- FY 2023-24 Highlights
 - Continue progress with the Network Development Agreement with North State Communications Advanced Services, LLC to deploy broadband service in unserved locations in Orange County.
 - Creation of a Countywide Strategic Plan with Berry, Dunn, McNeil & Parker, LLC. Including a data driven strategic planning process that is grounded in the principles of equity, responsive to the concerns and priorities of the community, positions the County to address the challenges of the future, and is fiscally sustainable.

Arts Commission

- FY 2022-23 Highlights
 - Continued to grow programming at the Eno Arts Mill and begin visual, performing, and literary programs that were not possible during FY22 due to the ongoing pandemic, and build a reputation as a welcoming and open space for all people to experience the arts.
 - Continued plans for a county-wide public art festival taking place in July, 2023, involving all three towns, UNC-Chapel Hill, and other community partners and recently awarded a \$25,000 grant from the National Endowment for the Arts.
- FY 2023-24 Highlights
 - Continued to grow programming at the Eno Arts Mill, using expanded visual, performing, and literary arts programs to increase patronage and revenue.
 - Execute Uproar, a first-time, county-wide, public art festival taking place July-August, 2023, involving all three towns, UNC-Chapel Hill, and other community partners that will increase summer tourism and provide a free, assessable arts experience.
 - Expand service to Orange County residents through new partnerships and programs.

Budget Division

Major Services

- Meet all timelines, as required by the North Carolina Local Government Budget and Fiscal Control Act, and as establish by the Board of County Commissioners (BOCC).

County Manager's Office – continued

- Produce the County's annual operating budget and ten-year Capital Investment Plan (CIP).
- Provide support for special projects, including service delivery models, cost analysis, fee study analysis, emergency operations and performance measurement.
- Provide analytical support for all County departments through technology primarily Microsoft Business Intelligence and financial systems reporting.
- Support the management and coordination of the Outside Agency and Fire Districts funding processes.

- FY 2022-23 Highlights
 - Created stand-alone S.M.A.R.T. Goals document to report departmental progress towards performance measures.
 - Moved into County Manager's Office to assist in Strategic Plan development.
 - Partnered with Office of Equity and Inclusion on incorporating Budget Equity Tool for all budget requests. Tool was developed utilizing resources provided by the Government Alliance on Race and Equity (GARE).
- FY 2023-24 Highlights
 - Support the Strategic Plan Implementation and align performance measure processes and budget development with new Board Goals and Priorities.

Sustainability Division Major Services

Amplifies sustainable practices and develops sustainable programs for County residents and County government operations that increase energy efficiencies, reduce carbon emissions, help create resiliency, and mitigate the negative impacts of climate change. This includes promoting and managing the community climate action grant program, overseeing the climate action planning process, and developing and implementing other sustainability projects. Grant funding that increases sustainable practices and programs is researched and applied for, consultation is given in pre-project design and development of budgets, and education and outreach is provided for staff and stakeholders about the County's sustainability efforts.

- FY 2022-23 Highlights
 - Achieved LEED for Cities and Communities Gold level certification from the USGBC
 - Managed the 2022-23 round of Community Climate Action Grant applications totaling \$550,150 for six general public applications and one school application.
 - Created the "Climate Connection" a new quarterly sustainability newsletter to keep Orange County staff and the community apprised of sustainability programs, initiatives and opportunities.
 - Installed 6 new EV chargers at the Eno River parking deck and 6 new EV chargers at the Durham Tech Park and Ride lot with the help of a Clean Fuels Advanced Technology grant.
- FY 2023-24 Highlights:
 - Created an internal Climate Action Team and began work on Orange County's Climate Action Plan with Bluestrike Environmental Consulting
 - Received a \$25,000 grant from the Department of Environmental Quality to install 5 new EV chargers at the Eno River Parking deck.

County Manager's Office – continued

- Participated in the successful Solarize the Triangle program aimed at making solar more accessible and affordable to Orange County residents, businesses and non-profit organizations.
- Recruited and managed the work of two interns from UNC Chapel Hill's Eco Studio program to amplify the work of the Orange County Sustainability Program and provide green job training and networking for young professionals.

Courts

Website: <https://www.nccourts.gov/locations/orange-county>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	0	4,500	4,500	4,500	4,500
Operations	69,414	52,313	52,313	96,563	96,563
Capital Outlay	0	0	0	75,000	75,000
Total Expenditures	\$ 69,414	\$ 56,813	\$ 56,813	\$ 176,063	\$ 176,063
County Costs (net)	\$ 69,414	\$ 56,813	\$ 56,813	\$ 176,063	\$ 176,063

Budget Highlights

The changes to the FY 2023-24 budget includes an increase of \$44,250 to provide additional security upgrades to the justice facilities, including adding badge readers, locks, cameras and updating intruder alarms. \$75,000 is recommended to provide a security consultant to review the Justice Center, funded with one-time capital reserve revenue, outside of the department.

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.

Criminal Justice Resource Department

Phone Number: (919) 245-2303

Website: <https://www.orangecountync.gov/432/Criminal-Justice-Resource-Department>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	724,044	798,640	853,960	941,424	873,050
Operations	62,493	96,802	64,802	91,752	275,652
Capital Outlay	0	0	0	4,405	0
Total Expenditures	\$ 786,538	\$ 895,442	\$ 918,762	\$ 1,037,581	\$ 1,148,702
Total Revenues	459,478	637,226	605,226	605,226	640,226
County Costs (net)	\$ 327,060	\$ 258,216	\$ 313,536	\$ 432,355	\$ 508,476
<i>By Category (Multi-Year Grant Fund)</i>					
Personnel Services	272,800	134,512	135,738	135,738	135,738
Operations	159,332	15,488	46,262	46,262	46,262
Capital Outlay	3,415				
Total Expenditures	\$ 435,547	\$ 150,000	\$ 182,000	\$ 182,000	\$ 182,000
Total Revenues	427,699	150,000	182,000	182,000	182,000
County Costs (net)	\$ 7,848	\$ 0	\$ 0	\$ 0	\$ 0

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure increase of \$229,940 is based on moving \$201,900 for the Dispute Settlement Center and Compass Center from Outside Agency accounts into the department, adjusting FTE on multiple positions, increasing Client Need funding plus slight increases in other operational expenses. Total Revenue increase of \$35,000 is due to 5% in ABC Board’s contribution request to offset expense increases. The Net County Cost decrease is \$6,960 excluding the Outside Agency organizational change.

The Manager Recommended Budget does not include funding for the following Department Requests:

OC Build Coordinator Position and associated operating costs.

Criminal Justice Resource Department – continued

Criminal Justice Resource Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
5% increase in ABC Board Funding to offset expense increases		\$ 35,000	\$ (35,000)
Increase FTE of 3 positions offset by .5 FTE reduction in Clinical Coordinator position	\$ 19,090	\$ -	\$ 19,090
Dispute Settlement Center and Compass Center moved from Outside Agency Accounts into Department	\$ 201,900	\$ -	\$ 201,900
Client Needs funding and slight increase in operational accounts	\$ 8,950	\$ -	\$ 8,950
Criminal Justice Resource Department Changes	\$ 229,940	\$ 35,000	\$ 194,940

Mission Statement:

The Criminal Justice Resource Department (CJRD) directly oversees and staffs the county’s Pretrial Services program, two substance use treatment courts, three pre-arrest and post-charge diversion programs, the CJRD Clinical Coordinator, the Youth Behavioral Health Liaison, the Restoration Legal Counsel office, the Lantern Project, the Street Outreach, the Harm Reduction and Deflection (SOHRAD) Clinical Coordinator, the new Mental Health and Policing Diversion grant and serves as the Intermediary Agency for the Local Reentry Council. The CJRD seeks to support and increase jail alternatives, opportunities for deflection and diversion from the criminal legal system, and to provide treatment needs assessment, case management, harm reduction outreach and programming for justice-impacted individuals with the objective of reducing the numbers of individuals diagnosed with mental illness and/or substance use issues in the legal system and in detention, safely and successfully reducing overall rates of pretrial detention, reducing recidivism and addressing pervasive racial and economic disparities.

Major Services

Pretrial Services

FY 2022-23 Highlights:

- Received three of UNC School of Government Criminal Justice Innovation Lab’s quarterly Evaluation Reports of our new bail reform tools and processes. The Evaluation Reports have shown a high fidelity by magistrates and judges to the new practices. A key finding was that the use of secured bonds decreased by 13% for target cases and 6% for non-target cases after the reforms were implemented. A final comprehensive Evaluation Report is due later this year.
- Pretrial stakeholders worked with the Pew Charitable Trust Foundation on new policies and practices to improve appearance rates in court and to reduce failures to appear. A priority list of actions was identified, including enhancing transportation opportunities, engaging in community listening sessions, instituting a grace period before issuing an order for arrest and creating new palm cards that law enforcement can provide at the time of charging with court date and court information. The implementation will start this FY and continue into next FY.

Criminal Justice Resource Department – continued

FY 2024 Highlights:

- We will be implementing a new evidence-based risk and needs assessment in our Pretrial Services program: the Public Safety Assessment (PSA). Validations have shown this newer tool to be more accurate in its predictions and more race neutral.

Treatment Courts

FY 2022-23 Highlights:

- The treatment courts offered equine therapy for the first time as a pro-social engagement. The CJRD contract was with a program in Cedar Grove operated by a woman in long-term recovery. Participants reported that it was a wonderful experience for them.
- One of the Family Treatment Court participants gave birth to a healthy baby and was not separated from her child due to her successful participation in the court. Treatment Court graduates were all employed at the time of graduation.

FY 2024 Highlights:

- More participants will be able to participate in the Treatment Courts with post-COVID resources and services increasing.
- MSW student interns working with the Treatment Courts will allow for more holistic supports and more focus on the social determinants of health as being critical to the success of participants.

Restoration Legal Counsel

FY 2022-23 Highlights:

- Attorney Mitch Lucas recruited law students to join him on busy pro se traffic court dates to ensure that individuals who may not have the ability to pay court costs and fees had an opportunity to provide that information to the court with the help of an attorney or law student under the 3rd year practice rule.
- The Restoration Legal Counsel started weekly office hours this winter at Freedom House Recovery Center and the IFC Commons. This will enable impacted community members (not just those coming to court) the opportunity to get free legal assistance with expunctions and driver's license restoration.

FY 2024 Highlights:

- Mitch Lucas will conduct outreach with former RLC clients to determine how their legal restoration has benefitted them and increased their stability through employment, housing and other areas.

Criminal Justice Resource Department – continued

- Work will be completed on a self-help guide for seeking expunctions in other counties that will be shared with the community.

Diversion Programs

FY 2022-23 Highlights:

- The Lantern Project, providing harm reduction diversion for individuals with substance use disorders, has served over 300 individuals in diversion and reentry support. The grant, which funds two positions in the CJRD, two positions at Freedom House, as well as supplies and supports for participants, was extended to 6/30/23. The Lantern Project requested support after 6/30/23 from Opioid Settlement funds so that the work can continue. The BOCC voted to support this expenditure.
- The Orange County Pre-Arrest Diversion Program, OC-PAD, and the Youth Deflection Program, YDP, continue to see an increase in their referrals and provide critical collateral consequence information and immediate connection to services outside the criminal legal system.
- The CJRD was awarded a new 1.2 million dollar grant to enhance collaborations with law enforcement for diversion of individuals with serious mental illness.

FY 2023-24 Highlights:

- The new diversion for mental health grant-funded positions will be filled and the work of the Community Care and Diversion Response Team, as well as the data collection, will be fully underway.

Other CJRD Programs

FY 2022-23 Highlights:

- New Local Reentry Council Coordinator hired and multiple events planned for April's Reentry Month.
- Two harm reduction free vending machines were donated to the CJRD and Orange County and are placed at the Detention Center and Southern Human Services building.
- Planning for Medication Assisted Treatment Induction (in addition to existing continuation MAT) at the Detention Center is underway and will be implemented soon.
- The Street Outreach, Harm Reduction and Deflection Program (SOHRAD) was supported this fiscal year through county and municipality Partnership to End Homelessness funds.
- The CJRD worked closely with IFC, the Chapel Hill Police Crisis Unit and the Housing Department to start overflow cold weather hotel rooms and cots.
- CJRD Director worked closely with the Crisis-Diversion Facility planning committees and a contract has been signed with Orange County for the preliminary design and provider expertise.
- New Grant Management Specialist hired at .5 FTE. Sandra Candelario will graduate with her MSW from UNC in May and is bilingual and interested in outreach to the Latinx and refugee community. Requesting move to 1.0 FTE next fiscal year.

Criminal Justice Resource Department – continued

FY 2023-24 Objectives:

- Secure PEH Continuation funding for SOHRAD; move two .5 FTE positions in the CJRD to .75 FTE and move one 1.0 FTE to .5 FTE
- Start MAT Induction and in-person groups at the Detention Center
- Assist with the start of a Mobile Crisis Team Response Pilot in Chapel Hill
- Start Lethality Assessment Program for domestic violence incidents with funds already secured
- Continue \$25,000 Maintenance of Effort funding for the UNC Jail Psychiatry program
- Highlight and address ongoing racial and ethnic disparities in all justice systems
- Continue the progress on the development of the Crisis-Diversion Facility
- Find outside funding to support OC Build, an evidence-based program providing intensive interventions for older, high risk youth in Orange County

Department of Environment, Agriculture, Parks and Recreation

Phone Number: (919) 245-2510 Website: <https://www.orangecountync.gov/459/Dept-of-Environment-Agriculture-Parks-Re>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	3,074,982	3,536,549	3,715,611	3,761,679	3,761,679
Operations	489,686	673,574	673,574	794,514	938,111
Capital Outlay	2,535	4,230	0	105,830	116,531
Total Expenditures	\$ 3,567,203	\$ 4,214,353	\$ 4,389,185	\$ 4,662,023	\$ 4,816,321
Total Revenues	450,199	503,900	503,900	579,235	616,900
County Costs (net)	\$ 3,117,003	\$ 3,710,453	\$ 3,885,285	\$ 4,082,788	\$ 4,199,421

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total expenditure increase of \$427,136 based on inflationary cost increases, non-departmental dues, plans, and agreements brought in to the department budget, a new position in the Recreation division and one time equipment purchases and department plans.. Total revenue increase of \$113,000 due to increased enrollment in Recreation programs, additional facility rentals, and department fee increases to reflect the increased cost of running programs and maintaining facilities. The new position is 100% offset with increased revenue. One time purchases and department plans will be funded by county capital reserve outside of department budget. The net county cost increase is \$314,136.

The Manager Recommended Budget does not include funding for the following Department Requests:

Increased travel and training for Parks Division, rental of skid steer equipment, and purchase of trailer, field laser paint machine, sod cutter and mobile restroom trailer.

Budget by Division

Administrative Services

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	615,497	635,190	683,752	683,752	683,752
Operations	37,824	70,402	70,402	70,080	219,114
Capital Outlay	0	0	0	0	78,000
Total Division Expenditures	\$ 653,321	\$ 705,592	\$ 754,154	\$ 753,832	\$ 980,866
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 653,321	\$ 705,592	\$ 754,154	\$ 753,832	\$ 980,866

Department of Environment, Agriculture, Parks & Recreation – continued

Administrative Services Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Operational savings	\$ (322)	\$ -	\$ (322)
Four regional agreements and annual dues previously in non-departmental accounts moved to department budget	\$ 149,034	\$ -	\$ 149,034
One time expense for Orange County Bike, Pedestrian and Trails Plan and Comprehensive Parks & Recreation Master Plan funded by county capital reserve outside of department budget	\$ 78,000	\$ -	\$ 78,000
Net Administrative Services Division Changes	\$ 226,712	\$ -	\$ 226,712

Parks

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	1,049,385	1,379,384	1,510,896	1,502,543	1,502,543
Operations	282,781	391,464	391,464	447,189	441,752
Capital Outlay	1,199	2,630	0	105,830	38,531
Total Division Expenditures	\$ 1,333,365	\$ 1,773,478	\$ 1,902,360	\$ 2,055,562	\$ 1,982,826
Total Revenues	100,317	101,317	101,317	101,317	118,518
County Costs (net)	\$ 1,233,048	\$ 1,672,161	\$ 1,801,043	\$ 1,954,245	\$ 1,864,308

Parks Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Less seasonal staffing needed due to conversion of portion seasonal staff to 2 permanent positions January 1, 2023 as approved in FY23 budget	\$ (20,033)	\$ -	\$ (20,033)
Seasonal staffing at Blackwood Farm Park with opening hours increasing from 4 to 7 days a week offset with increased facility rental revenues	\$ 8,940	\$ 8,940	\$ -
Zero Turn Mower replacement, new Turbine Blower, painting Soccer.com and building surge protector funded by county capital reserve outside of department budget	\$ 48,322	\$ -	\$ 48,322
Little River Park contribution from Durham County to cover 50% of operations and personnel costs increasing due to inflation and rightsizing	\$ 2,463	\$ 8,261	\$ (5,798)
Increased operations costs due to inflation and increased overtime for staff response to inclement weather	\$ 25,774	\$ -	\$ 25,774
Additional top dressing, deep tine aeration and thatch removal at Soccer.com	\$ 15,000	\$ -	\$ 15,000
Net Parks Division Changes	\$ 80,466	\$ 17,201	\$ 63,265

Department of Environment, Agriculture, Parks & Recreation – continued

Recreation

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	575,250	686,465	744,508	798,929	798,929
Operations	139,391	177,612	177,612	219,990	219,990
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 714,642	\$ 864,077	\$ 922,120	\$ 1,018,919	\$ 1,018,919
Total Revenues	319,250	378,983	378,983	454,318	474,782
County Costs (net)	\$ 395,392	\$ 485,094	\$ 543,137	\$ 564,601	\$ 544,137

Recreation Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
New Recreation Program Assistant position offset with increased recreation program revenues	\$ 54,421	\$ 54,421	\$ -
Inflationary cost increases offset by Program revenue increases from increased program participation and facility fee increases	\$ 42,378	\$ 41,378	\$ 1,000
Net Recreation Division Changes	\$ 96,799	\$ 95,799	\$ 1,000

Natural and Cultural Resources

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	413,104	415,802	435,018	435,018	435,018
Operations	19,029	21,075	21,075	42,674	42,674
Capital Outlay	1,336	1,600	0	0	0
Total Division Expenditures	\$ 433,469	\$ 438,477	\$ 456,093	\$ 477,692	\$ 477,692
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 433,469	\$ 438,477	\$ 456,093	\$ 477,692	\$ 477,692

Natural and Cultural Resources Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Contract to maintain stormwater control measures located on county owned property, as per state law and municipality requirement	\$ 20,000	\$ -	\$ 20,000
Purchase transducers for well monitoring	\$ 1,599	\$ -	\$ 1,599
Net Natural and Cultural Resources Division Changes	\$ 21,599	\$ -	\$ 21,599

Department of Environment, Agriculture, Parks & Recreation – continued

Soil & Water Conservation

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	421,745	419,708	341,437	341,437	341,437
Operations	10,660	13,021	13,021	14,581	14,581
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 432,405	\$ 432,729	\$ 354,458	\$ 356,018	\$ 356,018
Total Revenues	30,633	23,600	23,600	23,600	23,600
County Costs (net)	\$ 401,772	\$ 409,129	\$ 330,858	\$ 332,418	\$ 332,418

Soil & Water Conservation Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Certifications for technical training required for new hires	\$ 1,560	\$ -	\$ 1,560
Net Soil & Water Conservation Division Changes	\$ 1,560	\$ -	\$ 1,560

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.

Administration Division/Services

FY 2022-23 Highlights

- Increased in person RecTrac registration numbers and increased indoor reservation numbers by 37.8 percent compared to last year.
- Completed renovation on Fairview tennis courts including pickleball striping. Repaired Cedar Grove basketball courts, and Efland Cheeks basketball courts including tile courts with new 8ft metal fencing.
- Re-instituted the annual Nature of Orange photo contest after a two year hiatus.
- Recorded a significant increase in special events including a new food truck rodeo. The size of annual events including last Fridays have doubled in size. Hog Day and the Concert in the Park have returned after a two year hiatus.
- Perry Hills Mini-Park Master Plan design community meetings and draft plan.

FY 2023-24 Highlights

- Special event requests anticipated to increase and also number of reserved days and increased number of people to our parks and facilities also including an increase in revenue. Anticipate planning and management of large music festival in spring 2024 at newly opened Blackwood Farm Park in conjunction with Arts Commission.
- Complete and implement Perry Hills Mini-Park Master Plan.

Department of Environment, Agriculture, Parks & Recreation – continued

Parks and Grounds Division

FY 2022-23 Highlights

- Continued to manage and maintain county parks, public open spaces and grounds to a high level while experiencing severe “temporary/seasonal” staff shortages, the vestiges of the COVID pandemic that continues to result in increased park usage at the same time as resource limitations.
- Maintained all county playgrounds to meet the National Playground Safety Institute, The National Park and Recreation Association and The American Society of Testing Materials standards and codes.
- With Manager and Board approval, reallocated existing seasonal staff funds to create two new full time Parks Coordinators beginning in January 2023, helping to compensate for the staffing shortages and lack of qualified seasonal help.
- Worked to assist in management of nature preserves and other resource lands, and assisted numerous County agencies and departments.
- Closely monitored the construction of Blackwood Farm Park while planning for the park opening and projected significant increased use and hours of operation. Park opening projected to occur in April/May 2023.

FY 2023-24 Highlights

- Continued to manage and maintain County parks, public open spaces and grounds to a high level while experiencing staff and other resource challenges.
- Continue to maintain all county playgrounds meet or exceed the National Playground Safety Institute, The National Park and Recreation Association and The American Society of Testing Materials standards and codes.
- Work with and endeavor to expand on developing relationships with other County departments and outside agencies when applicable.
- Expand visibility and awareness of parks and trails through targeted videos, organized hikes, social media and other methods during the “Year of the Trail.”
- Continue to research methods, programs and procedures to further improve our overall maintenance to our parks and facilities.
- Manage the newly-opened Blackwood Farm Park and the expected dramatic increase in activity and special events at the park and amphitheater.
- Begin creation of Perry Hills MiniPark upon completion of the master planning efforts.

Recreation Division/Services

FY 2022-23 Highlights

- The Recreation Division manages childcare and enrichment programs that includes preschool, afterschool, summer camp, general recreation classes, and special events. The full spectrum of this service encompasses planning, promotion, programming, and implementation of well-rounded age-specific recreation activities. Personnel are involved in all aspects of this service from the start to finish which includes marketing, community outreach, and participation registration, face to face communication with patrons, lesson plan development, program implementation, and dispute resolution as necessary.
- Resumed the Counselor in Training (C.I.T.) program for Summer Camp 2022. Eighteen (18) youth ages 13- to 15-years-old contributed a minimum of 100 hours each to assist with implementing camps for campers ages 4-6-years-old and 7-9-years-old. C.I.T. experience provided opportunities to build leadership, teamwork, customer service, programming, and

Department of Environment, Agriculture, Parks & Recreation – continued

supervisory skills while providing on-site staff support. Participants will gain basic work experience as a valuable enhancement to college applications, résumés, and future employment.

- Plan to offer additional programming through contracted instructors within the community to provide more wide-range of recreational opportunities
- Through budget approval the Recreation Division received a replacement 15 person passenger van that will provide additional opportunities for afterschool and field trip camps during the summer.
- The Recreation Division manages athletic programming and community athletic facility user groups which includes youth/adult athletic leagues, youth developmental athletic programs, and athletic facility scheduling and oversight for the Soccer.com Center, Central Recreation Center gymnasium, Fairview Park tennis courts, and all other County Parks athletic fields. The full spectrum of this service encompasses planning, promotion, programming, and implementation of well-rounded age-specific recreation activities. Personnel are involved in all aspects of this service from the start to finish which includes marketing, community outreach, and participation registration, face to face communication with patrons, lesson plan development, program implementation, athletic facility scheduling, user group tournament support, and dispute resolution as necessary.

FY 2023-24 Highlights

- Plan to offer additional programming through contracted instructors within the community to provide more wide-range of recreational opportunities
- Through budget approval the Recreation Division received a replacement 15 person passenger van that will provide additional opportunities for afterschool and field trip camps during the summer.
- Expansion of Youth Basketball League by transitioning 7-10-year-old Girls and 11-12-year-old Divisions to spring and fall leagues along with existing 13-15-year-old division. This will allow for increased enrollment in all divisions by better utilizing the sole gymnasium available at the Central Recreation Center. Moving older leagues out of the winter/summer seasons will open more game and practice times for 5-6-year-old, 7-8-year-old, and 9-10-year-old divisions in order to better meet demand as evidenced by waitlists in the winter 22-23 season. Adding 11-12-year-old and 7-10-year-old Girls to the spring and fall seasons will make use of otherwise vacant gymnasium time.
- To consolidate responsibilities Asset Management will be responsible for overseeing building rentals at Cedar Grove and Efland-Cheeks Community Center beginning in 2023-24. Currently, Asset Management manages the lease agreement between the neighborhood associations responsible for each building's operations. Now including the rentals at these two facilities should provide a streamline approach in the communication and organization of events at each facility.
- For 2023-24 the Recreation Division is planning to complete a maintenance renovation on the Central Recreation Center bleachers. The bleachers that are seven years old need to have bolts tightened or replaced, wheels and mechanics greased for easier movement, etc.
- Planning to reopen the mobile concession trailer for special events and tournaments at the Soccer.com Center which is expected to increase concession revenues for 2023-24.
- Will be installing a service window at the Soccer.com Center concession stand to maintain cooling within the concession stand during operations for staff safety.
- The Athletic Staff will be developing a volunteer coach's manual that can be used throughout all athletic programs that will direct coaches on expectations, injury prevention and management, facility protocols, etc.

Department of Environment, Agriculture, Parks & Recreation – continued

Natural and Cultural Division/Services

FY 2022-23 Highlights

- The **Lands Legacy Program** works with willing landowners and other partners (land trusts, universities, other units of gov't.) to conserve high priority natural and cultural resource lands.
- The **Historic Preservation Program** promotes the preservation and protection of properties with historical, architectural and/or cultural significance. **Historic Preservation Commission (HPC)** programs include designating Local Historic Landmarks and National Register properties. Provide staff support to the HPC.
- **Orange Well Net** is a groundwater observation well network established by the County in 2010, composed of six bedrock wells and seven regolith wells to monitor fluctuations in groundwater levels. Findings inform the public and officials about groundwater issues.
- Participation in regional partnerships to promote and enhance water quality, including the **Eno River Watershed Hydrilla Management Task Force** to manage an invasive aquatic weed (Hydrilla) that has infested the Eno River watershed, and the **Upper Neuse River Basin Association (UNRBA)** effort to re-examine Stage II of the Falls Lake Nutrient Management Strategy.
- Pursue and investigate initiatives and research needed for the **Commission for the Environment (CFE)**, and items or tasks referred to the Commission. Provide primary staff support to the CFE.
- Provide staff support to the **Agricultural Preservation Board (APB)**. Pursue research, data collection and help process Voluntary Agricultural District applications to the APB.
- Provide staff support to the **Intergovernmental Parks Work Group**; coordinate agendas; membership and meetings.
- Supervision of consultants and contractors in the design and development of parks and recreation facilities and assist other departments with site planning, consultant selection and construction drawing documentation.
- Overseeing and implementing annual inspections and management of stormwater control measures (SCM's) on County parks and grounds.
- Planning for and providing environmental education information; programs and community events; adapted to virtual events as needed.

FY 2023-24 Highlights

- Creation of Orange County Bicycle, Pedestrian and Trails Plan.
- Acquisition of Mountains-To-Sea Trail route lands and trail construction at identified locations.
- Nutrient management reduction projects for Falls Lake watershed rules (IAIA).
- Fairview Landfill Mitigation begins; new tennis/pickleball courts at Fairview Park.

Soil & Water Division/Services

FY 2022-23 Highlights

- Swine and Dairy Assistance Program funds from the state were allocated for the closure of existing animal waste storage facilities at operations that ceased production during Covid. Staff worked with producers to prepare nutrient management plans and contract documents to ensure that water quality is protected during the closure process and to provide financial assistance to the producers.
- Host of the Orange/Durham Pond Clinic, an annual educational event which focuses on pond management, pond construction, and enhancements for fish and wildlife.

Department of Environment, Agriculture, Parks & Recreation – continued

- After a two year Covid hiatus, Earth Walk, an annual education event of 54 years, has returned to the classroom where youth learn about the importance of and ways to protect our natural resources. Staff and resource presenters from seven government agencies visited three middle schools reaching over 500 students.

FY 2023-24 Highlights

- Will provide technical and financial assistance to agricultural and non-agricultural land owners to conserve our natural resources. Plan to encumber all state allocated cost share funds from the Agriculture Cost Share Program and Agricultural Water Resources Assistance Program to improve water quality and increase water quantity for participating cooperators
- \$60,097 of funding awarded from the state legislature for the new Streamflow Rehabilitation Assistance Program to remove debris at three projects sites in Orange County in order to mitigate crop field flooding and timber damage. Anticipate all three projects to be completed by the end of FY24.
- The environmental education outdoor learning trail and associated educational resources at the Blackwood Farm Park is planned for completion. Whimsical signage, original artwork with activities at nine trail stations will educate visitors about wetlands and aquatic animal habitat, river basins, soils, water quality and pollinators.

Debt Service Fund

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Debt Service (General Fund)					
Principal - School Debt Service	17,044,698	15,241,042	15,241,042	0	0
Interest - School Debt Service	6,708,313	6,566,311	6,566,311	0	0
Total School Debt Service	\$23,753,011	\$21,807,353	\$21,807,353	\$0	\$0
Debt Issuance Costs	564,890	0	0	0	0
Principal - County Debt Service	12,534,636	11,826,054	11,826,054	0	0
Interest - County Debt Service	3,663,813	4,443,763	4,443,763	0	0
Total County Debt Service	\$16,763,338	\$16,269,817	\$16,269,817	\$0	\$0
Total Revenue	1,796,045	271,674	271,674	0	0
County Costs (net)	\$ 38,720,304	\$ 37,805,496	\$ 37,805,496	\$ 0	\$ 0
Debt Service (Debt Service Fund)					
Principal - School Debt Service	0	0	0	15,008,682	15,008,682
Interest - School Debt Service	0	0	0	6,313,448	6,313,448
Total School Debt Service	\$0	\$0	\$0	\$21,322,130	\$21,322,130
Capital Personnel Costs	0	0	0	0	190,324
Debt Issuance Costs	0	0	0	52,000	52,000
Principal - County Debt Service	0	0	0	12,048,948	12,048,948
Interest - County Debt Service	0	0	0	3,844,096	3,844,096
Total County Debt Service	\$0	\$0	\$0	\$15,945,044	\$15,945,044
Debt Revenues	0	0	0	2,771,674	2,771,674
Appropriated Fund Balance	0	0	0	1,095,500	1,285,824
Transfer from General Fund	0	0	0	33,400,000	33,400,000
Total Debt Service Expenditure	\$ 40,516,349	\$ 38,077,170	\$ 38,077,170	\$ 37,267,174	\$ 37,267,174

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.

In FY 2022-23, the board authorized the creation of the Debt Service Fund and seeded it with \$6,000,000 of excess General Fund fund balance. The purpose of the fund is to represent all restricted debt related revenues and expenditures in one location, and to utilize a restricted fund balance to insulate the General Fund from sudden increases in debt service expenses. Based on the Recommended FY 2023-33 Capital Investment Plan, the General Fund will not need to raise taxes to fund annual debt service payments until FY 2026-27.

The allowable expenses in the Debt Service Fund include the projected annual school, community college and county debt, issuance costs related to financing, and dedicated capital or debt focused personnel. In FY 2023-24, the fund is recommended to support 2 FTEs, the existing Capital Projects Manager and a new Capital Projects Field Coordinator.

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

Debt Service – continued

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 revenues. Fifteen percent of the fiscal year 2023-24 Manager Recommended Budgeted Revenues equals \$40,829,329 compared to our anticipated debt service payments of \$37,215,174. The table below compares the County’s current level of debt with the levels outlined in the Debt Management Policy.

County’s Debt Level for Fiscal Year 2023-24			
	Per County’s Adopted Debt Management Policy	Legal Debt Limit per NC General Statute	As Included in FY 2023-24 Recommended Budget
Annual Debt Service Payments as a Percentage of General Fund Revenues	No greater than 15%	N/A	13.37%
Total Outstanding Debt as a Percentage of Total Assessed Valuation	No greater than 3%	No greater than 8%	1.61%

Bond Ratings

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

- Fitch – AAA
- Standards and Poors – AAA
- Moody’s – Aaa

Economic Development

Phone Number: (919) 245-2325

Website: <https://www.orangecountync.gov/578/Economic-Development> & <http://www.VisitChapelHill.org>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
By Category (Article 46 Sales Tax Fund)					
Overhead	122,170	147,392	147,392	69,774	69,774
Personnel Services	338,901	336,825	353,208	353,208	353,208
Operations	8,885	18,677	18,677	80,431	80,431
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 469,956	\$ 502,894	\$ 519,277	\$ 503,413	\$ 503,413
Total Revenues	2,500	0	0	0	0
Sales Tax Fund Cost (net)	\$ 467,456	\$ 502,894	\$ 519,277	\$ 503,413	\$ 503,413
By Category (Visitors Bureau Fund)					
Overhead	105,986	86,644	86,644	83,592	83,592
Personnel Services	526,520	558,709	581,901	580,239	580,239
Operations	446,765	1,154,164	1,154,164	1,466,936	1,466,936
Capital Outlay	493,711	0	0	25,000	25,000
Total Expenditures	\$ 1,572,983	\$ 1,799,517	\$ 1,822,709	\$ 2,155,767	\$ 2,155,767
Total Department Revenues	1,865,403	1,740,000	1,740,000	2,227,791	2,227,791
Transfer from General Fund	560,000	0	0	0	0
Appropriated Fund Balance	0	288,814	288,814	372,068	198,165
Visitors Bureau Costs (net)*	\$ (852,420)	\$ (229,297)	\$ (206,105)	\$ (444,092)	\$ (270,189)
Total Department Expenditures	\$ 2,042,939	\$ 2,302,411	\$ 2,341,986	\$ 2,659,180	\$ 2,659,180

*Applied towards Arts Commission & Arts Outside Agencies

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

The Economic Development division is budgeted in the Article 46 Sales Tax Fund. Total operations increase of \$61,754 based on less available unspent prior year balances than in previous fiscal year and advertising to highlight programs and tools for small businesses. This is offset by a \$77,618 decrease in overhead expenses paid to the General Fund due to decreased use of IT support. Net fund cost decrease of \$15,864.

Visitors Bureau division expenditure increase of \$333,058 based on increased advertising, promotions & events along with building improvements. Total revenue increase of \$487,791 based on projected occupancy taxes. The approved budget includes utilization of \$198,165 in fund balance.

The Manager Recommended Budget does not include funding for the following Department Requests:

Non-departmental request for a consultant led economic development strategic plan.

Economic Development – continued

Budget by Division

Economic Development

Economic Development Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increased advertising to promote the department's small business grant program and publicize the new SizeUp cloud-based software tool for small businesses	\$ 13,482	\$ -	\$ 13,482
Less available unspent prior year balances than in previous years	\$ 48,272	\$ -	\$ 48,272
Decreased overhead expenses due to less demand for IT support	\$ (77,618)	\$ -	\$ (77,618)
Net Economic Development Division Changes	\$ (15,864)	\$ -	\$ (15,864)

Visitors Bureau

Visitors Bureau Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Decreased overhead and temp personnel expenses	\$ (4,714)	\$ -	\$ (4,714)
Advertising, promotions & events increases offset by increased occupancy tax revenue	\$ 312,772	\$ 487,791	\$ (175,019)
Building improvements for signage around the welcome center	\$ 25,000	\$ -	\$ 25,000
Decreased use of fund balance	\$ -	\$ (90,649)	\$ 90,649
Net Visitors Bureau Division Changes	\$ 333,058	\$ 397,142	\$ (64,084)

Mission Statement

The Economic Development Department serves to diversify Orange County's local economy by promoting the growth, retention and recruitment of small and locally-owned businesses, local agricultural and food processing ventures, entrepreneurial innovation start-ups, and large business employers engaged in a variety of retail trades, hospitality centers such as hotels and restaurants, light industrial manufacturing, logistics distribution centers, research and commercial office development. The Department strives to identify specific business prospects in these strategic sectors which are determined to be desirable, growth-oriented, environmentally clean, that pay at or above the Orange County living wage, and offer health care and related employment benefits. The underlying goal is to achieve a net increase in retail and property tax revenues to the County, and employment opportunities for our residents.

Major Divisions/Services

Economic Development / Support for Small Businesses and Agriculture Operations

Economic Development – continued

- FY 2022-23 Highlights
 - Continued to market and disburse funds from the Small Business and Agriculture Grant Programs disbursing approximately 30 business grant awards from the annual allocation of \$150,000 to support small, locally owned businesses and 13 Agriculture Grants from the annual allocation of \$100,000 that support Orange County's small farmers and food processors.
 - Launched SizeUp Orange County that provides free access to local business intelligence demographic information and business advisory support on over 50 topics, as well as a local business search component.
- FY 2023-24 Highlights
 - Increase marketing of the Small Business Grant & Agriculture Grant programs and SizeUp availability via radio, print ads, and seek to increase the level of grant awards to women-owned and minority-owned small businesses and farms in the County.

Economic Development / Business Recruitment & Expansion Efforts

- FY 2022-23 Highlights
 - Assisted commercial & industrial development firms that are establishing new business parks in the Buckhorn and Hillsborough Economic Development District.
 - Collaborated with the 3 Towns' economic development staff, 2 Chambers of Commerce, the LAUNCH innovation center, UNC, the Chapel Hill Downtown Partnership, and other local economic development allies to promote employment and revenue growth.
- FY 2023-24 Highlights
 - Seek ways to implement the County's Racial Equity Lens into department operations.

Mission Statement

The mission of the Chapel Hill/Orange County Visitors Bureau is to develop and coordinate visitor services in Orange County and to implement marketing programs that will enhance the economic activity and quality of life in the community.

Major Divisions/Services

Visitors Bureau / Fulfill inquiries of potential visitors and business travelers

- FY 2022-23 Highlights
 - 3,000 inquiries and requests for tourism information on Orange County
 - 1,790,000 attendees at Orange County attractions
- FY 2023-24 Highlights
 - Increase to 3,500 inquiries and request for tourism information on Orange County
 - Increased to 1,800,000 attendees at County museum, festival, events, & sports.

Visitors Bureau / Increase number and variety of leads to hotel properties with meeting space

Economic Development – continued

- FY 2022-23 Highlights
 - 80 leads generated
 - 30 total bookings
- FY 2023-24 Highlights
 - Increase to 85 leads generated
 - Increased to 32 confirmed bookings

Visitors Bureau / Publish updated visitor guides, maps and restaurants information

- FY 2022-23 Highlights
 - Published 30,000 “2022-23 Official Visitors Guide” and 15,000 New Visitor Maps
 - Updated restaurants and published new dining map pad
 - Produce 52 Weekly Orange Slices constituent-focused, 12 monthly Check it out Events focused and 12 By the Numbers Month Tourism stat-focused newsletters
- FY 2023-24 Highlights
 - Create new 2024 Visitor Guide and Visitors Map with print run to meet demand
 - Update restaurants list and publish new dining map at quantity to meet demand
 - Will produce 52 Weekly Orange Slices constituent-focused, 12 monthly Check it out Events focused and 12 By the Numbers Month Tourism stat-focused newsletters

Visitors Bureau / Increase diversity in tourism and convention programming

- FY 2022-23 Highlights
 - Update list of Black-owned businesses on website and distribute to inquiries
 - Create, update and maintain Chapel Hill Diversity Website that highlights diverse leadership, businesses, events, history.
 - Create new online Disability Guide highlighting hotels and restaurants in the County
 - Re-secured the annual Black Alumni Reunion in Orange County after losing it to Durham County in 2021.
- FY 2023-24 Highlights
 - Maintain and update photo/video library with diverse imaging for tourism publications
 - Re-secure the annual Black Alumni Reunion in Orange County.
 - Maintain Chapel Hill Diversity Website that highlights diverse leadership, businesses, events, history.

Visitors Bureau / Maintain a presence on digital marketing platforms

- FY 2022-23 Highlights
 - Promote attractions, hotels, events, things to do and other destination tourism related activities on 7 Social Media Channels: Facebook, Instagram, LinkedIn, YouTube, Pinterest, Flip.to and Visit NC Farms – Orange County Mobile app

Economic Development – continued

- Maintain, update, and create new content for the VisitChapelHill.org website including events, stories, new listings, and other content featuring tourism related assets in the Orange County communities of Chapel Hill, Carrboro, Hillsborough and Mebane.
- FY2023-24 Highlights
 - Promote attractions, hotels, events, things to do and other destination tourism related activities on 7 Social Media Channels: Facebook, Instagram, LinkedIn, YouTube, Pinterest, Flip.to and Visit NC Farms – Orange County Mobile app
 - Maintain, update, and create new content for the VisitChapelHill.org website including events, stories, new listings, and other content featuring tourism related assets in the Orange County communities of Chapel Hill, Carrboro, Hillsborough and Mebane.

Education

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Local School Systems					
Current Expenses (General Fund)					
Orange County Schools	35,416,370	38,570,900	38,570,900	49,207,500	42,784,038
Chapel Hill/Carrboro City Schools	53,936,817	55,007,882	55,007,882	66,157,882	60,158,538
Total Current Expenses	\$ 89,353,187	\$ 93,578,782	\$ 93,578,782	\$ 115,365,382	\$ 102,942,576
Recurring Capital/Capital Pay-Go (General Fund)					
Orange County Schools	518,677	494,640	498,720	1,122,120	1,122,120
Chapel Hill/Carrboro City Schools	784,950	705,360	701,280	1,577,880	1,577,880
Total Recurring Capital Expenses	\$ 1,303,626	\$ 1,200,000	\$ 1,200,000	\$ 2,700,000	\$ 2,700,000
Debt Service (General Fund & Debt Service Fund)					
Principal & Interest Bonds	23,753,011	21,807,353	21,807,353	21,322,130	21,322,130
Total Debt Service Expenses	\$ 23,753,011	\$ 21,807,353	\$ 21,807,353	\$ 21,322,130	\$ 21,322,130
Other School-Related Programs (General Fund)					
School Health & Safety Contracts ⁽¹⁾	4,710,754	3,738,485	3,738,485	3,738,485	3,888,025
Total Other School-Related Programs	\$ 4,710,754	\$ 3,738,485	\$ 3,738,485	\$ 3,738,485	\$ 3,888,025
Total Local School Systems Expenditures	\$ 119,120,578	\$ 120,324,620	\$ 120,324,620	\$ 143,125,997	\$ 130,852,731
Durham Technical Community College (DTCC)					
Current Expenses (General Fund)					
Durham Technical Community College	777,092	809,405	809,405	1,087,198	890,346
Total Current Expenses	\$ 777,092	\$ 809,405	\$ 809,405	\$ 1,087,198	\$ 890,346
Recurring Capital (General Fund)					
Durham Technical Community College	75,000	75,000	75,000	75,000	75,000
Total Recurring Capital Expenses	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
Debt Service (General Fund & Debt Service Fund)					
Principal & Interest Non-GO Bonds	224,290	205,994	205,994	199,033	199,033
Total Debt Service Expenses	\$ 224,290	\$ 205,994	\$ 205,994	\$ 199,033	\$ 199,033
Total DTCC	\$ 1,076,382	\$ 1,090,399	\$ 1,090,399	\$ 1,361,231	\$ 1,164,379
Total Education Expenditures	\$ 120,196,960	\$ 121,415,019	\$ 121,415,019	\$ 144,487,228	\$ 132,017,110

⁽¹⁾ The FY 2023-24 Commissioner Approved budget includes contracted payments for the costs of supplying a Nurse in every school in both CHCCS and OCS, as well as supplying School Resource Officers in the middle and high schools in both CHCCS and OCS.

Note: In addition to the funding outlined here, in fiscal year 2023-24 Chapel Hill-Carrboro City Schools anticipate receiving approximately \$27,742,966 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 or April 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 2023-24 totals 7,122, a decrease of 60 students from the March 2022 projections. The district continues to experience a growing number of charter students, with a current enrollment of 999 students, as of March 2022, which represents an increase of 48 students. Out of district students are budgeted at 118 students. This brings the total district enrollment to 8,003 for FY 2023-24.

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

The Chapel Hill-Carrboro City School District DPI projections total 11,393, a decrease of 73 from the March 2022 projections. Charter students are budgeted at the current enrollment of 210, as of March 2023, which represents an increase of 5 students. Out of district students are budgeted at 350 students. This brings the total district enrollment to 11,253 for FY 2023-24.

2022-23 Enrollment Projections

	CHCCS	OCS	Total
March 2022 Department of Public Instruction ADM Allotment #s	11,466	7,182	18,648
Less: Out of District	<u>(229)</u>	<u>(110)</u>	<u>(339)</u>
	11,237	7,072	18,309
Plus: Budgeted Charter Students	<u>205</u>	<u>951</u>	<u>1,156</u>
Total Budgeted Students	11,442	8,023	19,465
	58.78%	41.22%	

Education - continued

2023-24 Enrollment Projections

	CHCCS	OCS	Total
March 2023 Department of Public Instruction ADM Allotment #s	11,393	7,122	18,515
Less: Out of District	<u>(350)</u>	<u>(118)</u>	<u>(468)</u>
	11,043	7,004	18,047
Plus: Budgeted Charter Students	<u>210</u>	<u>999</u>	<u>1,209</u>
Total Budgeted Students	11,253	8,003	19,256
	58.44%	41.56%	

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 2023-24 budget provides a total of \$102,942,576 in current expense funding or an increase of ten (10%) or \$9,363,794 over the FY2022-23 current expense budget. The resulting per pupil amount for each of the 19,256 students in the two school systems is \$5,346 which represents an increase of \$538.46 per pupil over FY2022-23.

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

The recommended budget increases the current year funding level by \$4,213,138 and brings the total appropriation in current expense funding to \$42,784,038.

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

The recommended budget increases the current year funding level by \$5,150,656 and brings the total current expense funding for the District to \$60,158,538.

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

The special district tax rate for the Chapel Hill Carrboro City Schools is recommended to increase from 18.30 cents to 19.80 per \$100 assessed value for FY 2023-24. Each penny on the Chapel Hill-Carrboro district tax rate for fiscal year 2023-24 is expected to produce \$1,396,867. Anticipated revenue from this special tax is estimated to generate approximately \$2,465.38 per student for the district. Projected revenue from district tax proceeds for fiscal year 2023-24 totals approximately \$27,742,966

School Health and Safety Contracts

The FY 2023-24 recommended budget includes funds totaling \$3,888,025, outside of the per pupil funding, to cover the costs of School Resource Officers in every middle and high school, and a School

Education - continued

Health Nurse in every elementary, middle, and high school in both school systems with a 4% increase over the FY 2022-23 total. These services are provided through a contractual agreement with both school systems to provide these safety and health initiatives.

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.

For fiscal year 2023-24, the recommended budget provides total funding for recurring capital at \$3.0 million. This amount is distributed to each district based on its share of the total number of students. Of the total, recurring capital for the Chapel Hill-Carrboro City Schools equals \$1,753,200 and Orange County Schools' allocation is \$1,246,800. A combination of pay-go funding and debt financing is utilized in FY 2023-24.

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 includes dedicated half-cent sales tax revenues and property tax earmarked under the Board's Capital Funding Policy. The recommended budget for FY 2023-24 includes \$2,713,287 for Chapel Hill-Carrboro City Schools and \$1,929,573 for Orange County Schools, for a total of \$4,642,860. Instead of funding the long-range capital from pay-as-you-go funds, debt financing will be utilized in FY 2023-24, as it was in FY 2022-23.

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) – Orange County Campus

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 FY 2023-24 Commissioner Approved budget provides a total of \$1,544,379 to DTCC. This includes current expense funding of \$890,346, recurring capital of \$75,000 and debt service of \$199,033. DTCC's FY 2023-24 requested amount included \$200,000 for 200 scholarships for Orange County residents attending DTCC, \$70,000 for small business support, \$20,000 for an Innovation Hub in Chapel Hill, as well as \$100,000 to support unemployed and underemployed residents in Back-to-Work courses. The recommended budget includes funding the entirety of the requested \$390,000 through Article 46 Sales Tax proceeds instead of through Current Expense.

Emergency Services

Phone Number: (919) 245-6100

Website: <https://www.orangecountync.gov/emergencyservices>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	10,015,823	12,294,238	13,554,745	14,154,734	14,001,376
Operations	1,213,287	1,504,073	1,504,073	1,604,419	1,646,419
Capital Outlay	21,326	22,116	0	0	0
Total Expenditures	\$ 11,250,436	\$ 13,820,427	\$ 15,058,818	\$ 15,759,153	\$ 15,647,795
Total Revenues	3,985,841	3,836,379	3,836,379	5,334,712	5,334,712
County Costs (net)	\$ 7,264,595	\$ 9,984,048	\$ 11,222,439	\$ 10,424,441	\$ 10,313,083
<i>By Category (Emergency Telephone Fund)</i>					
Personnel Services	0	0	0	0	0
Operations	397,427	764,659	764,659	434,525	434,525
Capital Outlay	18,713	10,800	0	136,491	136,491
Total Expenditures	\$ 416,140	\$ 775,459	\$ 764,659	\$ 571,016	\$ 571,016
Total Revenues	761,639	775,459	775,459	571,016	571,016
County Costs (net)	\$ (345,499)	\$ 0	\$ (10,800)	\$ 0	\$ 0
Total Emergency Services and Related Expenditures	\$ 11,666,576	\$ 14,595,886	\$ 15,823,477	\$ 16,330,169	\$ 16,218,811

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total General Fund Expenditure increase of \$588,977 is based on 2 FTEs for the Mobile Crisis Response Team initiative, 1 Logistics Specialist FTE to meet increasing service levels, overtime and holiday pay based on hourly rates, temporary personnel based on coverage needs, medical supplies due to increased call volume, medical examiner non-departmental account moving into the department and other operational costs. Total General Fund Revenue increase of \$1,498,333 due to increased call volume and collection rates for Emergency Medical fees. The Net County Cost decrease is \$909,356.

The Manager Recommended Budget does not include funding for the following Department Requests:

Additional hours of overtime

Emergency Services – continued

Budget by Division

Administration

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	478,941	496,271	833,505	833,505	833,505
Operations	190,922	286,994	286,994	264,702	306,702
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 669,864	\$ 783,265	\$ 1,120,499	\$ 1,098,207	\$ 1,140,207
Total Revenues	14,613	17,760	17,760	17,760	17,760
County Costs (net)	\$ 655,251	\$ 765,505	\$ 1,102,739	\$ 1,080,447	\$ 1,122,447

Administration Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Reduction in contracted services for morgue storage and one-time training program	\$ (56,850)	\$ -	\$ (56,850)
Medical Examiner Non-Department account moving into Department	\$ 42,000	\$ -	\$ 42,000
Increased cost of uniforms and other operational expenses	\$ 34,558	\$ -	\$ 34,558
Net Administration Division Changes	\$ 19,708	\$ -	\$ 19,708

Emergency Management

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	376,535	499,107	524,261	582,627	582,627
Operations	118,395	139,253	139,253	149,083	149,083
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 494,930	\$ 638,360	\$ 663,514	\$ 731,710	\$ 731,710
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 494,930	\$ 638,360	\$ 663,514	\$ 731,710	\$ 731,710

Emergency Management Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Logistics Specialist position and associated operating expenses	\$ 60,568	\$ -	\$ 60,568
Increase in operational expenses	\$ 7,628	\$ -	\$ 7,628
Net Emergency Management Division Changes	\$ 68,196	\$ -	\$ 68,196

Emergency Services – continued

Fire Marshal

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	286,304	345,239	361,709	361,738	361,738
Operations	17,269	40,158	40,158	78,288	78,288
Capital Outlay	807	0	0	0	0
Total Division Expenditures	\$ 304,380	\$ 385,397	\$ 401,867	\$ 440,026	\$ 440,026
Total Revenues	31,666	111,952	111,952	111,952	111,952
County Costs (net)	\$ 272,714	\$ 273,445	\$ 289,915	\$ 328,074	\$ 328,074

Fire Marshal Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Educational supplies for community outreach and operational increases	\$ 38,159	\$ -	\$ 38,159
Net Fire Marshal Division Changes	\$ 38,159	\$ -	\$ 38,159

Emergency Medical Services

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	6,335,600	7,777,259	8,239,090	8,603,317	8,529,489
Operations	706,280	825,214	825,214	919,260	919,260
Capital Outlay	20,519	22,116	0	0	0
Total Division Expenditures	\$ 7,062,399	\$ 8,624,589	\$ 9,064,304	\$ 9,522,577	\$ 9,448,749
Total Revenues	3,939,562	3,706,667	3,706,667	5,205,000	5,205,000
County Costs (net)	\$ 3,122,837	\$ 4,917,922	\$ 5,357,637	\$ 4,317,577	\$ 4,243,749

Emergency Medical Services Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase in medical charges due to growth in call volume and increase in collection rate	\$ -	\$ 1,498,333	\$ (1,498,333)
Community Paramedic position and associated operating expenses	\$ 46,259	\$ -	\$ 46,259
Increase overtime and holiday pay due to hourly rate increases; temp personnel to cover vacancies	\$ 252,104	\$ -	\$ 252,104
Increase in medical supplies due to increased call volume and other operational expenses	\$ 86,082	\$ -	\$ 86,082
Net Emergency Medical Services Division Changes	\$ 384,445	\$ 1,498,333	\$ (1,113,888)

Emergency Services – continued

Public Safety Communications

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	2,538,444	3,176,362	3,596,180	3,773,547	3,694,017
Operations	180,420	212,454	212,454	193,086	193,086
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 2,718,864	\$ 3,388,816	\$ 3,808,634	\$ 3,966,633	\$ 3,887,103
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 2,718,864	\$ 3,388,816	\$ 3,808,634	\$ 3,966,633	\$ 3,887,103

Public Safety Communications Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Crisis Response position and associated operating expenses	\$ 51,145	\$ -	\$ 51,145
Increase overtime and holiday pay due to hourly rate increases; temp personnel to cover vacancies	\$ 50,342	\$ -	\$ 50,342
Net decrease in operational expenses	\$ (23,018)	\$ -	\$ (23,018)
Net Public Safety Communications Division Changes	\$ 78,469	\$ -	\$ 78,469

Mission Statement

The Orange County Emergency Services Department provides services to the community by preventing and minimizing loss of life, pain, suffering, property, and environmental damage from fires, natural and human-caused disasters, and medical emergencies. We accomplish our mission through a diverse, competent and professional workforce, robust and integrated relationships with our response partners, and engagement with a prepared and resilient community. The department's vision statement is "A Prepared, Coordinated, and Integrated Emergency Services System".

Major Divisions/Services

- **Finance/Administration Division**

- FY 2022-23 Highlights

- Retained vital frontline Emergency Services personnel with the implementation of a step pay plan to provide equitable increases for 74% of the department (911 and EMS).
 - Refined the recruitment, engagement and qualification process to reduce the overall departmental vacancy rate by 7%.
 - Completed an EMS System Analysis that included a comprehensive assessment of the County's existing emergency medical services system and provided recommendations for the 10-year planning horizon. The 5-Year ES Strategic Plan update is in process.

Emergency Services – continued

- Provided new Leadership Development for 27 existing and aspiring leaders, promoted 15 personnel and celebrated 4 retirees.
- FY 2023-2024 Goals
 - Continued focus on recruitment and community engagement to build broad and meaningful relationships with the communities we serve.
 - Continued efforts on short and long-term strategic planning with a focus equity and inclusion.
- **Emergency Management Division**
 - FY 2022-23 Highlights
 - Coordinated four activations of the County Emergency Operations Center to include responses to winter weather, an EF-1 tornado, Hurricane Ian, and the 2022 General Election. Additionally, the division supported numerous local and regional events including Halloween on Franklin Street, NCAA Final Four, and NCAA Championship game.
 - Continued to support disaster preparedness and recovery efforts resulting in over \$1 million dollars in new grant funding.
 - Increased local emergency response capabilities through a robust training and education program. In total, 287 individuals in the community received training in subject areas including disaster preparedness, active assailant response, mass sheltering, and incident command.
 - Completed radio and paging system upgrades including a comprehensive assessment of in-building coverage of all K-12 public schools in the County.
 - FY 2023-24 Goals
 - Continue efforts towards a comprehensive update of the County's Emergency Operations Plan. This update will incorporate best practices, past events lessons learned, and new developments in response capabilities into the County's approach to Whole Community disaster management. This will also include centering equity in disaster response by embedding an equity officer into Emergency Operations Center leadership staff.
 - Continuance of public outreach and education by hosting two Community Emergency Response Team classes for the public, our annual MyPI Youth Preparedness summer camp in partnership with the Orange County Cooperative Extension, and North Carolina's first emergency management professional development workshop for young women in partnership with state and regional partners.
 - The EM Division will finalize the completion of a strategic replacement plan for all agency vehicles and capital assets.

Emergency Services – continued

- **9-1-1 Communications Division**

- FY 2022-2023 Highlights

	FY20-21	FY21-22	*FY22-23	*FY23-24
Administrative Calls	115,719	113,940	110,263	115,723
911 Emergency Calls	84,529	86,182	85,320	87,156

** Includes projections*

- Switched to RapidDeploy Eclipse for real time data analysis of incoming 911 and Administrative calls. Provided by the State of NC from 911 Surcharge
 - Continue preparing for Computer Aided Dispatch (CAD) and Records Management System (RMS) replacement in FY24-25.

- FY 2023-24 Goal

- Continued implementation of a Virtual Server Environment to decrease call processing times by providing a more stable platform for software to operate.
 - Develop backup plan for the Orange County 911 in geo-diverse parts of the state, allowing for continued response leveraging the use of the ESInet.
 - Continued implementation of technology (SIP) based administrative lines through ESInet to reduce cost and improve reliability.
 - Diversify our backup 9-1-1 plan for Orange County to operate in geo-diverse parts of the state, allowing for resiliency in response by leveraging the use of the ESInet.

- **Emergency Medical Services Division**

- FY2022-2023 Highlights

- EMS continued to experience surges during high-demand periods and an overall increase in total call volume. EMS maintained clinically acceptable response times despite crews often responding to back-to-back.
 - EMS began the first intervention year of the Race Cars Trial and will be holding a CPR Survivors reunion on May 21, 2022. EMS partnered with UNC Hospitals, area Fire Departments and Orange County Office of Equity and Inclusion to conduct hands only CPR training in our communities of color.
 - Community Paramedics continued to provide homebound vaccinations, reinstated the Stay Up Stay Active program with an expansion to fall risk referral project with Blue Cross Blue Shield, and responded to 9-1-1 referrals. These scene responses diverted over (50) EMS responses for lifting assistance calls and ensured vital resources were in place for the continuum of care of homebound patients.
 - Basic Life Support (BLS) initiative: EMS successfully conducted one of the largest recruitments in our history and is actively training personnel to bring on the (2) new BLS ambulances with an expected implementation of April 2023.

Emergency Services – continued

	FY20-21	FY21-22	FY22-23 Budget	*FY22-23	*FY23-24
EMS Responses	19,378	22,369	24,000	*26,500	*29,000
Evaluated/Treated	11,813	13,373	13,750	15,800	17,500
Transported	9,071	10,540	10,524	11,000	14,000
Unit Move-ups (depletion of available units)	3,765 (↑ 65%)	5,306 (↑ 41%)	5,689	4,000 (↓ 25%)	4,267
EMS Mutual-Aid Given	2,199	2,551	2,700	1,100	1,200
EMS Mutual-Aid Requested	1,142	1,862	1,200	2,255	2,700

* Includes projections

- FY 2022-23 Highlights
 - Training: All EMS personnel participated in Active Shooter Incident Management training, high-fidelity patient simulations, dementia competent training, and hands-on de-escalation training. In total, the EMS Division delivered more than 700 hours of continuing medical education and professional development.
 - EMS replaced a series of end-of-life mission critical equipment to include stair chairs, LUCAS CPR devices, EKG monitors, and other durable medical equipment.
- FY 2023-24 Goals
 - EMS will continue to focus on strategic replacement of mission critical equipment and enhancing provider skills through high-fidelity training and education.
 - EMS will fully introduce (2) 12-hour BLS units into the system and analyze performance (utilization and impact).
 - Collaborate with the Criminal Justice Resources Department to add (1) Community Paramedic for inclusion on the Mobile Crisis Team pilot project and launch a Medication Assisted Therapy (MAT) program to support individuals who desire to recover from an opioid use disorder.
 - Working with the Office of Equity and Inclusion, EMS will further analyze health equity in the EMS setting and develop strategies to improve outcomes of those we serve.

- **Fire and Life Safety Division**

- FY 2022-2023 Highlights
 - Increased outreach by ~45% by formalizing our fire prevention education program and integrating STEM based fire education within all Orange County Public Schools. Incorporated a new “Sparky the Fire Dog” mascot with financial support from the Hillsborough Exchange Club.
 - Received grants for more than 180 smoke alarms. Provided targeted fire prevention outreach and installed 69 smoke alarms in latinx mobile home communities.

Emergency Services – continued

- Successfully moved all fire permits to the County’s web portal – allowing customers to submit and pay applications completely online.
- FY 2023-24 Goals
 - Continued development of community risk reduction initiatives to include an increase in smoke alarm installations in the most vulnerable/at risk communities and expansion of school based fire prevention activities to reach 50% of the school aged population.
 - Implementation of fire investigation software to automate and track the origin and cause of fires within the County. The collected data will be utilized to inform future risk reduction priorities.
 - Continuance of the fire inspection/prevention services contracted to the Town of Hillsborough and analyze trends in projected growth.

Equity & Inclusion

Phone Number: (919) 245-2487

Website: <https://orangecountync.gov/3011/Office-of-Equity-Inclusion>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	301,937	0	0	0	475,901
Operations	26,054	0	0	0	129,081
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 327,991	\$ 0	\$ 0	\$ 0	\$ 604,982
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 327,991	\$ 0	\$ 0	\$ 0	\$ 604,982

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

The Office of Equity & Inclusion has been removed from a division within the County Manager's Office to reestablish a separate department. Total expenditure increase of \$5,540 based on travel and additional operational costs.

The Manager Recommended Budget does not include funding for the following Department Requests:

Additional Travel and Advertising cost

Office of Equity & Inclusion Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Establish OEI division into a Department	\$ 599,442	\$ -	\$ 599,442
Increase in operational expenses	\$ 5,540	\$ -	\$ 5,540
Net Office of Equity & Inclusion Division Changes	\$ 604,982	\$ -	\$ 604,982

Mission Statement

The Orange County Office of Equity & Inclusion is dedicated to promoting policies, practices, and programming that create bridges, address disparities, and dismantle barriers throughout Orange County.

Major Divisions/Services

- Enforcement of the Orange County Civil Rights Ordinance by preventing discriminatory practices in housing and public accommodations through education, outreach, and enforcement of the Orange

Equity & Inclusion – continued

County Civil Rights Ordinance and as a substantial equivalent agency, the Federal Fair Housing Act (Title VII of the Civil Rights Act of 1964)

- Lead countywide efforts in addressing persistent inequities experienced by County residents and throughout County departments to promote a culture of fair treatment and meaningful involvement of all people regardless of race or color; religious or philosophical beliefs; sex, gender, or sexual orientation; national origin or ethnic background; age; military service; disability; familial, economic, or residential status.
- Provide Accessibility services, including Language Access Services (LAS) to community members throughout Orange County seeking to access government services and address issues of discrimination, exclusion, and inequity.
- Develop and sustain opportunities for community dialogue on addressing concerns affecting experiences of belonging or ability to access full civic participation.
- Act as an administrative and supportive body to the Human Relations Commission

Performance Measures	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Projected	2023-24 Budget
Service: Prevent discriminatory practices in housing and public accommodations.					
Number of Inquiries Received	31	33	60	30	45
Number of Cases Initiated	17	8	15	10	24
Number of Case Closed	8	12	6	6	12
Number of Workshops & Presentations	21	10	15	15	12

Office of Equity & Inclusion

- FY 2022-23 Outcomes
 - The Orange County Human Rights & Relations Department became a division of the County Managers Department this year and welcomed aboard Dr. Shameka Y. Fairbanks who has lead this division into becoming the Orange County Office of Equity & Inclusion.
 - The Office of Equity & Inclusion has refreshed the roles within the division to match the direction, goals and values of Orange County in prioritizing inclusivity and community with hiring of a Community Engagement & Outreach Coordinator and reclassifying the Limited English Proficiency and Civil Rights specialists' roles to become the Language & Community Specialist and Inclusion Manager (respectfully).
 - The Office of Equity & Inclusion has reconvened the Orange County GARE and DEI teams to reengage the Countywide Racial Equity plan that was impacted by the 2020 public health crisis.
- FY 2023-24 Objectives
 - The Office of Equity & Inclusion looks forward to onboarding the Administrative Support/Intake Specialist role, spearheading the building of a health community program this fiscal year, and launching their youth programming at the top of next fiscal year.
 - Continue with refining the Countywide Racial Equity initiatives and begin meaningful strategy development and structured implementation.

Equity & Inclusion – continued

- Increase Office visibility through the facilitation of community-center outreach and educational opportunities.

Enforcement Activities

- FY 2022-23 Highlights
 - Recorded, investigated, or conciliated inquiries of discrimination to housing and public accommodation under the Orange County Civil Rights Ordinance received by Orange County community members.
 - Collaborated with NC Fair Housing Project to host Fair Housing Training for Orange County community members and staff and facilitated a Fair Housing training for Housing Providers.
- FY 2023-24 Highlights
 - Refreshing the internal procedures for receiving and processing inquiries to improve and scale workflow; increase service to community members; and align with revised HUD SOP for intake.
 - As Orange County continues to grow, we have seen an increase in inquiries to alleging discrimination to public accommodations. Thus, we seek to increase community outreach and education of civil rights protections and enforcement offered by the Office of Equity & Inclusion.

Accessibility Services

- FY 2022-23 Highlights
 - Reevaluated language assessment tools to improve the ways we evaluate for language proficiency for Orange County employees seeking certification to utilize their bilingual skills in providing direct service to community.
 - Collaborated with community-based agencies and organizations to provide outreach and education to Orange County newcomers and community members with limited English proficiency.
- FY 2023-24 Highlights
 - Increase development of community partnership opportunities to inform language access services and programming.
 - Continue to identify diverse language populations and provide targeted outreach, education, and support to improve access to Orange County services, programming and opportunities.
 - Create more visibility of Language Access service programming in both digital and print communication modalities.

Finance and Administrative Services

Phone Number: (919) 245-2450

Website: <https://www.orangecountync.gov/699/Finance-Administrative-Services>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	1,420,249	1,443,217	1,255,883	1,343,477	1,269,232
Operations	225,310	247,403	238,438	294,438	294,438
Capital Outlay	195	0	0	0	0
Total Expenditures	\$ 1,645,753	\$ 1,690,620	\$ 1,494,321	\$ 1,637,915	\$ 1,563,670
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 1,645,753	\$ 1,690,620	\$ 1,494,321	\$ 1,637,915	\$ 1,563,670

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure increase of \$69,349 for increase in temporary personnel and associated benefits, contract services and training.

The Manager Recommended Budget does not include funding for the following Department Requests:

Request for Business Analyst/Financial Analyst to provide additional County-wide capacity for analytical and controls/compliance for business and finance functions.

Finance and Administrative Services Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase in contract services for internal auditing and temporary personnel to provide support for Sr. Accountant	\$ 69,349	\$ -	\$ 69,349
Net Finance and Administrative Services Division Changes	\$ 69,349	\$ -	\$ 69,349

Mission Statement

The Department strives to be a strategic partner in providing fiscal leadership, excellent service delivery, and financial accountability for all residents and stakeholders.

Major Divisions/Services

• Major Services

- Complete the Annual Comprehensive Financial Report (ACFR) as required by law.
- Provide transparent financial data to various audiences through the Popular Annual Financial Report (PAFR).
- Maintain the County's sound financial condition through accounting and internal controls, in accordance with the Generally Accepted Accounting Principles (GAAP) and North Carolina General Statutes.

Finance and Administrative Services – continued

- Prompt and efficient payment of all County obligations.
- Adhere to County fiscal policies and department standard operating procedures.

- FY 2022-23 Highlights
 - Completed the submittal of the Annual Comprehensive Financial Report to the North Carolina Local Government Commission and received the Award for Excellence in Financial Reporting from the Government Finance and Officers Association for the thirtieth (30th) year.
 - Coordinated major county-wide upgrade to Munis Enterprise Resource Planning System (ERP).
 - Designed and implementing a county-wide ticketing request system for the department to improve response time, accuracy, and customer service.

- FY 2023-24 Highlights
 - Adjustments to Contract Services to comply with accounting requirements under GASB and to accommodate fractional specialized support needs due to turnover and training needs.
 - Adjustments to certifications and training budgets to ensure staff certification and training opportunities.

Fire Districts

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Fire Districts (Fire District Funds)					
Cedar Grove	277,439	287,175	287,175	347,312	347,312
Chapel Hill	276,009	278,181	278,181	280,604	280,604
Damascus	119,002	130,524	130,524	132,465	132,465
Efland	667,786	760,401	760,401	971,282	971,282
Eno	1,219,297	977,381	977,381	1,003,606	1,003,606
Little River	432,019	364,070	364,070	432,765	432,765
New Hope	808,308	971,620	971,620	985,050	985,050
Orange Grove	688,002	724,431	724,431	843,790	843,790
Orange Rural	1,648,193	1,696,665	1,696,665	1,890,239	1,890,239
South Orange	598,714	615,313	615,313	634,393	634,393
Southern Triangle	280,398	305,319	305,319	342,558	342,558
White Cross	667,500	643,993	643,993	740,272	740,272
Total Fire District Expenditures	\$ 7,682,667	\$ 7,755,073	\$ 7,755,073	\$ 8,604,336	\$ 8,604,336
<i>Total Revenue</i>	7,182,144	7,755,073	7,755,073	8,604,336	8,604,336
Net Cost	\$ 500,523	\$ 0	\$ 0	\$ 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.

Cedar Grove Fire District

\$347,312

- The tax rate for this district is recommended to increase tax rate of 7.63 cents to 9 cents for FY 2023-24. These funds are needed to cover the increasing costs of personnel, fuel and fire equipment.
- In FY 2022-23, the department had four (4) new members join the department, applied for and received a grant for training smoke machine, rescue jacks, two (2) thermal imagers.
- In FY 2023-24, the department plans to continue recruiting members, start replacing radios that have to be replaced by 2025, replace a 36 year old brush truck, and continue to provide training for members.
- Their Five-Year plan includes replacing the 22 year old fire engine at Station 2.

Fire Districts - continued

Greater Chapel Hill Fire Service District

\$280,604

- The tax rate for this district is recommended to remain at an existing tax rate of 13.87 cents for FY 2023-24.
- In FY 2022-23, the department has been provided funding to design a new fire station to replace an existing facility. Department is working with town staff to identify funding for capital and replacement apparatus in the coming years.
- In FY 2023-24, the department will complete the design of the fire station, and completion of in-house academies for new recruit and incumbent training. Will have two new engines to replace existing engines.
- The Town of Chapel Hill provides fire protection for the Greater Chapel Hill Fire Service District.

Damascus Fire District

\$132,465

Southern Triangle Fire Service District

\$342,558

- The tax rate for both the Damascus Fire Protection District and the Southern Triangle Fire Service District is recommended to increase from a tax rate of 11.80 cents to 12.80 cents for FY 2023-24. The rate increase will be used to hire additional part-time staff, and to keep up with the growth demands of serving these two districts.
- In FY 2022-23, the department trained five (5) personnel to maintain staffing at fire stations, upgraded their incident reporting and station management software, continued pre-fire surveys in the district, certified several personnel to the Driver/Operator and Aerial Operator standard, and certified several personnel in swift water rescue.
- In FY 2023-24, the department will continue to enhance fire prevention programs in the community, continue the pre-fire survey program with new software, continue and enhance their Safe Kids and Smoke Detector programs, continue training divers to the Public Safety Diver Standard, and hire additional personnel for station staffing.
- The North Chatham Fire Department will continue to contract with Orange County to provide fire services to the residents in both the Damascus Fire Protection District and the 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.

Efland Fire District

\$971,282

- The tax rate for this district is recommended to increase from a tax rate of 8.28 cents to 10.28 cents for FY 2023-24. This rate increase will be used to pay for the debt service related to the renovation of Fire Station 1.
- In FY 2022-23, upgraded the driveway at station 2. Completed designs for the renovation at station 1. Received grants to upgrade rescue equipment.
- In FY 2023-24, the department plans to complete renovation of station 1, replace a support vehicle, upgrade fire suppression equipment and add a generator at station 3.
- Their Five-Year plan includes building a training facility at station 2 and replacing a 2001 engine, 1991 tanker.

Fire Districts - continued

Eno Fire District

\$1,003,606

- The tax rate for this district is recommended to maintain a tax rate at 9.98 cents for FY 2023-24.
- In FY 2022-23, the department started night paid staff to expand to 24/7 coverage. Purchased a new Fire Engine, maintained their ISO rating of 5, and certified additional members in Water Rescue and trench rescue
- In FY 2023-24, the department plans to add additional paid staff and volunteers, purchase new rescue gear, purchase new turnout gear which are no longer NFPA approved, continue high standard of training in Water Rescue and trench rescue, and replace old and outdated radios.
- Their Five-Year plan includes replace the second 23 year old Fire Engine, 28 year old Tanker, replace older fire gear and airpicks, add additional members, and continue with the search for land for a new Station 1 location.

Little River Fire District

\$432,765

- The tax rate for this district is recommended to increase from the existing tax rate at 6.39 cents to 7.39 cents for FY 2023-24. This will allow district to build reserve to replace Fire Engine in near future.
- In FY 2022-23, the department completed their financial audit, received a new fire engine, opened Station 2, improved their ISO to a 4 Rating, applied for grants to upgrade equipment, and continued recruiting volunteers.
- In FY 2023-24, the department will apply for grants to update firefighting equipment, continue Firefighter recruitment and community outreach, obtain more ponds for water supply and maintain their ISO 4 Rating.
- Their Five-Year plan includes continuing to apply for additional grants to upgrade equipment to meet standards; conduct their annual financial audit; research the feasibility of hiring additional part-time staff; maintain their ISO rating of 4, and continue fire prevention and community outreach.

New Hope Fire District

\$985,050

- The tax rate for this district is recommended to increase from a tax rate of 11.56 cents to 12.57 cents for FY 2023-24. The rate increase will be used to support hiring more part-time employees due to dwindling volunteers in addition to offsetting the rising cost of equipment and fuel.
- In FY 2022-23, the department has received fourteen (14) new volunteer members, are hiring two (2) new part-time employees, multiple volunteer members are in the process of completing firefighter, as well as EMT certifications, and purchased used rescue truck and rescue equipment.
- In FY 2023-24, the department will add a first responder/utility vehicle to improve the unified command system, train new fire drivers; offer mandatory Emergency Vehicle Driver training; send members to area fire schools for specialized training and ensure that all member receive hazmat and bloodborne pathogens training to meet OSHA requirements; improve benefits to increase member retention.
- Their Five-Year plan includes continuing certification training and offering specialized training courses, including OSHA required training courses; apply for grants for personal protective equipment and communications equipment; revise strategic plans for the department to increase efficiency; maintain a viable volunteer membership, increase pay and improve benefits for both full-time and part-time employees; continue to replace personal protective equipment on rotating basis to meet National Fire Protection Agency requirements.

Fire Districts - continued

Orange Grove Fire District **\$843,790**

- The tax rate for this district is recommended to increase from a tax rate of 7.27 cents to 8.27 cents for FY 2023-24. The rate increase will maintain competitive salary and benefits to help with retention and add a full time firefighter to increase daytime service levels.
- In FY 2022-23, the department purchased and replaced outdated airpacks, updated the bylaws and created an employee handbook, recruited new members, replaced and upgraded radios, and installed a storage shed at station 1.
- In FY 2023-24, the department plans to purchase an admin/command vehicle, hire the full-time firefighter and design an expansion at Station 2.
- Their Five-Year plan includes continuing ISO improvement plan with goal of reducing homeowner insurance costs; continue collaboration with other county fire departments; continue working relationships with the County; and acquire equipment as per NFPA recommendations and update aging equipment.

Orange Rural Fire District **\$1,890,239**

- The tax rate for this district is recommended to increase the tax rate from 9.49 cents to 10.49 center for FY 2023-24. The rate increase will maintain competitive salary and benefits to help with retention and meet the demands of inflation.
- In FY 2022-23, the department is completing construction of station 4 at Waterstone, increased part-time staffing, replaced breathing apparatus, upgraded communication equipment, implemented scheduling system and inventory management system, coordinated special operations team training sessions.
- In FY 2023-24, the department plans to add large animal rescue capability, acquire a new rescue truck, and purchase safe and environmentally friendly firefighting foam and PPE.
- Their Five-Year plan includes re-locating station 2 and station 1, build a training facility, and increase staff to meet NFPA 1710 and 1720.

South Orange Fire Service District **\$634,393**

- The tax rate for this district is recommended to remain at an existing tax rate of 9.09 cents for FY 2023-24.
- The Town of Carrboro will continue to provide fire protection for the South Orange Fire Insurance District through a contract with Orange County.
- In FY 2022-23, the department ordered a new fire engine, purchased turnout gear that provides additional carcinogen protection for fire service personnel. Developed a mentoring program for new firefighters. Developed a firefighter camp for high school girls with Chapel Hill High School.
- In FY 2023-24, the department plans complete switch to new firefighting foam, complete risk management review, update Records Management System and enhance rescue capabilities.

Southern Triangle Fire Service District (See Damascus Fire District)

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

Fire Districts - continued

White Cross Fire District

\$740,272

- The tax rate for this district is recommended to increase the tax rate from 12.34 cents to 13.84 cents in FY 2023-24. This increase will cover the replacement costs for the Self-Contained Breathing Apparatus (SCBA).
- In FY 2023-24, the department plans to continue to carry out its mission as a professional fire department and replace Self-Contained Breathing Apparatus (SCBA).
- Their Five-Year plan includes continuing their systematic replacement of extrication equipment to meet the automotive 2025 steel strength requirements and continue their annual replacement plan of turnout gear and radios.

Fleet Services

Phone Number: (919) 245-2632

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	0	0	542,154	603,945	603,945
Operations	0	0	635,514	1,112,411	1,112,411
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 0	\$ 0	\$ 1,177,668	\$ 1,716,356	\$ 1,716,356
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 0	\$ 0	\$ 1,177,668	\$ 1,716,356	\$ 1,716,356

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total expenditure increase of \$538,688 driven primarily by increases to fuel costs, vehicle maintenance, Administrative Support position, and other operational increases.

The Manager Recommended Budget does not include funding for the following Department Requests:

None

Fleet Services Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Administrative Support I - Inventory Support position and associated operating expenses	\$ 45,471	\$ -	\$ 45,471
Net change in temporary personnel and over-time	\$ 18,120	\$ -	\$ 18,120
Increased fuel costs, vehicle maintenance and other operations cost increases	\$ 475,097	\$ -	\$ 475,097
Net Fleet Services Changes	\$ 538,688	\$ -	\$ 538,688

Mission Statement

The mission of Fleet Service is to provide safe, reliable and environmentally efficient vehicle maintenance and equipment services for all county departments; enhancing fleet operations by using innovative methods and fleet technology.

Fleet Services – continued

Major Services

- Maintain County Fleet of over 350 vehicles to include Emergency Response Vehicles, Buses, Hybrid, Electric, and a Mobile Dental Van.
- Maintain more than 100 other pieces of equipment to include trailers, mowers, and vehicle mounted chair lifts, animal service equipped boxes, compressors and small generators.
- Coordinate and implement preventative maintenance program amongst all county vehicles to thereby decrease major component failures.
 - FY 2022-23 Highlights
 - Ended long term contract for parts service and provided the service in-house.
 - Improved communication between departments operating County owned vehicles by establishing monthly meetings and providing monthly service reports.
 - Bring PM inspections in-house to minimize vehicle downtime.
 - FY 2023-24 Highlights
 - Streamline parts inventory system for ordering and maintaining parts supplies on-hand.
 - Enroll automotive techs in Electric Vehicles (EV) maintenance courses.
 - Ensure Electric Vehicles are purchased per BOCC requests.
 - Introduce Electric Vehicles operations plan for Fleet liaisons.
 - Issue Request for Proposals (RFP) for vehicle towing; including charging and tow of Electric Vehicles.

Health

Phone Number: (919) 245-2400

Website: <https://www.orangecountync.gov/204/Health-Department>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	8,621,543	9,616,611	10,413,942	10,588,050	10,525,000
Operations	1,245,498	1,757,697	1,757,697	1,978,548	1,977,596
Capital Outlay	41,281	0	0	7,713	5,142
Total Expenditures	\$ 9,908,322	\$ 11,374,308	\$ 12,171,639	\$ 12,574,311	\$ 12,507,738
Total Revenues	3,967,273	3,752,524	3,752,524	4,240,707	4,240,707
County Costs (net)	\$ 5,941,049	\$ 7,621,784	\$ 8,419,115	\$ 8,333,604	\$ 8,267,031

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total expenditure increase of \$341,646 based on expansion of Regional Prevention Support Team grant, Pandemic Recovery Program expansion, two new positions to address the increased administrative work related to Medicaid transformation. Total revenue increase of \$493,730 due to expansion of Regional Prevention Support Team and Pandemic Recovery Program grant funding. Both new positions are offset by revenue increases. The net county cost decrease is \$152,084.

The Manager Recommended Budget does not include funding for the following Department Requests:

New position creation of IT Support Analyst.

Budget by Division

Finance and Administrative Services

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	1,428,963	1,347,707	1,420,790	1,467,826	1,404,776
Operations	163,339	298,303	298,303	510,311	509,359
Capital Outlay	4,618	0	0	5,142	2,571
Total Division Expenditures	\$ 1,596,920	\$ 1,646,010	\$ 1,719,093	\$ 1,983,279	\$ 1,916,706
Total Revenues	790,771	476,973	476,973	810,973	810,973
County Costs (net)	\$ 806,149	\$ 1,169,037	\$ 1,242,120	\$ 1,172,306	\$ 1,105,733

Health – continued

Finance and Administrative Services Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
New Accounting Technician position to address administrative needs created by Medicaid Transformation offset by increased revenue	\$ 61,699	\$ 61,699	\$ -
Communications Manager position moved to Community Health Services Division	\$ (74,246)	\$ -	\$ (74,246)
Expansion of Regional Prevention Support Team grant from NCDHHS	\$ 210,160	\$ 272,301	\$ (62,141)
Net Finance and Admin Services Division Changes	\$ 197,613	\$ 334,000	\$ (136,387)

Dental Health

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	1,080,746	1,316,135	1,344,688	1,344,688	1,344,688
Operations	217,000	287,193	287,193	273,675	273,675
Capital Outlay	17,823	0	0	0	0
Total Division Expenditures	\$ 1,315,569	\$ 1,603,328	\$ 1,631,881	\$ 1,618,363	\$ 1,618,363
Total Revenues	660,553	695,060	695,060	735,031	735,031
County Costs (net)	\$ 655,016	\$ 908,268	\$ 936,821	\$ 883,332	\$ 883,332

Dental Health Services Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
End of contract with UNC to fill in staffing needs	\$ (13,518)	\$ -	\$ (13,518)
Increase in Medicaid Maximization funds, increased use of Mobile Dental Clinic	\$ -	\$ 39,971	\$ (39,971)
Net Dental Health Services Division Changes	\$ (13,518)	\$ 39,971	\$ (53,489)

Community Health Services

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	1,798,902	2,126,925	2,182,749	2,256,994	2,256,994
Operations	52,851	218,592	218,592	177,062	177,062
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 1,851,752	\$ 2,345,517	\$ 2,401,341	\$ 2,434,056	\$ 2,434,056
Total Revenues	546,743	744,016	744,016	686,021	686,021
County Costs (net)	\$ 1,305,009	\$ 1,601,501	\$ 1,657,325	\$ 1,748,035	\$ 1,748,035

Health – continued

Community Health Services Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Communications Manager position moved from Finance and Administrative Services Division	\$ 74,246	\$ -	\$ 74,246
Staff training needs	\$ 16,464	\$ -	\$ 16,464
State funding ending for Advancing Equity project	\$ (57,995)	\$ (57,995)	\$ -
Net Community Health Services Division Changes	\$ 32,715	\$ (57,995)	\$ 90,710

Environmental Health

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	1,500,709	1,577,032	1,705,056	1,705,056	1,705,056
Operations	81,146	108,054	108,054	126,809	126,809
Capital Outlay	5,370	0	0	0	0
Total Division Expenditures	\$ 1,587,225	\$ 1,685,086	\$ 1,813,110	\$ 1,831,865	\$ 1,831,865
Total Revenues	718,481	721,706	721,706	722,111	722,111
County Costs (net)	\$ 868,743	\$ 963,380	\$ 1,091,404	\$ 1,109,754	\$ 1,109,754

Environmental Health Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Healthy Communities project move from Community Health Services Division, increases in travel and training	\$ 18,755	\$ -	\$ 18,755
Adjustments to fee schedule	\$ -	\$ 405	\$ (405)
Net Environmental Health Division Changes	\$ 18,755	\$ 405	\$ 18,350

Personal Health

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	2,812,224	3,248,812	3,760,659	3,813,486	3,813,486
Operations	730,205	845,555	845,555	890,691	890,691
Capital Outlay	13,471	0	0	2,571	2,571
Total Division Expenditures	\$ 3,555,900	\$ 4,094,367	\$ 4,606,214	\$ 4,706,748	\$ 4,706,748
Total Revenues	1,250,724	1,114,769	1,114,769	1,286,571	1,286,571
County Costs (net)	\$ 2,305,175	\$ 2,979,598	\$ 3,491,445	\$ 3,420,177	\$ 3,420,177

Health – continued

Personal Health Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Pandemic Recovery Program expansion	\$ 31,476	\$ 113,244	\$ (81,768)
Transportation Services to remove this barrier to care	\$ 10,500	\$ -	\$ 10,500
New Billing Technician to cover increase in administrative work related to Medicaid transformation offset with increased revenue	\$ 58,558	\$ 58,558	\$ -
Conversion of 0.075 portion of Office Assistant II Nutrition position from time limited to permanent	\$ -	\$ -	\$ -
Net Personal Health Division Changes	\$ 100,534	\$ 171,802	\$ (71,268)

Mission Statement

Our mission is to enhance the quality of life, promote the health, and preserve the environment for all people in Orange County.

Major Divisions/Services

Finance and Administrative Services

- FY 2022-2023 Highlights
 - 100% of employees received their annual performance review via PERFORM by the new specified due date.
 - Decreased the death certificate error rate to 0% and processed all birth and death certificates, burial transit permits, and other vital records in compliance with state general statutes.
- FY 2023-2024 Highlights
 - Update and re-design technology asset inventory to ensure appropriate staff resources for the hybrid work model and staff technological support.

Dental Health Services

- FY 2022-23 Highlights
 - Continued operations on MDC two days a week. Saw almost 212% more patients and performed more procedures than when the clinic was initially opened in 2021.
 - Returned to schools to perform oral screenings.
 - Continued collaboration with WIC to provide dental home for underserved children and pregnant women.
- FY 2023-24 Highlights
 - Increase number of days Mobile Dental Clinic operating from two to three days per week.
 - Increase number of patients seen at Mobile Dental Clinic by 10% (1 additional patient per day).

Health – continued

Performance Measures	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Projected	2023-24 Budget
Service: Provide preventive services (oral health screening, cleaning, fluoride, and sealants) to children of Orange County.					
Outcome Measure: Increase access to dental health services for children in Orange County.					
Number of children that receive toothbrush prophies (cleanings)	830	892	900	800	900
Number of children that receive oral health screenings in schools	n/a	87	120	68	70
Service: Provide dental care to economically disadvantaged Orange County Residents					
Outcome Measure: Increase access to dental health services for economically disadvantaged Orange County residents.					
Number of total dental patient visits	4445	5006	7000	3900	5000
Percentage of Medicaid/Health Choice visits	29.7%	36%	35%	50%	50%

Community Health Services

- FY 2022-23 Highlights
 - 422 boxes of Nicotine Replacement Therapy (NRT) products were provided to participants in either Fresh Start Class or Tobacco Treatment Individual Services; this is an 11% increase from the previous year. To combat COVID-19 barriers clients were served over the phone and NRT mailed resulting in increased access, sustained engagement, and ease in quitting. Of 62 clients who attended the Fresh Start classes, all attended each of the four classes and 10 clients remained tobacco free for at least three months.
 - Collaborated with various county agencies, the town, police department and school system to discuss and address issues of an impoverished community in the county. To better understand the needs of community, the collaborative recognized the importance of hearing directly from the residents of the community in regards to their needs and desires. The collaborative created a community needs assessment to gather input from residents, hosting several community events and meeting with residents in person to obtain feedback over the span of 2-3 months. As a result of the information gathered from the community assessments, property managers and agencies of the collaborative who frequently serve the residents, the OCHD and DSS decided to lease an apartment on the property to serve as a resource center for the community.
- FY 2023-24 Highlights
 - Continue to maintain and strengthen tobacco cessation referral partnerships with UNC Horizons, Freedom House, UNC Tobacco Treatment Program and Orange Family Medicine; remove quit barriers for patients by continuing phone counseling and NRT mailing.
 - Work closely with community partners and County agency representatives to complete the Community Health Assessment in 2024.

Health – continued

Environmental Health Services

- FY 2022-23 Highlights
 - An online version of the well and septic application that was rolled out in FY 22 was used 117 times since its creation in March of 2022 and June 30, 2022. In the first 6 months of this fiscal year, the public used the webform 130 times.
 - OSWP leadership enhanced quality assurance procedures with consistent analysis of staff permitting decisions/performance, to develop goals to improve weaknesses, and to ensure that installers and contractors working in Orange County meet local Rules.
- FY 2023-24 Highlights
 - Collect 25% of fees through the portal.
 - Develop and implement a set of voluntary standards for body artists with bloodborne pathogen certification provided by the Department.

Performance Measures	2020-2021 Actual	2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Budget
Service: Assure proper construction and operation of septic systems and private water wells through permitting, evaluation, inspections, enforcement, and water sampling.					
Outcome Measure: Improve efficiency and efficacy in processing activities of the OSWP assurance.					
Percentage of new OSWP applications that receive response within the first 14 days	32%	41%	70%	60%	70%
Average number of days until new permit for IP/CA	58/55	59/42	56/56	40/40	40/40
Number of New Well Water Samples	177	166	200	260	220

Personal Health Services

- FY 2022-23 Highlights
 - Hiring new staff was the primary focus in Clinical Services along attempts to increase patients seen as new staff are hired. Operations out of one clinical site continued as new staff were oriented and due to HVAC renovations at Southern Human Services Center.
 - Communicable Disease team continued to provide COVID-19 testing and vaccination along with the help of temporary staff and community partners. Case tracking and recommendations continued for long-term care facilities and schools; although, mandates were not imposed as the Public Health Emergency Status was lifted locally, statewide and nationally.
- FY 2023-24 Highlights
 - Increase number of Medical Nutrition Therapy appointments from 602 to 868.
 - Increase the number of child health preventative visits from 1015 to 1500.

Health – continued

Performance Measures	2020-2021 Actual	2021-2022 Actual	2022-2023 Budget	2022-2023 Projected	2023-2024 Budget
Service: Provide medical services to uninsured, underinsured and Medicaid eligible clients.					
Outcome Measure: Increase the number of underserved children in the Orange County Community that have a medical home.					
Number of child health visits	1429	1015	1500	1224	1500
Percentage of eligible children appropriately tested for blood lead poisoning	100%	100%	95%	100%	100%
Service: Provide Medical Nutrition Therapy and Diabetes Self-Management Education Services to Community Members.					
Outcome Measure: Increase the number of Orange County residents with controlled diabetes.					
Percentage of participants with improved blood glucose control at the 3 mos f/u appointment (completing all 10 hours of DSME)	75%	75%	77%	75%	77%
Number of MNT appointments	856	637	868	602	868
Percentage of participants completing 9 of 10 hours of DSME program	83%	82%	85	82	85%

Housing Department

Phone Number: (919) 245-2490

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

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	756,303	961,354	1,122,258	1,487,261	1,444,594
Operations	337,363	509,490	509,490	360,146	865,987
Capital Outlay	1,584	0	0	1,200	1,200
Total Expenditures	\$ 1,095,250	\$ 1,470,844	\$ 1,631,748	\$ 1,848,607	\$ 2,311,781
Total Revenues	0	0	0	15,000	15,000
County Costs (net)	\$ 1,095,250	\$ 1,470,844	\$ 1,631,748	\$ 1,833,607	\$ 2,296,781
<i>By Category (Community Development Fund)</i>					
Personnel Services	529,395	509,825	417,992	575,909	575,909
Operations	660,851	859,027	859,027	877,788	877,788
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 1,190,246	\$ 1,368,852	\$ 1,277,019	\$ 1,453,697	\$ 1,453,697
County Contribution	91,526	348,430	348,430	417,103	417,103
Total Department Revenues	1,278,567	1,020,422	1,020,422	1,036,594	1,036,594
Fund Costs (net)	\$ (179,847)	\$ 0	\$ (91,833)	\$ 0	\$ 0
<i>By Category (Housing Choice Voucher Fund)</i>					
Personnel Services	365,905	490,406	506,178	506,178	506,178
Operations	34,261	0	0	63,454	63,454
Voucher	4,652,072	4,271,750	4,571,750	6,289,000	6,289,000
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 5,052,238	\$ 4,762,156	\$ 5,077,928	\$ 6,858,632	\$ 6,858,632
County Contribution	0	104,056	104,056	0	0
Total Revenues	4,864,683	4,658,100	4,658,100	6,858,632	6,858,632
County Costs (net)	\$ 187,555	\$ 104,056	\$ 419,828	\$ 0	\$ 0
<i>Total Housing and Community Development Expenditures</i>					
	\$ 7,337,735	\$ 7,601,852	\$ 7,986,695	\$ 10,160,936	\$ 10,624,110
Total Department Revenues	6,143,250	5,678,522	5,678,522	7,910,226	7,910,226
County Costs (net)	\$ 1,186,776	\$ 1,923,330	\$ 2,084,234	\$ 2,250,710	\$ 2,713,884

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Net County cost increase of \$629,650. County portion of the Orange County Partnership to End Homelessness previously covered by ARPA to be picked up by the General Fund for Rapid Rehousing and Street Outreach programs at an increased cost to the General Fund of \$21,269. Housing Helpline positions previously funded by ARPA to be covered by the General Fund in FY23-24 at a cost of \$229,654. Two additional positions to address grant management needs offset by operational savings. Two previous outside agencies brought in to the department budget.

The Manager Recommended Budget does not include funding for the following Department Requests:

Department requested a new permanent position to replace temporary staff covering the administrative duties at the Southern Human Services Building.

Housing Department – continued

Housing Administration

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	316,835	254,707	298,586	401,117	358,450
Operations	96,530	135,660	135,660	100,792	606,633
Capital Outlay	1,584	0	0	600	600
Total Division Expenditures	\$ 414,949	\$ 390,367	\$ 434,246	\$ 502,509	\$ 965,683
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 414,949	\$ 390,367	\$ 434,246	\$ 502,509	\$ 965,683

Housing Administration Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Community Home Trust, previously outside agency, brought in to department budget	\$ 242,388	\$ -	\$242,388
Inter-Faith Council shelter funding, previously outside agency, brought in to department budget	\$ 264,453	\$ -	\$264,453
Staffing cold weather shelter	\$ 14,468	\$ -	\$14,468
72% of New Grant Coordinator position partially offset by operations savings	\$ 10,128	\$ -	\$10,128
Net Housing Administration Division Changes	\$ 531,437	\$ -	\$ 531,437

Housing Rehabilitation

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Housing Rehabilitation (General Fund)					
Personnel Services	201,920	226,917	330,244	346,654	346,654
Operations	105,031	119,200	119,200	79,501	79,501
Capital Outlay	0	0	0	600	600
Total Expenditures	\$ 306,951	\$ 346,117	\$ 449,444	\$ 426,755	\$ 426,755
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 306,951	\$ 346,117	\$ 449,444	\$ 426,755	\$ 426,755
Housing Rehabilitation (Community Development Fund)					
Personnel Services	0	0	0	0	0
Operations	0	117,532	117,532	160,000	160,000
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 0	\$ 117,532	\$ 117,532	\$ 160,000	\$ 160,000
County Contribution	0	117,532	117,532	160,000	160,000
Total Department Revenues	0	0	0	0	0
Fund Costs (net)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Net County Funding Total	\$ 306,951	\$ 117,532	\$ 117,532	\$ 160,000	\$ 160,000
Total Division Expenditures	\$ 306,951	\$ 463,649	\$ 566,976	\$ 586,755	\$ 586,755

Housing Department – continued

Housing Rehab Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
50% of new Community Development specialist position more than offset with HOME project previous years balance and operations savings	\$ (22,689)	\$ -	\$ (22,689)
Increase in local rehab & repair program to meet demand. Full \$80,000 to be funded by county capital reserve outside of department budget	\$ 42,468	\$ -	\$ 42,468
Net Housing Rehab Division Changes	\$ 19,779	\$ -	\$ 19,779

Orange County Partnership to End Homelessness

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Orange County Partnership to End Homelessness (Community Development Fund)					
Personnel Services	527,867	509,825	417,992	575,909	575,909
Operations	179,857	264,228	264,228	178,350	178,350
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 707,724	\$ 774,053	\$ 682,220	\$ 754,259	\$ 754,259
County Contribution	91,526	197,663	197,663	218,932	218,932
Total Department Revenues	1,029,179	576,390	576,390	335,327	335,327
Previous Years Savings	0	0	0	200,000	200,000
Fund Costs (net)	\$ (412,981)	\$ 0	\$ (91,833)	\$ 0	\$ 0

Partnership to End Homelessness Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Operational savings utilizing prior years balance	\$ (64,609)	\$ -	\$ (64,609)
Add county funding to support county portion of Rapid Rehousing and Street Outreach programs previously funded by ARPA	\$ -	\$ 70,564	\$ (70,564)
Maintain funding for currently authorized Partnership programming	\$ 136,648	\$ (19,794)	\$ 156,442
Net OCEH Division Changes	\$ 72,039	\$ 50,770	\$ 21,269

Housing Department – continued

HOME Program

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
HOME Program (General Fund)					
Personnel Services	116,781	166,578	132,359	148,767	148,767
Operations	5,526	39,750	39,750	15,125	15,125
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 122,307	\$ 206,328	\$ 172,109	\$ 163,892	\$ 163,892
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 122,307	\$ 206,328	\$ 172,109	\$ 163,892	\$ 163,892
HOME Program (Community Development Fund)					
Personnel Services	1,528	0	0	0	0
Operations	480,994	477,267	477,267	539,438	539,438
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 482,522	\$ 477,267	\$ 477,267	\$ 539,438	\$ 539,438
County Contribution	0	33,235	33,235	38,171	38,171
Total Department Revenues	249,388	444,032	444,032	501,267	501,267
Fund Costs (net)	\$ 233,134	\$ 0	\$ 0	\$ 0	\$ 0
Net County Funding Total	\$ 122,307	\$ 239,563	\$ 205,344	\$ 202,063	\$ 202,063
Total Division Expenditures	\$ 604,829	\$ 683,595	\$ 649,376	\$ 703,330	\$ 703,330

HOME Program Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Operations savings	\$ (26,450)	\$ -	\$ (26,450)
50% of new Community Development Specialist position partially offset with previous years unspent balance	\$ 18,233	\$ -	\$ 18,233
Increased HUD award requiring percentage match	\$ 62,171	\$ 57,235	\$ 4,936
Net HOME Program Division Changes	\$ 53,954	\$ 57,235	\$ (3,281)

Housing Department – continued

Voucher Administration

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Voucher Administration (General Fund)					
Personnel Services	120,766	0	0	0	0
Operations	130,276	208,500	208,500	122,128	122,128
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 251,043	\$ 208,500	\$ 208,500	\$ 122,128	\$ 122,128
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 251,043	\$ 208,500	\$ 208,500	\$ 122,128	\$ 122,128
By Category (Housing Choice Voucher Fund)					
Personnel Services	365,905	490,406	506,178	506,178	506,178
Operations	34,261	0	0	63,454	63,454
Voucher	4,652,072	4,271,750	4,571,750	6,289,000	6,289,000
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 5,052,238	\$ 4,762,156	\$ 5,077,928	\$ 6,858,632	\$ 6,858,632
County Contribution	0	104,056	104,056	0	0
Total Department Revenues	4,864,683	4,658,100	4,658,100	6,858,632	6,858,632
Fund Costs (net)	\$ 187,555	\$ 0	\$ 315,772	\$ 0	\$ 0
Net County Funding Total	\$ 251,043	\$ 312,556	\$ 312,556	\$ 122,128	\$ 122,128
Total Division Expenditures	\$ 5,303,281	\$ 4,970,656	\$ 5,286,428	\$ 6,980,760	\$ 6,980,760

Voucher Administration Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Success in voucher program allows for more coverage of county administrative costs and no county contribution to the voucher fund	\$ (22,918)	\$ (315,772)	\$ 292,854
Increase in number of vouchers provided and corresponding HUD reimbursement	\$ 1,717,250	\$ 2,200,532	\$ (483,282)
Net Voucher Administration Division Changes	\$ 1,694,332	\$ 1,884,760	\$ (190,428)

Community Stability

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Community Stability (General Fund)					
Personnel Services	0	313,152	361,069	590,723	590,723
Operations	0	6,380	6,380	42,600	42,600
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 0	\$ 319,532	\$ 367,449	\$ 633,323	\$ 633,323
Total Revenues	0	0	0	15,000	15,000
County Costs (net)	\$ 0	\$ 319,532	\$ 367,449	\$ 618,323	\$ 618,323

Housing Department – continued

Community Stability Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Housing Helpline program staffing previously funded by ARPA	\$ 229,654	\$ -	\$ 229,654
Increased cost for software necessary for Emergency Housing Assistance program	\$ 21,220	\$ -	\$ 21,220
Net Community Stability Division Changes	\$ 250,874	\$ -	\$ 250,874

Mission Statement

Orange County Housing staff work with empathy and a racial equity lens to connect people and partners with housing resources

Major Divisions/Services

Housing Administration

- FY 2022-23 Highlights
 - Hired administrative assistants for both Hillsborough and Chapel Hill locations
 - Continued program monitoring and clean up throughout department
- FY 2023-24 Highlights
 - Implement department-wide customer relationship management software platform
 - Provide internal racial equity training for staff

Community Development

- FY 2022-23 Highlights
 - Provided funding for the Orange County Home Preservation Coalition that coordinates all rehabilitation and repair work among 12 agencies in Orange County
 - Emergency Housing Assistance and Eviction Diversion Programs moved to new Community Stability division
 - Filled staff vacancies for Community Development Program Manager and Community Development Specialist
- FY 2023-24 Highlights
 - Determine projects for \$1.3 million in HOME-ARP funding, provided by the American Rescue Plan Act (ARPA)
 - Work with Towns of Carrboro, Chapel Hill and Hillsborough to implement plan to develop County-wide Housing Plan

Community Stability

- FY 2022-23 Highlights
 - In collaboration with the Towns of Chapel Hill, Carrboro, and Hillsborough, provided over 860 unique households for rent and utility assistance via the Emergency Housing Assistance Program

Housing Department – continued

- Assisted 3,182 unique households contacting the Housing Helpline to connect with housing and other services, including responding to over 10,392 calls, 6,623 emails, and 517 in person visits
- Helped prevent 155 evictions
- FY 2023-24 Highlights
 - Further refine Emergency Housing Assistance (EHA) program accompanying final spend down of ARPA funds
 - Strengthen outreach efforts, particularly to underserved communities including people earning low incomes, people with disabilities, non-white communities, refugees, and undocumented residents
 - Refine internal data gathering processes, developing program dashboards and reports

Housing Choice Voucher Program

- FY 2022-23 Highlights
 - Continued lease up of the 19 Emergency Housing Vouchers funded by the American Rescue Plan Act (ARPA)
 - Added over 30 Housing Choice (Section 8) vouchers for a new total of 679
 - Completed client database transition from Emphasys to PHA-Web
- FY 2023-24 Highlights
 - OC Housing Authority Board considering opening HCV waitlist to people not experiencing homelessness
 - Begin implementation of Project Based Vouchers (PBVs)

Orange County Partnership to End Homelessness

- FY 2022-23 Highlights
 - Secured local funds to fill homeless system gaps – including street outreach (SOHRAD) and partially filled Rapid Re-housing gap
 - Added staffing including Housing Locator and SSI/SSDI Outreach, Access and Recovery (SOAR) Caseworker, expanded Rapid Re-housing with a new funding source (HUD Continuum of Care grant funding)
 - Piloted first Housing First program assessment across Orange, Durham, and Wake Counties
- FY 2023-24 Highlights
 - Assess Unified Funding Agency designation with HUD to increase administrative capacity
 - Increase collaboration with supportive services in Orange County
 - Increase County-wide overflow shelter capacity during inclement weather

Human Resources

Phone Number: (919) 245-2550

Website: <https://www.orangecountync.gov/882/Human-Resources-Department>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	870,963	939,105	1,073,389	1,144,631	1,073,389
Operations	27,602	107,037	2,188,939	2,206,257	2,378,276
Capital Outlay	1,266	0	0	0	0
Total Expenditures	\$ 899,831	\$ 1,046,142	\$ 3,262,328	\$ 3,350,888	\$ 3,451,665
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 899,831	\$ 1,046,142	\$ 3,262,328	\$ 3,350,888	\$ 3,451,665

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure increase of \$189,337 based on multiple non-departmental expenses including employee development and recruitment brought into the department budget, decrease in Bonds & Insurance, increase in travel and training among other operations increases.

The Manager Recommended Budget does not include funding for the following Department Requests:

Additional funding for travel and training, executive recruitment and cost to take insurance to market.

Budget by Division

Human Resources

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	870,963	939,105	968,977	1,040,219	968,977
Operations	27,602	107,037	107,037	187,297	376,816
Capital Outlay	1,266	0	0	0	0
Total Division Expenditures	\$ 899,831	\$ 1,046,142	\$ 1,076,014	\$ 1,227,516	\$ 1,345,793
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 899,831	\$ 1,046,142	\$ 1,076,014	\$ 1,227,516	\$ 1,345,793

Human Resources – continued

Human Resources Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Travel/Training and other operating increases	\$ 13,540	\$ -	\$ 13,540
Unemployment Comp moved from Risk Management Division	\$ 50,000		\$ 50,000
Non-Department Accounts moving into Department	\$ 206,239	\$ -	\$ 206,239
Net Human Resources Division Changes	\$ 269,779	\$ -	\$ 269,779

Risk Management

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	0	0	104,412	104,412	104,412
Operations	0	0	2,081,902	2,018,960	2,001,460
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 0	\$ 0	\$ 2,186,314	\$ 2,123,372	\$ 2,105,872
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 0	\$ 0	\$ 2,186,314	\$ 2,123,372	\$ 2,105,872

Risk Management Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Unemployment Comp moved to Human Resources Division	\$ (50,000)	\$ -	\$ (50,000)
Decrease in Contract Services and other operating services through reorganization	\$ (8,025)		\$ (8,025)
5% decrease to Bonds & Insurance based on Actuals offset with reserve for higher deductibles	\$ (22,417)	\$ -	\$ (22,417)
Net Risk Management Division Changes	\$ (80,442)	\$ -	\$ (80,442)

Mission Statement

The Human Resources Department of Orange County provides a full-range of human resources and risk management services. The Human Resource Department supports and promotes an inclusive culture and work environment defined by fair treatment of staff, open communications, personal accountability, trust and mutual respect. It is the mission of Human Resources to develop and manage value-added human resources policies and programs, and provide expert consultation, services and solutions in an efficient and customer-focused manner; and to provide our employees with the tools necessary to meet our customers' needs. Areas of service include competitive recruitment and selection for all County positions (excluding the Sheriff's Department), position classification and pay administration, staff development and training, employee and retiree benefit administration, employee relations and identifying potential risks in advance, and taking precautionary steps to reduce risk.

Human Resources – continued

Major Divisions/Services

Human Resources

FY 2022-23 Highlights

- Implemented additional ancillary voluntary benefit plans for employees; Pet Discount Program (Total Pet Plan), Legal Insurance (ARAG), Identity Theft (Norton & Lifelock) and Long Term Disability (UNUM).
- Implemented employer paid Short Term Disability (UNUM) program for eligible employees.
- Enhanced design changes to our existing Health Voluntary Benefit Plans for the UNUM Accident, Critical Illness and Hospital Indemnity adding additional value and benefit to our overall benefit programs.
- Updated NEOGOV PERFORM Users Guidebook using feedback from employees and created training videos for NEOGOV LEARN inclusion.
- Implemented the use of PERFORM for all Annual Employee Evaluations (excluding the Sherriff's Office).
- Trained various departments on LEARN to utilize as their onboarding and training platform for onboarding and professional development based on individual department needs.
- Provided leadership training, for new, existing and executive leadership.
- Monitored turnover to determine cause and relative to the market. As a result, implemented salary step programs in three departments, reallocated salary grades in several classifications and made equity adjustments.
- Provided recruitment and selection services for all departments. This included processing 403 request to fills for the recruitment of 494 positions (temporary and permanent positions).
- Made recommendation for changes to the Orange County Orange County Code of Ordinances Chapter 28 for BOCC approval.
- Supported GARE and DEI Committees.
- Collaborate with other support services team to implement a center hub of systems to best serve customers and to redesign the County Intranet.

FY 2023-24 Highlights

- Implement NEOGOV ONBOARD Module for efficacy in serving both internal and external customers during the recruitment and hiring process by fostering a great employee experience that will create enthusiasm about working for Orange County.
- Enhance health plan provisions and other health alternative programs to increase accessibility and health coverage for mental health and adaptive behavioral treatment.
- Implement cost savings services that provide better and efficient medical solutions and additional cost savings for prescription drugs for employees.

Human Resources – continued

- Restart the Wellness Committee.
- Launch incentive program to provide training and strategies for supervisors and employees to address burnout/disengagement and stress in the workplace.
- Invite more departments to learn how to create training using LEARN for their employees
- Provide leadership training, for new, existing and executive leadership.
- Create relationship with local community college to provide hands on professional development due to sunset of DTCC's Ed2Go program.
- Actively participate in GARE and DEI initiatives.
- Conduct "stay interviews" to improve retention.
- Provide Human Resource information sessions for employees to answer questions and to strengthen our services through collaboration.
- Create a recruitment video for the intranet and NEOGOV ONBOARD to promote Orange County as a great place to work, live and play.

Risk Management

FY 2022-23 Highlights

- Completed the implementation of an electronic Incident Management System pilot.
- Evaluated all insurance markets and coverages to ensure appropriate strategic coverages and services are in place at a competitive cost.
- Change Broker of Record for Risk Management Services.
- Implement Motor Vehicle Record (MVR) Check Policy.
- Provide training and education to all employees regarding MVR Policy.

FY 2023-24 Highlights

- Assess risk across multiple functions and departments for better understanding of managing risk more cost-effectively on an enterprise-wide basis.
- Achieve a better understanding of risk for a competitive advantage.
- Update the Worker's Compensation Policy and provide training to all management and supervisory staff.
- Provide Safety Training to all employees.

Information Technologies

Phone Number: (919) 245-2280

Website: <https://www.orangecountync.gov/961/Information-Technologies>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	1,541,389	1,732,484	1,954,199	1,954,199	1,954,199
Operations	1,701,634	2,476,649	2,476,649	3,296,131	3,296,131
Capital Outlay	62,220	0	0	0	0
Total Expenditures	\$ 3,305,243	\$ 4,209,133	\$ 4,430,848	\$ 5,250,330	\$ 5,250,330
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 3,305,243	\$ 4,209,133	\$ 4,430,848	\$ 5,250,330	\$ 5,250,330

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure increase of \$819,482 driven primarily by increases to software maintenance costs, including new Microsoft 365 software. Also includes slight increase for network leases support of new buildings: Waterstone and Blackwood Farm.

The Manager Recommended Budget does not include funding for the following Department Requests:

None

Information Technologies Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase in Network Leases to bring new buildings online (Waterstone and Blackwood Farm)	\$ 10,125		\$ 10,125
Increases to software maintenance costs, driven by increased investment in Microsoft 365 as well as inflation	\$ 809,357	\$ -	\$ 809,357
Net Information Technologies Department Changes	\$ 819,482	\$ -	\$ 819,482

Mission Statement

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

“There are no technology projects, only business projects with technology solutions.”

Information Technologies – continued

Major Divisions/Services

- Operations (Infrastructure and Security)
 - FY 2022-23 Highlights
 - Update Server Infrastructure
 - Microsoft 365
 - New Buildings Brought Online: Blackwood Farm and Waterstone
 - Rural Broadband Initiative
 - Broadband Task Force
 - Lumos Contract
 - PC replacements 260 units replaced (still experiencing delays due to supply chain issues)
 - Support onsite and hybrid technology for customers
 - Security Projects
 - Election Support
 - Respond – network event monitoring
 - Crowdstrike
 - Endpoint detection response
 - Managed detection response <=This is where a vendor is helping us monitor our system(s) while we sleep.
 - Next generation Anti-virus
 - M365 replaced out of date software
 - Mandatory security training moved into NeoGov
 - FY 2023-24 Highlights
 - Rural Broadband Initiative
 - PC Replacements
 - Upgrade Server and Network Infrastructure
 - Bring Efland EMS Substation Online
 - Security
 - Backup Improvements WORM (Write Once Read Many)
 - Network micro segmentation <=this isolates small swaths of our network in order to contain infections and bad actors.
 - M365
 - secure document and project sharing

Information Technologies – continued

- continue to improve security posture
 - moving specific data sets into the cloud for backup
 - email
 - personal drives, i.e., O:\drives
 - Election Support
- Applications
 - FY 2022-23 Highlights
 - Zoom Rooms
 - Chameleon Upgrade for Animal Services
 - ArcGIS upgrade
 - Solid Waste Recollect
 - Energov Customer Self Service Phase 2
 - FY 2023-24 Highlights
 - Consolidated employee on-boarding and off-boarding
 - HVAC Systems Monitoring
 - North Woods Upgrade – DSS client data storage system
 - Apricot 360 Case Management – CJRD & Housing
 - Online Listing – Revenue
 - M365
 - Forms / SharePoint
 - Convert some Zoom to Teams

Library Services

Phone Number: (919) 245-2525

Website: <http://www.OrangeCountyLibrary.org>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	1,851,362	2,034,003	2,174,209	2,179,269	2,179,269
Operations	468,874	452,339	457,139	457,354	457,354
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 2,320,236	\$ 2,486,342	\$ 2,631,348	\$ 2,636,623	\$ 2,636,623
Total Revenues	156,800	112,277	112,277	112,277	112,277
County Costs (net)	\$ 2,163,436	\$ 2,374,065	\$ 2,519,071	\$ 2,524,346	\$ 2,524,346

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total expenditure increase of \$5,275 due to temporary staffing and personal mileage rate increases. No change in total revenue. The net County cost increase is \$5,275.

The Manager Recommended Budget does not include funding for the following Department Requests:

None

Budget by Division

Main Library

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	1,689,976	1,861,486	1,983,399	1,987,829	1,987,829
Operations	451,424	432,342	437,142	437,310	437,310
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 2,141,400	\$ 2,293,828	\$ 2,420,541	\$ 2,425,139	\$ 2,425,139
Total Revenues	152,526	111,477	111,477	111,477	111,477
County Costs (net)	\$ 1,988,875	\$ 2,182,351	\$ 2,309,064	\$ 2,313,662	\$ 2,313,662

Main Library Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Temporary staff hourly rate increase	\$ 4,430	\$ -	\$ 4,430
Mileage rate increase	\$ 168	\$ -	\$ 168
Net Main Library Division Changes	\$ 4,598	\$ -	\$ 4,598

Library Services – continued

Cybrary

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	137,104	149,406	190,810	191,440	191,440
Operations	17,132	17,697	19,997	20,044	20,044
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 154,235	\$ 167,103	\$ 210,807	\$ 211,484	\$ 211,484
Total Revenues	274	800	800	800	800
County Costs (net)	\$ 153,961	\$ 166,303	\$ 210,007	\$ 210,684	\$ 210,684

Cybrary Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Temporary staff hourly rate increase	\$ 630	\$ -	\$ 630
Mileage rate increase	\$ 47	\$ -	\$ 47
Net Cybrary Division Changes	\$ 677	\$ -	\$ 677

Mission Statement

The Orange County Public Library provides inclusive and welcoming spaces where community members learn, connect, and collaborate. With focus on community engagement, we expand our reach throughout the county, remove barriers to service, ensure that partnerships align with our strategic goals and create inclusive and accessible services and spaces for all.

<https://orangecountync.gov/2939/Strategic-Plan-2022-2027>

Strategic Focus Area #1

Communicate and Connect with Residents

Strategic Focus Area #2

A Library for Everyone

Strategic Focus Area #3

Invest in Our Staff

Main Library

Major Services

- Provide access to a diverse selection of high-interest print and non-print materials for popular reading, watching and listening (books, DVDs and music) and basic information gathering (research).
- Provide public access to free Wi-Fi and up-to-date computers with basic software, internet access and printing capabilities.
- Help customers find and utilize library materials and technology.

Library Services – continued

- Develop and host off and on-site programming to support diversity, literacy and learning at all stages of life.
- Serve as a conduit for community engagement.
- Provide meeting and study space to the public while maintaining health and safety standards.

FY 2022-23 Highlights

- Using Collection HQ, a collection analysis tool, audited our existing library materials in order to maintain selections that reflect our values of Diversity, Equity and Inclusion.
- Sunday hours restored.
- Partnered with Department of Social Services to collect toys for the annual Toy Chest and increased efforts to include book drive to support literacy.
- Collaborated with the Chapel Hill Public Library on programs to commemorate the Civil Rights Movement.
- Expanded our Wi-Fi holdings to address demand for access to broadband and extended our contract to include the Health Dept. Wi-Fi lending program.
- Held weekly story times both at the library and at the Farmer's Market Pavilion and resumed in-library programs for children and families.
- Held outreach events and programs at Central Elementary School, Fairview HeadStart, Grady Brown Elementary and Gateway Village.
- Provided 400 books for distribution to the Family Success Alliance as part of our Summer Learning Program.
- Collaborated with the Office of Equity and Inclusion on programs to support Black History Month and Women's History Month.
- Continued collaboration with Health Department to distribute supplies and disseminate public health information.
- Resumed school visits to the library.
- Provided Chromebooks to the Department on Aging for circulation to their visitors.
- Engaged in intergenerational program with Department on Aging for Valentine's Day.

FY 2023-24 Highlights

- Expand collaborative efforts with county and municipal partners.
- Oversee development of the Southern Branch Library and finalize operations for that location.
- Work with county communications office to promote current library services and provide updates about services at the Southern Branch.
- Increase digital literacy learning opportunities in advance of broadband expansion.
- Identify opportunities for further collaboration with the Chapel Hill Public Library and create complementary programs and services at the Southern Branch.

Library Services – continued

Cybrary Branch Library

Major Services

- Provide access to a diverse selection of high-interest print and non-print materials for popular reading, watching and listening (books, DVDs and music) and basic information gathering (research).
- Provide checkout of Wi-Fi hotspots, onsite computer and printing access, holds pickup. Offer contactless checkout option for a convenient and safe library experience.
- Assist community members with questions about library services, technology, and community resources through staffed phone support.
- Collaborate with town partners to provide inclusive, collaborative programming to support literacy and learning at all stages of life.

FY 2022-23 Highlights

- Continued UNC Computer Workshop Series partnership to provide computer literacy classes; expanded classes in collaboration with the Family Success Alliance to include monthly classes with Spanish interpretation.
- Provided story times at Orange Literacy as part of their Family Literacy Program.
- Partnered with Chapel Hill Public Library on a Civil Rights themed youth program.
- Restored in-person monthly librarian-hosted book clubs.
- Partnered with Town of Carrboro to provide outreach at local events.
- Partnered with Department of Social Services to collect toys for the annual Toy Chest and increased efforts to include book drive to support literacy.

FY 2023-24 Highlights

- Work with county and town partners to explore more engagement opportunities for promotion of current library services and expected new services at the Southern Branch.
- Increase digital literacy learning opportunities in advance of broadband expansion.
- Identify opportunities for further collaboration with the Chapel Hill Public Library.

Non-Departmental Summary Community Services

Listed below are appropriations for non-departmental Community Services related funds and entities.

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Community Services					
Big Brothers Big Sisters*	7,680	0	0	0	0
Bridge II Sports*	7,577	0	0	0	0
Comprehensive P&R Master Plan	0	0	0	8,000	0
Forest Service	57,968	77,738	77,738	72,156	72,156
Historic Hillsborough Commission*	9,054	0	0	0	0
Historical Foundation*	9,606	0	0	0	0
DCHC Metropolitan Planning Org.	35,019	48,708	48,708	48,708	0
Friends of Chapel Hill Parks & Rec*	6,000	0	0	0	0
Hillsborough Arts Council*	12,225	0	0	0	0
Jordan Lake Partnership Dues	9,000	9,000	9,000	10,000	0
Jordan Lake Water Storage Dues	3,032	6,000	6,000	2,500	0
Kidzu Children's Museum*	13,301	0	0	0	0
Lake Orange	30,336	40,000	40,000	40,000	0
Mebane Coord Planning Project	13,500	0	0	0	0
Orange County Trails Plan	0	0	0	70,000	0
OC Transit Plan Update	220,198	0	0	0	0
Pied. Conservation Council Dues	3,000	3,000	3,000	3,000	0
Piedmont Wildlife Center	9,000	0	0	0	0
Previously Unfunded Organiza	0	0	0	1,000	0
New Planning Initiatives	2,320	131,250	131,250	396,300	367,000
Rural Planning Organization	9,000	9,000	9,000	9,000	0
Solid Waste Program Fee For County Property	12,212	8,000	8,000	8,000	0
Solid Waste Program Fee Payments in Lieu of Taxes	137,220	50,000	50,000	50,000	0
The ArtsCenter*	13,863	0	0	0	0
TJCOG Water Quality	15,365	16,534	16,534	16,534	0
Triangle Bikeworks*	4,214	0	0	0	0
Upper Neuse River Basin Dues	124,177	124,178	124,178	128,500	0
Community Services Total	\$ 764,867	\$ 523,408	\$ 523,408	\$ 863,698	\$ 439,156

*Individual outside agency grantee award amounts are no longer approved by the Board of County Commissioners. Grantees are notified individually of their award amounts. Total funded amount is listed in the Outside Agency Department.

Community Services Non-Departmentals

Forest Service

\$72,156

These funds provide matching support, with State funds, to protect Orange County forestland. The County's cost share is determined by the cost of a Ranger's salary, necessary equipment, communication system and other Forestry improvements deemed necessary. The State covers 60% of these total costs and the County covers 40%.

New Planning Initiatives

\$367,000

These funds are for costs and services related to the local governments' (Orange County, Town of Carrboro, and Town of Chapel Hill) Greene Tract initiatives, including consulting fees for the drafting of the Greene Tract Master Plan. Based on the 2021 Greene Tract Interlocal Agreement, the Towns shall reimburse funds to the County based on the adopted cost share agreement of 43% - Orange County, 43% - Chapel Hill, 14% - Carrboro.

Non-Departmental Summary

Other Agencies - Recreation

Listed below are appropriations for non-departmental Other Agencies - Recreation related funds and entities.

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Other Agencies - Recreation					
Contribution - Carrboro	35,902	35,898	35,898	35,898	35,898
Contribution - Chapel Hill	83,760	83,760	83,760	83,760	83,760
Contribution - Mebane	5,450	5,450	5,450	5,450	5,450
Other Agencies - Recreation Total	\$ 125,112	\$ 125,108	\$ 125,108	\$ 125,108	\$ 125,108

Community Services - Other Non-Departmentals

Other Agencies – Recreation

\$125,108

General Fund contributions to the Towns of Carrboro (\$35,898) and Chapel Hill (\$83,760), and the City of Mebane (\$5,450) recreation departments. This represents the same funding as in FY 2022-23.

Non-Departmental Summary General Government

Listed below are appropriations for non-departmental General Government related funds and entities.

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
General Government					
DMV Collection Charges	357,962	0	0	0	375,000
Manager's Miscellaneous	20,000	20,000	20,000	20,000	0
Meeting Supplies	7,630	10,500	10,500	10,500	0
School Collaboration Consultant	2,361	2,000	2,000	2,000	0
Stormwater Fees For Co. Property	68,515	40,500	40,500	40,500	0
Tax Bill Inserts	0	4,000	4,000	0	0
Triangle J Dues	20,534	25,500	25,500	25,500	0
General Government Total	\$ 477,001	\$ 102,500	\$ 102,500	\$ 98,500	\$ 375,000

General Government Non-Departmentals

DMV Collection Charges

\$375,000

This account provides funds for costs associated with Department of Motor Vehicles charges to Orange County for the collection of county vehicle property tax.

Non-Departmental Summary

Human Services

Listed below are appropriations for non-departmental Human Services related funds and entities.

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Human Services					
A Helping Hand*	2,500	0	0	0	0
Boomerang Youth*	16,000	0	0	0	0
Center for Community Self Help*	50,000	0	0	0	0
Cedar Grove Neighborhood Assoc.	91,122	94,087	94,087	116,087	103,496
CH/Carrboro Meals on Wheels*	54,809	0	0	0	0
Charles House*	23,363	0	0	0	0
Club Nova*	25,000	0	0	0	0
Community Empowerment Fund*	23,824	0	0	0	0
Community Home Trust*	211,912	0	0	0	0
Compass Center*	94,801	0	0	0	0
Dispute Settlement Center*	82,358	0	0	0	0
Duke Homecare & Hospice*	1,134	0	0	0	0
El Centro Hispano*	38,000	0	0	0	0
*El Futuro	35,000	0	0	0	0
EmPOWERment*	40,000	0	0	0	0
Fathers on the Move*	8,100	0	0	0	0
Freedom House	41,815	0	0	0	0
Habitat for Humanity*	76,133	0	0	0	0
KidSCOpe*	96,000	0	0	0	0
Marian Cheek Jackson Center*	15,989	0	0	0	0
Medical Examiner	62,000	42,000	42,000	42,000	0
OC County Literacy Council*	16,145	0	0	0	0
OC County Rape Crisis Center*	62,000	0	0	0	0
OC Disability Awareness Council*	8,513	0	0	0	0
OE Enterprises, Inc.*	56,458	0	0	0	0
Orange County Ptrtrshp for Young Children*	5,950	0	0	0	0
Pathways to Change*	8,253	0	0	0	0
Piedmont Health Services*	16,500	0	0	0	0
Planned Parenthood*	20,000	0	0	0	0
PORCH*	9,400	0	0	0	0
Rebuilding Together of Triangle	15,000	0	0	0	0
Re-entry Housing Plus*	5,196	0	0	0	0
Refugee Support Center*	5,000	0	0	0	0
Rogers Eubanks Neighborhood Assoc.	88,377	91,028	91,028	113,028	100,131
Senior Care of Orange County*	36,750	0	0	0	0
Social Justice Reserve Fund	0	187,696	187,696	187,696	217,887
TABLE*	15,000	0	0	0	0
The Arc of the Triangle*	6,653	0	0	0	0
The Art Therapy Institute*	877	0	0	0	0
TROSA	250	0	0	0	0
United Voices of Efland Cheeks Comm.	89,351	92,032	92,032	231,614	101,235
Voices Together*	20,000	0	0	0	0
Volunteers For Youth*	9,289	0	0	0	0
Human Services Total	\$ 1,584,822	\$ 506,843	\$ 506,843	\$ 690,425	\$ 522,749

*Individual outside agency grantee award amounts are no longer approved by the Board of County Commissioners. Grantees are notified individually of their award amounts. Total funded amount is listed in the Outside Agency Department.

Human Services Non-Departmentals

Cedar Grove Neighborhood Association

\$103,496

The Cedar Grove Neighborhood Association is honored to have and maintain an Operation Agreement with Orange County as it relates to the Cedar Grove Community Center (CGCC). CGCC is housed in the historic Cedar Grove School, which was built in 1950 and converted to a County facility in 1976. The building was renovated into a community center in 2016. The Center provides services and support to all community citizens in Northern Orange County. The mission of the Cedar Grove Community Center (CGCC) is to provide challenging and engaging academic, cultural, social, wellness and healthful living experiences for all citizens. All Community Centers were provided a 10% increase from FY 2022-23 funding.

Rogers Eubanks Neighborhood Association

\$100,131

The Rogers-Eubanks community, dating back to the 1700s, is located within the boundaries of two (2) local jurisdictions in Orange County, the Town of Carrboro and the Town of Chapel Hill. In 2007, the socially cohesive and culturally rich historic community founded a tax-exempt organization in order to formalize long-term community alliance and movement. The organization, known as the Rogers-Eubanks Neighborhood Association (RENA), needed a place for sharing community resources and developing programs. The Rogers-Eubanks Neighborhood Association (RENA) collaborated with Orange County and a new community center was built. The Rogers Road Community Center held a dedication in November 2014, entered into an Operating Agreement with Orange County and opened its doors shortly thereafter in the new facility. Since that time, other innovative programs have been added to meet the growing needs of the residents and youth in the community. All Community Centers were provided a 10% increase from FY 2022-23 funding.

Social Justice Reserve Fund

\$217,887

The allocation of these funds sets up a reserve fund that could be used to offset potential State cuts to critical human service and other related programs. By holding the funds in reserve, the County will have funds to ensure that the most critical services can be continued. In FY 2023-24, the Manager Recommended Budget includes \$217,887 for the Social Justice Reserve Fund.

United Voices of Efland Cheeks

\$101,235

The United Voices of Efland-Cheeks, Inc. (UVEC) is a grassroots organization with tax-exempt status, founded and organized in 1994. Its mission is to "improve the quality of life for children, youth, adults and seniors in the Efland-Cheeks community by providing a variety of educational, literary, scientific and charitable activities." In 2017, UVEC established a partnership with Orange County and entered into an Operating Agreement that allows UVEC to operate and manage all activities at the Efland-Cheeks Community Center. The United Voices of Efland-Cheeks (UVEC) offers a variety of programs at the Community Center including academic and cultural summer enrichment camps, the Efland Tutoring Academy, a Commodity Supplemental Food Program, art exhibits, a Sheriff's Youth Ride-a-Long Program, a Youth Fall Festival, various activities for seniors, as well as other cultural, social and community-building activities throughout the year. The Center also serves as the host site for Girl Scouts Troop #4377. All Community Centers were provided a 10% increase from FY 2022-23 funding.

Non-Departmental Summary

Other Agencies - Library

Listed below are appropriations for non-departmental Other Agencies - Library related funds and entities.

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Other Agencies - Library					
Contribution - CH Library	568,139	536,323	536,323	536,323	536,323
Contribution - Mebane Library	700	700	700	700	700
Other Agencies - Library Total	\$ 568,839	\$ 537,023	\$ 537,023	\$ 537,023	\$ 537,023

Human Services – Other Non-Departmentals

Other Agencies – Libraries

\$537,023

General Fund contributions to the Chapel Hill Public Library total \$536,323, which represents the same funding as in FY 2022-23. The Mebane Public Library will receive \$700, also the same funding as in FY 2022-23.

Non-Departmental Summary

Public Safety

Listed below are appropriations for non-departmental Public Safety related funds and entities.

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Public Safety					
Dispute Settlement Center	67,722	67,722	67,722	58,000	58,000
Exchange Club of Alamance	61,600	61,600	61,600	60,760	60,760
Fire Districts Audits	41,750	40,000	40,000	40,000	40,000
Governor's Crime Commission	10,244	11,455	11,455	11,965	11,965
JCPC Administration	10,740	15,500	15,500	7,879	7,879
OCJCPC Matching Funds	100,071	107,729	107,729	107,729	107,729
Reintegration Support Network	0	0	0	61,627	61,627
Unallocated	0	11,587	11,587	0	0
Vol For Youth - Teen Court	74,625	74,625	74,625	69,625	69,625
Volunteers For Youth	89,730	89,730	89,730	84,730	84,730
Wrenn/Haven House	38,332	38,332	38,332	16,475	16,475
Public Safety Total	\$ 494,813	\$ 518,280	\$ 518,280	\$ 518,790	\$ 518,790

Public Safety Non-Departmentals

NC Dept. of Public Safety/Adult Correction & Juvenile Justice Pass-Through Funds:

Dispute Settlement Center: Victim (Resolve/Mediation) \$58,000

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.

Exchange Club of Alamance \$60,760

Provides Parent-Teen Solutions as part of JCPC award. Provided to at-risk and delinquent youth ages 10-17 and their parents. This program is designed to maintain youth in their home, while reducing recidivism, improving parent-child relationships, school motivation, problem-solving skills, interpersonal skills and parenting skills.

Fire Districts Audits \$40,000

As per Agreements with the fire districts within Orange County, each district must submit an annual audit, by an independent auditor, to the County. Based on the Agreement, the County will pay for the cost of the audit.

Governor's Crime Commission Grant \$11,965

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.

JCPC Administration \$7,879

Administrative funds are used to provide administrative support to the Orange-Chatham Justice Partnership.

Orange County JCPC Matching Funds \$107,729

These funds fulfill the Orange-Chatham Justice Partnership requirement for the County to provide a 30% match for all JCPC funded agencies.

Reintegration Support Network \$61,627

This is a community that embraces, empowers, and inspires youth and emerging adults who experience challenges related to substance use, mental health and justice involvement. Specialty trained mentors work with youth (ages 13-20), through one-to-one mentoring and facilitated peer support groups, creating a safe and resilient space for young people to center their needs and build agency while increasing their engagement with self, school, and community.

Volunteers for Youth – Teen Court \$69,625

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

Public Safety Non-Departmentals - continued

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.

Volunteers for Youth

\$84,730

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

\$16,475

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.

Non-Departmental Summary

Support Services

Listed below are appropriations for non-departmental Support Services related funds and entities.

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Support Services					
401 K Plan Enhancement	0	720,000	720,000	720,000	720,000
ASCAP	1,578	1,559	1,559	1,825	0
Bank Fees	149,759	0	0	0	0
Behavioral Health Benefit	0	0	0	89,000	89,000
Drug Testing	16,224	18,625	18,625	18,739	0
Employee Development	44,762	58,000	58,000	58,000	0
Federal Withholding	158,295	0	0	0	0
Health Incentives Program	33,018	17,500	17,500	17,500	0
Living Wage Adjustment	0	0	0	36,000	36,000
OC Living Wage	18,588	0	0	0	0
Recruitment/Selection	11,317	16,000	16,000	46,200	0
Retiree Health Insurance	2,699,189	0	0	0	0
Salary - Merit Adjustment	0	425,569	425,569	410,000	410,000
Salary - Wage Increase	0	1,824,431	1,824,431	4,440,000	4,440,000
Salary Savings	0	(3,824,900)	(3,824,900)	(3,824,900)	(3,824,900)
Short Term Disability	0	300,000	0	0	0
Sportsplex Mbrship - Co. Share	40,303	40,000	40,000	40,000	0
Tuition Refunds	25,222	50,000	50,000	50,000	0
Support Services Total	\$ 3,198,256	\$ (353,216)	\$ (653,216)	\$ 2,102,364	\$ 1,870,100

Support Services Non-Departmentals

401K Plan Enhancement **\$720,000**

These funds maintain the current County match of employees' contributions for all general (non-sworn law enforcement officer) employees. Funding to increase the match is included in the Wage Increase account. *See Appendix A for more details.*

Behavioral Health Benefit **\$89,000**

The FY 2023-24 Manager Recommended Budget includes budgeting for a new behavioral health benefit, approved by the Board in March. This program provides clinical assessments, access to mental wellness resources, a guided assessment with follow-up recommendations, an immediate gateway to personalized support, and access to a therapist within three days. The services is available 24 hours a day, 7 days a week. *See Appendix A for more details.*

Living Wage Adjustment **\$36,000**

The FY 2023-24 Manager Recommended Budget includes budgeting for increasing salaries to meet the upcoming living wage. The County is certified as a living wage employer by *Orange County Living Wage*. The living wage is applied to both regular and temporary employees working in the County regardless of the number of hours worked. Effective July 1, 2023, the Living Wage will increase from \$15.85 per hour to \$16.60 per hour. *See Appendix A for more details.*

Merit Pay Adjustments **\$410,000**

The FY 2023-24 Manager Recommended Budget includes budgeting for employee performance awards for permanent County employees. Funding to increase the awards is included in the Wage Increase account. *See Appendix A for more details.*

Salary Savings **(\$3,824,900)**

Implements a Salary attrition savings of \$3,824,900 in FY 2023-24 due to experience in current fiscal year and higher turnover expected to continue into next fiscal year.

Wage Increase **\$4,440,000**

The FY 2023-24 Manager Recommended Budget includes budgeting for a 6% wage increase for permanent County employees. This adjustment also provides funding to increase the 401k and Merit Pay by the same 6%. *See Appendix A for more details.*

Outside Agencies

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	0	0	0	0	0
Contribution to Outside Agencies	0	1,854,691	1,854,691	2,436,822	1,037,016
Total Expenditures	\$ 0	\$ 1,854,691	\$ 1,854,691	\$ 2,436,822	\$ 1,037,016
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 0	\$ 1,854,691	\$ 1,854,691	\$ 2,436,822	\$ 1,037,016
<i>By Category (Visitors Bureau Fund)</i>					
Personnel Services	0	0	0	0	0
Contribution to Outside Agencies	0	45,000	45,000	45,000	45,000
Total Expenditures	\$ 0	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
Total Revenues	0	0	0	0	0
Fund Costs (net)	\$ 0	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000

- In 2021, the North Carolina General Assembly passed a law amending Section 14-234.3 of General Statute. This law restricts the ability of Board of County Commissioners (BOCC) to award funding to Outside Agencies on which they serve on their board. In order to comply with this new statute, the starting in FY 2022-23, the budget recommends a total funding award for Outside Agencies in the Outside Agency Department. The County Manager will then approve all Outside Agency grant awards as delegated by the BOCC after July 1, 2023.
- On December 13, 2016 the Board of County Commissioners approved a funding target of 1.2% of the County's General Fund expenditures, less the appropriation for education expenses, for the purpose of funding outside agency operations. In FY 2023-24, the Manager is recommending large, integral agencies be moved from the Outside Agencies into department budgets to improve coordination, accountability and client outcomes. These six (6) agencies are recommended to receive \$937,656. In order to compensate for this restructuring, the policy should be revised to 0.56% of General Fund expenditures less education.
- **Application Process:** For the FY 2023-24 Funding Process, the County received applications from 56 agencies. Requests totaled \$2,436,822, an increase of \$582,131 above the current year's appropriation. Eight (8), currently unfunded agencies requested a total of \$163,771.
- **Manager Recommended:** The County Manager recommends funding for 42 agencies in FY 2023-24 in the Outside Agency Department, and 6 agencies in related department budgets. The recommended funding levels for these groups are \$1,037,016 for the Outside Agency Dept., and \$937,656 within departmental budgets. The recommended funding for the remaining agencies equates to 0.7% of the County's General Fund expenditures, less Education. Additionally, the Manager Recommended budget includes \$45,000 for Arts and Tourism related Outside Agencies in the Visitors Bureau Fund, to be administered by the Orange County Arts Commission and The Visitors Bureau.

Planning & Inspections

Phone Number: (919) 245-2575

Website: <http://orangecountync.gov/792/Planning-Inspections>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	2,799,869	3,089,853	3,338,420	1,971,716	1,971,716
Operations	106,915	314,725	319,525	216,697	238,497
Capital Outlay	0	0	0	32,500	25,000
Total Expenditures	\$ 2,906,784	\$ 3,404,578	\$ 3,657,945	\$ 2,220,913	\$ 2,235,213
Total Revenues	1,490,616	1,701,300	1,701,300	508,000	508,000
County Costs (net)	\$ 1,416,168	\$ 1,703,278	\$ 1,956,645	\$ 1,712,913	\$ 1,727,213
<i>By Category (Inspections Fund)</i>					
Personnel Services	0	0	0	1,460,141	1,460,141
Operations	0	0	0	148,772	148,772
Capital Outlay	0	0	0	570	570
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 1,609,483	\$ 1,609,483
Total Fund Revenues	0	0	0	1,405,313	1,405,313
Transfer from General Fund	0	0	0	204,170	204,170
Inspections Fund Costs (net)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<i>Total Planning & Inspections</i>					
Expenditures	\$ 2,906,784	\$ 3,404,578	\$ 3,657,945	\$ 3,830,396	\$ 3,844,696
Total Department Revenues	\$ 1,490,616	\$ 1,701,300	\$ 1,701,300	\$ 1,913,313	\$ 1,913,313
County Costs (net)	\$ 1,416,168	\$ 1,703,278	\$ 1,956,645	\$ 1,917,083	\$ 1,931,383

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total expenditure increase of \$186,751 based on five department related expenses previously in non-departmental accounts moved in to department budget, increased training costs in Erosion Control Division, new Property Development Coordinator position and movement of Inspections in to its own fund, both offset with revenue increases. Total revenue increase of \$212,013 due to fee rate increases and higher volume of development review cases. The net county cost decrease is \$25,262.

The Inspections Division is Recommended to move to its own fund, outside of the general fund, to maintain a clearer separation of inspections revenue to comply with new state statutes.

The Manager Recommended Budget does not include funding for the following Department Requests:

Contract personnel to complete archiving and scanning of historical documents, and office renovation.

Planning & Inspections – continued

Budget by Division

Current Planning

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	1,197,904	1,318,580	1,514,961	1,531,109	1,531,109
Operations	53,358	155,600	160,400	181,352	146,352
Capital Outlay	0	0	0	32,500	25,000
Total Division Expenditures	\$ 1,251,262	\$ 1,474,180	\$ 1,675,361	\$ 1,744,961	\$ 1,702,461
Total Revenues	79,148	58,000	58,000	104,000	104,000
County Costs (net)	\$ 1,172,115	\$ 1,416,180	\$ 1,617,361	\$ 1,640,961	\$ 1,598,461

Current Planning Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Student intern for Fee Schedule Project funded by county capital reserve outside of department budget	\$ 16,148	\$ -	\$ 16,148
Operations savings	\$ (14,048)	\$ -	\$ (14,048)
Telecommunications UDO Amendment RFP to be funded by county capital reserve outside of department budget	\$ 25,000	\$ -	\$ 25,000
Fees revenue increase due to higher volume of cases submitted and planned		\$ 46,000	\$ (46,000)
Net Current Planning Division Changes	\$ 27,100	\$ 46,000	\$ (18,900)

Inspections

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Inspections (General Fund)					
Personnel Services	1,114,682	1,240,707	1,382,852	0	0
Operations	46,445	135,080	135,080	0	0
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 1,161,127	\$ 1,375,787	\$ 1,517,932	\$ 0	\$ 0
Total Revenues	1,069,339	1,290,300	1,290,300	0	0
County Costs (net)	\$ 91,787	\$ 85,487	\$ 227,632	\$ 0	\$ 0

Inspections Fund

Personnel Services	0	0	0	1,460,141	1,460,141
Operations	0	0	0	148,772	148,772
Capital Outlay	0	0	0	570	570
Total Expenditures	\$ 0	\$ 0	\$ 0	\$ 1,609,483	\$ 1,609,483
County Contribution	0	0	0	204,170	204,170
Total Revenues	0	0	0	1,405,313	1,405,313
Fund Costs (net)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

Planning & Inspections – continued

Inspections Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
New Property Development Coordinator position offset with increases to fee rates	\$ 61,750	\$ 61,750	\$ -
Fee rate increases	\$ -	\$ 53,263	\$ (53,263)
Establishment of 5% fund balance reserve	\$ 76,642	\$ -	\$ 76,642
Operations savings	\$ (46,841)	\$ -	\$ (46,841)
Net Inspections Division Changes	\$ 91,551	\$ 115,013	\$ (23,462)

Erosion Control

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	487,283	530,566	440,607	440,607	440,607
Operations	7,112	24,045	24,045	35,345	92,145
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 494,395	\$ 554,611	\$ 464,652	\$ 475,952	\$ 532,752
Total Revenues	342,129	353,000	353,000	404,000	404,000
County Costs (net)	\$ 152,266	\$ 201,611	\$ 111,652	\$ 71,952	\$ 128,752

Erosion Control Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Fees increase to reflect need for greater staff plan and field reviews for projects in High Quality Water Zones	\$ -	\$ 51,000	\$ (51,000)
BlueBeam software training	\$ 11,300	\$ -	\$ 11,300
Four water quality expenses or annual dues previously in non-departmental accounts moved to department budget	\$ 56,800	\$ -	\$ 56,800
Net Erosion Control Division Changes	\$ 68,100	\$ 51,000	\$ 17,100

Mission Statement

To be the steward and administrator of the Orange County Unified Development Ordinance, enforcing it and applying it to subdivision, zoning, special use, and variance applications in partnership with other divisions, departments, and State agencies. The Erosion Control / Stormwater Division (ECS Division) focuses on the administration, interpretation, and enforcement of erosion/sedimentation control and stormwater regulations as embodied within the Unified Development Ordinance (UDO) and requirements set forth by the State (NC DEMLR – DEQ and NC EMC). Coordinating long-range land use planning, including the administration and maintenance of the Comprehensive Land Use Plan and Future Land Use Map.

Major Divisions/Services

Current Planning

FY 2022-23 Highlights

Planning & Inspections – continued

- Administer and manage land use and subdivision regulations including, but not limited to: zoning, subdivision, flood damage prevention, environmental protection, and watershed management.
- Lead and facilitate land use changes to be presented to the Planning Board, Board of Adjustment, and/or the Board of County Commissioners.
- Enforcement of land use and environmental management regulations;
- Continue to work to revise existing regulations to address identified long-term planning issues (i.e. subdivisions, landscape standards, sign regulations, affordable housing, climate change, mixed use development projects, etc.) and continue to streamline the table of permitted land uses (Section 5.2) and permit review process;
- Continue implementation of the online customer service permitting portal as part of the new permit/inspection software program (i.e. EnerGOV).

Current Planning – Activity Plan and Permit Projections	FY 2023-24
Zoning Applications:	5
Special Use Applications:	1
Zoning Compliance Permits:	94
Exempt and Expedited Subdivisions:	68
Subdivisions (Major and Minor):	80
Advisory Opinions:	6
Enforcement Actions (warnings and NOV's):	10
Building Permits (Planning/Zoning Reviews):	566
Pre-submittal Meetings:	48

FY 2023-24 Objectives

- Continue collaboration within newly reorganized Development Services Division to increase level of service and efficiency of permit processing
- Enhance the Development Advisory Committee (DAC) process to improve applicant communication and documentation of DAC comments for clarity in their application to site plans and plats
- Coordinate with Community Relations on public communications regarding zoning, special use, major subdivision, and government use cases to be publicly presented
- Standardize division communications to enhance education and enforcement of County land use regulations

Erosion Control/Stormwater/Engineering

FY 2022-23 Highlights

- Serve as an information/educational and community outreach resource.

FY2023-24 Objectives

Planning & Inspections – continued

Activity Plan and Permit Projections	FY 2023-24
Floodplain Development Permits (FDPs):	4
Stream Buffer Authorization Certificates (BACs):	12
Stream Water Identifications (SWIDs):	30
Land Disturbing Permits:	40 (EC/Storm) / 80 (EC)
Building Permits (EC Reviews):	254
Site Inspections:	400
Responses to Queries (RTQs) from public/private/dev. sector:	95

FY2023-24 Objectives (ECS Division):

- Increase number of erosion control and stormwater inspections with additional staff to better meet the increased expectations of the NC Sedimentation Control Commission (SCC).
- Calculate development potential in the Buckhorn Economic Development District in dialogue with the City of Mebane, as restricted to the impervious threshold established by the NC DEQ water supply watershed program.
- Revise and re-align the current ECS fee schedules to ensure that fees are adequately assigned and proportional.
- ECS anticipates 15-20% increased permitting demand and volume in the caused by increased development market trends, more defined permitting requirements and more accurate and streamlined data within LMCPs.

FY22-23 Highlights (County Engineer):

- Review and approval of Stormwater Management Plans (SMPs)
- Manage and develop major water and sewer infrastructure projects extending public water supply and sewage collection to three (3) Economic Development Districts (EDDs) within Orange County;
- Manage and develop new residential sewer connections to the Historic Rogers Road Area (HRRA) gravity sewer system;
- Maintain and operate Lake Orange and three (3) upstream Sediment Control Structures (wet detention ponds);

FY 2023-24 Objectives (County Engineer):

- SMP Management and Tracking
- Buckhorn-Mebane EDD Phase 3
- Hillsborough Area EDD (aka Research Triangle Logistics Park)
- Historic Rogers Road Area (HRRA) Sewer Expansion
- Lake Orange and Sediment Control Structures

Planning & Inspections – continued

- Continue to work with the Manager/BOCC on potential solutions regarding private encroachments on Lake Orange.

Long Range Planning & Administration Division

FY 2022-23 Highlights

- Prepared and coordinated the annual SAPFOTAC (SAPFO Technical Advisory Committee) report, including additional tracking that has been requested over the years regarding Pre-K enrollment and approved development in the portion of Mebane’s planning jurisdiction within Orange County.
- Greene Tract: staff attends weekly inter-governmental staff meetings and is the primary preparer of staff group outputs for MMC (Managers/Mayors/Chair) meetings, public input meetings, and BOCC meetings, including the RFP for consultant services to develop a Master Plan for the property.
- Coordinated with Town staff of Chapel Hill and Carrboro on reviews of projects and land use regulation text amendments, as required by the Joint Land Use Plan and Agreement.
- Transit Plan Update and Transit Plan Governance Study (Interlocal Agreement) Administrative Assistance and Transition of Transportation Planning Duties to New Transportation Services Department
- Developed and conducted training for Planning Board members on various issues that Planning Board members need to be aware of. The multi-month training program is geared towards helping new members learn about planning issues and also refreshes the knowledge of longer-term members.

FY 2023-24 Objectives

- Anticipate adoption/implementation of SAPFO refinements and potential replacement program; including significant coordination with all SAPFO signatories.
- Develop a Master Plan for the Greene Tract, in coordination with partners and with the assistance of a consultant.
- Continued coordination with Town of Chapel Hill and Carrboro staff on Joint Land Use Plan and Agreement matters.
- Continued coordination with Town of Hillsborough staff on Central Orange Coordinated Plan and Water and Sewer Management, Planning, and Boundary Agreement matters, namely that they reflect the Town’s anticipated new comprehensive plan.
- Prepare/update/implement elements of the Comprehensive Plan
- Provided GIS mapping and/or analytical services to other departments/agencies as needed, including Orange Water and Sewer Authority, the Health Department, Economic Development, Transportation Services, and IT.

Planning & Inspections – continued

- Unified Development Ordinance (UDO): Maintain the official version of the UDO, a cost/time savings over contracting with coding firms; and write and/or review County-initiated amendments to the UDO.
- Work with contracted consultant to update UDO’s telecommunications standards and ensure that they are consistent with state and federal laws and regulations.
- Manage interdepartmental collaboration, including BOCC agenda coordination with the County Manager’s office, and administration of Planning Board agendas/meetings.

Inspections

FY 2022-23 Highlights

Performance Measures	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Projected	2023-24 Budget
Permits issued (all)	5613	4818	4894	5040	4930
Building	1047	787	788	760	795
Electrical	2197	2018	2034	2204	2045
Mechanical	1616	1430	1482	1480	1495
Plumbing	773	583	588	610	595
Field Inspections Year	13807	13664	14546	13750	13250
Field Inspections per day	53	53	56	53	51
Complaint/Inquiries	21	25	20	20	20
Commercial Plans Review	72	68	65	58	70
One and Two Family Dwelling Review	926	772	952	778	875
School Inspections	13	13	13	13	13

- Continue work on the implementation of the Permitting Software’s Customer Self Service Portal. This will facilitate our Resident’s electronic access to the Permitting process.
- Conduct 95% of inspections performed within 24 hours of requested.
- Process and issue permits for building, electrical, plumbing, mechanical systems, zoning compliance and solid waste.

FY 2023-24 Objectives

- Continue working to improve the Permitting software functional features.
- Increase proficiency in processing permit applications through training and organizational efforts.
- Conduct 95% of inspections on the day requested to be performed.

Register of Deeds

Phone Number: (919) 245-2679

Website: <http://www.orangecountync.gov/2642/Register-of-Deeds>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	998,308	1,036,995	1,089,405	1,089,405	1,089,405
Operations	57,623	69,040	69,040	154,855	61,705
Capital Outlay	0	1,900	0	2,700	2,700
Total Expenditures	\$ 1,055,931	\$ 1,107,935	\$ 1,158,445	\$ 1,246,960	\$ 1,153,810
Total Revenues	3,328,820	2,499,382	2,499,382	1,867,000	1,967,000
County Costs (net)	\$ (2,272,889)	\$ (1,391,447)	\$ (1,340,937)	\$ (620,040)	\$ (813,190)

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total Revenue decrease of \$532,382 due to projected reduction in collection of fees.

The Manager Recommended Budget does not include funding for the following Department Requests:

\$93,150 for software maintenance to remain in Automation Fund

Register of Deeds Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Decrease in operating costs	\$ (4,635)	\$ -	\$ (4,635)
Projected decrease in fees and stamps	\$ -	\$ (532,382)	\$ 532,382
Net Register of Deed Division Changes	\$ (4,635)	\$ (532,382)	\$ 527,747

Mission Statement

The purpose of the Register of Deeds office is to record and preserve real and personal records while maintaining compliance with the NC General Statutes. Provide access to public records and professionally serve the public and citizens of Orange County.

Major Divisions/Services

1. Record and scan legal documents and maps presented for recording. Provide certified copies of permanent records. Assist the public with real estate records search. Administer Notary oaths and provide certificate.
2. Index all recorded documents to create permanent public records.

Register of Deeds – continued

3. Create permanent records of birth, death, marriage, and military discharges. Amend/correct information on certificates and send to NC Vital Records in Raleigh.
4. Issue Marriage licenses.
5. Redact personal information from the Register of Deeds website.
6. Provide passport services.

Division/Service

- FY 2022-23 Highlights
 - Electronic Assignment of PINs (parcel identification number) to eliminate the process of printing documents submitted electronically for PIN assignment. This project is complete.
 - Delete duplicate birth records – Records that are for the same person, but exist in multiple forms due to how they were indexed in the past. This project is complete.
- FY 2023-24 Highlights
 - Electronic PIN (parcel identification number) Assignment – Phase 2.
 - Phase 1 of electronic PIN Assignment for documents recorded electronically is complete. Phase 2 will allow us to scan paper documents presented in office for electronic PIN assignment.
 - Improve the Index of Death records from 1914-1925, add missing data.
 - Index marriage records from 1869 to early 1900's so that they are searchable.
 - Shred/destroy records (ongoing) – in accordance with the Retention and Disposition schedule for Register of Deeds approved by the North Carolina Department of Cultural Recourses.

Performance Measures	2020-21 Actual	2021-22 Actual	2022-23 Budget	2022-23 Projected	2023-24 Budget
Service: Recording, Scanning, & Indexing all of documents					
Deeds, Deeds of Trust, D/T Cancellations, other documents, UCC's, Notaries	27,110	23,644	24,000	16,500	24,000
Service: Vital Records – Births/Deaths Indexed, Marriage Licenses & Certified Copies of Vital Records Issued					
Births Indexed	4,315	4,449	4,600	4,200	4,600
Deaths Indexed	1,821	1,775	1,775	1,700	1,775
Marriage Licenses Issued	773	927	925	925	925
Certified Copies of Vital Records Issued	21,502	25,470	23,500	23,000	23,500
Service: Passports					
Passport Applications	0	1,153	1000	3,000	2,200
Passport Photos	0	888	925	2,500	2,000

Sheriff

Phone Number: (919) 644-3050

Website: <https://www.ocsonc.com/>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	13,192,257	14,300,965	15,741,351	16,614,776	15,974,265
Operations	2,008,930	2,327,283	2,327,283	2,327,283	2,327,283
Capital Outlay	20,460	0	0	0	0
Total Expenditures	\$ 15,221,647	\$ 16,628,248	\$ 18,068,634	\$ 18,942,059	\$ 18,301,548
Total Revenues	2,762,837	2,659,388	2,659,388	2,659,388	2,892,302
County Costs (net)	\$ 12,458,810	\$ 13,968,860	\$ 15,409,246	\$ 16,282,671	\$ 15,409,246

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure increase of \$232,914 to create four additional Detention Officer positions to support the new detention center that opened at the end of FY 2021-22. Total Revenue increase of \$232,914 based on right-sizing revenue accounts to recent actuals.

The Manager Recommended Budget does not include funding for the following Department Requests:

Additional eleven Detention Office positions.

Non-Jail (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	13,180,733	14,300,965	15,741,351	16,614,776	15,974,265
Operations	1,040,465	1,028,066	1,028,066	1,028,066	1,028,066
Capital Outlay	20,460	0	0	0	0
Total Division Expenditures	\$ 14,241,658	\$ 15,329,031	\$ 16,769,417	\$ 17,642,842	\$ 17,002,331
Total Revenues	2,245,988	2,124,388	2,124,388	2,124,388	2,357,302
County Costs (net)	\$ 11,995,669	\$ 13,204,643	\$ 14,645,029	\$ 15,518,454	\$ 14,645,029

Non-Jail Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Four Additional Detention Center positions	\$ 232,914		\$ 232,914
Right-sizing revenue from providing report copies and from Orange County Schools to recent actuals		\$ 232,914	\$ (232,914)
Net Non-Jail Division Changes	\$ 232,914	\$ 232,914	\$ -

Sheriff – continued

Jail-Operations (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	379	0	0	0	0
Operations	968,465	1,299,217	1,299,217	1,299,217	1,299,217
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 968,844	\$ 1,299,217	\$ 1,299,217	\$ 1,299,217	\$ 1,299,217
Total Revenues	516,849	535,000	535,000	535,000	535,000
County Costs (net)	\$ 451,995	\$ 764,217	\$ 764,217	\$ 764,217	\$ 764,217

Mission Statement

The mission of the Orange County Sheriff's Office is to be responsive to the needs of all members of our community as well as to those who visit or travel through our great county, without regard to the individual differences that make us unique. We will put fear and bias aside and treat all citizens with the respect and courtesy they deserve. Following "True North" principles, we will remain the cornerstone of Orange County by realigning ourselves with the specific needs of those we serve.

Our mission is further exemplified by 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

- Non-Jail Division
 - 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 elementary, middle, and high schools to prevent violence and work with at risk students in the community.
 - Continue community outreach and crime prevention programs, including Crime Stoppers and D.A.R.E (Drug Awareness Resistance Education) in the county schools. Provide

Sheriff – continued

assistance, aid, and support to victims of domestic violence, child abuse, and other crises, Project Lifesaver, elderly and handicapped, S.A.L.T. (Seniors And Law enforcement Together). We offer drug drop boxes for prescription drugs. The boxes are located in the Orange County Courthouse and the Orange County Sheriff's Office.

- Enhance and expand existing programs such as Citizens' Academy, Project Engage, COORE, Street Safe, and Bike Safe.
- FY 2022-23 Highlights
 - Involve more Orange County residents in efforts to reduce and prevent crime. Continue high visibility and efficient patrol coverage throughout the county to deter and prevent crime. Increase daily e-mails to Community Watch Groups to alert them of crime in their areas and to strengthen relationship with law enforcement
 - Work in cooperation with community agencies to empower victims of domestic violence and to provide them with judicial and law-enforcement resources to safety plan and to extricate themselves from volatile and dangerous relationships.
 - Continue to involve Orange County residents, especially parents of school-age children, in our drug awareness and prevention programs. Encourage their participation in solving community problems and decrease overall incidents of crime.
- FY 2023-24 Highlights
 - Provide increased and more diverse services to the community despite staffing shortages.
 - Develop innovative strategies including incentives to address overall recruiting and retention.
 - Continue to implement strategies to increase mental health support and wellbeing of staff in collaboration with the North Carolina Responder Assistance Initiative (NC RAI).
 - Highlight the importance of protecting, promoting, and preserving the law enforcement profession.
- Detention Operations Division
 - Operate the County Detention Center; transport inmates to court and maintain custody of same during judicial proceedings; transport inmates between detention facilities and state prisons; provide courtroom security for courts and courthouse property.
 - FY 2022-23 Highlights
 - Provide safe housing and security for state and federal inmates.
 - Comply with federal and state detention standards as mandated.
 - FY 2023-24 Highlights
 - Continue to comply with federal and state detention standards as mandated.
 - Continue to collaborate with the Criminal Justice Resource Department through the implementation and expansion of Medical Assisted Treatment (MAT) to detainees within the detention facility.

Sheriff – continued

- Continue partnerships with mental health stakeholders to expand program offerings within the detention facility.
- Develop a robust peer-support network to assist detainees to navigate from custody to employment post release.
- Create an incentive-based program for the recruitment and retention of certified detention officers.

Outcome Measures	2020-21 Actual	2021-22 Actual	2021-22 Budget	2022-23 Estimate	2023-24 Projected
Break-ins	144	189	480	248	325
Larcenies	449	695	450	1075	1663
Domestic violence contacts/incidents	4,726	5,814	6,700	6,880	7,500
Juvenile contacts by deputies (state law requires juvenile contacts be reported)	35,100	20,057	50,000	65,000	*72,000
Child abuse cases	82	86	300	90	94
Average number of inmates per month	115	94	130	104	125

* While the number 72,000 may seem excessive, it's a conservative estimate. There are roughly 7,200 students enrolled in Orange County Schools; if our SRO's have contact with less than half (3,500) of that population during the 180 school days that number could likely reach 630,000.

Social Services

Phone Number: (919) 245-2800

Website: <https://www.orangecountyinc.gov/378/Social-Services>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	12,992,134	14,356,699	15,503,855	16,152,143	16,152,143
Operations	6,714,339	7,847,180	7,800,630	7,958,965	8,187,880
Capital Outlay	35,381	48,233	0	104,832	104,832
Total Expenditures	\$ 19,741,854	\$ 22,252,112	\$ 23,304,485	\$ 24,215,940	\$ 24,444,855
Total Revenues	11,339,722	10,885,303	10,885,303	11,263,852	11,263,852
County Costs (net)	\$ 8,402,132	\$ 11,366,809	\$ 12,419,182	\$ 12,952,088	\$ 13,181,003

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure increase of \$1,140,370 based on anticipated expansion of Medicaid, the moving of non-departmental to departmental budget and previous services funded by the American Rescue Plan Act (ARPA) added to department operational budget. The expansion of Medicaid includes nine (9) new positions to support the program with State funding offsetting all associated expenses. In addition, there are two (2) part-time positions, Community Social Services Technician I, for the Child and Family Service Division. Total Revenue increase of \$378,549 due to programs for Food Stamps, Adolescent Parenting, and Food and Nutrition Services Employment and Training (FNS E&T) and expansion of Medicaid. The Net County Costs increase is \$761,821.

The Manager Recommended Budget does not include funding for the following Department Requests:

None

Budget by Division

Central Administration (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	1,956,869	2,277,489	2,651,886	2,690,846	2,690,846
Operations	1,615,983	2,124,427	2,077,877	2,137,769	2,137,769
Capital Outlay	35,381	41,501	0	101,832	101,832
Total Division Expenditures	\$ 3,608,232	\$ 4,443,417	\$ 4,729,763	\$ 4,930,447	\$ 4,930,447
Total Revenues	159,325	61,942	61,942	73,136	73,136
County Costs (net)	\$ 3,448,907	\$ 4,381,475	\$ 4,667,821	\$ 4,857,311	\$ 4,857,311

Social Services – continued

Central Administration Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase for temporary staff to assist during staffing shortages and seasonal personnel funded by LIEAP Grant to receive and process applications	\$ 38,960	\$ 11,194	\$ 27,766
Increase to fund IT for Medicaid expansion and replacement furnishings recurring capital offset by Medicaid expansion revenue in Economic Services.	\$ 101,832		\$ 101,832
Increase in contract services, building rent and other reoccurring expenses	\$ 185,842		\$ 185,842
Funding moved to other divisions for recurring expenses	\$ (125,950)	\$ -	\$ (125,950)
Net Central Administration Division Changes	\$ 200,684	\$ 11,194	\$ 189,490

Public Assistance (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	0	0	0	0	0
Operations	1,963,313	1,524,671	1,524,671	892,166	892,166
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 1,963,313	\$ 1,524,671	\$ 1,524,671	\$ 892,166	\$ 892,166
Total Revenues	1,576,240	860,977	860,977	467,266	467,266
County Costs (net)	\$ 387,072	\$ 663,694	\$ 663,694	\$ 424,900	\$ 424,900

Public Assistance Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Funding moved to other division for emergency assistance	\$ (130,000)	\$ -	\$ (130,000)
Decrease in State estimate for Special Assistance to Adults	\$ (108,794)	\$ -	\$ (108,794)
Decrease in State estimate for energy assistance programs (LIEAP, LIHWAP and CIP)	\$ (393,711)	\$ (393,711)	\$ -
Net Public Assistance Division Changes	\$ (632,505)	\$ (393,711)	\$ (238,794)

Child and Family Services (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	5,660,165	5,978,417	6,414,735	6,480,383	6,480,383
Operations	1,464,132	1,630,908	1,630,908	1,696,288	1,696,288
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 7,124,297	\$ 7,609,325	\$ 8,045,643	\$ 8,176,671	\$ 8,176,671
Total Revenues	4,268,789	4,165,894	4,165,894	4,159,718	4,159,718
County Costs (net)	\$ 2,855,507	\$ 3,443,431	\$ 3,879,749	\$ 4,016,953	\$ 4,016,953

Social Services – continued

Child and Family Services Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Permanent part-time personnel for two (2) Community Social Services Technician I to assist in supervising family time and children as needed	\$ 65,648	\$ -	\$ 65,648
Increase for In-Home Aide due to living wage increase and for legal services and payments	\$ 65,380	\$ -	\$ 65,380
Decrease Second Family revenue based on reduction of personnel cost in grant already in Base		\$ (38,378)	\$ 38,378
Increase for various program administration and NC InCK	\$ -	\$ 32,202	\$ (32,202)
Net Child and Family Services Division Changes	\$ 131,028	\$ (6,176)	\$ 137,204

Economic Services (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	5,375,100	6,100,793	6,437,234	6,980,914	6,980,914
Operations	705,800	548,031	548,031	703,231	932,146
Capital Outlay	0	6,732	0	3,000	3,000
Total Division Expenditures	\$ 6,080,900	\$ 6,655,556	\$ 6,985,265	\$ 7,687,145	\$ 7,916,060
Total Revenues	4,961,825	5,297,883	5,297,883	6,060,463	6,060,463
County Costs (net)	\$ 1,119,075	\$ 1,357,673	\$ 1,687,382	\$ 1,626,682	\$ 1,855,597

Economic Services Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Senior Care, Orange Congregation in Mission (OCIM) and Inter-Faith Council (IFC) - food support moved from non-departmental account	\$ 228,915		\$ 228,915
Move from Public Assistance Division for services based on State estimates and funding moved to Family Support Services and Program Payment	\$ 155,200	\$ -	\$ 155,200
Increase of Capital Outlay funding for Café 113 repairs	\$ 3,000	\$ -	\$ 3,000
Increase for nine (9) personnel to support Medicaid Expansion offset by State revenue	\$ 543,680	\$ 687,365	\$ (143,685)
Increase for Food Stamps, Adolescent Parenting and FNS E&T		\$ 195,215	\$ (195,215)
Associated fess for Health Choice Admin moved for Medicaid		\$ (110,000)	\$ 110,000
Decrease in LIHWAP Administration - funding not expected from State		\$ (10,000)	\$ 10,000
Net Economic Division Changes	\$ 930,795	\$ 762,580	\$ 168,215

Social Services – continued

Subsidy (General Fund)

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	0	0	0	0	0
Operations	965,112	2,019,143	2,019,143	2,529,511	2,529,511
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 965,112	\$ 2,019,143	\$ 2,019,143	\$ 2,529,511	\$ 2,529,511
Total Revenues	373,543	498,607	498,607	503,269	503,269
County Costs (net)	\$ 591,569	\$ 1,520,536	\$ 1,520,536	\$ 2,026,242	\$ 2,026,242

Subsidy Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Adjustment in State and spending estimates	\$ (171,255)	\$ 4,662	\$ (175,917)
Continuation in assistance with parent fees, food distribution and storage, youth enhancement, stabilization for former foster youth and support for low-income families previously funded with ARPA funds	\$ 713,450		\$ 713,450
Net Subsidy Division Changes	\$ 542,195	\$ 4,662	\$ 537,533

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. These services will enhance skills, broaden knowledge, and encourage self-sufficiency and independence. We will work to preserve the dignity and privacy of all people and provide programs of human welfare with the goal of improving the quality of life for Orange County residents.

Major Divisions/Services

Administration

- FY 2022-23 Highlights
 - Maximized state and federal funds available to Orange County for Social Services.
 - Continued to manage traditional services while also implementing new programs, particularly with additional funding provided through the state and county.
- FY 2023-24 Highlights
 - The proposed budget maintains many costs at the 2022-23 level and does reflect strong federal and state revenues to support this work. Increased personnel costs, some lost revenue in specific program areas, and ongoing payments for crisis and child care needs account for most of the increase.
 - Most of the economic service programs experienced increased demand during the past two years related to pandemic programs. Some of those numbers will decrease although the work load will increase in the short term.

Social Services – continued

- Although some service areas, such as employment and child care, saw decreased spending for two years, there is now more demand. The budget reflects the assumption that most will return to pre-pandemic levels.

Child and Family Services

- FY 2022-23 Highlights
 - Created service plans for all adult wards and assured well-being through monthly visits and crisis intervention.
 - Supported senior adults and adults with disabilities to remain in their own homes when possible.
 - Achieved growth in performance measure of timely initiation of Child Protective Services reports.
 - Children and youth in OCDSS custody were seen face-to-face 98.6% of time in FY2021-2022, exceeding the state benchmark of 95%. This trend is continuing in FY2022-2023.
- FY 2023-24 Highlights
 - Department will lose \$100,000 of revenue when the Community Response Program Grant ends in June 2023. The program serves families referred to Child Protective Services that do not meet the statutory definition of abuse or neglect. The program provides parent training and counseling to prevent need for child protection.
 - Two part-time Community Social Services Assistants are requested to support family time with child in foster care. This will allow for an increased number and length of visits as well as allow visits to be scheduled more flexibly.
 - Spending in some areas, such as in-home aides, is lower this year due to workforce issues with providers. The budget request reflects the need for services and the department will work to increase availability.
 - DSS will utilize contracts to address increase in the number of guardianship cases in Adult Services.

Economic Services

- FY 2022-23 Highlights
 - 100% of Adolescent Parenting Program (APP) participants are on track to achieve high school diplomas or equivalents by June 2023.
 - Continues to promote agency work programs and strengthen collaboration with Durham Technical Community College (DTCC).
- FY 2023-24 Highlights
 - Additional staff are requested to support Medicaid expansion. These positions will receive at least 75% federal reimbursement and proposed legislation would provide additional funds to counties to cover the remaining 25%. The new Medicaid positions are contingent on Medicaid expansion.
 - Beginning July 2023, Orange County will be realigned with the Capital Area Workforce Development Board. Orange County DSS currently operates the employment programs funded through Workforce Boards and these staff and revenue are included in the proposed budget. Capital Area's recent grant proposal request states that one provider

Social Services – continued

cannot receive funds for both youth and adult services. However, we have received notification that the funding and operation of both programs were approved for administration by Orange County for 2023-2024.

Public Assistance

- FY 2022-23 Highlights
 - Worked to meet state and federal timeframes for processing Medicaid and Food and Nutrition Services applications and recertifications.
 - Passed State Medicaid Report Card for every month thus far in FY2022-23 and every month in FY2021-22.
 - Continued contracts with Inter-Faith Council (IFC) and Orange Congregations in Mission (OCIM) to administer some emergency assistance funds for water and rent.
 - Managed state, County, and ARPA funds to help families pay water and other utility bills.
- FY 2023-24 Highlights
 - Some utility payments for the Crisis Intervention Program (CIP) and the Low Income Energy Assistance Program (LIEAP) are now being made directly by the State. The County remains responsible for determining eligibility and makes payments to providers not enrolled in the State payment portal. This results in only half of the County's allocation showing in the line item.
 - The historically high numbers of recipients on Food and Nutrition Services (FNS) are likely to change as the Public Health Emergency ends, most waivers are stopped, and all cases are reviewed for continued eligibility. This is expected to create additional work for staff and confusion for current recipients.
 - The expansion of Medicaid is now proposed for FY2023-24 and could increase the number of recipients in Orange County by 6,000 individuals.

Subsidy

- FY 2022-23 Highlights
 - 96% of child care providers utilized by the agency were high quality centers or homes (4 or 5 stars).
 - Provided safe, stimulating, learning environment for children in Child Protective Services, Work First Family Assistance, Homeless Families and Adolescent Parenting Program.
- FY 2023-24 Highlights
 - County child care line item has increased to reflect lost ARPA funding currently being used to pay parent fees. Child care utilization is expected to increase and additional county funds will be needed to continue paying the fees related to the federal allocation of \$6.3 million. A recent rate increase for child care providers is also reflected in the increase.
 - Funds in foster care line item are also being used to support family reunification efforts and kinship placements. This includes a partial board rate payment to kinship families in training to receive foster care licensure.
 - Funds for food assistance and family support, previously provided by ARPA, are now reflected in the General Assistance line item.

Solid Waste Management

Phone Number: (919) 968-2788

Website: <https://orangecountync.gov/795/Solid-Waste-Management>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Overhead	721,202	756,151	756,151	760,327	760,327
Personnel Services	4,128,717	4,744,543	4,821,986	4,966,074	4,966,074
Operations	3,818,970	4,266,943	4,266,943	4,777,010	4,777,010
Recurring Capital	7,874	95,000	0	0	0
Transfer to R&R Fund	1,467,091	1,934,503	1,934,503	2,189,897	2,189,897
Total Department Expenditures	\$ 10,143,854	\$ 11,797,140	\$ 11,779,583	\$ 12,693,308	\$ 12,693,308
Total Revenues	11,746,465	11,256,807	11,256,807	11,249,741	11,249,741
Appropriated Fund Balance	0	540,333	540,333	1,443,567	1,443,567
Enterprise Fund Cost (net)	\$ (1,602,611)	\$ 0	\$ (17,557)	\$ 0	\$ 0
<i>Solid Waste Renewal and Replacement Fund (Capital Items)</i>					
Professional Services	115,652	0	0	0	0
Vehicles	475,862	430,863	430,863	1,383,904	1,383,904
Equipment	1,650,194	291,500	291,500	736,340	736,340
Furnishings	140	0	0	0	0
Construction	1,011,483	0	0	120,781	120,781
Land	0	0	0	315,000	315,000
Debt Service Payments	1,127,466	1,212,140	1,212,140	1,128,874	1,128,874
Total Expenditures	\$ 4,380,797	\$ 1,934,503	\$ 1,934,503	\$ 3,684,899	\$ 3,684,899
Future Financing Proceeds	2,050,882	0	0	1,495,002	1,495,002
Sale of Fixed Assets	302,410	0	0	0	0
Transfer from Solid Waste Operations Fund	1,467,091	1,934,503	1,934,503	2,189,897	2,189,897
Net Costs	\$ 560,414	\$ 0	\$ 0	\$ 0	\$ 0

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Enterprise Fund maintains current Solid Waste Programs Fee of \$142 for County residents, \$94.72 for City of Mebane residents. Expense increase includes 4 new positions to bring urban curbside recycling contract in house, increasing costs in the recycling processing market, and inflationary increases for fuel, landfill fees and other operating expenses. The positions associated with the urban curbside recycling initiative will have spring 2024 start dates to establish the in-house processes prior to the current contract end date of June 2024. Cost savings for this initiative will beginning in FY2024-25. Additional Facilities Tech FTE is offset by savings in maintenance costs. Department continues to invests in pay-as-you-go funding for capital investments

Solid Waste Management – continued

The Manager Recommended Budget does not include funding for the following Department Requests:

None

Budget by Division

Environmental Support

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Overhead	139,478	138,843	138,843	173,108	173,108
Personnel Services	1,169,742	1,336,757	1,337,729	1,412,321	1,412,321
Operations	381,820	549,970	549,970	491,177	491,177
Recurring Capital	0	50,000	0	0	0
Transfer to R&R Fund	286,738	308,937	308,937	329,070	329,070
Transfer to General Fund	0	0	0	0	0
Total Department Expenditures	\$ 1,977,778	\$ 2,384,507	\$ 2,335,479	\$ 2,405,676	\$ 2,405,676
Total Revenues	2,097,020	2,109,651	2,109,651	2,226,731	2,226,731
Appropriated Fund Balance	0	173,015	173,015	178,945	178,945
Enterprise Fund Cost (net)	\$ (119,242)	\$ 101,841	\$ 52,813	\$ 0	\$ 0

Environmental Support Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net Fund Cost
Increase in funding for capital items and debt service	\$ 20,133	\$ -	\$ 20,133
Increase in Fund Balance required	\$ -	\$ 5,930	\$ (5,930)
Facilities Tech FTE offset by savings in maintenance costs	\$ (46,072)		\$ (46,072)
Adjustments to revenue and expenditure accounts	\$ 96,136	\$ 117,080	\$ (20,944)
Net Environmental Support Division Changes	\$ 70,197	\$ 123,010	\$ (52,813)

Landfill Operations

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Overhead	53,442	92,270	92,270	106,337	106,337
Personnel Services	498,126	658,721	659,086	660,248	660,248
Operations	1,019,051	917,335	917,335	847,356	847,356
Recurring Capital	0	5,000	0	0	0
Transfer to R&R Fund	274,783	435,675	435,675	474,404	474,404
Transfer to General Fund	0	0	0	0	0
Total Department Expenditures	\$ 1,845,402	\$ 2,109,001	\$ 2,104,366	\$ 2,088,345	\$ 2,088,345
Total Revenues	2,022,692	1,845,710	1,845,710	1,808,119	1,808,119
Appropriated Fund Balance	0	0	0	280,226	280,226
Enterprise Fund Cost (net)	\$ (177,290)	\$ 263,291	\$ 258,656	\$ 0	\$ 0

Solid Waste Management – continued

Landfill Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net Fund Cost
Increase in overhead costs paid to General Fund	\$ 14,067	\$ -	\$ 14,067
Increase in funding for capital items and debt service	\$ 38,729	\$ -	\$ 38,729
Increase in Fund Balance required	\$ -	\$ 280,226	\$ (280,226)
Adjustments to revenue and expenditure accounts	\$ (68,817)	\$ (37,591)	\$ (31,226)
Net Landfill Division Changes	\$ (16,021)	\$ 242,635	\$ (258,656)

Recycling Operations

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Overhead	274,218	269,284	269,284	207,914	207,914
Personnel Services	1,217,850	1,432,545	1,473,921	1,552,307	1,552,307
Operations	1,675,099	2,067,413	2,067,413	2,602,338	2,602,338
Recurring Capital	0	5,000	0	0	0
Transfer to R&R Fund	630,787	561,322	561,322	983,424	983,424
Transfer to General Fund	0	0	0	0	0
Total Department Expenditures	\$ 3,797,953	\$ 4,335,564	\$ 4,371,940	\$ 5,345,983	\$ 5,345,983
<i>Total Revenues</i>	5,060,407	4,695,688	4,695,688	4,580,022	4,580,022
<i>Appropriated Fund Balance</i>	0	0	0	765,961	765,961
Enterprise Fund Cost (net)	\$ (1,262,453)	\$ (360,124)	\$ (323,748)	\$ 0	\$ 0

Recycling Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net Fund Cost
Increasing costs in the recycling processing market	\$ 390,500	\$ (167,500)	\$ 558,000
Increase in funding for capital items and debt service	\$ 422,102	\$ -	\$ 422,102
Increase in Fund Balance required	\$ -	\$ 765,961	\$ (765,961)
4 FTE to support in-housing urban curbside cart recycling collection	\$ 56,216	\$ -	\$ 56,216
Adjustments to revenue and expenditure accounts	\$ 105,225	\$ 51,834	\$ 53,391
Net Recycling Division Changes	\$ 974,043	\$ 650,295	\$ 323,748

Solid Waste Management – continued

Sanitation Operations

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Overhead	254,064	255,754	255,754	272,968	272,968
Personnel Services	1,242,999	1,316,520	1,351,250	1,341,198	1,341,198
Operations	743,000	732,225	732,225	836,139	836,139
Recurring Capital	7,874	35,000	0	0	0
Transfer to R&R Fund	274,783	628,569	628,569	402,999	402,999
Transfer to General Fund	0	0	0	0	0
Total Department Expenditures	\$ 2,522,721	\$ 2,968,068	\$ 2,967,798	\$ 2,853,304	\$ 2,853,304
Total Revenues	2,566,347	2,605,758	2,605,758	2,634,869	2,634,869
Appropriated Fund Balance	0	367,318	367,318	218,435	218,435
Enterprise Fund Cost (net)	\$ (43,626)	\$ (5,008)	\$ (5,278)	\$ 0	\$ 0

Sanitation Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net Fund Cost
Decrease in funding for capital items and debt service	\$ (225,570)	\$ -	\$ (225,570)
Decrease in Fund Balance required	\$ -	\$ (148,883)	\$ 148,883
Adjustments to revenue and expenditure accounts	\$ 111,076	\$ 29,111	\$ 81,965
Net Sanitation Division Changes	\$ (114,494)	\$ (119,772)	\$ 5,278

Mission Statement

Provide environmentally sound and fiscally responsible solid waste management services through an integrated system focusing on recycling, reduction and reuse via community engagement and continued public education.

Major Divisions/Services

- Environmental Support Division
 - FY 2022-23 Highlights
 - Completed 2,800 Regulated Recycling Material Ordinance (RRMO) construction site visits compared to 1,330 completed in FY-2021-22.
 - RRMO Verification tags placed in FY 2022-23 are 1,100 as compared to FY 2021-22 of 159.
 - FY 2023-24 Highlights
 - Complete 3,000 RRMO construction site visits.
 - Complete initial draft of Solid Waste Master Plan Road to Zero Waste following public input.

Solid Waste Management – continued

- Landfill Division
 - FY 2022-23 Highlights
 - Reduced hauling costs by \$99,500 annually by self-hauling tires to vendor and avoiding a \$175/ton charge and fuel surcharges of \$3.15/gal.
 - Purchased new Construction and Demolition (C&D) compactor and remote controlled grinder. Compactor will extend the life of the landfill airspace by allowing better compaction rates.
 - FY 2023-24 Highlights
 - Continue to manage, operate and maintain the active C&D landfill and associated ancillary facilities in compliance with Federal, State, and local rules and regulations without any Notice of Violations (NOV) from NC Department of Environmental Quality.
 - Repair drainage issues impacting operations and traffic at the Disposal Center.
- Recycling Division
 - FY 2022-23 Highlights
 - Completed integration of a Route Management System (RMS) for curbside collection routes. RMS integration digitizes route management and facilitates route optimization, thereby improving customer management, daily route monitoring, and collection data.
 - Shredded over 2,000 pounds of paper internally; over 120 residents took advantage of the shredding program.
 - FY 2023-24 Highlights
 - Hire staff to adequately assume urban curbside collections in the Towns.
 - Work with Towns to provide route optimization and seek to collect recycling on same day Municipal Solid Waste (MSW) is collected; work to reduce carbon footprint and increase route efficiency.
- Sanitation Division
 - FY 2022-23 Highlights
 - Completed upgrades to High Rock Waste & Recycling Center with new compactors and containers providing expanded disposal options while offering a more efficient experience for residents.
 - Installed shelter covering at Walnut Waste & Recycling Center for staff and residents to be protected from weather conditions while depositing of Household Hazardous Waste (HHW) materials.

Solid Waste Management – continued

- FY 2023-24 Highlights
 - Take steps to combine Bradshaw and Ferguson Waste & Recycling Center's for more efficient staff and resident experience with upgraded facilities and compactors.
 - Audit customer use of Waste & Recycling Center's to improve compliance by non-residential use customers.

Sportsplex Fund

Phone Number: (919) 644-0339

Website: <http://www.oc-sportsplex.com/>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
By Category (Sportsplex Enterprise Fund)					
Personnel Services	1,209,907	1,391,035	1,278,535	1,536,875	1,536,875
Operations	1,855,230	1,812,059	1,812,059	1,901,812	1,901,812
Capital Outlay	4,276	0	112,500	282,306	282,306
Transfer to R&R Fund	1,059,242	975,000	975,000	817,694	817,694
Total Expenditures	\$ 4,128,655	\$ 4,178,094	\$ 4,178,094	\$ 4,538,687	\$ 4,538,687
Total Revenues	3,835,429	4,178,094	4,178,094	4,538,687	4,538,687
Transfer from General Fund	790,000	0	0	0	0
County Costs (net)	\$ (496,775)	\$ 0	\$ 0	\$ 0	\$ 0
By Category (Sportsplex Renwal and Replacement Fund)					
Debt Service	723,852	712,500	712,500	717,694	717,694
Capital Outlay	922,000	405,000	405,000	1,000,000	1,000,000
Total Expenditures	\$ 1,645,852	\$ 1,117,500	\$ 1,117,500	\$ 1,717,694	\$ 1,717,694
Financing Proceeds	922,000	405,000	405,000	900,000	900,000
Transfer from Operations Fund	1,059,242	975,000	975,000	817,694	817,694
County Costs (net)	\$ (335,390)	\$ (262,500)	\$ (262,500)	\$ 0	\$ 0

Mission Statement: The Orange County Sportsplex is committed to providing a safe, clean, entertaining community recreation and fitness center that serves our customers by offering best in class programs, coaching and lessons. Our highly qualified staff is committed to promoting highly enjoyable and healthy lifestyles for our residents, members and guests.

Major Divisions/Services

- Sportsplex/Ice Rink
 - FY 2022-23 Highlights
 - Despite a one-month shutdown for repairs, total Rink revenues are up 7%. Adult league participation has increased based on highly attended adult learn to play classes resulting in added teams at the lower recreational levels. Revenues are up \$80K. Youth learn to play signups have been extraordinary with twice the participants resulting in \$50K increased revenues. Many transition to the local youth hockey league. Learn to skate has shown similar growth. Public skating numbers continue to be strong and, despite the lost month, are up \$25K.
 - Following the ice rink repair, ice quality has been excellent and often positively commented on by visiting teams and skating competitions.
 - FY 2023-24 Highlights
 - Continued public skating, lessons, clinic, figure skating and hockey growth.
 - A new Skating Director was hired and we are already seeing creativity and positive growth in our Skate School program.

Sportsplex Fund – continued

- Our new Marketing Director is implementing creative ways to drive higher Public Skating attendance. The re-opening of concessions has contributed to the overall entertainment value of public skating sessions.
- Youth Hockey is being supported by the establishment of an in-house travel hockey program (The Carolina Thunder). Travel hockey has both a Tier 1 sector, which is the elite competitive AAA level, typified by extensive northeast travel. The Thunder will compete at the Tier 2 level (A/AA). This has been enthusiastically endorsed by the Carolina Amateur Hockey Association (regional USA Hockey affiliate) since we will be joining the Carolinas Hockey League to provide another option for more local competition with the Raleigh based travel teams as well as day trip games with other Carolinas teams. Just as importantly, Girl’s hockey teams in the Southeast are only formed at the “travel” level due to limited numbers, and we have committed to adding a girls team(s) by next season.
- This completes an integrated hockey model aligned with USA Hockey recommendations. RFP will provide “Intro and Learn To” programs utilizing our strong in-house coach/instructor base, which will feed into the local youth hockey association that provides recreation/house and an advanced recreation travel offering. RFP will provide skills clinics, camps and run the A, AA travel leagues with limited travel. All programs will prioritize Orange County residents.
- Aquatics
 - FY 2022-23 Highlights
 - Revenues increased 18%, driven by growth in Swim Lesson offerings which in turn led to Swim Team growth.
 - Member use of lane swim increased significantly due to overall membership growth plus a new process that maximizes online pre-registrations. The Masters Swim Team program continues to grow.
 - Despite a state wide shortage in lifeguards we were able to fully staff positions and shifts by running an in house Red Cross endorsed Life Guard certification program.
 - Strong swim team revenues were supported by a new head swim director with a strong focus on taking learn to swim graduates and introducing them to fun, local swim meet competitions.
 - FY 2023-24 Highlights
 - Continued swim lesson program growth.
 - Focus on the ongoing growth of a local and regional focused swim team program.
 - Maximize public swim opportunities for Orange County residents while supporting significant Sportsplex membership growth and need for classes and lap swims.
- Kidsplex Children’s Center
 - FY 2022-23 Highlights
 - After and Pre School plus Summer camps were devastated by lengthy COVID related factors but have recovered strongly with a \$175K (40%) growth in revenue.
 - Recruitment and training of a strong, professional full-time staff.
 - FY 2023-24 Highlights
 - Staffing to service and support record numbers of Summer Camp participants.

Sportsplex Fund – continued

- Continued growth in After School and Preschool. New kids' playground planned.
- Our Director has shown great professional growth including completing her MBA and has been instrumental in implementing new and creative ways to develop this sector of our business.

- Fitness/Wellness
 - FY 2022-23 Highlights
 - Memberships growth was extremely robust, with approximately 9,000 members, a new high, resulting in a \$250K (37%) growth in revenue.
 - The massage sector had to be closed during COVID. This sector has been gradually rebuilt with new staff to provide this important therapeutic massage service, primarily to our senior sector.
 - Personal training was recently reintroduced with a resultant \$50K revenue uptick.
 - FY 2023-24 Highlights
 - Support the strong membership growth via new fitness classes, personal and small group training.
 - Continue the new partnership with Orange County Schools on discounted memberships for their staff as part of their retention incentives.
 - New upgraded fitness equipment has been ordered.

- Field House
 - FY 2022-23 Highlights
 - After construction delays and then covid shutdowns, Field House programs really evolved this year with a \$45K (20%) increase in revenues. Strong pickleball, youth basketball, volleyball growth. New youth soccer league.
 - FY 2023-24 Highlights
 - RFP owns the Skyhawks Sports Academy franchise for central NC. Skyhawks features high quality youth court and turf lessons, clinics, camps for soccer, basketball, Futsal, baseball, football, and golf. Implementation of new STEM sports programs. Sturdy growth expected.
 - Program director hired from Duke University to stimulate increased turf programs.
 - High potential new, exclusive Supershots program designed for children 2 to 5 years. Focus on turf and court ball skills, camps, mini leagues.

- Administration
 - FY 2022-23 Highlights
 - Concessions reopened after COVID closure. \$40K increase in sales. Birthday party offering resumed with a \$20K increase.
 - FY 2023-24 Highlights
 - Concessions to be used to support activities such as public skating, swim meets, skating competitions, tournaments.

Sportsplex Fund – continued

- New credit card compatible vending machines acquired by RFP for Sportsplex use. Robust snack and drinks revenue growth projected.
- Birthday party coordinator hired supporting sturdy growth.

Tax Administration

Phone Number: (919) 245-2100

Website: <https://www.orangecountync.gov/728/Tax-Administration>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	3,446,651	3,589,187	3,835,564	3,895,153	3,848,760
Operations	449,319	570,063	570,063	1,043,562	1,018,562
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 3,895,970	\$ 4,159,250	\$ 4,405,627	\$ 4,938,715	\$ 4,867,322
Total Revenues	518,773	469,000	469,000	490,000	490,000
County Costs (net)	\$ 3,377,197	\$ 3,690,250	\$ 3,936,627	\$ 4,448,715	\$ 4,377,322

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure increase of \$440,695 based on Revaluation Contractor for preparation for 2025 revaluation, inflationary increase for services, and system software. Total Revenue increase of \$21,000 for anticipated collections of fees. The Net County Cost increase is \$440,695 in contribution to the General Fund.

The Manager Recommended Budget does not include funding for the following Department Requests:

Additional overtime for departmental support

Budget by Division

Tax Assessor

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	1,394,404	1,449,396	1,579,608	1,604,762	1,582,470
Operations	235,029	291,757	291,757	325,280	300,280
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 1,629,432	\$ 1,741,153	\$ 1,871,365	\$ 1,930,042	\$ 1,882,750
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 1,629,432	\$ 1,741,153	\$ 1,871,365	\$ 1,930,042	\$ 1,882,750

Tax Administration – continued

Tax Assessor Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase for overtime to assist in preparing for Revaluation and system conversion	\$ 2,862	\$ -	\$ 2,862
Increase for software system, Farragut	\$ 8,523	\$ -	\$ 8,523
Net Tax Assessor Division Changes	\$ 11,385	\$ -	\$ 11,385

Revaluation

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	249,470	296,971	307,237	316,275	310,250
Operations	64,470	74,878	74,878	438,000	438,000
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 313,940	\$ 371,849	\$ 382,115	\$ 754,275	\$ 748,250
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 313,940	\$ 371,849	\$ 382,115	\$ 754,275	\$ 748,250

Revaluation Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase for overtime to assist in preparing for Revaluation and system conversion	\$ 3,013	\$ -	\$ 3,013
Contractor in preparation for 2025 Revaluation preparation. Funded by County capital reserves outside department budget	\$ 363,122	\$ -	\$ 363,122
Net Revaluation Division Changes	\$ 366,135	\$ -	\$ 366,135

Land Records

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	780,725	836,929	885,208	903,284	885,208
Operations	21,872	39,788	39,788	69,810	69,810
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 802,598	\$ 876,717	\$ 924,996	\$ 973,094	\$ 955,018
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 802,598	\$ 876,717	\$ 924,996	\$ 973,094	\$ 955,018

Tax Administration – continued

Land Records Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Inflationary increase for various services, subscriptions and postage	\$ 30,022	\$ -	\$ 30,022
Net Land Records Division Changes	\$ 30,022	\$ -	\$ 30,022

Tax Collector/Revenue

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	1,022,053	1,005,891	1,063,511	1,070,832	1,070,832
Operations	127,948	163,640	163,640	210,472	210,472
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 1,150,001	\$ 1,169,531	\$ 1,227,151	\$ 1,281,304	\$ 1,281,304
Total Revenues	518,773	469,000	469,000	490,000	490,000
County Costs (net)	\$ 631,228	\$ 700,531	\$ 758,151	\$ 791,304	\$ 791,304

Tax Collector/Revenue Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase for temporary personnel - Revenue Technician I to assist with collecting taxes during busy season	\$ 7,321	\$ -	\$ 7,321
Inflationary increase various services, subscriptions and postage	\$ 46,832	\$ -	\$ 46,832
Increase estimated for storm water and collection fees	\$ -	\$ 21,000	\$ (21,000)
Net Tax Collector/Revenue Division Changes	\$ 54,153	\$ 21,000	\$ 33,153

Mission Statement

The mission of this department is to ensure all residents are provided a fair and equitable Ad Valorem taxation process. In addition, the department has the duty to collect other taxes and fees for other departments and for municipalities, maintain the GIS Enterprise, and implement the County PIN Ordinance and the County Road Naming and Addressing Ordinance.

Major Divisions/Services

Assessment and Revaluation: Administer the property tax in Orange County assessing a \$20 billion tax base, ensuring that records are current and available to the public while meeting the requirements of State and Federal privacy law. Includes the administration of statewide and local tax relief programs, and Present-Use Value Programs, which grant about \$7 million in tax assistance annually. Manage the appeal process for taxpayers who wish to appeal the value of their property. Includes informal review, the Board of Equalization and Review, and the State Property Tax Commission. Conduct periodic reappraisal of all real property in the county. The purpose is to adjust property values to current market and redistribute the tax burden.

- FY 2022-23 Highlights

Tax Administration – continued

- A new position added in Assessment in January 2023, a PUV Compliance Review Appraiser, to review the properties under the Present-Use Value to ensure that the properties are in compliance. Offsetting revenues are expected from non-compliant properties.
- Commencement of conversion to a new software system for Assessment and we are requesting two temporary appraisers to offset time that permanent staff will need for proper testing of and training for the new software system. In addition, the temporary appraisers will begin fieldwork and data collection for the 2025 Revaluation.
- FY 2023-24 Highlights
 - PUV Compliance Review Appraiser will attend training and community outreach events to create relationship with farming community. Position will begin reviewing properties under PUV for compliance as required by general statutes. Offsetting revenues expected for non-compliant properties.
 - Completion of LR-CAMA software conversion is likely in early 2024. Continued testing and training needed for assessment staff, and continued work on 2025 Revaluation needed. Temps will continue to be used for these two purposes.

GIS/Addressing/Land Records: Identify, review and approve deeds and land-related documents prior to recordation by the Register of Deeds under the guidance of the County PIN Ordinance. This process is the primary key for real property title records. Maintain GIS Enterprise, including all GIS layers for consumption by County and Residents and the PIN Application, which records changes to land and ownership for the County. Implement and administer Road Naming and Addressing Ordinance to create standards in naming and in signage/labeling of roads in order to increase ability of 911 emergency staff to quickly respond to location of emergency.

- FY 2022-23 Highlights
 - Commencement of conversion to a new software system for GIS/ADDR/Land Records, one temporary position to offset time that permanent staff will need for proper testing of and training for the new software system. In addition, the temporary GIS tech will assist with increase in document recording including deeds and subdivision maps in the last two years.
 - Currently all recordation duties must be provided in-person at the Register of Deeds. Anticipated software changes in the Register of Deeds may allow additional staff to complete duties from a remote location. In-person support will remain in place, and additional staff will support the recordation of deeds and documents while working in another location.
- FY 2023-24 Highlights
 - Completion of LR-CAMA software conversion slated for early 2024. Continued testing and training needed for GIS/Addressing/LR staff and continued work on 2025 Revaluation needed. Temp will continue to be used for these two purposes.
 - Recordation duties still must be provided in-person at the Register of Deeds. Anticipated software changes in the Register of Deeds have not come to fruition yet, but should very soon. This will allow additional staff to complete duties from a remote location.

Tax Administration – continued

Revenue/Collections: Collect **property taxes** in accordance with North Carolina law and appraisal standards. Collect and account for all current and delinquent taxes for the County, special districts, and the towns of Carrboro, Chapel Hill, Hillsborough, Mebane, and Durham.

- FY 2022-23 Highlights
 - We changed our e-pay vendor and our go-live was in June 2022. This included changing our e-billing vendor. There are more options for paying taxes with the new vendor and combining the e-billing function with the same vendor streamlines the process for taxpayers to view their bill and make payment at the same time. Based on the results of another county, we anticipate a noticeable increase in the number of e-payments in the fiscal year. We expect to realize a slight decrease in printing costs and lockbox service costs.
- FY 2023-24 Highlights
 - We are now using a new e-pay vendor. Combining the e-billing function with the same vendor as our e-payment vendor streamlines the process for taxpayers to view their bill and make payment at the same time. Funds brought in by E-payments have increased 22% to date since moving to PayIt, from \$27 million in FY21-22 with our previous vendor, Point and Pay, to \$34.6 million to date with PayIt. We project a total increase of 33% at the end of FY22-23. There were 6,917 transactions, with 55% of them through the ACH, or e-check method.

Revenue/Collections: Bill, collect and account for **other fees and taxes** including Solid Waste Programs Fees, Chapel Hill and Hillsborough Stormwater Management Fees, Room Occupancy Taxes, Emergency Services Ambulance Billing, Emergency Management Fire Inspection and Special Events Fees, Gross Receipts Taxes, Hillsborough Waterstone Special Assessments, and Efland Sewer loans.

- FY 2022-23 Highlights
 - Medicaid recipients switched to Medicaid Managed Care Plans on July 1, 2021, which changed how we receive Medicaid payments for ambulance bills. More funds are paid up front and less will be reimbursed later in the fiscal year. Accurate projections are more difficult due to these changes.
- FY 2023-24 Highlights
 - We have been receiving the additional Medicaid funds and have been submitting the reimbursements quarterly. Requests for reimbursements were slow at first and now beginning to be on a more regular schedule. Two invoices were received during FY 21-22 for a total of \$23,650.96. So far, three invoices have been received in FY 22-23 for a total of \$66,503.99.

Transfers to Other Funds

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Transfers to Other Funds (General Fund)					
Transfer to Affordable Housing Fund	339,761	452,486	452,486	417,103	417,103
Transfer to County Capital Projects	6,179,317	1,403,024	1,403,024	1,649,153	1,649,153
Transfer to Debt Service	0	0	0	33,400,000	33,400,000
Transfer to Grant Projects	93,690	87,786	87,786	0	0
Transfer to OPEB Trust Fund	0	500,000	500,000	0	0
Transfer to School Capital Projects	1,308,468	1,200,000	1,200,000	2,700,000	2,700,000
Transfer to Health & Dental Fund	0	2,792,225	2,792,225	3,183,405	3,183,405
Transfer to Sportsplex Fund	790,000	0	0	0	0
Transfer to E911 Fund	1,656	0	0	0	0
Transfer to Visitor's Bureau Fund	560,000	0	0	0	0
Transfer to Inspections Fund	0	0	0	204,170	204,170
Total Transfer to Other Funds	\$ 9,272,892	\$ 6,435,521	\$ 6,435,521	\$ 41,553,831	\$ 41,553,831

*These transfers represent contributions from the General Fund to Other Funds.

Transfer to Affordable Housing Initiatives **\$ 417,103**

This transfer reserves funds to address long-term housing needs for decent and affordable housing in Orange County, provides funds for the Housing Rehabilitation Initiative - Urgent Repair and Single Family Rehabilitation programs (\$160,000), the County match to the HOME Program (\$38,171), and the Homelessness Partnership Program (\$218,932) related to the County's involvement in affordable housing programs. (See the Housing Department section of this document for more information).

Transfer to School Capital **\$2,700,000** Transfer to County Capital **\$1,649,153**

These transfers provide pay-as-you-go funds for County and School capital projects identified in the FY 2022-23 (Year 1) Capital Investment Plan (CIP).

Transfer to Debt Service Fund **\$33,400,000**

This transfer allocates general fund dollars to the Debt Service Fund. Starting in FY 2023-24, debt service will be paid in its own dedicated fund, rather than through the General Fund.

Transfer to Health and Dental Fund **\$3,183,405**

This transfer allocates general fund dollars to the Health and Dental Fund to support the employer portion of retiree health benefits.

Transfer to Inspections Fund **\$204,170**

This transfer allocates general fund dollars to the Inspections Division of the Planning & Inspections Department. Starting in FY 2023-24, Inspections Division will be in its own dedicated fund to maintain a clear separation of inspections revenue to comply with state statutes.

Transportation Services

Phone Number: (919) 245-2007

Website: <https://www.orangecountync.gov/transit>

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	1,468,070	2,132,098	1,808,709	2,073,077	1,799,437
Operations	1,498,421	1,211,164	575,650	786,200	682,909
Capital Outlay	2,972	0	0	0	0
Total Expenditures	\$ 2,969,463	\$ 3,343,262	\$ 2,384,359	\$ 2,859,277	\$ 2,482,346
Total Revenues	1,312,655	1,070,424	1,070,424	1,160,745	1,160,745
County Costs (net)	\$ 1,656,808	\$ 2,272,838	\$ 1,313,935	\$ 1,698,532	\$ 1,321,601

Budget Highlights

The FY 2023-24 Manager Recommended budget contains the following changes from Base Budget:

Total expenditure increase of \$97,987 based on two transportation plans to be funded by county capital reserve outside of department budget and two annual transportation planning organization dues moved to department budget from non-departmental accounts. Total revenue increase of \$90,321 due to increased grant allocation and reimbursement ability. The net county cost increase is \$7,666.

New Transportation Division created responsible for transportation projects, programs and policies as well as public engagement.

The Manager Recommended Budget does not include funding for the following Department Requests:

Four new positions and associated division costs: Public Engagement Specialist, Data/GIS Specialist, Local Project Administrator and Bike/Pedestrian Planner. Consultant to complete a Public Involvement Plan.

Budget by Division

Transit Division

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	1,264,142	1,707,114	1,808,709	1,711,592	1,711,592
Operations	457,775	575,650	575,650	525,200	582,909
Capital Outlay	2,972	0	0	0	0
Total Division Expenditures	\$ 1,724,889	\$ 2,282,764	\$ 2,384,359	\$ 2,236,792	\$ 2,294,501
Total Revenues	1,312,655	1,070,424	1,070,424	1,160,745	1,160,745
County Costs (net)	\$ 412,234	\$ 1,212,340	\$ 1,313,935	\$ 1,076,047	\$ 1,133,756

Transportation Services – continued

Transit Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increased operating grants revenue	\$ -	\$ 90,321	\$ (90,321)
Operations savings	\$ (50,449)	\$ -	\$ (50,449)
Move Transportation Planning Manager to Transportation Division, savings in overtime	\$ (97,117)	\$ -	\$ (97,117)
2 annual transportation planning organization dues previously in non-departmental accounts moved to department budget	\$ 57,708	\$ -	\$ 57,708
Net Transit Division Changes	\$ (89,858)	\$ 90,321	\$ (180,179)

Transportation Division

	2021-22 Actual Expenditures	2022-23 Original Budget	2023-24 Base Budget	2023-24 Department Requested	2023-24 Manager Recommended
Personnel Services	0	0	0	361,485	87,845
Operations	0	0	0	261,000	100,000
Capital Outlay	0	0	0	0	0
Total Division Expenditures	\$ 0	\$ 0	\$ 0	\$ 622,485	\$ 187,845
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 0	\$ 0	\$ 0	\$ 622,485	\$ 187,845

Transportation Division Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Move Transportation Planning Manager from Transit Division	\$ 87,845	\$ -	\$ 87,845
County Transportation Multimodal Plan and Short Range Transit Plan update to be funded by county capital reserve outside of department budget	\$ 100,000	\$ -	\$ 100,000
Net Transportation Division Changes	\$ 187,845	\$ -	\$ 187,845

Mission Statement

The Department serves the community by addressing its transportation needs through multiple partnerships. We plan, prioritize, and work towards sustaining a multi-modal transportation system that is safe for all users in coordination and collaboration with member jurisdictions. All guided by local, state, and federal plans, procedures, and regulations, funded by the transportation authorization bill and is done following the 3C process: Continuing, Cooperative, and Comprehensive manner.

Transportation Services – continued

Major Divisions/Services

Transit Division

- FY 2022-23 Highlights
 - New leadership and reorganized structure for efficiency.
- FY 2023-24 Highlights
 - Hired more full time drivers and dispatchers
 - Obtaining more Transit Tax Reimbursements from Go Triangle, cost per hour increased from \$61 to \$87, projected to increase to \$91 in FY26 and reimburses Orange County for:
 - Improvements to Hillsborough Circulator, expanded hours and reverse route,
 - Rural transit service now reimbursed going forward
 - Making Mobility-on-Demand 6 days a week, two years ahead of schedule.
 - Taking over Orange County Staff Work Group Administration responsibilities from Metropolitan Planning Organizations (MPO).
 - New Transit Plan and Interlocal Government Agreement (ILA) approved Feb 2023, few other documents scheduled for approval June 30, 2023.

Transportation Division

- FY 2022-23 Transportation Highlights
 - Transportation was consolidated into Transit Division in August 2022
- FY 2023-24 Transportation Highlights
 - Division manages three local advisory boards Transportation Advisory Services (TAS) and Orange Unified Transportation Board (OUTBoard), and Orange County Staff Work Group (SWG).
 - Division is responsible for all County's responsibilities to Metropolitan Planning Organization (MPO), Rural Planning Organization (RPO), North Carolina Department of Transportation (NCDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Triangle J Council of Government (TJCOG) Transportation Division, Piedmont Council of Government Transportation Division, Go Triangle, Piedmont Authority on Regional Transportation (PART), local jurisdictions (Mebane, Hillsborough, Chapel Hill and Carrboro), and others.
 - Division helps all agencies manage state and federal investments in the transportation network within Orange County and its member jurisdictions through Strategic Prioritization of Transportation (SPOT) and the State Transportation Improvement Program (STIP)
 - Division is responsible for all transportation modes: bike, pedestrian, freight, rail, vehicular and supports transit division, including anything within the public right-of-way.
 - Improve department's coordination and collaboration with HR, Department of Equity and Inclusion, DEAPR, EMS, Schools, Community Relations and General Public.

Employee Pay and Benefits

Appendix A

Position Classification and Pay Plans

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 necessary in order to maintain the fairness and adequacy of the Plan.

Wage Increase

The Manager recommends a 6 percent wage increase for FY 2023-24 for permanent active employee salaries and subsequently revision of the Salary Schedule effective July 1, 2023.

Meritorious Service Awards

The Manager recommends deleting Section 28-60 of the Orange County Code of Ordinances regarding in-range salary increases; this is not reflective of current practice. Revision was made to Section 28-61 of the Orange County Code of Ordinances regarding meritorious service awards in July 2018; representing current practice.

As per Section 28-61, Merit Pay is subject to Board approval. In FY 2021-22, the Board maintained approval for Merit Pay for three tiers: \$500 for proficient performance; \$750 for superior performance or \$1,000 for exceptional performance to base salaries. Eligible employees receive Merit Pay on their base salary. Employees receiving salary per a step plan, receive Merit Pay in a lump sum. Additionally, in FY 2021-22, the Board adopted change for employees to receive their designated merit pay increase, when applicable, effective the first full pay period each January.

Further, the Manager is recommending revision to Section 28-61 (a) (3) of the Orange County Code of Ordinances regarding meritorious service awards to increase the current awards bases in line with the 6 percent increase to salary. This changes the Merit Pay for the three tiers to: \$530 for proficient performance; \$795 for superior performance or \$1,060 for exceptional performance; equated as \$0.25/hour for proficient performance; \$0.38/hour for superior performance or \$0.51/hour for exceptional performance.

Position Classification and Pay Plan Recommendation

Salary compression was identified as a priority in FY2016-17 and FY2017-18 among directors and employees. In FY2016-17, the Board of County Commissioners approved a compression adjustment totaling \$500,000 for affected employees, and in FY2017-18, the Board approved an additional compression adjustment of \$250,000. Approximately 70% of employees received a compression adjustment in each of these fiscal years. There were no separately funded compression adjustments made in FY2018-19 and thereafter.

The Human Resources Department has actively been conducting classification and grade studies as an ongoing initiative to review all budgeted positions comparatively to the

Position Classification and Pay Plans – continued

current market. Recommendations of salary increases are reviewed based on current compression, and a compression adjustment is recommended when applicable and funding via salary attrition.

At the onset of the compression analysis, 70% of employees were compressed in their respective salaries, based on grade and service years with Orange County. The table below shows that classification and salary review efforts have steadily reduced the percentage of employees compressed.

	% of Employees Compressed	Average Salary
2018	70%	\$50,788
2019	57%	\$51,738
2020	53%	\$53,096
2021	63%	\$53,193
2022	48%	\$56,254
2023	34%	\$60,473

Manager Recommendation

The Manager recommends the following adjustments to the FY 2023-24 Pay Plan:

- *6% wage increase for permanent employees in active status on June 30, 2023.*
- *Increase of Merit Pay Program on employees’ base salaries, payable in January 2023, at tiers of \$530 for proficient performance; \$795 for superior performance or \$1,060 for exceptional performance.*
- *Revision of Section 28-61 (a) (3) of the Orange County Code of Ordinances regarding meritorious service awards.*
- *Continuation of classification and grade reviews and addressing salary compression as appropriate.*
- *A change in the salary schedule recognizing \$16.60 per hour as the living wage for permanent employees and recognizing the 6% wage increase, effective July 1, 2023.*
- *Fund \$4.85 million for wage increase and merit pay.*

Orange County Salary Schedule

Effective 07/01/2023

Grade	Minimum	Quarter 1	Midpoint	Quarter 3	Maximum
9	36,022	40,726	46,332	51,939	61,067
10	36,471	41,133	46,795	52,457	61,677
11	36,928	41,545	47,263	52,982	62,295
12	37,388	41,960	47,736	53,512	62,917
13	38,765	44,954	51,142	57,331	66,764
14	40,731	47,233	53,732	60,236	70,822
15	42,791	49,623	56,453	63,285	74,409
16	44,957	52,135	59,312	66,490	78,176
17	47,234	54,773	62,313	69,854	82,131
18	49,623	57,545	65,469	73,391	86,290
19	52,137	60,460	68,783	77,108	90,660
20	54,776	63,521	72,266	81,009	95,247
21	57,548	66,737	75,924	85,112	100,071
22	60,460	70,114	79,767	89,418	105,136
23	63,523	73,664	83,806	93,947	110,459
24	66,739	77,394	88,047	98,702	116,050
25	70,118	81,310	92,505	103,698	121,924
26	73,665	85,425	97,186	108,947	128,096
27	77,396	89,751	102,108	114,464	134,582
28	81,313	94,295	107,277	120,258	141,396
29	85,429	99,068	112,707	126,347	148,553
30	89,754	104,085	118,415	132,743	156,075
31	94,298	109,353	124,407	139,462	163,975
32	99,072	114,889	130,705	146,523	172,278
33	104,088	120,705	137,322	153,941	180,997
34	109,358	126,817	144,276	161,735	190,161
35	114,892	133,236	151,579	169,922	199,790
36	120,710	139,981	159,253	178,525	209,904
37	126,819	147,067	167,314	187,562	220,529

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
1331	911 Call Taker-Telecommunicator	13	Non-Exempt
1974	911 Communications Coordinator	19	Exempt
2048	911 Systems Administrator	20	Exempt
1847	911 Systems Coordinator	18	Non-Exempt
1949	Accountant	19	Exempt
2460	Accounting Manager	24	Exempt
1201	Accounting Technician I	12	Non-Exempt
1474	Accounting Technician II-DSS	14	Non-Exempt
1542	Accounting Technician III-DSS	15	Non-Exempt
1525	Accounting Technician III-Finance	15	Non-Exempt
1401	Administrative Assistant III	14	Non-Exempt
1321	Administrative Assistant II-Sheriff	13	Non-Exempt
2052	Administrative Officer II	20	Exempt
1467	Administrative Support I-DEAPR	14	Non-Exempt
1488	Administrative Support I-Economic Development	14	Non-Exempt
1465	Administrative Support I-Emergency Services	14	Non-Exempt
1475	Administrative Support I-Health	14	Non-Exempt
1473	Administrative Support I-Planning	14	Non-Exempt
1469	Administrative Support I-Solid Waste Management	14	Non-Exempt
1472	Administrative Support I-Tax	14	Non-Exempt
1468	Administrative Support I-Visitors Bureau	14	Non-Exempt
1533	Administrative Support II-Animal Services	15	Non-Exempt
1538	Administrative Support II-Criminal Justice Resource	15	Non-Exempt
1537	Administrative Support II-Visitors Bureau	15	Non-Exempt
1549	Administrative Support II-Housing	15	Non-Exempt
1535	Administrative Support II-Human Resources	15	Non-Exempt
1540	Administrative Support II-Register of Deeds	15	Exempt
1556	Administrative Support II-Solid Waste Management	15	Non-Exempt
1539	Administrative Support II- Solid Waste Fleet Services	15	Non-Exempt
1677	Administrative Support Supervisor-Child Support	16	Exempt
1976	Adult Services Nursing Consultant	19	Non-Exempt
3201	Advanced Practice Provider I	32	Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
3302	Advanced Practice Provider II	33	Exempt
2901	Aging Director	29	Exempt
2266	Aging Transitions Administrator	22	Exempt
1762	Aging Transitions Specialist	17	Non-Exempt
2444	Asset Management Services Assistant Director	24	Exempt
1764	Animal Care Supervisor	17	Non-Exempt
1243	Animal Care Technician	12	Non-Exempt
2201	Animal Control Manager	22	Exempt
1558	Animal Control Officer	15	Non-Exempt
2434	Animal Services Assistant Director	24	Exempt
2914	Animal Services Director	29	Exempt
2924	Applications Manager	29	Exempt
1752	Appraiser I	17	Non-Exempt
1903	Appraiser II	19	Non-Exempt
1842	Arts Commission Program Coordinator	18	Exempt
1679	Asset Management Coordinator	16	Non-Exempt
3115	Asset Management Director	31	Exempt
1738	Assistant Deputy Clerk II	17	Exempt
1850	Assistant Fire Marshal	18	Non-Exempt
2424	Assistant Library Director	24	Exempt
1461	Assistant Program Coordinator	14	Non-Exempt
2432	Assistant Register Of Deeds	24	Exempt
2615	Assistant Solid Waste Director	26	Exempt
2423	Assistant Economic Development Director	24	Exempt
2044	Assistant Superintendent Of Parks	20	Exempt
2711	Assistant To County Manager For Legislative Affairs	27	Exempt
1856	Automotive Mechanic	18	Non-Exempt
1963	Benefits Specialist	19	Exempt
1448	Billing Specialist	14	Non-Exempt
1314	Billing Technician	13	Non-Exempt
1702	Building Safety Official I	17	Non-Exempt
1828	Building Safety Official II	18	Non-Exempt
1955	Building Safety Official III	19	Non-Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
1661	Building Safety Official-Trainee	16	Non-Exempt
1124	Breastfeeding Support Specialist	11	Non-Exempt
2272	Budget & Management Analyst I	22	Exempt
2458	Budget & Management Analyst II	24	Exempt
2806	Budget Director	28	Exempt
2039	Business Officer I-Aging	20	Exempt
2051	Business Officer I-County Manager	20	Exempt
2049	Business Officer I-Housing	20	Exempt
2064	Business Officer I-Planning	20	Exempt
2040	Business Officer I-Sheriff	20	Exempt
2042	Business Officer I-Tax	20	Exempt
2033	Business Officer I-Transportation Services	20	Exempt
2203	Business Officer II	22	Exempt
2271	Business Officer II-Health	22	Exempt
2263	Business Officer II-Library	22	Exempt
2249	Business Officer II-Solid Waste Management	22	Exempt
1908	Business Personal Property Appraiser II	19	Non-Exempt
2428	Capital Projects Manager	24	Exempt
2269	Central Permit Administration Manager	22	Exempt
1497	Certified Medical Assistant	14	Non-Exempt
2035	Chief Appraiser	20	Non-Exempt
2714	Chief Building Official	27	Exempt
2808	Chief Equity and Human Rights Officer	28	Exempt
3501	Chief Financial Officer	35	Exempt
3102	Chief Information Officer	31	Exempt
2404	Chief Inspector & Plans Examiner II	24	Exempt
2433	Child Support Assistant Director	24	Exempt
2902	Child Support Director	29	Exempt
1606	Child Support Officer	16	Non-Exempt
1231	Child Support Services Technician	12	Non-Exempt
2918	Clerk To The Board	29	Exempt
1928	Clinical Social Worker I	19	Exempt
2111	Clinical Social Worker II	21	Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
2065	Collection Development Librarian	20	Exempt
1983	Communication Manager-Aging	19	Exempt
1935	Communications Manager	19	Exempt
2056	Communications Manager	20	Exempt
2126	Communications Manager-Sheriff	21	Exempt
2057	Communications Specialist	20	Exempt
1973	Communications Training Coordinator	19	Exempt
2305	Community Development Program Manager	23	Exempt
1745	Community Development Specialist II	17	Non-Exempt
2122	Community Engagement & Outreach Coordinator	21	Exempt
2121	Community Engagement & Public Information Coordinator	21	Exempt
1984	Community Engagement Supervisor	19	Exempt
1015	Community Health Aide	10	Non-Exempt
1658	Community Outreach Literacy Coordinator	16	Exempt
1312	Community Outreach Specialist	13	Non-Exempt
1749	Community Paramedic	17	Non-Exempt
1849	Community Paramedic Coordinator	18	Non-Exempt
2917	Community Relations Director	29	Exempt
2718	Community Services Director	27	Exempt
1129	Community Social Services Technician	11	Non-Exempt
2309	Community Stability Manager	23	Exempt
2302	Compliance Manager	23	Exempt
0911	Convenience Center Operator	09	Non-Exempt
1548	Coordinator Entry Housing Specialist	15	Non-Exempt
3702	County Attorney	37	Exempt
2415	County Engineer	24	Exempt
3701	County Manager	37	Exempt
2118	CPS Social Worker	21	Non-Exempt
2310	Criminal Justice Resource Clinical Coordinator	23	Exempt
3003	Criminal Justice Resource Director	30	Exempt
1941	Cultural Resources Coordinator	19	Exempt
2455	Current Planning & Zoning Supervisor	24	Exempt
1765	Customer Service Supervisor	17	Non-Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
2512	Database Administrator	25	Exempt
1496	Dental Assistant	14	Non-Exempt
1695	Dental Clinic Coordinator	16	Non-Exempt
3502	Dental Director	35	Exempt
2123	Dental Hygienist	21	Non-Exempt
3401	Dentist	34	Exempt
2109	Deputy Chief - Emergency Management Services	21	Exempt
2427	Deputy Clerk To The Board	24	Exempt
1840	Deputy Collections Manager	18	Exempt
3601	Deputy County Manager	36	Exempt
2723	Deputy Director Development Services	27	Exempt
2457	Deputy Director Of Elections	24	Exempt
2117	Deputy Emergency Management Coordinator	21	Exempt
2804	Deputy Finance Officer	28	Exempt
2253	Deputy GIS & Land Records Manager	22	Exempt
1325	Deputy Register Of Deeds II	13	Non-Exempt
1547	Deputy Rod III	15	Non-Exempt
1607	Deputy Sheriff I	16	Non-Exempt
1838	Deputy Sheriff II	18	Non-Exempt
2306	Deputy Sheriff/Captain	23	Exempt
2923	Deputy Sheriff/Chief Of Operations	29	Exempt
1967	Deputy Sheriff/Investigator I	19	Non-Exempt
2115	Deputy Sheriff/Lieutenant	21	Non-Exempt
2720	Deputy Sheriff/Lieutenant Colonel	27	Exempt
2601	Deputy Sheriff/Major	26	Exempt
1904	Deputy Sheriff/Sergeant I	19	Non-Exempt
2041	Deputy Sheriff/Sergeant II	20	Non-Exempt
2504	Deputy Tax Assessor	25	Exempt
1546	Deputy Tax Collector	15	Non-Exempt
2313	Detention Captain	23	Exempt
1445	Detention Officer	14	Non-Exempt
1861	Detention Officer II	18	Non-Exempt
1317	Detention Officer Trainee	13	Non-Exempt
1992	Detention Sergeant I	19	Non-Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
2439	Disposal Operations Manager	24	Exempt
2454	Division Chief of Emergency Management	24	Exempt
2421	Division Chief 911 Communications	24	Exempt
2422	Division Chief- Emergency Management Services	24	Exempt
2451	Division Chief of Finance & Administrative Services	24	Exempt
2407	Division Chief of Fire & Life	24	Exempt
1758	Drug Treatment Coordinator	17	Non-Exempt
2719	DSS Human Services Manager	27	Exempt
1977	DSS Human Services Coordinator II	19	Exempt
1753	DSS Human Services Coordinator I	17	Non-Exempt
1754	DSS Human Services Specialist III	17	Non-Exempt
1755	DSS Social Worker II	17	Non-Exempt
2258	DSS System Analyst	22	Exempt
2425	Erosion Control & Stormwater Supervisor	24	Exempt
3114	Economic Development Director	31	Exempt
1853	Eldercare Social Worker	18	Non-Exempt
2919	Elections Director	29	Exempt
1859	Elections Finance Analyst	18	Exempt
2063	Elections Logistic Manager	20	Exempt
1860	Elections Specialist	18	Exempt
1841	EM Billing & Collection Manager	18	Exempt
1118	EM Billing & Collection Technician I	11	Non-Exempt
1230	EM Billing & Collection Technician II	12	Non-Exempt
1990	Emergency Housing Assistant Team Lead	19	Exempt
1994	Emergency Management Planner	19	Exempt
1328	Emergency Medical Technician	13	Non-Exempt
3103	Emergency Services Director	31	Exempt
2047	Emergency Services Systems Technician	20	Non-Exempt
1972	EMS Quality Assurance Coordinator	19	Exempt
1971	EMS Supervisor	19	Non-Exempt
1975	EMS Training Coordinator	19	Exempt
1748	Environmental Education & Support Coordinator	17	Exempt
2904	Environment, Agriculture, Parks & Recreation Director	29	Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
1637	Environmental Enforcement Officer	16	Exempt
1810	Environmental Enforcement Supervisor	18	Exempt
2703	Environmental Health Director	27	Exempt
1917	Environmental Health Program Specialist	19	Non-Exempt
1705	Environmental Health Specialist Food Lodging & Facilities	17	Non-Exempt
1767	Environmental Health Specialist Healthy Homes Coordinator	17	Non-Exempt
1766	Environmental Health Specialist Preparedness Coordinator	17	Non-Exempt
1751	Environmental Health Specialist Wells & Septic	17	Non-Exempt
2409	Environmental Health Supervisor	24	Exempt
1432	Environmental Health Technician	14	Non-Exempt
1544	Epic Systems Coordinator	15	Non-Exempt
1855	Erosion Control Officer I	18	Non-Exempt
2059	Erosion Control Officer II	20	Exempt
2448	Eviction Diversion Legal Counsel	24	Exempt
1693	Eviction Diversion Expeditor	16	Non-Exempt
1731	Executive Assistant-Confidential	17	Non-Exempt
1820	Facilities Environment & Support Manager	18	Exempt
0913	Facilities Environment Technician I	09	Non-Exempt
1023	Facilities Environment Technician II-DSS	10	Non-Exempt
1136	Facilities Environment Technician III-DSS	11	Non-Exempt
1022	Facilities Environment Technician II-Sheriff	10	Non-Exempt
1135	Facilities Environment Technician III	11	Non-Exempt
1494	Facilities Environment Technician Team Coordinator	14	Non-Exempt
2252	Facilities Maintenance Manager	22	Exempt
1562	Facilities Maintenance Technician I	15	Non-Exempt
1602	Facilities Maintenance Technician II	16	Non-Exempt
1772	Facilities Maintenance Technician III	17	Non-Exempt
1233	Facility Manager/Program Assistant	12	Non-Exempt
1241	Family Navigator	12	Non-Exempt
2717	Finance & Administrative Operations Director	27	Exempt
2449	Financial Services Manager	24	Exempt
2124	Financial Systems Analyst	21	Exempt
2438	Fiscal Operations Manager	24	Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
1742	Food Council Coordinator	17	Exempt
1307	Food Services Coordinator	13	Non-Exempt
1411	Foreign Language Coordinator	14	Non-Exempt
2507	GIS & Land Records Manager	25	Exempt
2036	GIS IT Specialist	20	Exempt
1673	GIS Technician I	16	Non-Exempt
1835	GIS Technician II	18	Non-Exempt
2037	GIS Technician III	20	Exempt
2038	GIS Technician III-Planning	20	Exempt
1692	Grant Management Specialist	16	Non-Exempt
1559	Grants and Operations Coordinator	15	Non-Exempt
1662	Graphic Design/Assistant Webmaster	16	Exempt
2116	Harm Reduction Clinical Coordinator	21	Exempt
1671	Housing Choice Voucher Housing Specialist	16	Non-Exempt
2046	Housing Choice Voucher Program Coordinator	20	Exempt
2304	Housing Choice Voucher Program Manager	23	Exempt
1664	Housing Choice Voucher Program Inspector	16	Non-Exempt
3503	Health Director	35	Exempt
2503	Health Human Services Manager	25	Exempt
2234	Health Informatics Manager	22	Exempt
1760	Health Social Worker II	17	Non-Exempt
1857	Heavy Equipment Mechanic I	18	Non-Exempt
2062	Heavy Equipment Mechanic II	20	Non-Exempt
1495	Heavy Equipment Operator I	14	Non-Exempt
1699	Heavy Equipment Operator II	16	Non-Exempt
1858	Heavy Equipment Operator III	18	Non-Exempt
2259	Help Desk Supervisor	22	Exempt
2510	Home Visiting Services Manger	25	Exempt
2450	Home Visiting Services Supervisor	24	Exempt
2045	Homeless Program Coordinator	20	Exempt
2307	Homeless Program Manager	23	Exempt
1684	Housing Access Coordinator	16	Non-Exempt
2905	Housing Director	29	Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
1991	Housing Helpline Team Lead	19	Exempt
1626	Housing Locator	16	Non-Exempt
1741	Housing Rehab Specialist I	17	Non-Exempt
1834	Housing Rehab Specialist II	18	Non-Exempt
1478	Housing Technician	14	Non-Exempt
1980	Human Resources Analyst	19	Exempt
3106	Human Resources Director	31	Exempt
2453	Human Resources Manager	24	Exempt
2619	Human Resources Program Manager	26	Exempt
1617	Human Services Coordinator I	16	Non-Exempt
2264	Human Services Informatics Manager	22	Exempt
1440	Human Services Specialist I	14	Non-Exempt
1520	Human Services Specialist II	15	Non-Exempt
1689	Human Services Specialist III	16	Non-Exempt
2053	Human Services Supervisor I	20	Exempt
2261	Human Services Supervisor II	22	Exempt
1227	Human Services Technician	12	Non-Exempt
1969	HVAC Lead Technician	19	Non-Exempt
4920	IMC Supervisor	49	Non-Exempt
2277	Inclusion Manager	22	Exempt
1989	Inspect & Enforcement Officer	19	Non-Exempt
1768	Intake Specialist-Office of Equity and Inclusion	17	Exempt
2210	IT Analyst	22	Exempt
2308	IT Database Supervisor	23	Exempt
1449	IT Help Desk-Admin Spec	14	Non-Exempt
2620	IT Operations Manager/Security Officer	26	Exempt
1622	IT Support Analyst	16	Non-Exempt
1815	IT Support Analyst II	18	Non-Exempt
2220	IT Systems Analyst	22	Exempt
0912	Jail Cook	09	Non-Exempt
1123	Jail Cook Supervisor	11	Non-Exempt
1560	Lab Quality Assurance Manager	15	Non-Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
1240	Laboratory Technician	12	Non-Exempt
2211	Land Resource Conservation Manager	22	Exempt
2237	Landscape Architect	22	Exempt
1120	Landscape Technician I	11	Non-Exempt
1238	Landscape Technician II	12	Non-Exempt
1863	Language And Community Specialist	18	Exempt
1771	Lead Veterinarian Health Care Technician	17	Non-Exempt
1733	Librarian I	17	Exempt
1829	Librarian II	18	Exempt
1953	Librarian III	19	Exempt
1006	Library Assistant II	10	Non-Exempt
1311	Library Associate I	13	Non-Exempt
1453	Library Associate II	14	Non-Exempt
2251	Library Branch Manager	22	Exempt
2908	Library Director	29	Exempt
2067	Library Division Supervisor I-Access & Technical Services	20	Exempt
2028	Library Division Supervisor I	20	Exempt
1660	Library Manager II	16	Exempt
1487	Library Support Technician	14	Non-Exempt
2066	Library Systems Technician & Digital Navigator	20	Exempt
1691	Local Reentry Council Coordinator	16	Non-Exempt
1848	Logistics Manager	18	Non-Exempt
1441	Logistics Specialist	14	Non-Exempt
2031	Marketing, Events & Operations Coordinator	20	Exempt
3402	Medical Director Veterinarian	34	Exempt
1117	Medical Office Assistant	11	Non-Exempt
1561	Meeting Logistics Coordinator	15	Non-Exempt
2125	Mental Health Diversion Coordinator	21	Exempt
1759	Misdemeanor Diversion Program Coordinator	17	Non-Exempt
1244	Mobility On Demand Driver	12	Non-Exempt
2213	Network Analyst	22	Exempt
2513	Nutrition Program Manager	25	Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
2242	Occupational Therapist	22	Exempt
1017	Office Assistant I	10	Non-Exempt
1025	Office Assistant I-DSS	10	Non-Exempt
1119	Office Assistant II	11	Non-Exempt
1130	Office Assistant II-Aging	11	Non-Exempt
1140	Office Assistant II-Animal Services	11	Non-Exempt
1134	Office Assistant II-Dental	11	Non-Exempt
1139	Office Assistant II-Emergency Services	11	Non-Exempt
1133	Office Assistant II-Home Visiting	11	Non-Exempt
1125	Office Assistant II-Nutrition	11	Non-Exempt
1132	Office Assistant II-Transportation Services	11	Non-Exempt
1142	Office Assistant II-Solid Waste Management	11	Non-Exempt
2440	Operations Manager	24	Exempt
1686	Paramedic	16	Non-Exempt
1696	Paramedic Trainee	16	Non-Exempt
1750	Paramedic-Field Training Officer	17	Non-Exempt
1555	Parks Coordinator	15	Non-Exempt
1763	Parks Manager	17	Non-Exempt
1232	Passport Agent	12	Non-Exempt
1131	Patient Account Technician-Dental	11	Non-Exempt
1113	Patient Account Technician	11	Non-Exempt
1678	Patient Account Manager	16	Exempt
1997	Payroll Technician	19	Exempt
1685	Peer Support Navigator	16	Non-Exempt
2420	Personal Property Appraisal Manager	24	Exempt
2621	PHN Supervisor I	26	Exempt
2060	Planner II	20	Exempt
2270	Planner III	22	Exempt
3107	Planning & Inspection Director	31	Exempt
1435	Planning Technician	14	Non-Exempt
1954	Plans Examiner	19	Exempt
2055	Pre-Trial Case Director	20	Exempt
1732	Program Coordinator	17	Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
1462	Program Coordinator Assistant	14	Non-Exempt
1756	Program Integrity Investigator	17	Non-Exempt
1451	Project Coordinator	14	Non-Exempt
1511	Property Develop Specialist I	15	Non-Exempt
1734	Property Develop Specialist II	17	Non-Exempt
1485	Property Develop Technician	14	Non-Exempt
1484	Property Development Technician-Planning & Inspections	14	Non-Exempt
1937	Public Health Education Program Manager	19	Exempt
1968	Public Health Education Program Manager-Tobacco	19	Exempt
2509	Public Health Education Manager	25	Exempt
2275	Public Health Nurse I	22	Exempt
2311	Public Health Nurse II	23	Exempt
2312	Public Health Nurse II-Communicable Disease	23	Exempt
2459	Public Health Nurse III	24	Exempt
2706	Public Health Nursing Director	27	Exempt
2508	Public Health Services Manager	25	Exempt
1330	Public Transportation Driver	13	Non-Exempt
2255	Purchasing Agent	22	Exempt
1995	Present Use Value Compliance Review Appraiser	19	Non-Exempt
1681	Rapid Rehousing Housing Specialist III	16	Non-Exempt
2441	Real Property Appraisal manager	24	Exempt
1761	Recovery Diversion Coordinator	17	Non-Exempt
2043	Recreation Manager	20	Exempt
1228	Recreation Program Assistant	12	Non-Exempt
1744	Recreation Program Coordinator	17	Non-Exempt
1845	Recreation Program Supervisor	18	Non-Exempt
1996	Recruitment and Engagement Manager	19	Exempt
1625	Recycling Education & Outreach Coordinator	16	Exempt
1019	Recycling Materials Collector	10	Non-Exempt
1121	Recycling Materials Handler	11	Non-Exempt
2022	Recycling Programs Supervisor	20	Exempt
1553	Reentry Case Manager	15	Non-Exempt
1694	Reentry Recovery Navigator	16	Non-Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
1948	Registered Dietitian Program Coordinator	19	Exempt
2911	Register Of Deeds	29	Exempt
1817	Registered Dietitian	18	Exempt
1957	Research & Data Analyst	19	Exempt
2240	Research & Data Manager	22	Exempt
1964	Research & Data Quality Assurance Analyst	19	Exempt
2018	Resource Conservation Coordinator	20	Exempt
2443	Restoration Program Legal Counsel	24	Exempt
2417	Revenue Collections Manager	24	Exempt
1108	Revenue Technician I	11	Non-Exempt
1215	Revenue Technician II	12	Non-Exempt
1551	Revenue Technician III	15	Non-Exempt
1993	Regional Infection Prevention Support Team Coordinator	19	Non-Exempt
2807	Risk Management Director	28	Exempt
1926	Sales Director	19	Exempt
1769	Senior Animal Control Officer	17	Non-Exempt
2061	Senior Auto Mechanic	20	Exempt
1854	Senior Center Coordinator	18	Exempt
2267	Senior Centers Administrator	22	Exempt
1862	Senior EHS Wells & Septic	18	Non-Exempt
2413	Senior Planner-Long Range Planning	24	Exempt
1714	Senior Public Health Educator	17	Exempt
2265	Senior Volunteer Program Administrator	22	Exempt
1981	Service Integration Consultant	19	Exempt
2221	Shelter Manager	22	Exempt
3505	Sheriff	35	Exempt
1601	Soar Caseworker	16	Non-Exempt
0914	Social Services Assistant	09	Non-Exempt
3504	Social Services Director	35	Exempt
2511	Social Work Program Manager	25	Exempt
2054	Social Work Supervisor I	20	Exempt
2262	Social Work Supervisor II	22	Exempt
2276	Social Work Supervisor III	22	Exempt
2452	Social Work Supervisor IIII	24	Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
1552	Social Worker I	15	Non-Exempt
1627	Social Worker II	16	Non-Exempt
1978	Social Worker III	19	Non-Exempt
1985	Social Worker III-Adoption & Foster Care Licensing	19	Non-Exempt
1986	Social Worker III-Community Outreach	19	Non-Exempt
2019	Soil & Water Conservation Coordinator	20	Exempt
1965	Soil Scientist I	19	Exempt
2219	Soil Scientist II	22	Exempt
1498	Solid Waste Collector Driver A	14	Non-Exempt
1332	Solid Waste Collector Driver B	13	Non-Exempt
2446	Solid Waste Fleet Manager	24	Exempt
3111	Solid Waste Management Director	31	Exempt
2021	Solid Waste Programs Supervisor	20	Exempt
1452	Special Programs Coordinator	14	Non-Exempt
1138	Senior Convenience Center Operator	11	Non-Exempt
2925	Senior Network Systems Administrator	29	Exempt
3403	Staff Attorney	34	Exempt
2926	Staff Attorney & Risk Manager-Sheriff	29	Exempt
2214	Superintendent Of Parks	22	Exempt
2216	Superintendent Of Recreation	22	Exempt
2268	Sustainability Projects Manager	22	Exempt
1499	Solid Waste Materials Transfer Operator	14	Non-Exempt
1970	Systems Administrator	19	Exempt
3112	Tax Administrator	31	Exempt
1020	Tax Clerk	10	Non-Exempt
1687	Telecommunications Assistant Supervisor	16	Non-Exempt
1851	Telecommunications Supervisor	18	Non-Exempt
1550	Telecommunications Training Officer	15	Non-Exempt
1493	Telecommunicator	14	Non-Exempt
1770	Training & Lead Animal Control Officer	17	Non-Exempt
1454	Transit Bus Dispatcher	14	Non-Exempt
1666	Transit Operations Supervisor	16	Exempt
2461	Transit Operations Planning Manager	24	Exempt

**FY 2022-23 Classification and Pay Plan
Classes by Alphabetical Order**

Class Code	Class Title	Salary Grade	FLSA Status
2920	Transportation Director	29	Exempt
1690	Transportation Coordinator I	16	Non-Exempt
2456	Transportation Planning Manager	24	Exempt
1554	Treatment Courts Case Manager	15	Non-Exempt
1812	Turfgrass Manager	18	Exempt
1318	Vehicle Appraisal Technician I	13	Non-Exempt
1482	Vehicle Appraisal Technician II	14	Non-Exempt
1557	Veterinary Health Care Technician	15	Non-Exempt
2708	Visitor Bureau Director	27	Exempt
1464	Volunteer Program Assistant-Aging	14	Non-Exempt
1740	Volunteer Program Coordinator	17	Exempt
2224	Water Resources Coordinator	22	Exempt
1982	Website & Publications Coordinator	19	Exempt
1012	Weighmaster	10	Non-Exempt
1979	Youth Behavioral Health Liaison	19	Exempt
<u>Unclassified</u>			
0001	County Commissioner		

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)).

County Contributions to Retirement Benefits

Background

Local Governmental Employees' Retirement System (LGERS)

The Local Government Employees Retirement System requires both the employer and the employee to make contributions retirement plan based on a percentage of employee earnings. The required Employer/County contribution is determined by the North Carolina Treasurer each year. While employer contributions have varied over the past few years (see chart below), the employee contribution has consistently been 6% 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
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	7.28	7.07	5.00	\$715, added maximum \$1,200 matching contribution)
2014-2015	7.55	7.07	5.00	\$715, increased matching contribution to \$1,512
2015-2016	7.15	6.74	5.00	\$715 plus matching contribution to \$1,512
2016-2017	8.00	7.25	5.00	\$715 plus matching contribution to \$1,512
2017-2018	8.25	7.56	5.00	\$715 plus matching contribution to \$1,512
2018-2019	8.50	7.75	5.00	\$715 plus matching contribution to \$1,512
2019-2020	9.70	8.95	5.00	\$715 plus matching contribution to \$1,512
2020-2021	10.90	10.15	5.00	\$715 plus matching contribution to \$1,512
2021-2022	12.10	11.35	5.00	\$715 plus matching contribution to \$1,512
2022-2023	13.10	12.10	5.00	\$715 plus matching contribution to \$1,638
2023-2024	14.10	12.85	5.00	\$757.90 plus matching contribution to \$1,742

County Contributions to Retirement Benefits – continued

Based on the Employer Contribution Rate Stabilization Policy (ECRSP), the North Carolina Treasurer Board of Trustees amended its policy for employer contribution rates to LGERS effective July 1, 2023. As such, effective July 1, 2023, the “base” employer contribution rate will change:

- The Law Enforcement Officers (LEOs) rate will increase from 13.10 to 14.10 percent of reported compensation.
- The rate for all other General Employees will increase from 12.10 to 12.85 percent of reported compensation.

Additional rates, such as rates associated with death benefits or past service liabilities, will be added to the base rate to determine the actual contribution percentage for each employer. As in past years, each employer’s total contribution rate for the upcoming fiscal year will be calculated by the Retirement Systems Division and communicated in a letter before the end of April 2023.

Supplemental Retirement Benefits for General Employees

The County contributes funds on behalf of general government employees to supplemental retirement savings accounts. The County is required by State law to make a contribution of 5 percent of salary to the 401(k) plan for each sworn law enforcement officer.

Starting in FY 2023-24, the county will apply the same cost of living increase recommended for salaries to the supplemental retirement benefits to eligible general employees. Based on the recommended 6% cost of living increase, the County will contribute \$29.15 per pay period (\$757.90 annually) to all benefit eligible employees. Employees receive this contribution whether or not they contribute themselves. Additionally, the County will contribute up to \$67 per pay period (\$1,742) as a match to an employee’s contribution.

General government employees direct the County to invest its contribution to one of the following pre-tax options:

- Empower (Prudential) 401(k) plan administered by the North Carolina Retirement System;
- MissionSquare Retirement (ICMA-RC) 457 plan; or
- Nationwide (NACo) 457.

Employees may elect to contribute an amount, within federal guidelines, to any of the plan(s) listed above as well as a post-tax (Roth) Prudential 401(k) plan.

The county will contribute a flat dollar amount of up to \$2,499. The maximum amount the County contributes is equal to 4.17% of the average Orange County salary of approximately \$60,000.

County Contributions to Retirement Benefits – continued

Manager Recommendation

The Manager recommends increasing the supplemental retirement contributions to \$29.15 per pay period County minimum contribution to an employee's choice of supplemental retirement plan(s) and to match employees' contributions up to \$67.00 per pay period for all general (non-sworn law enforcement officer) employees. Also, the Manager recommends continuing the mandated 5 percent contribution for sworn law enforcement officers.

Employee Benefits

The County provides employees with comprehensive benefit options. The following is an overview of medical, dental, vision insurance programs, and voluntary benefit offerings for FY 2023/2024.

Health Insurance

The County offers two-health plan options provided by Blue Cross Blue Shield of North Carolina (BCBSNC) or allows an employee to waive coverage under the Health Plans if covered by another health plan and receives \$100 monthly.

The health insurance programs are a Traditional Blue Options Medical Plan and a High Deductible Plan paired with a Health Savings Account (HDP/HSA). Prescription coverage is administered by Prime Therapeutics, also a division of BCBSNC.

As per Section 28-36 of the Orange County Code of Ordinances, it is the policy of Orange County to provide permanent employees both full-time and part-time (regularly scheduled at least 20 hours each workweek) with group health insurance. The County pays for 100 percent of employee only health coverage for both medical plan options. The County contributes up to \$1,416 annually to a Health Savings Account for employees enrolled in the High Deduction Plan (\$118 for each month of coverage).

The cost to the employee for group health insurance is determined each year. The Board of County Commissioners approved a 5% increase of the Health Insurance Premium Equivalents for both active and pre-65 retirees with the amount of the increase to be fully paid by the County as per Action Item 6-b at the March 21, 2023 Meeting.

The Monthly/Semi-Monthly rates are listed as follows:

PPO PLAN	Premium Equivalent	EMPLOYEE MONTHLY COST	COUNTY MONTHLY COST	EMPLOYEE SEMI-MONTHLY PAYROLL DEDUCTION	COUNTY SEMI-MONTHLY CONTRIBUTION
Employee Only	\$889.27	\$0.00	\$889.27	\$0.00	\$444.64
Employee + Child(ren)	\$1,397.13	\$229.90	\$1,167.23	\$114.95	\$583.62
Employee + Spouse	\$1,798.96	\$409.20	\$1,389.76	\$204.60	\$694.88
Employee + Family	\$2,528.82	\$734.84	\$1,793.98	\$367.42	\$896.99
HDHP PLAN	Premium Equivalent	EMPLOYEE MONTHLY COST	COUNTY MONTHLY COST	EMPLOYEE SEMI-MONTHLY PAYROLL DEDUCTION	COUNTY SEMI-MONTHLY CONTRIBUTION (INCLUDES HSA FUNDING)
Employee Only	\$750.26	\$0.00	\$986.26	\$0.00	\$493.13
Employee + Child(ren)	\$1,174.34	\$151.82	\$1,258.52	\$75.91	\$629.26
Employee + Spouse	\$1,509.86	\$271.80	\$1,474.06	\$135.90	\$737.03
Employee + Family	\$2,119.29	\$489.74	\$1,865.55	\$244.87	\$932.78

Dental Insurance

The County offers employees a comprehensive dental plan through Delta Dental of North Carolina. The monthly dental insurance premium for employee only coverage is \$30.49. The County pays 100% of employee only coverage. There are tiered coverages for employee/children, employee/spouse and family. The dental plan premiums will remain the same in FY 2023/2024.

Employee Benefits – Continued

The Monthly/Semi-Monthly rates are listed as follows:

DENTAL	Premium Equivalent	EMPLOYEE MONTHLY COST	COUNTY MONTHLY COST	EMPLOYEE SEMI-MONTHLY PAYROLL DEDUCTION	COUNTY SEMI-MONTHLY CONTRIBUTION
Employee Only	\$30.49	\$0.00	\$30.49	\$0.00	\$60.98
Employee + Child(ren)	\$82.32	\$47.74	\$34.58	\$23.87	\$69.16
Employee + Spouse	\$73.17	\$39.32	\$33.85	\$19.66	\$67.70
Employee + Family	\$106.71	\$70.20	\$36.51	\$35.10	\$73.02

Behavioral Health Benefit

The Board of County Commissioners per Action Item 6-b at the March 21, 2023 Meeting approved the implementation of a new behavioral health benefit, effective July 1, 2023, at a total cost of \$89,000 with no employee co-pay. The program provides access to mental wellness resources, guided assessment and recommendations, an immediate gateway to personalized support, and access to a therapist within three days, based on personal clinical assessments.

Vision Coverage

The County offers employees vision insurance through Community Eye Care. The vision plan premiums are paid for by employees at 100% of cost. The vision plan premiums will remain the same in FY 2023/2024.

VISION	EMPLOYEE SEMI-MONTHLY PAYROLL DEDUCTION
Employee Only	\$4.87
Employee + One	\$9.27
Employee + Family	\$13.65

Voluntary Benefit Programs

The County currently offers employees the opportunity to participate in several group offered voluntary benefit programs including flexible spending accounts, basic employee and dependent life insurance and short-term disability. Further, employees may opt into voluntary supplemental programs including long-term disability, term and universal life insurance, critical illness, accident and hospital indemnity, and pet discount, legal and identity theft insurances.

Ordinance and Policy Revisions

The Orange County Code of Ordinances Section 28-7 provides that the County Manager will be responsible to the Board for the creation of administrative rules and regulations that are consistent with and necessary to carry out the provisions of this Personnel Ordinance as well as the administration and technical direction of the personnel program.

Revision to Section 28-52 of the Orange County Code of Ordinances: Shared Leave

The purpose of the revision is to enhance eligibility for shared leave to include permanent employees with six-months of employment and to reduce the number of hours to donate

Employee Benefits – Continued

of request for those employees with shorter tenures from 80 hours to 40 hours. Currently, employees with one year of Orange County services as a permanent employee is eligible to donate or request shared leave.

The following shows the changes requested. Attached is a copy of Section 28-52 of the Ordinance with other recommended changes with no substantial change to the program.

(b) *Eligibility.*

- (1) Any permanent employee with six-months of Orange County service as a permanent employee is eligible to donate or request leave at a minimum of four hours and a maximum of 40 hours. Employees may only donate up to the amount that would not drop their Vacation Leave balance below 40 hours of leave.
- (2) Any permanent employee with one year of Orange County service or more as a permanent employee is eligible to donate or request leave at a minimum of four hours and a maximum of 80 hours. Employees may only donate up to the amount that would not drop their Vacation Leave balance below 80 hours of leave.

Revision to Premium Equivalent Option to Co-Parenting Orange County Employees

It has been the practice of Orange County for Orange County employees, co-parenting, to elect an employee only and employee with child/children plan at no cost to either employee. It is recommended to discontinue this option effective July 1, 2023. Currently, there are eight employees with this plan option and the County will grandfather their ability to elect an employee only and employee with child/children plan at no cost to either employee.

Manager Recommendation

The Manager recommends the continuance of offering medical, dental, vision plans, and current voluntary benefit plans to employees. Funding for medical and dental insurance for employees and pre-65 retirees and the implementation of a behavioral health benefit at no cost to employees has been approved by the Board of County Commissioners as per Action Item 6-b at the March 21, 2023 Meeting.

The Manager recommends an increase of overall funding for the health and dental fund of \$753,708; which includes funding for employees and pre-65 retirees as approved per Action Item 6-b at the March 21, 2023 Meeting.

The Manager recommends revision to Section 28-52 of the Orange County Code of Ordinances: Shared Leave to include eligibility for shared leave to include permanent employees with six-months of employment and other non-substantial revisions as per attachment.

The Manager recommends a change in practice of employee/county contribution for co-parenting Orange County employees effective July 1, 2023.

Living Wage

Background

The Board of County Commissioners establishes a living wage for County employees each fiscal year through the adoption of the Orange County budget. The living wage applies to all permanent and temporary employees.

In 2015, the non-profit Orange County Living Wage (OCLW) organization was established to promote private and public sector employers to pay the minimum living wage based on housing cost in Orange County. These costs are significantly higher than federal poverty guidelines for a family of four.

For 2023, the federal poverty threshold for a family of four is \$14.42 per hour. 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. The annual salary for a family of four as per the 2023 guidelines is \$30,000 or \$14.42 hourly. This represents an annual increase of \$2,250 (or \$1.08 per hour) over 2022. The 2022 annual salary for a family of four was \$27,750.

Number in Family	2015	2016	2017	2018	2019	2020	2021	2022	2023
2	\$7.66	\$7.70	\$7.81	\$7.91	\$8.13	\$8.29	\$8.38	\$8.80	\$9.48
3	\$9.66	\$9.69	\$9.82	\$9.99	\$10.25	\$10.44	\$10.56	\$11.07	\$11.95
4	\$11.66	\$11.68	\$11.83	\$12.07	\$12.38	\$12.60	\$12.74	\$13.34	\$14.42
5	\$13.66	\$13.67	\$13.84	\$14.14	\$14.50	\$14.75	\$14.92	\$15.61	\$16.89

Living Wage Certification History

In November 2015, Orange County government became a Certified Living Wage Employer by Orange County Living Wage (OCLW), which requires certification every two years. Orange County is certified through October 27, 2023.

The minimum wage for temporary and permanent employees has increased from \$12.76 per hour to \$15.85 per hour since the initial certification. The 2023 Orange County Living Wage Employee living wage for hourly workers is \$16.60 an hour or \$15.10 for employers who pay at least half of employees' health insurance costs. The OCLW standard has served as the basis for setting the minimum hourly wage for temporary employees and the lowest salary grade for permanent employees. The living wage is adjusted annually using the widely accepted Universal Living Wage Formula - which stipulates that no more than 30% of a person's gross income should be devoted to housing. There are exceptions to the OCLW for seasonal employees, work experience programs and non-benefited employees, who work less than 90 days per calendar year.

The chart below shows the living wage and entry hourly salary rate for salary grade 9 permanent employees for years 2015 through the proposed level in 2023. In review, the

Living Wage – continued

increase of the living wage to \$16.60 per hour represents an increase of \$3.65 per hour of 28.19% increase since OCLW initial certification in 2015.

Date	OC Living Wage	Entry Salary Grade 9 Wage
15-Jul	\$12.76	\$12.95
16-Jul	\$13.15	\$13.15
17-Jul	\$13.75	\$13.75
18-Jul	\$15.00	\$15.01
19-Jul	\$15.00	\$15.01
20-Jul	\$15.00	\$15.01
21-Jul	\$15.40	\$15.40
22-Jul	\$15.85	\$15.86
23-Jul	\$16.60	\$16.83

Living Wage for Participants in Subsidized Employment Programs at the Department of Social Services

The Department of Social Services manages a large employment services program and offers subsidized employment as one component. Paid work experience or subsidized employment allows clients, most of whom have barriers to employment, to gain valuable work experience using public or grant funds for a limited amount of time (generally six-months) in order to secure permanent employment in the future. As of February 2023, two employees are actively participating in these subsidized employment programs.

The subsidized employment program is funded through a combination of county, state, and federal dollars, and clients must meet eligibility criteria for the county to receive reimbursement. To be eligible to participate in this program, a client must be income eligible for Work First or Food and Nutrition Services or meet the requirements of the Workforce Innovations and Opportunity Act (WIOA). The County pays the wage of the client working either in the private sector or within a County department as a temporary employee.

At the County’s current living wage, some clients enrolled in the subsidized program do not meet the income eligibility requirements for health insurance (Medicaid) and/or food and nutrition benefits. Subsequently, when participants lose these benefits they become ineligible for participation in the employment program and further, the County will not receive state and/or federal reimbursement for wages. In an effort to avoid the disruption of benefits for participants in the subsidized and employment programs, the Manager’s Recommended Budget authorizes the County to pay new subsidized employees \$11.51 per hour, the hourly wage necessary to allow participants currently receiving Medicaid coverage to continue their coverage under Transitional Medicaid for up to 12 months. Participants may work 40 hours per week. For some WIOA clients, the grant may dictate the hourly wage to be paid and there is no income eligibility for that program. Those participants will receive the amount indicated by the grant, but not less than \$11.51 per hour.

Living Wage – continued

Manager Recommendation

The Manager recommends living wage consistent with the OCLW of \$16.60 per hour for all permanent and temporary employees effective October 23, 2023, upon recertifying as an OCLW employer. This equates to an increase in temporary salaries of approximately \$27,000; annualized temporary salaries is approximately \$36,000.

Personnel Savings Initiatives

The County achieves personnel savings through natural attrition. A summary is outlined below:

Year	Year End Available	Budgeted Salary Savings	Total Savings
2022	\$ 2,101,485	\$ 3,000,000	\$ 5,101,485
2021	\$ 2,276,647	\$ 3,000,000	\$ 5,276,647
2020	\$ 2,229,880	\$ 2,000,000	\$ 4,229,880
2019	\$ 1,674,282	\$ 2,000,000	\$ 3,674,282
2018	\$ 1,016,764	\$ 2,000,000	\$ 3,016,764
2017	\$ 2,306,521	\$ 1,500,000	\$ 3,806,521
2016	\$ 2,392,673	\$ 750,000	\$ 3,142,673

As of March 1, 2023, in review of our total salary and benefits savings to date, we are projected to meet the salary attrition savings of \$3.8 million budgeted for in FY 2022-23.

Manager Recommendation

The Manager recommends a budgetary projection for FY 2023-24 for personnel salary and benefit savings through attrition of \$3.8 million.

Retiree Health Care

Background

Health Insurance

The County provides retiree health insurance and contributes to the cost of premiums for eligible employees as per Section 28-36 (b) of the Orange County Code of Ordinances. The County is a member in the North Carolina Health Insurance Pool (NCHIP).

For an eligible retiree under age 65, a retiree is covered under the County's group health insurance plans as offered to active County employees. The Board of County Commissioners approved a 5% increase of the Health Insurance Premium Equivalents for both active and pre-65 retirees with the amount of the increase to be fully paid by the County as per Action Item 6-b at the March 21, 2023 Meeting. As of March 2023, the plan covers 127 non-Medicare eligible retirees. The total annual budget for pre-65 retirees is \$1,658,811.

The County provides Medicare supplement hospitalization, provider insurance, and prescription coverage as a Medicare Supplemental Plan. The County offers Medicare Part D (prescription drug coverage) and a Medicare Supplement Plan, which covers most remaining hospital and doctor costs after Original Medicare (Part A and Part B) has paid its share. As of March 2023, there are 347 retirees enrolled in the County's Medicare Supplement (PlanF/PlanG) programs. The total annual budget for post-65 retirees is \$1,566,816.

The total Retiree Health budget appropriate in the Health Fund is \$3,225,627. This represents a 10% increase to the retiree health budget compared to the prior fiscal year total of \$2,929,047.

	2022	2023
703970: Pre-65 Retiree	\$1,517,114	\$1,658,811
499910 - MEDICAL PREM - CO PAID	\$1,395,530	\$1,532,277
499920 - MEDICAL PREM - EMP PAID	\$121,584	\$126,534
703980: Post 65 Retiree	\$1,411,933	\$1,566,816
MEDICARE SUPP FG - CO PAID	\$920,018	\$1,005,571
MEDICARE PART D - CO PAID	\$449,675	\$507,968
MEDICARE SUPP REIMBURSEMENT	\$42,240	\$53,277
TOTAL RETIREE BUDGET	\$2,929,047	\$3,225,627

Other Post-Employment Benefits (OPEB)

GASB 74 establishes uniform financial reporting and accounting standards for state and local governments for post-employment benefits other than pensions (OPEB) and requires that expenses associated with retiree health benefits be accrued over the working lifetime of employees, rather than expensed on a pay-as-you-go basis as retirees incur claims. The Board of County Commissioners (BOCC) has funded \$8.25 million in

Retiree Health Care – continued

the OPEB Fund to prepare for the cost of retiree health insurance in the future. GASB 74 requires the presentation of the Net OPEB Liability (NOL). The GASB 74 required NOL actuary methodology and assumptions results in a higher liability than the unfunded actuarial accrued liability (UAAL).

N The following table presents information on the County’s OPEB liabilities as of June 30, 2022.

Measurement Date
June 30, 2022

Net OPEB Liability (NOL)
\$132,374,775

Actuarial Valuation Date	Net OPEB Liability (NOL)	NOL as a percentage of Covered Payroll
6/30/2022	\$132,374,775	238.2%
6/30/2021	\$161,449,960	290.5%
6/30/2020	\$137,190,344	290.4%
12/31/2019	\$106,718,695	225.9%
12/31/2018	\$95,924,108	224.3%
12/31/2017	\$96,503,866	225.6%

Actuarial Valuation Date	Unfunded Actuarial Accrued Liability (UAAL)	UAAL as a Percentage of Covered Payroll
12/31/2015	\$83,542,665	181.2%
12/31/2013	\$65,152,273	167.5%
12/31/2012	\$65,622,232	175.7%
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%

Manager Recommendation

The Manager recommends an increase of overall funding for post-65 retirees as part of the Health and Dental fund of \$154,883.

Fees

Appendix B

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
Asset Management					
Facility Rentals		County Events spaces/Community Center	NA	Events held for public purposes: \$20/Hour Private Events (Staffing Included): \$45/Hour	NA
Dept. of Environment, Ag., Parks & Rec					
Recreation		Athletic Field - Resident	\$25.00	\$40.00	2015
Recreation		Athletic Field - Non-Resident	\$37.50	\$60.00	2015
Recreation		Gym Rental - Resident	\$35.00	\$50.00	2015
Recreation		Gym Rental - Non-Resident	\$52.50	\$75.00	2015
Parks		Large Shelter at Blackwood Farm Park <4 hours Resident	NA	\$75.00	NA
Parks		Large Shelter at Blackwood Farm Park >4 hours Resident	NA	\$100.00	NA
Parks		Large Shelter at Blackwood Farm Park <4 hours Non-Resident	NA	\$80.00	NA
Parks		Large Shelter at Blackwood Farm Park >4 hours Non-Resident	NA	\$110.00	NA
Library					
Library		Hot Spot Replacement	NA	Replacement Cost	NA
Library		Flash Drive	\$3.00	\$0.00	2015
Planning & Inspections					
Current Planning Fees		Wording Clarification	Comprehensive Plan Amendment	Comprehensive Plan	2018
		Wording Clarification	Text Change	Text Amendment	2018
		Wording Clarification	Future Land Use Map Change	Future Land Use Map Amendment	2018
		Wording Clarification	Zoning Atlas Amendment	Zoning Atlas Amendment - Rezoning	2018
		Wording Clarification	Rezone to General Use Residential	Rezone to Conventional District - Residential	2018

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
		Special Use Permits	\$560.00 staff review fee, \$30.00 sign posting, \$1.00 first class mail fee for each individual parcel required to be notified of request (i.e. neighborhood meeting and public hearing)	Move to Board of Adjustment section	2021
Board of Adjustment		Wording Clarification	Residential Variance/Appeal	Appeal of Interpretation and Variance - non-residential	2021
		Wording Clarification	Nonresidential Variance/Appeal	Appeal of Interpretation and Variance - non-residential	2021
		Wording Clarification	Signs-not associated with a site plan review or approval	Sign posting fee per sign per posting event (FLUM Change, Zoning Atlas Map Amendments, Special Use Permits, Board of Adjustment Variances, Major Subdivision Concept Plans, Vacation of r/w, Partial Width r/w request)	2001
		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	\$125.00 staff review fee, \$2000.00 legal advertisement, \$30.00 sign posting, \$5.00 certified mailing fee, applied per mailing event (FLUM Change, Zoning Atlas Amendment, Special Use Permit, Board of Adjustment Variances, Major Subdivision Concept Plan, Vacation of r/w, Partial Width r/w)	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	\$250.00 staff review fee, \$2000.00 legal advertisement, \$30.00 sign posting, \$5.00 certified mailing fee, applied per mailing event (FLUM Change, Zoning Atlas Amendment, Special Use Permit, Board of Adjustment Variances, Major Subdivision Concept Plan, Vacation of r/w, Partial Width r/w)	2011

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
		Residential Variance/Appeal	\$340.00 staff review fee, \$1.00 mailing fee for each individual parcel required to be notified of request (if required)	\$340.00 staff review fee, \$1.00 mailing fee, applied per mailing event (FLUM Change, Zoning Atlas Amendment, Special Use Permit, Board of Adjustment Variances, Major Subdivision Concept Plan, Vacation of r/w, Partial Width r/w) (if required)	2021
		Nonresidential Variance/Appeal	\$540.00 staff review fee, \$1.00 mailing fee for each individual parcel required to be notified of request (if required)	\$540.00 staff review fee, \$1.00 mailing fee, applied per mailing event (FLUM Change, Zoning Atlas Amendment, Special Use Permit, Board of Adjustment Variances, Major Subdivision Concept Plan, Vacation of r/w, Partial Width r/w) (if required)	2021
	Subdivision	Major Subdivision(Under 20 proposed lots and not involving a Conditional District application)			
		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	\$310 staff review fee, \$30.00 sign posting, \$1.00 Neighborhood Information meeting mailing fee, applied per mailing event (FLUM Change, Zoning Atlas Amendment, Special Use Permit, Board of Adjustment Variances, Major Subdivision Concept Plan, Vacation of r/w, Partial Width r/w)	2011
		Preliminary Subdivision	NA	\$30 (sign)/\$1.00 (mailing)	NA
		Modification of approved subdivision - final or preliminary plat	NA	\$30 (sign)/\$1.00 (mailing)	NA
		Wording Clarification	Zoning Compliance Permit for single family/duplex residential structure(s)	Zoning Compliance Permits for single family/duplex residential structure(s)	2011
		Wording Clarification	Nonresidential - Certification Required	Nonresidential uses	2021

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
		Wording Clarification	Signs-not associated with a site plan review or approval	Sign Permits	2001
		Wording Clarification	Major (engineering modifications to the site plan, including major changes in site planning)	Major (new construction, engineering modifications to the site plan, stormwater revisions,etc.)	2001
		Wording Clarification	Minor (additions to or deletions from the site plan modification)	Minor (changes in use, site improvement without building additions)	2001
		Wording Clarification	Master Telecommunication Plan Amednment Requests	Telecommunication Antenna Collocation/Eligible Facilities Request	2015
		Wording Clarification	Vacation of rights-of-way/release of easements per vacation or release (includes advertising)	Abandonment of rights-of-way/release of easements per abandonment or release (includes advertising)	2011
		Wording Clarification	Partial Width Right Of Way request	Private Road Right-of-way request	2011
		Private Road 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	\$125.00 staff review fee, \$2,000.00 legal advertisement to match all legal advertising across fee schedule, \$30.00 sign posting, \$5.00 certified mailing fee for each individual parcel required to be notified of request	2011
		Wording Clarification	Construction Observation	Utility Construction Observation	2012
		Wording Clarification	Re-Inspection Fee	Re-Inspection Fee for failed inspection	2021
		Wording Clarification	CD	CD or thumbdrive	2011
		Comprehensive Plan Amendment			
		Text Change	\$500.00 staff review fee, \$1000.00 Legal advertisement	\$500.00 staff review fee, \$2,000 Legal Advertisement	2018

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
		Future Lane Use Map Change	\$500.00 + \$50.00/acre of impacted property, area staff review fee, \$1000.00 Legal advertisement, \$30.00 sign posting, \$1.00 first class mail fee for each individual parcel required to be notified of the Planning Board meeting and public hearing associated with the review request ²	4500.00 +\$50.00/acre of impacted property, area staff review fee, \$2,000 Legal Advertisement, \$30.00 sign posting, \$1.00 first class mail fee for each individual parcel required to be notified of the Planning Board meeting and public hearing associated with the review request	2018
		Unified Development Ordinance			
		Text Amendments	\$500.00 staff review fee, \$1000.00 Legal advertisement (i.e. newspaper ads)	\$500.00 staff review fee, \$2,000 Legal Advertisement	2018
		Zoning Atlas Amendment			
		Rezone to General Use Residential	\$500.00 staff review fee, \$1000.00 Legal advertisement, \$30.00 sign posting, \$1.00 first class mail fee for each individual parcel required to be notified of the Planning Board meeting and public hearing associated with the review request	\$500.00 staff review fee, \$2,000 Legal Advertisement, \$30.00 sign posting, \$1.00 first class mail fee for each individual parcel required to be notified of the Planning Board meeting and public hearing associated with the review request.	2018
		Rezone to General Use Non-Residential	additional \$100.00 an acre for single tracts	\$2,000.00 plus an additional \$100.00 per acre for single tracts or \$50.00 per acre for a petition involving multiple tracts of property – staff review fee \$2,000 Legal Advertisement (i.e. newspaper ads) \$30.00 sign posting fee \$1.00 mailing fee for each individual parcel required to be notified of request	2016

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
		Rezone to Conditional District	\$2000.00 staff review fee, \$1,000 Legal Advertisement, \$30.00 sign posting, \$1.00 first class mail fee for each individual parcel required to be notified of the Neighborhood meeting, the Planning Board meeting, and public hearing associated with the review request. If application proposes a 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.	\$2000.00 staff review fee, \$2,000 Legal Advertisement, \$30.00 sign posting, \$1.00 first class mail fee for each individual parcel required to be notified of the Neighborhood meeting, the Planning Board meeting, and public hearing associated with the review request. If application proposes a 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.	2021
Board of Adjustment	Subdivision	Preliminary	\$600.00 staff review fee, \$1,000 Legal Advertisement	\$600.00 staff review fee, \$2,000 Legal Advertisement	2021
		Modification of approved subdivision preliminary or final plat	\$500.00 staff review fee, \$1,000 Legal Advertisement (i.e. newspaper ads)	\$500.00 staff review fee, \$2,000 Legal Advertisement (i.e. newspaper ads)	2021
Erosion Control/Stormwater Management		Erosion and Sedimentation Control Plan Review and Inspection Fees			
		Residential and Non-Residential development	\$125 / \$100 per acre lot \$150 per disturbed acre or fraction thereof \$300 per disturbed acre or fraction thereof	\$300 minimum + \$300/ac	2022
		Land Disturbing (Grading) Permits			
		Less than 10 acres	\$300 flat fee \$300 per disturbed acre or fraction thereof	\$600 minimum + \$600/ac	2021
		Greater than 10 acres but less than 25 acres	\$600 per disturbed acre or fraction thereof	\$1,200/ac	2021
		Greater than 25 acres	\$900 per disturbed acre or fraction thereof, not to exceed 150 acres	\$1,800/ac	2021

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
Inspections		Permit Change fee	NA	\$50 - \$100	NA
		Change of Contractor fee	NA	\$25.00	NA
	Commercial	Reinspection fee (no charge for 1st rejection per trade. All subsequent rejections will result in fee)	\$110.00	First re-inspection free (one). Additional re-inspections will be assessed \$110 fee. Inspections that fail for second or more times (same trade inspection) will be assessed an additional \$100 fee added to re-inspection fee (\$110), compounded for each additional re-inspection for that same trade inspection.	2018
	Residential	Reinspection fee (no charge for 1st rejection per trade. All subsequent rejections will result in fee)	\$110.00	First re-inspection free (one). Additional re-inspections will be assessed \$110 fee. Inspections that fail for second or more times (same trade inspection) will be assessed an additional \$100 fee added to re-inspection fee (\$110), compounded for each additional re-inspection for that same trade inspection.	2018
		Temporary Certificate of Compliance application fee	NA	\$100.00	NA
		Wording Clarification	Plan Review	Plans Review-Amendment Fee	
		Plans Review- Amendment Fee	0.0203/sq. ft. \$25.00 min. 12% surcharge for Hillsborough	\$125 minimum (subject to increase adjustment for extent and complexity of review, up to maximum \$250), assessed when previously reviewed plans are submitted with significant revisions.	2018
		Residential (1&2 family) Plans Review	0.0203/sq. ft. \$25.00 min. 12% surcharge for Hillsborough	.0203/sq.ft. \$125. min. 15% surcharge for Hillsborough	2018
		Schedule A			2018

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
		New Residential (1&2 family)	.394/sq.ft (all trades included)	0.414 (all trades included)	2018
		Building	.160/sq.ft / \$110 Min	.165/sq.ft / \$110 Min	2018
		Electrical	.074/sq.ft / \$110 Min	.079/sq.ft / \$110 Min	2018
		Plumbing	.074/sq.ft / \$110 Min	.079/sq.ft / \$110 Min	2018
		Mechanical	.086/sq.ft / \$110 Min	.091/sq.ft / \$110 Min	2018
		Plans Review	.0203/sq.ft. \$25. min. 12% surcharge for Hillsborough	remove	2018
		Schedule B			
		Residential renovations and accessory structures (1&2 family)	.23 per square foot.	remove	2006
		Building	.293/sq.ft.	.298/sq.ft.	2018
		Electrical	\$83.00	\$110.00	2018
		Plumbing	\$83.00	\$110.00	2018
		Mechanical	\$83.00	\$110.00	2018
		Plans review	.0203/sq.ft. \$25. min. 12% surcharge for Hillsborough	remove	2018
		Schedule E			
		Woodstove/Fireplace			

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
		Commercial	\$55.00	\$55 each appliance	2018
		Residential	\$55.00	\$55 each appliance	2018
		Temporary Electrical Final Inspection-Residential	\$83.00	\$110.00	2018
		Temporary Electrical Final Inspection-Commercial	\$110.00	\$125.00	2018
Animal Services					
		Pet Tax-Sterilized Cats and Dogs	\$10.00	\$0.00	2010
		Pet Tax-Non Sterilized Cats and Dogs	\$30.00	\$0.00	2010
		Pet Tax-Dogs and Cats under 6 months of age	\$10.00	\$0.00	2012
		Pet Tax-Late Fee	\$5.00	\$0.00	2012
Health Department					
	Environmental				
		Well permits	\$550.00	\$500.00	2022
		Wording Revision	Any Permit Revision with a Site Visit	Any Application Revision with Field Visit	2022
		Wording Revision	Any Permit Revision without a Site Visit	Any Application Revision without Field	2022
		Mobile Food Unit Plan Review	\$150.00	\$200.00	2022
		Plan Review - Swimming Pools	\$400.00	\$450.00	2019
		Annual/Year Round Pool/Spa Permit	\$400.00	\$450.00	2019
		Seasonal Public Pool Permit	NA	\$400.00	NA
		Septic Tank Manufacturer Yard Inspection	\$345.00	\$200/yard visit +\$10 per tank	2017
		Septic Tank Contractor Fee - Annual Renewal	\$50.00	\$0.00	2021
		Credit Card Usage Fee	NA	At Cost	NA
Personal Health	80048	Metabolic Panel, Basic (UNC Lab)	\$8.46	\$8.00	2019
	80053	Comprehensive Metabolic Panel (UNC Lab)	\$10.56	\$11.00	2019
	80061	Lipid Panel (Fasting) - (UNC Lab)	\$13.39	\$13.00	2019
	80069	Renal Function Panel (UNC Lab)	\$8.68	\$9.00	2019
	80076	Hepatic Function Panel (UNC Lab)	\$9.08	\$8.00	2019
	80178	Lithium Level (UNC Lab)	\$8.16	\$7.00	2019
	80306	Urine Toxicology Screen (UNC Lab)	\$17.14	\$17.00	2019

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
	80307	Drug Test (UNC Lab)	\$62.14	\$62.00	2019
	81000	U/A (W/Micro) (UNC Lab)	\$4.02	\$4.00	2019
	81240	F2 Fene Analysis 20210G > A Variant (UNC Lab)	\$65.69	\$66.00	2022
	82040	Albumin Serum (UNC Lab)	\$4.95	\$5.00	2019
	82043	Urine Microalbumin/Creatinine Ratio (UNC Lab)	\$7.14	\$6.00	2019
	82044	Urine Micro-Albumin (UNC Lab)	\$6.23	\$6.00	2019
	82105	Quad Screening (UNC Lab)	\$18.64	\$17.00	2019
	82150	Amylase (UNC Lab)	\$6.48	\$6.00	2019
	82239	Bile Acid Test (UNC Lab)	\$17.12	\$17.00	2019
	82247	Total Bilirubin (UNC Lab)	\$5.02	\$5.00	2019
	82248	Direct Bilirubin (UNC Lab)	\$5.02	\$5.00	2019
	82270	Hemoccult (UNC Lab)	\$4.38	\$4.00	2019
	82274	Fecal Immunochemical Test (UNC Lab)	\$15.92	\$16.00	2019
	82306	Vitamin D 25 (UNC Lab)	\$29.60	\$30.00	2019
	82310	Ca (UNC Lab)	\$5.16	\$5.00	2019
	82374	CO2 (UNC Lab)	\$4.88	\$5.00	2019
	82435	CL (UNC Lab)	\$4.60	\$5.00	2022
	82465	Total Cholesterol (UNC Lab)	\$4.35	\$4.00	2019
	82550	Assay of CK (UNC Lab)	\$6.51	\$7.00	2019
	82565	CREAT (UNC Lab)	\$5.12	\$5.00	2019
	82570	24 Hour Urine Creatinine (UNC Lab)	\$5.18	\$5.00	2019
	82570	Urine creatinine ratio (UNC lab)	NA	\$5.18	NA
	82607	B12 (UNC Lab)	\$15.08	\$15.00	2019
	82677	Assay of Estriol (UNC Lab)	\$24.18	\$24.00	2019
	82728	Ferritin (UNC Lab)	\$13.63	\$14.00	2019
	82746	Folate (UNC Lab)	\$14.70	\$15.00	2019
	82784	Iga (UNC Lab)	\$9.30	\$9.00	2019
	82947	GLU (UNC Lab)	\$3.93	\$4.00	2019
	82962	Glucose Blood Test (UNC Lab)	\$3.28	\$3.00	2019
	83001	FSH (UNC Lab)	\$18.58	\$19.00	2019
	83002	Luteinizing Hormone (UNC Lab)	\$18.52	\$19.00	2019
	83020	Hemo. Elect (UNC Lab)	\$14.30	\$14.00	2019

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
	83021	Hemoglobin/Thalassemia Profile (UNC Lab)	\$12.87	\$18.00	2019
	83036	Hemoglobin A1C (UNC lab)	NA	\$9.71	2019
	83516	Ttg (UNC Lab)	\$11.53	\$12.00	2019
	83540	Iron Profile (FE): IBC (UNC Lab)	\$6.47	\$6.00	2019
	83550	Iron Binding Test (UNC Lab)	\$8.74	\$9.00	2019
	83615	LDH (UNC Lab)	\$6.04	\$6.00	2019
	83655	Blood Lead (UNC Lab)	\$12.11	\$12.00	2019
	83690	Lipase (UNC Lab)	\$6.89	\$7.00	2019
	83718	Lipid Panel (Non-Fasting) HDL (UNC Lab)	\$8.19	\$8.00	2019
	83721	LDL (UNC Lab)	\$10.50	\$11.00	2019
	83735	Assay of Magnesium (UNC Lab)	\$6.70	\$7.00	2019
	83930	Assay of Blood Osmolality (UNC Lab)	\$6.61	\$7.00	2019
	83970	Assay of Parathormone (UNC Lab)	\$41.28	\$41.00	2019
	84080	ALK PHOS (UNC Lab)	\$14.78	\$15.00	2019
	84100	Assay of Inorganic Phosphorus (UNC Lab)	\$4.74	\$5.00	2022
	84132	K (UNC Lab)	\$4.76	\$5.00	2019
	84146	Prolactin (UNC Lab)	\$19.38	\$19.00	2019
	84152	Assay of PSA Complexed (UNC Lab)	\$18.39	\$18.00	2022
	84153	PSA Screen, Total (UNC Lab)	\$18.39	\$18.00	2019
	84154	PSA Diagnostic, Free (UNC Lab)	\$18.39	\$18.00	2019
	84155	TP-Serum (UNC Lab)	\$3.67	\$4.00	2019
	84156	TP-Urine (UNC Lab)	\$3.67	\$4.00	2019
	84156	Urine protein ratio (UNC lab)	NA	\$3.67	NA
	84295	NA (UNC Lab)	\$4.81	\$5.00	2019
	84436	Thyroxine (T4) - (UNC Lab)	\$6.87	\$7.00	2019
	84439	T4 - Thyroid (UNC Lab)	\$9.02	\$9.00	2019
	84443	TSH (UNC Lab)	\$16.80	\$17.00	2019
	84450	SGOT, AST (UNC Lab)	\$5.18	\$5.00	2019
	84460	SGPT, ALT (UNC Lab)	\$5.30	\$5.00	2019
	84466	Iron Profile/Tranferrin: % Saturation (UNC Lab)	\$12.76	\$13.00	2019
	84478	TRIG (UNC Lab)	\$5.74	\$6.00	2019
	84479	T3U (UNC Lab)	\$6.47	\$6.00	2019

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
	84480	T3 - Total (UNC Lab)	\$14.18	\$14.00	2019
	84481	T3 - Free (UNC Lab)	\$16.94	\$17.00	2019
	84520	BUN (UNC Lab)	\$3.95	\$4.00	2019
	84550	Uric Acid (UNC Lab)	\$4.52	\$5.00	2019
	84702	QUANT HCG/Serum (UNC Lab)	\$15.05	\$15.00	2019
	85014	Hematocrit (UNC Lab)	\$2.37	\$2.00	2019
	85025	CBC with Diff (UNC Lab)	\$7.77	\$8.00	2019
	85027	CBC w/o Diff (UNC Lab)	\$6.47	\$6.00	2019
	85046	Reticyte/hgb concentrate (UNC Lab)	\$5.57	\$6.00	2019
	85300	Antithrombin III activity (UNC lab)	NA	\$11.85	NA
	85300	Antithrombin III Test (UNC lab)	NA	\$11.85	NA
	85303	Clot Inhib Protein C, Activ (UNC Lab)	\$13.84	\$14.00	2022
	85306	Clot Inhib Protein S, Free (UNC Lab)	\$15.32	\$15.00	2022
	85397	Clotting function activity not otherwise specified (UNC lab)	NA	\$30.86	NA
	85397	Protein S Activity (UNC lab)	NA	\$30.86	NA
	85610	INR (UNC lab)	NA	\$4.29	NA
	85611	Prothrombin Time (UNC Lab)	\$3.94	\$4.00	2019
	85651	SED Rate (UNC Lab)	\$4.27	\$4.00	2019
	85660	Sickle Cell (UNC Lab)	\$5.51	\$6.00	2019
	86038	ANA (anti-nuclear antibody) titer (UNC Lab)	\$12.09	\$12.00	2019
	86039	Confirmation, if ANA+ (UNC Lab)	\$11.16	\$11.00	2019
	86147	Cardiolipin Antibody (UNC Lab)	\$25.45	\$25.00	2022
	86225	DNA Antibody, Nat V-2 Stand (UNC Lab)	\$13.74	\$14.00	2022
	86336	Inhibin a (UNC Lab)	\$15.59	\$16.00	2019
	86376	Microsomal Antibody (UNC Lab)	\$14.55	\$15.00	2022
	86403	Particle agglut antibody screen (UNC Lab)	\$11.54	\$12.00	2019
	86430	RA Factors - Qual (UNC Lab)	\$6.14	\$6.00	2019
	86431	RA Factors - Quan (UNC Lab)	\$5.67	\$6.00	2019
	86480	TB Blood Test (UNC Lab)	\$61.98	\$62.00	2019
	86592	Syphilis Qualitative (UNC Lab)	\$4.27	\$4.00	2019
	86593	Syphilis Quantative (UNC Lab)	\$4.40	\$4.00	2019

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
	86644	CMV Antibody (UNC Lab)	\$14.39	\$14.00	2019
	86645	CMV Antibody, IGM (UNC Lab)	\$16.85	\$17.00	2019
	86677	H. Pyloric (UNC Lab)	\$16.85	\$17.00	2019
	86695	Herpes Simplex Antibodies Type 1 (UNC Lab)	\$13.19	\$13.00	2019
	86696	Herpes Simplex Antibodies Type 2 (UNC Lab)	\$19.35	\$19.00	2019
	86704	Hep B Core Antibody Total (UNC Lab)	\$12.05	\$12.00	2019
	86705	Hep B Core Antibody Igm (UNC Lab)	\$11.77	\$12.00	2019
	86706	Hepatitis B Surface Antibody (UNC Lab)	\$10.74	\$11.00	2019
	86707	Hepatitis B e Antibody (UNC lab)	NA	\$11.57	2019
	86709	Hepatitis A Antibody (UNC Lab)	\$11.26	\$11.00	2019
	86735	Mumps Virus AB IGG (UNC Lab)	\$13.05	\$13.00	2019
	86747	Parvovirus (UNC Lab)	\$15.03	\$15.00	2022
	86757	RMSF (Convalescent) (UNC Lab)	\$19.35	\$19.00	2019
	86762	Rubella (UNC Lab)	\$14.39	\$14.00	2019
	86765	Rubeola (measles) AB IGG (UNC Lab)	\$12.88	\$13.00	2019
	86777	Toxoplasma Antibody (UNC Lab)	\$14.39	\$14.00	2019
	86778	Toxoplasma Antibody, IGM (UNC Lab)	\$14.41	\$14.00	2019
	86787	Varicella Immune Status Test (UNC Lab)	\$12.88	\$13.00	2019
	86790	Rabies Titer (UNC Lab)	\$12.88	\$13.00	2019
	86803	Hep C Antibody (UNC Lab)	\$14.27	\$14.00	2019
	86804	Hepatitis C RIBA (UNC Lab)	\$15.49	\$15.00	2019
	86850	Antibody Identification (UNC Lab)	\$9.77	\$10.00	2019
	86850	HC antibody screen with cold adsorption exp. (UNC Lab)	NA	\$9.77	NA
	86850	HC antibody screen with eluate exp. (UNC Lab)	NA	\$9.77	NA
	86850	HC antibody screen with warm adsorption exp. (UNC Lab)	NA	\$9.77	NA
	86900	ABO Group (UNC Lab)	\$2.99	\$3.00	2019
	86900	HC ABO group (UNC lab)	NA	\$2.99	2019
	86901	RH Type (UNC Lab)	\$2.99	\$3.00	2019
	86901	HC blood typing RH D (UNC lab)	NA	\$3.00	2019
	87070	Other Bacterial Culture (UNC Lab)	\$8.62	\$9.00	2019

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
	87077	Culture Aerobic Identify (UNC Lab)	\$8.08	\$8.00	2019
	87081	Culture Screen Only (UNC Lab)	\$6.63	\$7.00	2019
	87086	Urine Culture (UNC Lab)	\$8.07	\$8.00	2019
	87101	Culture, Fungal Dermatology Screen (UNC Lab)	\$7.71	\$8.00	2019
	87106	Culture Fungi-Identif (UNC Lab)	\$10.32	\$10.00	2022
	87166	Sputums (UNC Lab)	\$11.30	\$11.00	2019
	87176	Homogenization, Tissue for Culture (UNC Lab)	\$5.88	\$6.00	2019
	87177	Ova/Parasite Stool Screen (UNC Lab)	\$8.90	\$9.00	2019
	87181	Antibiotic Sens, Agar Diffusn, Ea (UNC Lab)	\$4.75	\$5.00	2019
	87184	Microbe Susceptible Disk (UNC Lab)	\$7.48	\$7.00	2019
	87186	Antibiotic Sens, Mic, Each (UNC Lab)	\$8.65	\$9.00	2019
	87205	STAT Male Smear (UNC Lab)	\$4.27	\$4.00	2019
	87206	Fungal Direct Test (FDIR) (UNC Lab)	\$5.39	\$5.00	2019
	87220	Skin KOH (UNC Lab)	\$4.27	\$4.00	2019
	87255	Herpes Simplex Culture (UNC Lab)	\$33.86	\$34.00	2019
	87269	Parasitology Test #9807-Giardia (UNC Lab)	\$13.61	\$14.00	2019
	87272	Parasitology Test #9807-Cryptosporidium (UNC Lab)	\$11.98	\$12.00	2019
	87338	IAAD/A H. Pylori/Stool (UNC Lab)	\$14.38	\$14.00	2019
	87340	HBsAG (UNC Lab)	\$10.33	\$10.00	2019
	87341	Hep B Surface Ag Eia (UNC Lab)	\$10.33	\$10.00	2019
	87350	Hepatitis B e Antigen (UNC lab)	NA	\$11.53	NA
	87389	HIV-1 Ag with HIV-1 and HIV-2 AB (UNC Lab)	\$24.08	\$24.00	2022
	87420	RSV Antigen Screen (UNC Lab)	\$13.91	\$14.00	2022
	87491	GC NAAT - Bill Together with 87491(UNC Lab)	\$35.09	\$35.00	2019
	87502	Influenza Test (UNC Lab)	\$95.80	\$96.00	2019
	87506	Microbiology Stool (GI Panel (UNC Lab)	\$262.99	\$263.00	2019
	87522	Hep C Viral (UNC Lab)	\$42.84	\$43.00	2019
	87529	HSV 1 & 2 PCR (UNC Lab)	\$35.09	\$35.00	2019
	87535	HIV Probe and Reverse Transcript (UNC Lab)	\$35.09	\$35.00	2019

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
	87536	IADNA HIV 1 Quant & Reverse Transcript (UNC Lab)	\$85.10	\$85.00	2019
	87591	GC NAAT - Bill Together with 87491 (UNC Lab)	\$35.09	\$35.00	2019
	87624	Pap HPV (UNC Lab))	\$35.09	\$35.00	2019
	87634	RSV DNA/RNA AMP Probe (UNC Lab)	\$70.20	\$70.00	2019
	87635	ADNA SARS-COV-2/COVID19 Amplified Probe TQ (UNC Lab)	\$100.00	\$51.00	2019
	87800	Detection Test for Multiple Organisms (UNC Lab)	\$43.67	\$44.00	2019
	87802	Strep B (UNC Lab)	\$12.73	\$13.00	2019
	87804	Influenza A & B (UNC Lab)	\$16.55	\$17.00	2019
	87880	Strep A (UNC Lab)	\$16.53	\$17.00	2019
	87902	Hep C Genotype (UNC Lab)	\$257.45	\$257.00	2019
	88142	Cytopath Cer/Vag Thin Layer (UNC Lab)	\$20.26	\$20.00	2019
	88175	Pap Thin Prep (UNC Lab)	\$26.61	\$27.00	2019
	88305	Tissue Exam by Pathologist - Surg Path IV (UNC)	\$49.76	\$50.00	2019
	90619	Meningococcal conjugate vaccine, serogroups ACYW-MENQUADFI	NA	\$145.21	NA
	90620	Meningococcal recombinant protein and outer membrane vesicle vaccine, serogroup B (MenB-4C), 2 dose schedule - BEXSERO	\$169.72	\$187.04	2022
	90621	Meningococcal recombinant lipoprotein vaccine, serogroup B, 2 or 3 dose schedule - TRUMENBA	\$138.93	\$227.92	2022
	90632	Hepatitis A vaccine, adult dose - HAVRIX	\$40.70	\$68.88	2022
	90633	Hepatitis A vaccine, pediatric/adolescent dose, 2 dose - HAVRIX	\$28.44	\$30.70	2022
	90636	Hepatitis A and Hepatitis B recombinant vaccine, 3 doses - TWINRIX	\$87.50	\$105.33	2022

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
	90647	Hemophilus Influenzae B vaccine (Hib), PRP-OMP conjugate, 3 dose - PedVaxHIB	\$28.80	\$28.86	2022
	90648	Hemophilus Influenzae B vaccine (Hib), PRP-T conjugate, 4 dose - ActHIB	\$11.78	\$12.23	2022
	90651	Human Papillomavirus vaccine types 6, 11, 16, 18, 31, 33, 45, 52, 58, nonavalent (HPV), 2 or 3 dose - GARDASIL 9	\$253.60	\$268.77	2022
	90662	Influenza vaccine (IIV3-HD), for 65 years of age and up - FLUZONE HIGH DOSE	\$59.34	\$62.27	2022
	90670	Pneumococcal conjugate vaccine, 13 valent (PCV13) - PREVNAR 13	\$209.61	\$224.92	2022
	90671	Pneumoccal 15-valent conjugate vaccine 6 weeks through 17 years-VAXNEUVANCE	NA	\$216.08	NA
	90675	Rabies Vaccine - IMOVAX RABIES	\$364.12	\$382.33	2022
	90677	Pneumococcal 20 valent conjugate vaccine- PREVNAR 20 adults 18 years and older	NA	\$247.22	2022
	90680	Rotavirus vaccine, pentavalent (RV5), 3 dose - ROTATEQ	\$90.42	\$93.18	2022
	90681	Rotavirus vaccine, human, attenuated (RV1), live, oral, 2 dose - ROTARIX	\$119.89	\$127.14	2022
	90682	Influenza vaccine (RIV4), quadrivalent, preservative free, 18 year and above - FLUBLOK	\$59.34	\$62.27	2022
	90686	Influenza vaccine (IIV4), quadrivalent, preservative free, 3 years and above - FLUZONE	\$18.42	\$18.49	2022
	90696	Diphtheria, tetanus toxoid, and acellular pertussis vaccine and inactivated poliovirus vaccine (DTaP-IPV), for 4 to 6 years of age - KINRIX	\$53.67	\$53.93	2022
	90696	Diphtheria, tetanus toxoid, and acellular pertussis vaccine and inactivated poliovirus vaccine (DTaP-IPV), for 4 to 6 years of age - QUADRACEL	\$54.50	\$53.36	2022

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
	90698	Diphtheria, tetanus toxoids, acellular pertussis vaccine, Hemophilus influenza Type B, and inactivated poliovirus vaccine (DTaP-IPV/Hib) -	\$105.28	\$106.42	2022
	90700	Diphtheria, tetanus toxoids, and acellular pertussis vaccine (DTaP), for 7 years or younger - DAPTACEL	\$26.02	\$26.74	2022
	90700	Diphtheria, tetanus toxoids, and acellular pertussis vaccine (DTaP), for 7 years or younger - INFANRIX	\$21.53	\$23.82	2022
	90707	Measles, mumps, and rubella virus vaccine (MMR), live - M-M-R II	\$87.31	\$89.86	2022
	90707	Measles, Mumps and Rubella vaccine, live-PRIORIX	NA	\$87.24	NA
	90710	Measles, mumps, and rubella AND varicella virus vaccine, live-PROQUAD	\$250.01	\$262.36	2022
	90713	Poliovirus vaccine (IPV), inactivated - IPOL	\$36.80	\$38.60	2022
	90714	Tetanus and diphtheria toxoids (Td) adsorbed, preservative free, for 7 years or older - TENIVAC	\$33.07	\$34.44	2022
	90715	Tetanus, diphtheria toxoids and acellular pertussis vaccine (Tdap), for to 7 years or older - ADACEL	\$43.12	\$44.36	2022
	90715	Tetanus, diphtheria toxoids and acellular pertussis vaccine (Tdap), for to 7 years or older - BOOSTRIX	NA	\$40.32	NA
	90723	Diphtheria, tetanus toxoids, acellular pertussis vaccine, Hepatitis B, and inactivated poliovirus vaccine (DTaP-Hep B-IPV) - PEDIARIX	\$74.20	\$69.10	2022
	90734	Meningococcal conjugate vaccine, serogroups A,C,Y and W-135 quad (MenACWY or MCV4) - MENVEO	\$114.30	\$123.55	2022
	90739	Hepatitis B vaccine (Hep B), adult dosage, 2 dose - HEPLISAV	\$108.41	\$95.23	2022
	90744	Hepatitis B vaccine (Hep B), pediatric/adolescent dosage, 3 dose - ENGERIX PEDS	\$17.06	\$18.39	2022
	90744	Hepatitis B vaccine (Hep B), pediatric/adolescent dosage, 3 dose - RECOMBIVAX HB PEDS	\$20.14	\$20.72	2022
	90746	Hepatitis B vaccine (Hep B), adult dosage - ENGERIX-B	\$43.12	\$47.80	2022

B - FY2023-24 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2023-24	Last Revision
	90746	Hepatitis B vaccine (Hep B), adult 20 years and older, 3 dose-RECOMBIVAX HB ADULT	NA	\$53.68	2022
	90750	Zoster Vaccine recombinant, adjuvanted, 50 years or older - SHINGRIX	\$161.85	\$183.41	2022
	J7296	Kyleena IUD	\$249.00	At acquisition cost	2022
	J7296ud	Kyleena IUD	\$249.00	At acquisition cost	2022
	J1050	Medroxyprogesterone acetate (Depo), 1 mg (150 units)	\$0.87	At acquisition cost	2022
	J1050ud	Medroxyprogesterone acetate (Depo), 1 mg (150 units)	\$0.87	At acquisition cost	2022
	J1885	Ketorolac IM Injection, per 15mg (Toradol) (non-340b)	\$20.00	At acquisition cost	2022
	J7297	Liletta IUD	\$100.00	At acquisition cost	2022
	J7297ud	Liletta IUD	\$100.00	At acquisition cost	2022
	J7300	Paragard IUD	\$253.58	At acquisition cost	2022
	J7300ud	Paragard IUD	\$253.58	At acquisition cost	2022
	J7301	Skyla IUD	\$142.49	At acquisition cost	2022
	J7301ud	Skyla IUD	\$142.49	At acquisition cost	2022
	J7303	Nuvaring (3 pack)	\$10.45	At acquisition cost	2022
	J7307	Nexplanon	\$399.00	At acquisition cost	2022
	S5001	Plan B Emergency Contraception	\$19.71	At acquisition cost	2022
	S5001	Ella Emergency Contraception	NA	At acquisition cost	NA
	S5001	Ella Emergency Contraception	NA	At acquisition cost	NA
Solid Waste - Enterprise Fund					
Environmental Support		7 Gallon Counter Top Compost Bin	NA	\$20.00	NA

[*Link to Current Fee Schedule](#)

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.

Unassigned Fund Balance

15. The County will strive to maintain an unassigned balance in the general fund of a range from 16% to 20% of budgeted general fund operating expenditures each fiscal year. The amount of unassigned fund balance maintained during each fiscal year should not fall below 16% of budgeted general fund operating expenditures.
16. To the extent that the General Fund unassigned fund balance exceeds 20% percent, excess funds of up to \$250,000 shall be set aside as committed fund balance to reduce the County’s Other Post-Employment Benefits (OPEB) liabilities. Any additional balances may be appropriated by the Board of County Commissioners to fund Debt Service, School Capital Needs, County Capital Needs, one-time expenditures, and Climate Change Mitigation Efforts.

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 AAA (Fitch), Aaa (Moody's Investor Services) and AAA (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.

10-Year Capital Investment Plan (CIP)

27. The County will review and adopt a ten-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 4, 2023

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 Finance Officer. 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 Finance Officer is charged with the responsibility of cash management and investment. The Finance Officer 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 Finance Officer 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 Finance Officer, 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 Finance Officer 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 Finance Officer 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 Finance Officer 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 Finance Officer in the vault of the Finance Services Department.

INTERNAL CONTROLS

The Finance Officer 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 Finance Officer 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. 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 each fiscal year, the County Manager shall present to the Board the ten-year County and School capital needs and funding plans in the form of a Capital Investment Plan. The Board of County Commissioners will adopt a ten-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 ten-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)
- 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.

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 ten-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 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.

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 operations,
2. Secure and maintain highly rated investment grade bonds,
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. Non-spendable - 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 non-spendable, 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 AAA (Fitch), Aaa (Moody's Investor Services) and AAA (Standard & Poor's). Part of the County's fiscal policy is aimed at 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 within the range of 16-20% 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 16% percent of budgeted general fund operating expenditures.
2. The County will strive to be at the top end of the range during periods of economic strength, and utilize the fund balance range to maintain essential services during recessions or other major events.
3. To the extent that the General Fund unassigned fund balance exceeds 20% percent, excess funds of up to \$250,000 shall be set aside as committed fund balance to reduce the County's Other Post-Employment Benefits (OPEB) liabilities. Any additional balances may be appropriated by the Board of County Commissioners to fund Debt Service, School Capital Needs, County Capital Needs, one-time expenditures and Climate Change Mitigation Efforts.
4. 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 Chief Financial Officer 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.
5. Management is expected to manage the budget so that revenue shortfalls and expenditure increases do not impact the County's unassigned fund balance. If a catastrophic economic event occurs that requires a 5% 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 unassigned fund balance to the required level.

Enterprise Funds - (Solid Waste, 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 – Health and Dental Fund - total net assets shall maintain a positive balance to illustrate the internal nature of recovery fees for services performed in self-insuring

May 2, 2023

employees of the County. Additionally, the net assets of the fund will demonstrate adequate funding for incurred, but not reported claims.

Rescission

This policy supersedes any policy in place prior to this date.

May 2, 2023

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 5.5 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.

Budget Administration

As required by the North Carolina Budget and Fiscal control Act the County adopts an annual budget ordinance for all funds except those authorized by project ordinance. Orange County governmental funds budgeted under project ordinances include Grant Projects Fund, Community Development Fund, County Capital Projects Fund, and School Capital Projects Fund.

Amending the Budget

Appropriations to the various funds are formally budgeted on a functional basis. The County Manager is authorized to approve appropriation transfers *within* all functions except the Contingency account, which is included in the General Government function. Revisions that alter the total expenditures of any functional category or fund, including amendments to capital project ordinances and receipt or reduction of grant or new funds, must be approved by the Board of County Commissioners. In addition, appropriations from the Contingency account must be approved by the Board.

Encumbrances

Operating funds encumbered by the County as of June 30 of the fiscal year are re-appropriated through the County's annual budget ordinance (Section 13).

Line Item (Object Code) Transfers

Inter-departmental line item transfer requests are processed in the Finance and Administrative Services Department. Normal operating category allocations may be freely transferred within a department's line items. Other operating monies, such as internal service charges for motor pool, telephone, and duplicating, cannot be transferred. Use of unspent personnel services monies are approved on a case by case basis. Additions to capital outlay must be approved by the County Manager or Assistant County Manager. In addition, line item transfers exceeding \$25,000 and transfers between departments, within a function, are to be reviewed by the County Manager's Office.

Purchase Orders

Requests for purchase orders originate at the department level for all purchases exceeding \$500. Purchase orders are pre-audited by the Finance Director and approved and issued by the Finance and Administrative Services Department. For items costing \$500 or less, payment requests are issued by each department.

Capital Outlay

All items exceeding \$500 are considered capital outlay items and are approved by the County Manager before purchase. Finance and Administrative Services maintains a listing of approved capital outlay. Requests for technology equipment are approved by the Information Technologies Department.

Position Control

Finance and Administrative Services maintains a listing of approved permanent positions. The position count is maintained in full time equivalents (FTE). The County Manager approves temporary increases in the full time equivalent for up to one year assignments. Temporary part time positions that work less than 15 hours per week may be authorized by the department head. All increases in full time equivalents must be approved by the Board of County Commissioners.

Glossary

Ad Valorem Tax - A tax levied in proportion to the value of a property.

Allocate - To set apart portions of budgeted expenditures that are specifically designated to organizations for special activities or purposes.

Annual Budget - A budget covering a single fiscal year.

Appropriation - The amount budgeted on a yearly basis to cover projected expenditures that the Board of Commissioners legally authorizes through the Budget Ordinance.

Approved Budget - The budget as formally adopted by the Board of County Commissioners for the upcoming fiscal year.

Assessed Valuation - The estimated dollar value placed upon real and personal property by the County Assessor as the basis for levying property taxes. The General Assembly exempted household personal property from taxation effective July 1, 1987.

Authorized Bonds - Bonds which have been legally authorized but may or may not be sold.

Balanced Budget - Occurs when planned expenditures anticipated revenues. In North Carolina, it is required that the budget submitted to the Board of County Commissioners be balanced.

Base Budget – A tool that provides the departments and the County Manager a starting point for evaluating budget decisions for the upcoming budget cycle. The Base budget is the same as the current year's original budget with two exceptions:

- 1) All natural personnel changes that occur in the fiscal year are included.
- 2) All recurring capital requests are set back to zero, as those are typically irregular expenditures.

Board of County Commissioners - Seven-member Board elected by district and at large by the voters of the County for four-year terms.

Bond - A written promise to pay a specific amount of money with interest within a specific time period, usually long-term.

Bond Rating - A grade indicating a governmental unit's investment qualities. Generally speaking, the higher the bond rating the more favorable the interest rate and the lower the cost of financing capital projects funded by bonds. A high rating is indicative of the Government's strong financial position. Ratings range from AAA (highest) to D (lowest).

Bonds Issued - Bonds that are sold.

Glossary - continued

Budget - A financial plan for a specified period of time that matches all planned revenues and expenditures with various County services.

Budget Message - A written overview of the proposed budget from the County Manager to the Board of Commissioners. This overview discusses the major budget items of the Manager's recommended budget.

Capital Investment Plan - A long term plan of proposed capital improvement projects, which includes estimated project cost and funding sources, which the County expects to undertake within a ten-year period. The plan is updated annually to reassess capital needs.

Capital Outlay - An expenditure that results in the acquisition of or addition to a fixed asset.

Capital Project - A project expected to have a useful life greater than 10 years and an estimated cost of \$100,000 or more. Capital projects include the construction, purchase or major renovation of buildings, utility systems, parks, or other physical structures or property; purchase of land; and purchase of large equipment.

Capital Project Fund - A fund used to account for the acquisition or construction of major capital facilities and equipment.

Category - Expenditure budgets are presented in one of three categories: Personnel Services, Operations and Capital Outlay.

Community Development Fund - A fund used to account for block grant monies received from the federal government under the Title I of the Housing and Community Development Act.

Contingency - Appropriation intended for unanticipated expenditures. Transfer of these funds into an expendable account is controlled by the Board of County Commissioners.

Current Expense - Local funds used to supplement the State's minimum level of support for operating the Schools. By State law, local governments appropriate these funds on a per pupil basis.

Debt Service - Principal, interest and administrative costs associated with the repayment of long-term debt.

Delinquent Taxes - Taxes that remain unpaid after the due date on which a penalty for nonpayment is occurred.

Department - A major administrative division of the county that has overall management responsibility for an operation within a functional area.

District Tax - Taxes paid by those owning property in a special district of the County.

Glossary - continued

Effective Tax Rate - Current tax rate multiplied by the sales assessment ratio. The effective tax rate is useful in comparing the tax rate of counties across the state since it adjusts for differing years of revaluation of real property across the state.

Encumbrances - A financial commitment for services, contracts, or goods which have not been delivered or performed.

Enterprise Fund - A grouping of activities whose expenditures are wholly or partially offset by revenues collected from consumers in the form of fees and charges.

Expenditures - The total cost of a program or capital project.

Fire District - Special voter-approved districts within the County established to furnish fire protection to residents and supported by property taxes.

Fiscal Year - A 12-month period (July 1 through June 30) in which the annual operating budget applies and at the end of which an assessment is made of the County's financial condition and performance of its operations.

Fixed Asset - An asset of long-term character. For budgetary purposes, a fixed asset is defined as an item costing \$250 or more with an expected life of more than one year.

Fringe Benefits - For budgeting purposes, fringe benefits include employer payments for social security, retirement, group health and life insurance, dental insurance.

Full-time Equivalent (FTE) - One FTE equals 40-hour per week permanent position.

Fund - An accounting entity created to record the financial activity for a selected financial group.

Fund Balance - Funds accumulated through the under expenditure of appropriations and /or the act of exceeding anticipated revenue.

Function - A broad grouping of activities and departments whose objectives and expenditures are inter-related. Examples of functions within Orange County include Human Services, Education, Public Safety, etc.

General Fund - A fund that provides the accounting for most of the basic government services, such as elections, social services, sanitation, inspections, health, or law enforcement.

General Obligation Bonds - Bonds issued by a government that are backed by the full faith and credit of its taxing authority.

Goal - A broad statement of desired conditions to be maintained or achieved through the efforts of an organization.

Glossary - continued

Grants - A contribution of cash or other assets from another government or non-profit foundation to be used for a specified purpose.

Indirect Cost - The component of the total cost for a service which is provided by and budgeted within another department or division. Indirect costs are budgeted to more accurately reflect the true total cost for such services as those provided by the Health Department and Community Development.

Interest and Penalties Receivable on Taxes - Uncollected interest and penalties on property taxes.

Intergovernmental Revenues - Revenues from other governments (state, federal, and local) that can be in the form of grants, shared revenue, or entitlement.

Lease Purchase - A method of purchasing equipment in which payments are spread over a period or time.

Levy - The amount of tax, service charge, and assessments imposed by the government.

Line Item - A budgetary account representing a specific object of expenditure.

Modified Accrual - The basis of accounting for the County. Under this system, expenditures are recognized when encumbered, and in lieu of any other "property tax" that may have been considered on these values.

Net OPEB Liability (NOL) - The Total OPEB Liability minus the Plan Fiduciary Net Position that is derived from Employer Contributions and Net Investment Income versus Annual OPEB cost.

Non-operating Expenses - Expenses that are not directly related the provision of services, such as debt service.

Non-operating Revenues - Revenues generated from other sources and are not directly related to service activities.

Objective - A specific statement about what is to be accomplished or achieved for a particular program during the fiscal year.

Ordinance - A formal legislative enactment by the Board of Commissioners that has the full force and effect of law within the boundaries of the County.

Operating Budget - The County's financial plan that outlines proposed expenditures for the upcoming fiscal year and estimates revenues that will be used to finance them.

Operating Expenses - Those expenditures of a recurring nature, covering services and supplies necessary to operate individual agency activities.

Glossary - continued

Personal Property - Movable property classified within two divisions: tangible and intangible. Tangible -- or touchable -- property includes items of visible and movable property not permanently affixed to real property. Intangible -- or non-touchable -- property includes stocks, bonds, notes, cash, bank deposits, accounts receivable, patents, trademarks, copyrights and similar assets.

Personnel Services - Salaries and wages paid to employees for full-time, part-time and temporary work, including overtime and similar compensation. Also included in this account group are fringe benefits paid for employees.

Program - A well-defined portion of the operating plan for which a distinct set of goals and objectives may be developed.

Property Tax Rate - The rate at which real property in the County is taxed in order to produce revenues sufficient to conduct necessary governmental activities.

Property Tax - Tax paid by those owning property in the County.

Proprietary Fund - A fund used to account for the operations similar to those in the private sector. This includes enterprise funds. The focus is on determination of net income, financial position and changes in financial position.

Public Safety - A group of expenditures related to the provision and enforcement of law enforcement and fire and disaster protection.

Real Property - Land, buildings, and items permanently affixed to land or buildings.

Real Property Value - The value of land and buildings that is taxable.

Reappraisal - The process of re-valuing a jurisdiction's real property in order to adjust the tax value to the market value. According to North Carolina law, a revaluation must be conducted at a minimum of every eight years.

Reclassification - A change in the classification and corresponding job title of an existing position that results from a major change in assigned responsibilities.

Reserve - An account designated for a portion of the fund balance used for a specific purpose.

Revenue - All funds that the County government receives as income, including items such as tax payments, fees for specific services, receipts from other governments, fines, forfeitures, shared revenues, and interest income.

Sales Assessment Ratio - The ratio of the tax value and the actual value of real property.

Sales Tax - Tax paid by retail consumers in the County.

Glossary - continued

School Recurring Capital - A recurring appropriation that results in the acquisition of or addition to, a fixed asset within the school systems.

School Current Expense - See current expense.

Service Level - The amount of service provided during the fiscal year as indicated by one or more performance indicators.

Solid Waste Program Fee (SWPF) – To fund the cost of recycling programs and a portion of the solid waste convenience centers.

Special Assessment - A levy on certain properties to defray part or all of the cost associated with improvements or services that will benefit those properties. For instance, a special assessment would be levied against property owners who have petitioned for paving a street.

Special Districts - Tax-levied voter approved districts to provide specified services. Special districts in Orange County include fire districts and the Chapel Hill-Carrboro City School Special District.

Special Revenue Fund - A fund used to account for the revenues from specific sources that are to be used for legally specified expenditures.

Tax Levy - Revenue produced by applying a given tax rate to a property's assessed, or tax, value.

Teachers Supplement - An additional salary provided by local governments above the salary set by the state.

Two-Thirds Bonds – General obligation bonds that can be issued by a local government without voter authorization. Under a formula set by the State, the new G.O. debt cannot exceed two-thirds of the previous year's net debt reduction.

Unfunded Actuarial Accrued Liability (UAAL) – The Actuarial Accrued Liability minus the Actuarial Value of Assets (AVA). UAAL is derived from unfunded Normal costs, actuarial gains/losses and changes to benefits plan.