



ORANGE COUNTY
NORTH CAROLINA

FY 2024-25
ANNUAL OPERATING
BUDGET

MANAGER RECOMMENDED

Orange County, North Carolina
Manager Recommended
FY 2024-25 Annual Operating Budget

BOARD OF COUNTY COMMISSIONERS

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**Orange County
North Carolina**

For the Fiscal Year Beginning

July 01, 2023

Christopher P. Morill

Executive Director

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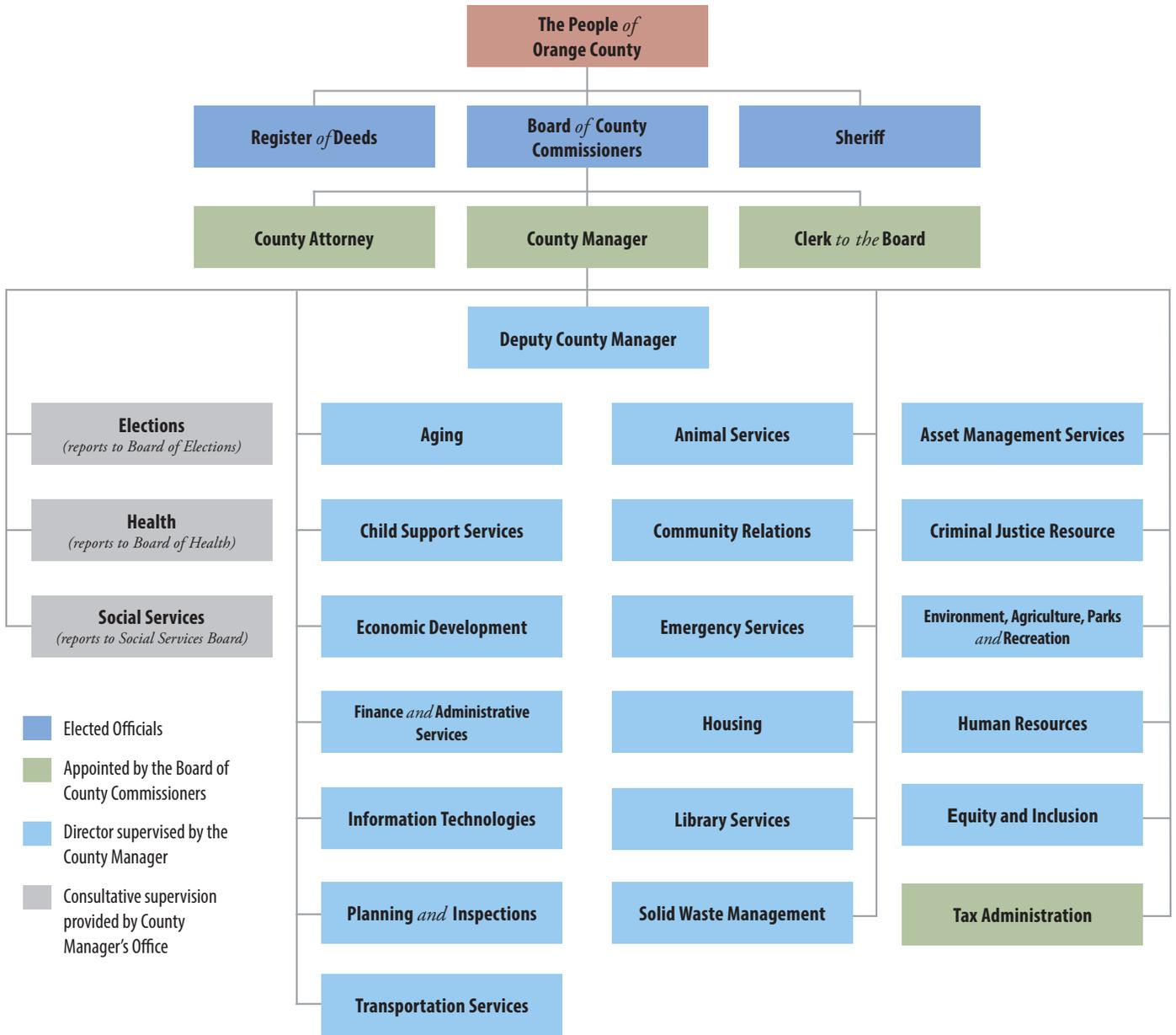
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- Elected Officials
- Appointed by the Board of County Commissioners
- Director supervised by the County Manager
- Consultative supervision provided by County Manager's Office



ORANGE COUNTY

NORTH CAROLINA

MEMORANDUM

May 7, 2024

TO: Board of Orange County Commissioners

FROM: Bonnie Hammersley
County Manager

RE: Transmittal of the FY2024-25 Recommended Budget

I am pleased to submit the FY2024-25 Recommended Operating Budget for your review and consideration. The Recommended Budget recalibrates spending and services to the realities of slower sales tax growth, a decline in Medicaid Hold Harmless revenue, the exhaustion of American Rescue Plan Act (ARPA) funding, continued inflationary pressures, and a tight labor market.

This Recommended Budget was created with three central goals in mind. First, the Budget seeks to minimize the property tax rate increase by only funding essential cost increases. Second, the Budget strives to continue the County's investment in the continuation needs of the School Districts, and finally, the Budget endeavors to maintain support for County employees by providing a meaningful wage increase.

The Recommended Budget is balanced by average growth in the value of new property and vehicles, a judicious fund balance appropriation, the application of County Capital Reserve funds to finance one-time expenses, and a reduction in base budget expenditures in some departments. The Recommended Budget also includes a Countywide property tax rate increase of 2.81 cents.

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 \$294.4 million which represents a \$14.9 million or 5% increase over the current fiscal year.

- **County Department Base Budget Reductions**

This budget does not come without some sacrifice from County departments. In order to pay for compensation increases and other cost pressures in this budget, each department budget was examined to match the amount budgeted with past spending trends. Some departments do not historically spend every dollar appropriated to them, so budgeted expenditures in those departments were reduced to

reflect recent spending rates. These base budget reductions produced a General Fund budget savings of \$343,240. Although this savings helped fund important needs, it reduces the margins to achieve a break even position at the end of the fiscal year. These reductions will require each department, including those that were not reduced, to be exceptionally vigilant and disciplined in managing their budgets next year. It also means that the County will have less flexibility to respond to unexpected needs.

- **County Department Travel and Training Reductions**

The same budget to actual analysis was conducted for all conference, training, and travel expenses. Across all General Fund departments, budgeted training and travel expenses were reduced by \$167,749 to fund other needs. The Budget did not reduce any training that is required for certification and licensing.

Debt Service Fund

The Debt Service Fund segregates all debt related revenues and expenditures in one location. 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. The amount of money budgeted to be transferred into the Debt Service Fund in any given year is based on expected debt service payments in the next fiscal year. Based on the borrowing package currently proposed by staff for FY2023-24, the transfer is budgeted at \$31,390,000.

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 \$488 million or 2.3% increase in the assessed value of real and personal property and a \$73 million or 4.75% increase in the assessed value of motor vehicles compared to the FY2023-24 budgeted amounts. At the current tax rate of 83.53 cents, this growth would generate \$4.6 million in additional financial resources. This amount of tax base growth is somewhat higher compared to prior years when it averaged approximately 2% overall.

The Recommended Budget also recognizes the growth in the Chapel Hill-Carrboro City Schools Special District Tax. The District Tax base is expected to increase by 2.4%, resulting in \$676,000 of new revenue to the District.

- **Property Tax Rate**

The Recommended Budget increases the Countywide tax rate by 2.81 cents from 83.53 cents per \$100 of value to 86.34 cents. This tax rate increase generates \$6.5 million 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 \$112.40.

- **Collection Rates**

Property tax collection rates were reviewed to reflect actual performance in recent years. The Budget continues to assume a collection rate of 99.2% for real and personal property and a 99.6% collection rate for motor vehicles.

- **Sales Tax**

Sales tax collections continue to grow but at a much slower pace than in recent years. In last year's Budget, sale tax collections were budgeted to be 18% higher than the budget for the prior year which allowed the budget to grow by \$8.1 million. That growth has slowed substantially to 4% in the Sales Tax Articles that are disbursed on a point of delivery basis and 3% on the Articles distributed on a per capita basis. As another reference point, the North Carolina League of Municipalities has projected statewide sales tax growth of 2.2% from FY2023-24 to FY2024-25. Sales tax collections in Orange County have historically outpaced the statewide average.

- **Medicaid Hold Harmless Reduction**

In mid-March, the State informed counties to expect a marked decrease in Medicaid Hold Harmless payments. Orange County is expected to lose \$2.2 million in Hold Harmless revenue in FY2023-24. This unexpected loss precipitated a hiring freeze for this fiscal year and a tighter than expected budget for FY2024-25.

Prior to 2008, counties in North Carolina were responsible for paying 15% of the State's share of Medicaid costs. This requirement had a particularly negative impact on less wealthy counties as they were more likely to have more Medicaid eligible residents and a lower ability to pay. As a result, some counties lobbied the General Assembly to provide relief from Medicaid expenses.

The resulting policy change is known as the "Medicaid Swap." In this swap, the State assumed the County's share of Medicaid expenses and took Article 44 sales tax revenue away from counties to pay those costs. As a result of this swap, counties in which Medicaid expenses exceeded Article 44 sales tax revenue benefitted, and counties where Medicaid expenses were less than Article 44 sales tax revenue would lose. Orange County would have been a County that would experience a net loss in revenue. To prevent losses in those counties, the State created a Medicaid Hold Harmless payment.

The Medicaid Hold Harmless payment is the difference between Article 44 sales tax collections and Medicaid costs in each County. In Orange County, sales tax revenue growth has consistently outpaced the growth in Medicaid expenses, resulting in a consistently increasing Medicaid Hold Harmless payment. Since FY2018, this revenue source has increased from just over \$2 million annually to over \$6.6 million in FY2022-23.

The State is now predicting that this course of increasing Hold Harmless payments will change for two reasons. First, the State is predicting that Article 44 sales tax collections will plateau this year at around \$20.2 million or a 4% decrease from last year. Second, the State is predicting much higher growth in Medicaid costs in Orange County, from 7.5% in FY2022-23 to 20.4% in FY2023-24. This growth is not fueled by Medicaid expansion. Expansion costs are fully covered by the federal government. Rather, the State is predicting that Medicaid costs will grow due to a reduction in the federal matching rate for North Carolina and higher Medicaid claim costs driven by higher Medicaid provider reimbursement rates.

Employee Compensation and Benefits

Employee compensation and benefits comprise 60% of the County's total budgeted expenditures excluding education expenses. This budget anticipates the tight labor market will persist during FY2024-25. In order to attract and retain employees, maintaining competitive wages and benefits is critical. The FY2024-25 Recommended Budget strives to remain competitive in the regional labor market through an across-the-board wage increase of four percent (4%) and a County funded increase in health insurance and retirement contributions.

- **Four Percent (4%) Wage Adjustment - \$3.2 million**

The FY2024-25 Recommended Budget includes a four percent (4%) wage increase for all employees effective July 1, 2024 at a cost of approximately \$3.2 million. This cost increase also captures the corresponding impacts on overtime, performance awards, and the County's 401K contribution.

- **Health Insurance Increase – \$640,000**

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 \$640,000. The Budget recommends that the County absorb this entire cost and does not recommend increasing employee contributions or altering the plan design. The same plan will be offered at no increased cost to employees.

- **Mandated Retirement Contribution Increase - \$530,000**

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 FY2024-25, the Retirement System is mandating an increase of 7% for general employees and 6% for law enforcement employees. This will result in a general fund cost of \$530,000 next year.

- **Living Wage Increase - \$75,000**

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. All regular employees currently earn more than the hourly living wage, so the increase will only be applied to temporary employee wage rates. Effective July 1, 2024, the Living Wage will increase from \$16.60 per hour to \$17.65 per hour. The cost of this increase is projected to be \$75,000.

Education

The FY2024-25 Recommended Operating Budget provides a current expense budget increase of five percent (5%). The total current expense budget is divided between the two Districts based on average daily membership (ADM).

- **Average Daily Membership**

The Department of Public Instruction (DPI) has changed the manner in which average daily membership is projected. The County has historically used projections that were created by DPI in March. The Department is now using the current year 40th day average daily membership to project student enrollment for next year.

Enrollment in both school districts continues to decline. Total budgeted student enrollment will decrease by 112 students in the Chapel Hill-Carrboro City Schools District and by 67 students in Orange County Schools. The combined impact is 179 fewer budgeted students in Orange County's traditional public schools.

- **Current Expense Funding**

The five percent (5%) increase in current expense funding yields an additional \$5,147,706 for the School Districts bringing total expenditures to \$108,090,282.

The amount of the current expenses allocated to each district changes each year based on projected average daily membership. The Chapel Hill-Carrboro City Schools percentage will decrease from 58.44% to 58.40% while the Orange County Schools percentage will increase from 41.56% to 41.60%.

Based on these new percentage allocations, Chapel Hill Carrboro City Schools will receive a total current expense budget of \$63,124,906. This represents an increase of \$2,966,368 over FY2023-24. Based on natural growth in the tax base, the budget also projects that the Chapel Hill-Carrboro Special District will generate an additional \$676,252 for a total of \$3,642,620 in new District funding. The District had requested a continuation budget of \$3,300,950 as well as \$2,825,500 million to restore reductions that were implemented to correct spending of fund balance on ongoing expenses. The Budgeted increase is \$341,370 more than the continuation budget request, but it does not restore the corrective action plan reductions.

At 41.60% of total enrollment, Orange County Schools will receive a current expense budget of \$44,965,376. This represents an increase of \$2,181,338 in total new District funding. Orange County Schools requested a continuation budget of \$1,938,144. The five percent increase in current expense funding exceeds the continuation request by \$243,194 that may be applied to the District's \$3,105,100 expansion request.

The FY2023-24 Recommended Countywide per pupil allocation increases by \$320. The total Countywide per pupil amount increases to \$5,666.

- **Expenses for New Charter Students**

School Districts are required by law to transmit the County's per pupil amount to charter school for each student who resides in the District but attends that charter school. Chapel Hill-Carrboro City Schools is expecting 21 more charter students in FY2024-25, and Orange County Schools is expecting an increase of 92 charter students. The FY2024-25 Budget accommodates the expenses associated with 113 new charter students at a cost of approximately \$640,258.

The changes in charter school enrollment result in a total of 231 charter students in Chapel Hill Carrboro City Schools and 1091 charter students in Orange County Schools. The combined charter school enrollment in Orange County is 1,322 students.

- **School Health and Safety Contracts**

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 recommend increasing funding for these contracts by three percent (3%). The total cost for this program in FY2024-25 will increase to \$4,004,666.

- **Funding Target**

The County has historically had a target to provide 48.1% of general fund revenues to schools. This formula includes all school related spending - current expenses, school health and safety contracts, and school debt service. Although spending in current expense and health and safety contracts consistently increases each year, the amount of debt service paid for school projects has decreased based on the pace of school capital projects. The decrease in debt service dampens the other increases and results in a lower funding target. The percentage of general fund revenue allocated to schools for FY2024-25 is 46.76%.

- **Durham Technical Community College -**

The Budget recommends increasing the budget for the Orange County Campus of Durham Technical Community College by five percent (5%) or \$45,017 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 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. The scholarship fund is maintained at the current level of \$200,000 for FY2024-25.

The Budget also recommends maintaining funding for the College's Back to Work Initiative at \$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 \$20,000 for Durham Tech to have a physical presence in the new Innovation Hub in Chapel Hill. The Budget also increases the county's share for the Apprenticeship Coordinator from \$8,249 to 8,755. Orange County's total Article 46 investment in the College is recommended to be \$398,755.

County Department Budget Adjustments

- **Aging**

The General Fund contribution to the Department on Aging was reduced by \$124,478. This reduction was realized through an increase of \$41,769 in Title III B (Home and Community Care Block Grant) funding which supports Senior Center operations, a base budget reduction of \$35,056, and a transfer of \$75,000 from the Carol Woods Fund to support ongoing operations. The Carol Woods Retirement Community provides an annual donation of \$175,000 to the County to support the implementation of the Master Aging Plan. Much of the Department on Aging's operating budget is dedicated to implementing the Master Aging Plan making the intention of this transfer consistent with the intent of the donation. The balance contained in the Carol Woods fund is approximately \$594,000.

- **Asset Management Services**

The Asset Management Services Budget includes utility costs for County facilities, building repairs, security system installation and maintenance, and all other expenses associated with operating, maintaining, and repairing County facilities. Many of the increases in this budget are unavoidable because they are linked to required operations. The Asset Management Services base budget increased by \$559,535.

Of that total, the increased cost of utilities is the primary contributor. Electricity costs are expected to increase by \$193,000 and water costs are \$22,053 higher while natural gas is expected to decrease by \$53,655. An additional \$125,000 was also needed to pay for increases service contracts such as generator inspections, fire sprinkler inspections, HVAC control support, and monthly inspections of fire extinguishers, emergency lighting, and exit signs. A new contract for \$37,600 was necessary to test and monitor the smoke purge system at the Detention Center.

The Asset Management Services Budget also includes the cost of custodial services, utilities, and other costs associated with the operation of the new Southern Branch Library and Skills Development Center in Carrboro. The total cost of operating the entire facility is \$238,189 with Carrboro paying \$91,886 for its share of the joint facility.

- **Animal Services**

The Animal Services budget decreases County costs from the base budget by \$76,540. The majority of this reduction is due to more revenue being collected in the Animal Control Division. 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 \$87,069.

Animal Services is not immune from the impacts of inflation. The Budget increases operating costs by \$7,911 for the increasing costs of shelter supplies and uniforms.

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

The net County cost to support the Clerk to the Board's Office remains flat at \$903,769.

- **Board of Elections**

During the next fiscal year, the Board of Elections will administer the November 5, 2024 Presidential Election. Although voter turnout is expected to be robust, the Board of Elections operating budget can be reduced as it administered three regularly scheduled elections and one second primary and runoff election in FY2023-24. Operating costs were reduced by \$157,449 to reflect fewer elections.

One of the goals contained in the Climate Action Plan is an effort to build resilient infrastructure as climate emergencies become more frequent. The Recommended Budget includes a one time cost of \$30,000 to purchase battery backups for each of the election sites to allow elections to continue operations during a power outage.

When the Board of Elections administers municipal elections, the County collects revenue from the municipalities. Since no municipal elections are scheduled for next fiscal year, revenue must also be reduced by \$91,750.

- **Child Support**

Child Support Services generates State and Federal Revenue to enforce and facilitate payment of child support to custodial parents. In FY2024-25 this revenue is expected to increase by \$219,244 due higher costs to operate the department. One of those cost increases supports software that is required for the transition to e-courts. This transition has required Child Support to invest in a new electronic document management system. The one time implementation cost of the software is \$105,000 while the ongoing cost of this software subscription is \$47,426 in FY2024-25.

- **Community Relations**

The net County cost of the Community Relations Department is recommended to decrease based on a \$3,300 decrease in base budget training and travel and duplicating.

- **Cooperative Extension**

The Recommended Cooperative Extension Budget recognizes the addition of 20% of a livestock agent that will be reimbursed by Durham County. The Department also requested \$18,000 for a technician to help staff the Breeze Farm Incubator. Funding for that position is recommended in the Article 46 sales tax fund. The contract personnel line item that pays for the Extension staff and the equipment repair was also right sized, resulting in a reduction of \$10,250.

- **County Attorney**

The County Attorney's Office was also subject to the base budget reductions. Based on recent spending trends, operating costs were reduced by \$7,660. These trends indicate that much of that reduction can be absorbed in the litigation budget. Spending on litigation varies significantly from year to year, and if funding is needed for a specific purpose in FY2024-25, a budget amendment can be processed to provide those funds.

- **County Manager**

The County Manager's Office is the administrative home to the Manager's Office, Budget Office, Strategic Planning Manager, Sustainability, and the Arts Commission. Across all units, the Manager's Office base budget was reduced by \$19,358 as part of the base budget realignment exercise. The Budget Office also reduced spending for temporary employees and student interns by \$27,559. Although the Strategic Planning Manager position is currently vacant and subject to the hiring freeze, the Budget adds \$10,000 to provide

that position with a modest operating expense budget with the expectation that the position may be filled next fiscal year.

Recognizing that the Climate Action Plan is one of the foundational plans that is guiding County operations, the Budget provides \$51,169 for Climate Action Plan initiatives. This funding comes from the Climate Change Mitigation project in the Capital Investment Plan. Transferring these funds to the operating budget essentially caps the amount available for Climate Action Grants at \$525,000 from approximately \$564,000 that was available in the FY2023-24 grant cycle.

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. Both the State grant revenue and revenue generated by the Eno Mill are expected to increase next year, adding \$22,886 in net revenue. The Budget also rearranges funding and accepts a donation from the Arts Alliance to move an existing position from grant funds to more sustainable funding sources.

- **Courts**

The County is required to provide facilities for District Court and Superior Court. The Courts Budget is used to pay for less expensive improvements to the facilities. The Courts requested \$34,000 for raised flooring and new furniture in the Hearing Room(s), regular furniture replacement. The FY2024-25 Budget funds \$24,000 of the request using one time County Capital Reserve funds.

The Courts Budget is also the source of funding that partially reimburses the State for juveniles that are held in juvenile detention facilities. Both the number of detention bed days and the daily rate have increased in recent years. In FY2021-22, the County paid for 501 bed days. In FY2022-23, the number of bed days increased to 853, and the FY2023-24 year to date bed days is 1,317. During this same time, the daily rate charged to counties increased from \$135 to \$150. These pressures resulted in a need to add \$152,100 to this budget, for a total budget of \$247,350.

- **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. Approximately fifty percent (50%) of this work is supported by funds received through the ABC Board and other outside grants. The net County cost of the Criminal Justice Resource Department increases by \$42,241 after base budget reductions totaling \$12,747.

As part of the effort to provide appropriate behavioral health clinical assessments and referrals for individuals detained in the Detention Center, temporary personnel funds are added (\$20,992) to assure those services are provided in a timely manner.

Personnel costs have increased in the Local Reentry Program, but the grant that pays for the program has remained flat. The Budget assumes \$20,000 in Local Reentry operating expenses to compensate for this difference.

The Dispute Settlement Center was an Outside Agency that was placed into the CJRD budget last fiscal year. The Center serves the adult and juvenile court systems and justice-impacted individuals by providing mediation services in adult court as well as restorative programming in juvenile court and in the Youth Diversion program. The Center has also hired an attorney trained in Restorative Justice practices to provide restorative justice services in adult misdemeanor and felony cases. County funding for these services was increased by \$10,000.

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

The Department of Environment, Agriculture, Parks and Recreation budget represents a net County cost decrease of \$69,310. The Department's base budget was reduced by \$41,699 through budget realignment.

The fees for Recreation programming have not been increased since 2009. As a result, the Budget recommends increasing Parks and Recreation by an average of 22% to recover the increased costs of concessions, living wage increases for temporary staff, equipment rental, electricity, supplies, grounds maintenance, equipment repair, and uniforms.

The Recreation Division is also expanding programming by accommodating higher enrollments and offering additional programs in yoga, golf, tennis, and chess. This expansion increases expenses by \$34,138 which is offset by an equal amount of revenue.

- **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 FY2024-25 Budget is \$77,931. The Article 46 Fund also pays for overhead expenses that occur in the General Fund. Those costs are expected to increase next fiscal year by \$70,025.

Costs for operating the Visitors' Bureau are paid using the occupancy tax collected from hotels and short term rentals. The average daily rate that hotels are charging is expected to continue to increase into next fiscal year, increasing by 3.4% between FY2023-24 and FY2024-25 to \$177.55 per night. Occupancy tax collections were increase by \$273,909 to account for this growth.

During the pandemic, occupancy tax revenues were not sufficient to pay for the Visitors' Bureau ongoing personnel and operations. As a result, the General Fund contributed \$560,000 to maintain operations. Starting in FY2023-24, the Visitors' Bureau began reimbursing the General Fund for that temporary infusion of funds. The payback period was initially set at five years, but growth in occupancy tax collections has escalated significantly since then. As a result, the payback period is recommended to be accelerated and to fully reimburse the General Fund over the next two years. That payment is \$224,000 for FY2024-25. After that payment and increased costs for overhead and security, the fund balance in the Occupancy Tax fund is \$647,416 or 21% of expenditures.

- **Emergency Services**

The Department of Emergency Services is responsible for administering Emergency Management, Fire Marshal, Emergency Telecommunications (911), and Emergency Medical Services. This is a large department with total expenditures of over \$18.2 million. For FY2024-25, total General Fund expenses are budgeted to increase by \$594,325 after a base budget reduction of \$157,368.

As a department that operates 24 hours per day, seven days per week, overtime is inevitable. While the department has been tasked with managing overtime spending carefully, factors like increasing hourly pay rates drive up the cost. The Department requested \$674,370 in additional overtime. This Budget funds \$408,633 to accommodate higher base hourly rates and a modest increase in overtime hours with the expectation that disciplined management will reduce the need for as many overtime hours.

As part of the onboarding process, the Department provides comprehensive training to new employees in the Emergency Medical Services Division and the Emergency Communications Division. In an effort to increase training capacity for new hires, the Budget adds premium pay for existing employees who serve as trainers. The cost of this premium pay is \$35,838

The Recommended Budget also provides \$150,932 to accommodate the increased costs of critical supplies and equipment. Medical supply expenses are increased by \$134,764, and fees paid to the State Medical Examiner are increased by \$45,000 as the State increased the rate per decedent from \$1,750 to \$3,625.

In FY2023-24, the Board of Commissioners provided funding for a mobile crisis pilot program in collaboration with the Town of Chapel Hill to respond to non-violent behavioral health crises in lieu of law enforcement. The team includes a crisis counselor assigned to the 911 Call Center to help divert calls. The County is contracting with the Town of Chapel Hill to staff this crisis counselor position, and an additional \$19,920 was required to fully pay for the position. The pilot program also includes a detailed program evaluation through the School of Government's Criminal Justice Innovation Lab.

- **Equity and Inclusion**

The Department contributed \$18,177 in budget realignment savings and is creating a Language Access Plan next fiscal year at a cost of \$17,000. As a result, the net General Fund cost of the department decreases by \$1,177.

- **Finance and Administrative Services**

The Finance and Administrative Services Department provides purchasing, payroll, accounting, budget, and debt management services to County departments. The FY2024-25 Budget increases costs by \$176,946. The primary cost driver in this department is an anticipated increase to the County's contract for telephones. The Budget assumes an inflationary increase of five percent (5%) at a cost of \$125,000. The Recommended Budget also funds temporary employee and contract services (\$51,946) to assist the department during the annual audit when workload surges.

- **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 experienced the most dramatic cost pressures due to inflation last fiscal year. Some of these costs now seem to be moderating. For example, the price per gallon of diesel fuel has decreased from \$4.90 to \$4.25 for offsite purchases, allowing the County to reduce the diesel fuel budget by \$74,990, and as the Capital Investment Plan has proposed buying out vehicle leases, the amount budgeted for those leases can decrease by \$31,104.

These cost reductions helped pay for increasing costs for vehicle maintenance (\$64,000), towing services (\$10,000), supplies (\$8,000), and car washes (\$29,280).

- **Health Department**

The Health Department's net County cost is budgeted to decrease by \$227,687. Almost all of this reduction came from additional fee revenue. Dental Health revenue was increased by \$150,301 recognizing that the mobile dental unit will be serving more patients. As more residents now have access to Medicaid through Medicaid expansion, Medicaid revenue in the Personal Health and Community Health Services Divisions was increased by \$113,425. As demand grows for Environmental Health testing, those expenses are increased, but the increase is entirely offset by fee revenue. The Department also had a base budget reduction of \$40,761.

The Recommended Budget recognizes the end of \$769,909 in CARES Act funding in both expenses and revenues and includes expenses and revenues related to a public health infrastructure program expansion. The infrastructure program is a federal grant program intended to support the capabilities of local health departments through workforce investment in hiring, retention, and training. In FY2023-24, the department used this program to hire a Coordinator position and completely cover training, mileage and personnel costs.

- **Housing Department**

As American Rescue Plan Act (ARPA) funds are exhausted, the structure and functions of the Housing Department will also have to adjust. The Emergency Housing Assistance (EHA) program will end at the end of FY2023-24 leading to a reduction of \$180,820 and the concomitant elimination of the EHA Team Lead position, Housing Helpline Team Lead, and Housing Helpline temporary employees. In its place, the Budget recommends increasing the capacity of the Eviction Diversion program and adding \$55,000 for client services.

The Longtime Homeowners Assistance program is the only formerly ARPA funded program that was transitioned to the General Fund in the Recommended Budget at the current funding level of \$250,000.

The Recommended Budget reduces the base travel and training budgets to reflect recent spending rates, increases temporary staffing at Southern Human Services, and moves \$80,889 in Housing Choice Voucher related expenses from the General Fund to the Housing Choice Voucher (HCV) fund to be paid with HCV administrative revenue.

The Partnership to End Homelessness budget accounts for the continuation of the bridge housing program that was started in this fiscal year. The County's share of that program is \$58,415. Other costs to continue personnel and operations were also funded through the County and municipal funding partnership.

The Budget adds \$20,000 to the Community Development fund to pay for additional urgent repair projects. This new funding, combined with existing County funds of \$100,000 and an anticipated \$130,000 in grant funding from the North Carolina Housing Finance Agency, creates a total program budget of \$230,000.

Finally, the Budget recognizes \$638,478 in expenses and revenues that are attached to additional Housing Choice Vouchers.

- **Human Resources and Risk Management.**

The Human Resources Department is responsible for the countywide administration of personnel and benefit programs for County employees as well as the Risk Management program that administers liability insurance, workers compensation, and property insurance, among others. The FY2024-25 Budget decreases the Department budget by \$24,730 in operations and \$16,500 in training and travel through the budget to actual realignment exercise, and it reduces overall expenditures by \$27,109 to align budgeted insurance related expenses with actual spending.

- **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. Increasingly, software packages are moving to the cloud and to a subscription based service instead of an outright ownership model. As a result, the costs associated with software acquisition that used to be paid for in the capital budget must transition to the operating budget as an ongoing operating expense. The combined costs of maintenance, licensing, and subscriptions is expected to increase by approximately \$456,255 next fiscal year.

The budget also reduces funding for travel and training by \$20,000 in the Department and adds new expenses of \$40,572 to increase Internet bandwidth at County facilities and to add new connectivity for the Southern Branch Library and Soccer.com.

- **Library Services**

The total Library budget increases net costs to the County of \$617,545. Other than \$27,229 that is dedicated to an increase in the living wage for temporary employees, this increase is entirely driven by the costs of opening the new Southern Branch Library. The Library is the only department where new position authority is recommended. A total of eight positions will be required to staff the new Library. Two of these positions are already assigned to the Cybrary in Carrboro and will be reassigned to the new facility.

Six additional positions are added in this budget at a cost of \$376,433 in FY2024-25. Hiring the new positions will be staggered between July and September, so the annualized cost of staffing is \$434,011. The Budget also adds a total of 0.652 FTE to the two existing positions at a cost of \$31,269 and a budget for temporary staff of \$35,300. Total personnel costs are budgeted at \$443,002 in FY2024-25. The Budget also adds \$147,314 in operating costs for books, materials, and other supplies. The County's share of the cost of building operations for the new Southern Branch Library and Skills Development Center is \$146,303, but those costs are captured in the Asset Management Services Department.

- **Planning and Inspections**

Overall, the Planning and Inspections budget represents a net cost decrease of \$91,009. Planning and Erosion Control fees were increased to keep pace with budgeted expenses. Several fees have not been increased since 2011. These rate increases generate \$110,000 in the General Fund. The Department contributed to the budget to actual realignment by reducing base operations, training, and travel by a combined \$32,100. A scanning project of \$35,000 was added to scan historic documents using one time funding.

The Inspections Division is contained in its own fund in an effort to segregate the revenue and expenses of the Division from the General Fund. Under State law, fees charged for inspection activity may only be used to support the Inspections operations. To improve cost recovery in the Inspections Fund, fees were increased by an average of ten percent (10%), generating \$90,000 in new revenue. Base operating expenses were reduced by \$7,382 as part of the budget to actual realignment.

- **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 that drives revenue is volume or the number of transactions that are processed. Interest rates on mortgages are not expected to abate much during the next fiscal year, so total revenue in the Register of Deeds Office is projected to be flat, continuing the FY2023-24 budgeted amount of \$1,967,000.

- **Sheriff's Office**

The net County costs in the Sheriff's Office are recommended to increase by \$797,965 for FY2024-25. Overtime costs are the primary driver here. In FY2023-24, the Sheriff's Office is projected to spend \$2.3 million over the budgeted amount of overtime due to a variety of factors including higher base hourly rates, more meticulous timekeeping, and additional overtime hours.

The Sheriff requested a total of \$1,946,063 in new overtime spending. This budget adds \$1,146,090 to the overtime budget. Some of this overtime is reimbursed by the State, University, and other direct users, so revenue is also increased by \$248,125 to compensate for those services. Overtime spending may also be influenced next year by the results of the Detention Center staffing study and other overtime management strategies deployed by the Sheriff's Office.

Several major services provided to the Sheriff's Office are contracted to third party providers. For example, medical services at the Detention Center and technology and communications services throughout the

department are provided through contracted vendors. The Budget adds \$150,000 to those contracts as costs are expected to increase.

Budgeted revenues are also increased by \$250,000 to reflect increased collections for report copies and reimbursement from Orange County Schools for deputies that serve as School Resource Officers.

- **Social Services**

Social Services is the largest department funded by the County with total expenditures over \$26.5 million. Overall, the Recommended FY2023-24 Budget decreases County funding to the Department of Social Services by \$1,183,564. This reduction is primarily linked to revenue increases of \$1,252,992 in the Economic Services Division which administers Medicaid and Food and Nutrition Services and is supported by State and Federal funding. As costs in this Division increase, intergovernmental reimbursement also increases.

Allowing low income families to enroll in high quality childcare is one of the goals of the Countywide Strategic Plan. To that end, the County has been paying the parent fees that would otherwise be paid by families through the childcare subsidy program. Paying those fees on behalf of families is intended to reduce barriers to participation. The Budget to pay for these fees needs to be increased to match actual participation. The Budget adds \$300,000 to continue paying the full cost of parent fees.

The only new program in the FY2024-25 Budget is a pilot program that locally funds an expansion of State's Guardianship Assistance Program (GAP) for \$30,000. Guardianship is a legal action that is one possible outcome for children in foster care to achieve permanency. The program attempts to remove financial barriers for families willing to provide permanency for children by partially compensating them for the costs of caring for that child when reunification or adoption is not appropriate. Although many of the guardians are family members, some may be fictive or foster families who already have a relationship with a child.

The existing State Program has very restrictive rules allowing only children age 14 and over to be considered for funding. This pilot program would expand eligibility to children under the age of 14 using County funds. These payments would continue until the child reaches age 18, consistent with foster care payments and adoption assistance payments. DSS anticipates serving three to five children during the first year.

The County contracts with providers to provide home based care and support for residents who need the service. The cost of these services is increasing by \$110,204. The Recommended Budget accommodates this increase.

- **Solid Waste Management**

The Solid Waste Fund is in a strong financial position. The audited 2023 unrestricted net position of the Fund is \$9,696,271 or 69.4% of operating expenses. 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 because those properties receive solid waste collection services from the City. Based on the health of the Solid Waste Fund, the Recommended Budget decreases the Solid Waste Program fee from \$142 per parcel for parcels outside the City of Mebane and \$94.72 for parcels in the City to \$138 per parcel outside of the City of Mebane and \$92.07 for parcels in the City limits. This reduction decreases Program fee collections by \$156,980.

Last year, the Solid Waste Budget added four (4) new positions to internalize curbside recycling services. The positions were hired this Spring, and service is expected to begin in July. This initiative allows the Department to end its contract for curbside recycling services and reduce expenses in FY2024-25 by \$787,088.

- **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 \$3,714,172. The Sportsplex is also on track to pay for debt service and cash financed capital expenses in its Replacement and Renewal Fund. Like the Visitors’ Bureau, the General Fund supported personnel and operations during the pandemic, and due to the performance of the fund, repayment to the General Fund is proposed to be accelerated. The Budget transfers \$316,000 from the Sportsplex fund to the General Fund to account for the repayment.

- **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 \$11,101. The Department contributed a combined \$30,000 to the General Fund through base budget reductions in operations, training, and travel.

The Department is also experiencing some one time costs associated with the revaluation and implementation of new software. Those costs are funded at \$84,841 in the FY2024-25 Recommended Budget. The County also receives revenue from the Towns to compensate the County for collecting and distributing Town property taxes and stormwater fees based on 0.5% of the total amount collected. As these revenues grow for the Towns, the amounts due to Tax Administration also increase. The Budget accounts for \$79,740 in additional reimbursement from the Towns.

- **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. Across both Divisions, the Department’s base travel and training budget was reduced by \$8,000.

The Transit Services Division relies heavily on the Article 43 Transit Tax to support service expansion and the cost to continue existing services. This revenue is expected to increase by \$609,586 next fiscal year. This revenue helps pay for a new transit software and an engineering consultant as well as enhanced transportation services for County departments like Aging, Social Services, and the Criminal Justice Resource Department.

In the Transportation Division, funding is provided for several planning efforts including the Orange Grove Road sidewalk design, a bicycle and pedestrian plan, and continued work on the Safe Rides to Schools Plan.

Finally, the Budget funds dues increases for the Metropolitan Planning Organization and Central Pines Regional Council totaling \$15,891.

Outside Agencies and Fire Districts

The Budget continues to recommend structural changes to the way that outside agencies are funded and managed. The Budget transfers three outside agency contracts to the Maintenance of Effort fund for agencies that have an existing relationship with Alliance Health. Based on this structural change, \$165,276 of previous outside agency contracts are now located in the Maintenance of Effort budget. This leaves a balance of \$884,439 in the Outside Agency section of the Budget. The recommended funding level 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.

Three (3) of the County’s twelve Fire Districts requested modifications to their District tax rates. The table below shows each District’s recommended tax rate for FY2024-25.

District	Tax Rate for FY 2023-24 in cents	Recommended FY 2024-25 Tax Rate in cents	Difference
Cedar Grove	9.00	9.00	0.00
Chapel Hill	13.87	13.87	0.00
Damascus	12.80	12.80	0.00
Efland	10.28	10.28	0.00
Eno	9.98	11.98	2.00
Little River	7.39	7.39	0.00
New Hope	12.57	13.84	1.27
Orange Grove	8.27	8.27	0.00
Orange Rural	10.49	11.49	1.00
South Orange	9.09	9.09	0.00
Southern Triangle	12.80	12.80	0.00
White Cross	13.84	13.84	0.00

The recommended rate increases would generate approximately \$491,034 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%). For the FY2024-25 Budget, the total unassigned fund balance target is \$46.2 million.

Next Steps and Appreciation

The FY2024-25 Budget recalibrates the actual cost of doing business in a tight labor market with ongoing inflationary pressures, reductions in revenue and revenue growth, and the exhaustion of ARPA funding. It also strives to balance the need to fund basic education and support County employees with the financial responsibility placed on taxpayers. 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 FY2024-25 Budget. Final adoption of the Budget is currently scheduled for June 18. 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.



Graceful Great Blue,
by Kelly Mieszkalski.



ORANGE COUNTY

NORTH CAROLINA

STRATEGIC PLAN FY2025-2029

Board of Commissioner's Message

After months of engagement, community building and collaboration, we are pleased to present Orange County's five-year Strategic Plan. This plan is an aspirational endeavor for the future of the County – who we are, who we want to be, and how to get there. Its success depends on all of us working together to implement the plan, report and evaluate our progress and make the adjustments necessary to continue moving the County forward.

This strategic plan is an essential tool in laying out ways we can make the County stronger. While we continue with our clear focus on delivering excellent service each day, this document is a public declaration of our commitment to work to achieve the County's vision. Together, we created a vision for the future of the County: We are a diverse, inclusive, and healthy county working together to strengthen our community and enhance the quality of life for all residents.

Key to the formation of this Strategic Plan is the input and feedback we received from each one of you. It is through your discussions, insights, and input, that this Strategic Plan was developed. It was built and informed by your needs, your priorities, and your dreams. These are your visions and priorities, and we look forward to putting them into action.



Sally Greene
Vice Chair
At Large

Anna Richards
District 1

Phyllis Portie-Ascott
District 1

Jamezetta Bedford
Chair District 1

Amy Fowler
At Large

Earl McKee
District 2

Jean Hamilton
District 1

Plan at a Glance

Mission Statement

Orange County is a visionary leader in providing governmental services valued by our community, beyond those required by law, in an equitable, sustainable, innovative, and efficient way.

Vision Statement

We are a diverse, inclusive, and healthy county working together to strengthen our community and enhance the quality of life for all residents.

Guiding Principles

Communication and Awareness

We provide information and opportunities for engagement in a transparent manner so that all in our community have knowledge, understanding, and a voice.

Inclusivity and Engagement

We foster an environment in which all are welcomed, represented, and empowered to participate in and feel connected to their community.

Dedication and Respect

We commit to our roles in public service and organizational excellence by fostering the skills, talents, and innovation of our residents, employees, volunteers, and boards needed to carry out this work.

Stewardship and Advocacy

We make proactive data supported decisions and advocate to local, state and Federal governments in response to our community's needs in a way that best utilizes our resources.

Partnership and Collaboration

We build meaningful relationships and connections that allow us to create holistic and integrated systems of support for all.

Social Justice

We reject oppression and inequity by ensuring fair and equitable treatment of all people.

Climate Action and Sustainability

We recognize that our environment is critical to our existence and are deliberate in protecting, preserving, and sustaining our natural resources for the continued good of all.

GOAL STATEMENT

Promote sustainability and resiliency across the County and collaborate with our partners to activate our community, protect and preserve our natural resources, and reduce greenhouse gas emissions.



Objectives

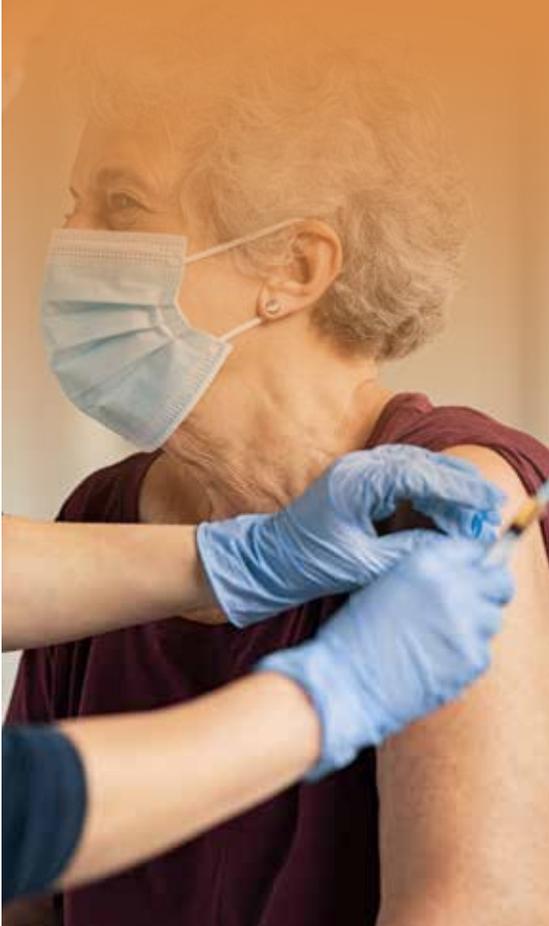
1. Identify the priorities and resources necessary to implement the Climate Action Plan.
2. Invest in our infrastructure to reduce the environmental impact of the County fleet/facilities and improve safety.
3. Improve educational opportunities for County staff and community members on climate action and available resources to advance climate action projects.
4. Incentivize and promote sustainable agriculture and local food systems development through supportive policy, funding, farmland protection and educational outreach.
5. Review land use policies to promote and connect Town, County, and private trails and open spaces.
6. Protect water supply/watersheds.
7. Conserve and protect high priority open space, including Natural Heritage sites, nature preserves, watershed riparian buffers, and prime/threatened farmland.
8. Include environmental stewardship objectives in the Comprehensive Land Use Plan.

Performance Measures

1. Implement 20% of Climate Action Plan strategies and document strategy completion in Climate Action Tracker. (16 strategies in five years).
2. Reduce the Energy Intensity (energy used in KBTU per square foot) of County facilities by 10%, to 6.0 KBTUS.
3. 20% of County non- Emergency vehicles are EV.
4. Number of individuals participating in education and outreach events – 1,500 within five years.
5. Percentage of employees trained in sustainable practices. – 100% of new employees and 50% of current employees within five years.
6. Increase the percentage of sustainable agriculture educational workshops offered by 50% (Baseline 10 workshops).
7. Add three connectivity points between Municipal, County and other trail systems in five years. (Three connectivity points currently exist)
8. Reduce nutrient loading in water supply watersheds by investment in stormwater improvements and riparian conservation by spending 100% of allocated capital funds (\$175,000 annually).
9. Place 300 acres of priority natural areas and wildlife habitat in permanent protection over the next 5 years.
10. Board’s approval of the Comprehensive Land Use Plan on or before 12/25.

GOAL STATEMENT

Increase equitable access to care and social safety net programming to promote the physical, social, and mental well-being of our community.



Objectives

1. Improve harm reduction, prevention, and support services for adults and children experiencing behavioral health issues, substance use disorder, and intellectual or developmental disability.
2. Expand access to quality, affordable healthcare services. (e.g., Medicaid expansion, crisis response, healthy living campaign).
3. Provide social safety net programming and the resources needed for our most vulnerable community members (e.g., veterans, unhoused people, foster children, older adults, etc.).
4. Reduce impacts and barriers for justice-involved children and adults through deflection, diversion, therapeutic interventions, and re-entry support, including housing.
5. Invest in, support, train, and retain our community safety, health, and emergency services employees and direct care workforce.
6. Provide sustainable, equitable, and high-quality community safety and emergency services to meet the community's evolving needs.
7. Invest in services and programs that improve the health and quality of life of the community (e.g., recreation and public open spaces, arts, etc.)

Performance Measures

1. Implement Post Overdose Response Team (PORT) and achieve and maintain a repeat overdose rate of under 10% annually.
2. Increase the Medicaid covered population by 20% between the start of Medicaid expansion and the end of FY2024-25 (Baseline of 19,645).
3. Increase by 5% annually the number of individuals diverted from criminal legal system involvement.
4. Maintain a turnover rate of 14% or less in community safety, health, and emergency services employees.
5. Maintain a 60% adherence rate to a 9 minute or less Emergent Response Time for events requiring critical Paramedic level Intervention (Baseline of 47%).
6. Develop a baseline measure for the number of residents engaged in County programs that support the arts, recreation, and well-being including demographics when available.

GOAL STATEMENT

Promote equitable and accessible housing and address housing disparities through policies, partnerships, and collaboration to create a thriving community.



Objectives

1. Allocate permanent funding sources to address new and existing housing needs.
2. Address need and any policy barriers to increase access to emergency shelter beds and other low-barrier housing including eviction diversion.
3. Invest in permanent supportive housing.
4. Prioritize and select County-owned land and/or facilities as part of an overall plan of facilities to create crisis, bridge, low barrier, affordable, and permanent housing.
5. Review County ordinances, policies, agreements, and the regulatory processes to streamline practices, and increase opportunities and reduce barriers to construct housing.
6. Partner with public agencies to increase opportunities for public employees to buy and rent homes where they work.
7. Expand resources and invest in housing designed for our aging and disabled residents.
8. Preserve existing housing stock from disrepair and avoid displacement.
9. Increase representation of people with lived experience on housing related matters.

Performance Measures

1. Increase the number of affordable housing units by an average of 5 annually.
2. Increase the amount of emergency shelter beds available in the community by 25% by 2025 (Baseline 40 currently).
3. Number of successful completions in Bridge Housing i.e. (TBD)% of participants moving into stable/permanent housing solution.
4. Start construction of affordable housing units on Greene Tract by 2029.
5. Identify development nodes through the CLUP to better identify Affordable Housing opportunities.
6. Initiate at least one partnership or collaboration that increases the percentage of employees of Orange County Government that reside in Orange County.
7. Modify 35 units annually to allow for safe usage for senior and disabled individuals (Baseline of 33 per year).
8. Preserve at least 30 units annually through the urgent repair and housing rehabilitation programs. (Baseline of 25 per year).
9. Identify plan to reduce systematic barriers for attendees with lived experiences to participate in county housing related matters by 2026.

GOAL STATEMENT

Collaborate with our regional partners to expand, integrate/connect, and provide accessible public transportation options.

Objectives

1. Identify priorities and resources necessary to implement the Orange County Transit Plan.
2. Increase community awareness of all modes of transportation including transit, bike and pedestrian, vehicle, and all other modes.
3. Support road projects that address congestion and reduce commute time using the County’s Complete Streets policy.
4. Coordinate transit investments with municipal and county land use planning to reduce vehicle miles travelled and to provide more equitable access to shopping, employment, medical centers, college campuses, etc.
5. Invest in implementing the County’s Safe Routes to Schools plan.
6. Update transportation related plans to provide more multi-modal options including rural Orange County.

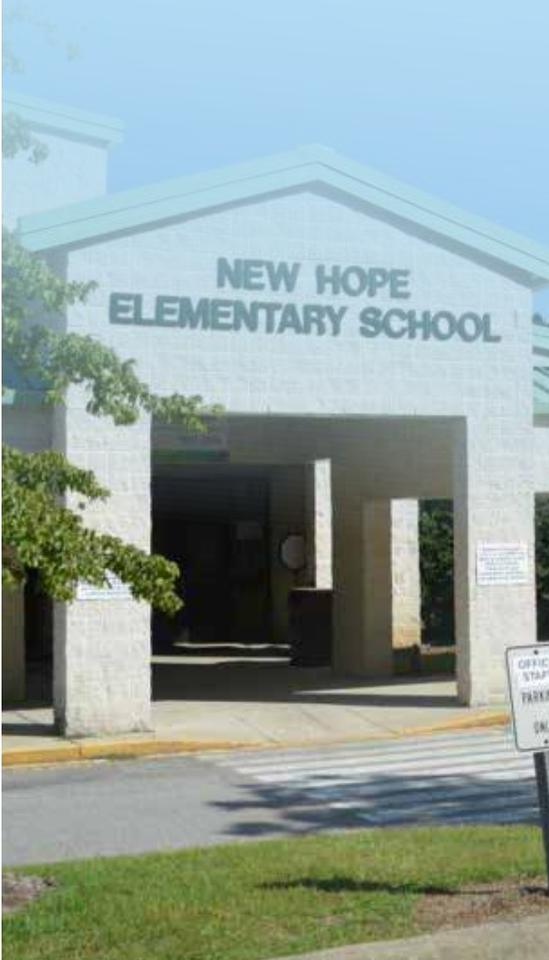
Performance Measures

1. Install a minimum of three bus stops or rural transit hubs in each year of the County Transit Plan.
2. Participate in at least four outreach events per year, including one targeted to the Spanish speaking community, to educate the public on all available modes of transportation.
3. 3-5% percent annual increase in the residents who are satisfied with biking, walking, and bus travel using annual community survey as a baseline.
4. Present 2024 Orange County Safe Routes to School Action Plan to BOCC by December 2024.
5. Present 2024 Orange County Transportation Multi-Modal Plan to BOCC by December 2024.



GOAL STATEMENT

Enhance and maintain quality school operations and infrastructure and cultivate lifelong learning.



Objectives

1. Foster collaborative relationships with formal and informal educational organizations and agencies to provide opportunities for community members to meet, connect, and learn together.
2. Improve school readiness and educational outcomes by providing access, training, tools, technology, and other resources needed to thrive.
3. Provide support for workforce development through training, tools, technology, and other resources.
4. Improve learning environments by investing in facilities over a 10-year period that address repair, renovation, and educational adequacy needs.
5. Invest in and implement a plan that supports schools operational and facility funding needs.
6. Implement the recommendations of the Schools Safety Task Force.
7. Invest in and expand equitable behavioral health services for children and adolescents.
8. Invest in and expand equitable behavioral health services for teachers and staff.

Performance Measures

1. Develop a communication plan by June 30, 2024 to inform the community of learning opportunities in County operated programs.
2. Number of 3–4-year-olds from low-income households that are newly enrolled in high quality pre-K programs as measured by the star system.
3. Offer quarterly workshops at community touchpoints on digital literacy topics.
4. Prepare a general obligation bond referendum for the November 2024 ballot.
5. % of approved maintenance funding expended.
6. Annual meeting of the School Safety Task Force or other group be convened by the BOCC to review policies that address safety in the school districts and provide education on laws addressing school disruptions.
7. Number of children admitted to the emergency department for behavioral health crises.
8. Partner with Alliance Health to offer behavioral health resource fairs.

GOAL STATEMENT

Foster an environment that attracts and retains sustainable and diverse businesses and visitors, employment opportunities, and diversifies our tax base.



Objectives

1. Provide family-oriented and inclusive programming or other cultural events for residents and visitors.
2. Review and revise County policies and regulations to support business investment in Orange County.
3. Streamline and digitize business processes to facilitate efficient interactions between employers and County departments.
4. Provide resources to small, creative, and agro-businesses that add character and quality of life to our community to attract employers, employees, and visitors.
5. Increase access to and awareness of resources and assistance available to residents and businesses.
6. Enhance the recruitment process to broaden applicant pools for County positions so the workforce becomes more diverse.
7. Provide workforce and business development resources to enhance the skills of our workforce.

Performance Measures

1. Establish a baseline of tourism resources allocated toward community partners producing diverse, family friendly cultural events, and evaluate the success of this investment using the Visitors Bureau economic impact calculator.
2. Create a workgroup to collect data from, identify and evaluate policies and regulations to support business investment by December 31, 2024.
3. Create an inventory of business resources available to existing and emerging businesses across County government to identify gaps and redundancies by the end of 2024.
4. Increase retail sales tax remittance by a minimum of 4% annually.
5. Increase the non-residential portion of the tax base by 2% over the next five years.
6. 5% increase of Orange County Agricultural and Business Economic Development Grant awards (\$15,750 in FY2024-25).
7. 5% increase of Orange County Agricultural and Business Economic Development Grant awards (local funds) and/or recipients in support of business creation, innovation, and expansion over the next five years.
8. Increase the diversity of the candidate pool for all recruitments to, at a minimum, reflect the demographics of the County.
9. Create an inventory of workforce development resources available across County government to identify gaps and redundancies by the end of 2024.

Demographics

Orange County Population



134,010
2010

148,911
2020

161,272
2030



\$79,205

Median Household Income*



\$339,900

Median Household Value



93.7%

High School Graduate
or Higher

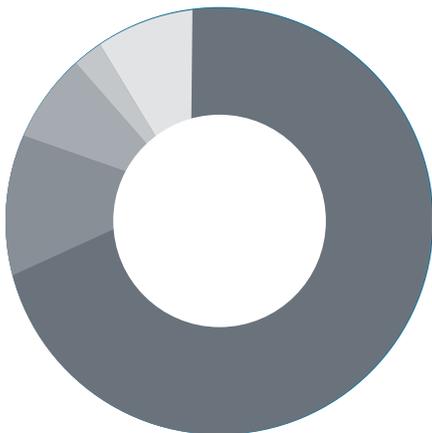


12.2%

Residents Below
Poverty Level

Source: 2022 Population Estimates, US Census Bureau *in 2021 dollars

Race and Ethnicity



68.8%

White or Caucasian
(Non-Hispanic)

12%

Black or African
American

8.8%

Hispanic

8.2%

Asian or
Asian Indian

2.8%

Two or More
Races

Source: North Carolina Office of State Budget & Management, State Demographer

Putting the Plan Into Action

Now that the strategic plan is adopted, the implementation phase commences.

This involves translating the outlined strategies into actional steps, assigning responsibilities, and establishing timelines.

Regular monitoring and evaluation mechanisms will be put in place to assess progress and make adjustments as needed.

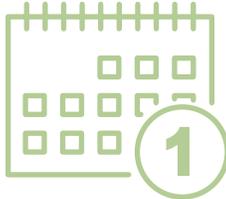
Feedback loops will also be established to help ensure continuous improvement and alignment with the County's overarching goals.

Successful execution of the strategic plan will require adaptability, clear communication, and a commitment to achieving the defined objectives.

Stay involved and curious about the process to learn more about our progress on the plan.

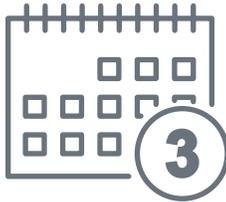
Keeping Track Of Progress

How are we doing? We'll let you know!



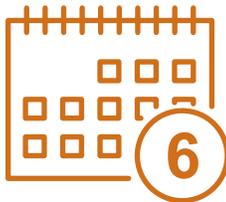
MONTHLY

County staff will evaluate and discuss progress on Strategic Plan goals.



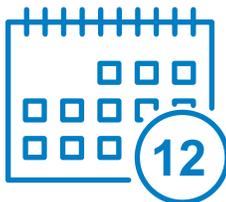
QUARTERLY

County leadership will provide the County Manager's Office with progress updates for each Strategic Plan goal.



TWICE A YEAR

County Manager's Office will prepare an update to the Board for each Strategic Plan goal, including significant wins and challenges.



ANNUALLY

The County Manager's Office will prepare a year end update detailing progress on each Strategic Plan goal. Report to be presented to Board and shared for public access.

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 FY2024-34 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.

Budget Summaries

Appropriations by Function Summary - General Fund

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Community Services					
Animal Services	2,683,010	2,878,507	3,075,340	3,089,950	3,085,869
Cooperative Extension	410,026	548,910	538,517	558,897	545,267
Department of Environment, Agriculture, Parks & Recreation	4,192,238	4,816,321	5,020,996	5,337,169	5,067,682
Fleet Services ¹	972,241	1,716,356	1,850,290	2,022,989	1,845,454
Non-Departmental	468,205	439,156	72,156	69,996	69,996
Transportation Services ¹	2,614,970	2,482,346	2,586,347	3,164,126	2,999,286
Planning and Inspections	3,194,966	2,235,213	2,355,387	2,505,592	2,358,287
Recreation Municipal	125,110	125,108	125,108	125,108	125,108
Community Services Total	<u>\$14,663,144</u>	<u>\$15,241,917</u>	<u>\$15,624,141</u>	<u>\$16,873,827</u>	<u>\$16,096,949</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 Other Funds

	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

Revenue by Category Summary - General Fund

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Property Taxes					
Property Taxes	172,757,001	175,878,940	175,878,940	179,919,319	185,972,352
Motor Vehicles	12,544,331	12,730,990	12,730,990	13,335,358	13,783,967
Gross Receipts	109,963	90,000	90,000	115,000	115,000
Delinquent Taxes	1,327,776	1,161,702	1,161,702	1,288,068	1,288,068
Interest on Delinquent Taxes	582,940	523,017	523,017	576,877	576,877
Late List Penalties	101,700	103,598	103,598	114,801	114,801
Animal Taxes	97,185	0	0	0	0
Beer and Wine	250,366	271,273	271,273	233,960	233,960
Property Taxes Total	<u>\$187,771,262</u>	<u>\$190,759,520</u>	<u>\$190,759,520</u>	<u>\$195,583,383</u>	<u>\$202,085,025</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 Highlights* 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>

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	1,389,359	1,269,232	1,368,061	1,445,724	1,384,103
Operations	305,325	294,438	1,510,765	1,680,969	1,671,669
Capital Outlay	3,619	0	0	0	0
Total Expenditures	\$ 1,698,303	\$ 1,563,670	\$ 2,878,826	\$ 3,126,693	\$ 3,055,772
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 1,698,303	\$ 1,563,670	\$ 2,878,826	\$ 3,126,693	\$ 3,055,772

Budget Highlights
The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Increased costs to support the county's telephones. The budget also includes increased temps and contract services to support the annual audits, as well as perform internal audits.

Department/Program Budget Page provides general description of department.

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

Finance and Administrative Services Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increased costs for countywide telephones	\$ 125,000	\$ -	\$ 125,000
Additional temp and contract support to annual audit	\$ 51,946	\$ -	\$ 51,946
Net Finance Department Changes	\$ 176,946	\$ -	\$ 176,946

Department Changes - describes significant budget changes from Base to Manager Recommended FY2024-25.

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 Services

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service:					
Outcome Measure: Provide fiscal leadership, excellent service delivery, and financial accountability for residents and stakeholders.					
Strategic Plan Priority: 6. Diverse and Vibrant Economy					
Invoices paid ≤ 30 days	-	92.1%	90.0%	91.7%	90.0%
Revenue recorded ≤ 30 days	87.4%	90.3%	90.0%	93.1%	93.5%
P-Card transactions reconciled ≤ 15 days	-	98.1%	98.5%	96.8%	98.5%
Electronic Payments, as percent of Total Disbursements	50.0%	75.5%	80.0%	79.1%	80.0%
Unassigned Fund Balance, as percent of General Fund Expenditures (Target: ≥ 16%)	16.0%	17.0%	16.0%	16.0%	16.0%
Debt Service, as a percent of General Fund Expenditures (Target: ≤ 15%)	16.7%	14.9%	13.4%	13.6%	11.8%

- o Complete the Annual Comprehensive Financial Report (ACFR) as required by law.
- o 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.
- o Provide prompt, accurate, and efficient payment of all County obligations, including accounts payable and payroll.
- o Manage County investments and debts.
- o Ensure efficient and cost-effective procurement of goods and services.
- o Adhere to County fiscal policies and department standard operating procedures.
- o Manage the County’s financial information and technologies.

FY 2023-24 Highlights

- o Completed the submittal of the Annual Comprehensive Financial Report (ACFR), Annual Financial Information Report (AFIR), and Cash and Investment Report to the North

Major Services - general description of the services of the department. Performance Measures – track the outcomes and outputs that the department uses to determine how well they achieve their objectives and strategic priorities.

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 2024-25 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 ACFR are depreciated. Compensated absences are accrued as expenditures in the ACFR and are not included in the budget. The ACFR shows fund revenues and expenditures on both a GAAP basis and budgetary basis for comparison purposes.

Revenue by Category

Summary - General Fund

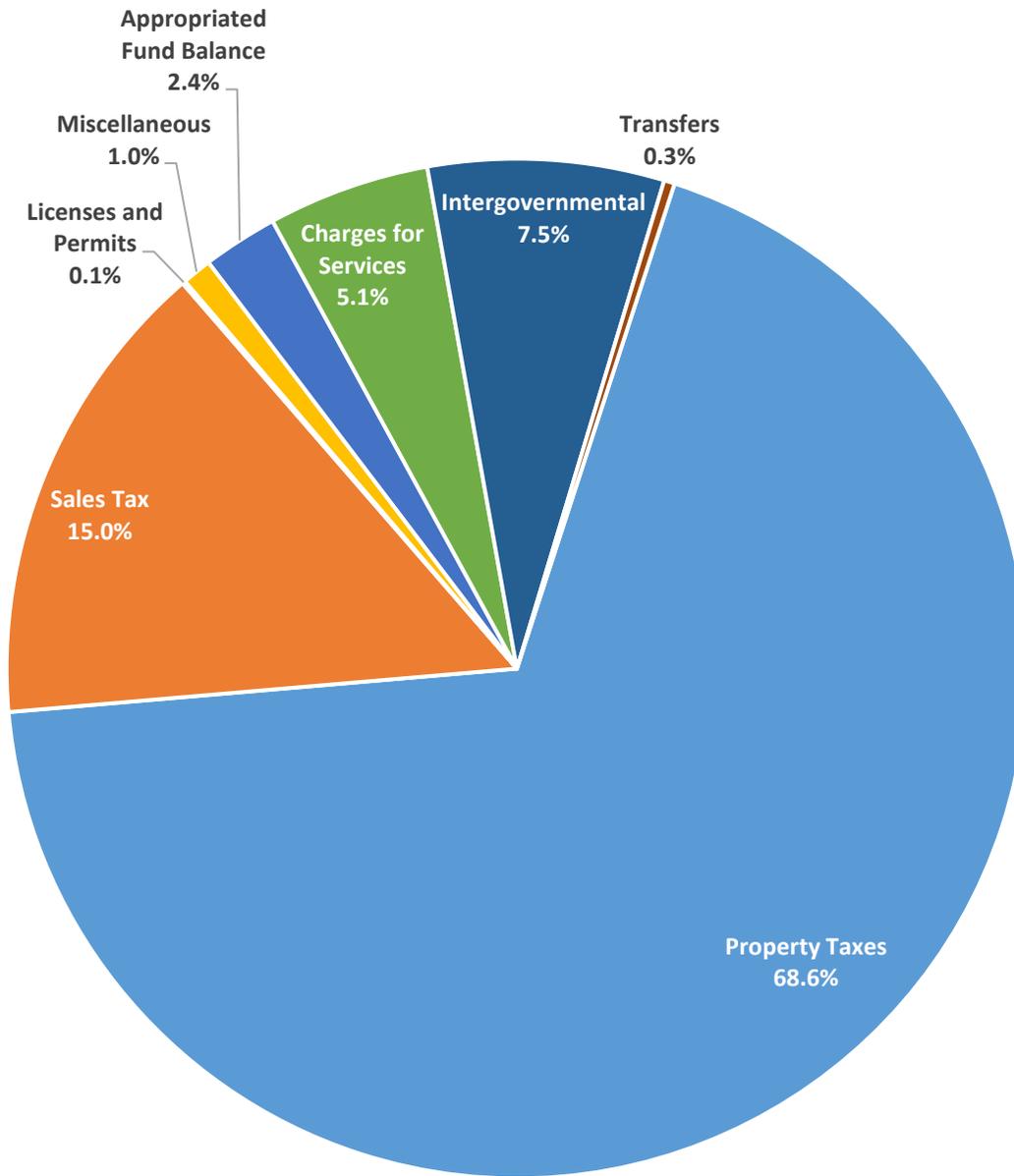
	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Property Taxes					
Property Taxes	172,757,001	175,878,940	175,878,940	179,919,319	185,972,352
Motor Vehicles	12,544,331	12,730,990	12,730,990	13,335,358	13,783,967
Gross Receipts	109,963	90,000	90,000	115,000	115,000
Delinquent Taxes	1,327,776	1,161,702	1,161,702	1,288,068	1,288,068
Interest on Delinquent Taxes	582,940	523,017	523,017	576,877	576,877
Late List Penalties	101,700	103,598	103,598	114,801	114,801
Animal Taxes	97,185	0	0	0	0
Beer and Wine	250,366	271,273	271,273	233,960	233,960
Property Taxes Total	<u>\$187,771,262</u>	<u>\$190,759,520</u>	<u>\$190,759,520</u>	<u>\$195,583,383</u>	<u>\$202,085,025</u>
Sales Tax					
Article 39 One Cent	16,430,626	16,599,870	16,599,870	17,856,804	17,856,804
Article 40 Half Cent	11,785,331	12,739,379	12,739,379	12,503,058	12,503,058
Article 42 Half Cent	8,240,839	8,349,882	8,349,882	8,956,144	8,956,144
Article 44 Half Cent	284,938	300,000	300,000	323,006	323,006
Hold Harmless Article 44	6,655,046	5,750,000	5,750,000	4,500,000	4,500,000
Sales Tax Total	<u>\$43,396,780</u>	<u>\$43,739,131</u>	<u>\$43,739,131</u>	<u>\$44,139,012</u>	<u>\$44,139,012</u>
Licenses and Permits					
Privilege License	11,185	12,000	12,000	12,000	12,000
Franchise Fee	236,243	262,200	262,200	262,200	262,200
Licenses and Permits Total	<u>\$247,428</u>	<u>\$274,200</u>	<u>\$274,200</u>	<u>\$274,200</u>	<u>\$274,200</u>
Investment Earnings Total	<u>\$1,809,873</u>	<u>\$1,600,000</u>	<u>\$1,600,000</u>	<u>\$1,800,000</u>	<u>\$1,800,000</u>
Miscellaneous Total	<u>\$1,269,112</u>	<u>\$846,286</u>	<u>\$834,766</u>	<u>\$925,011</u>	<u>\$1,000,011</u>
Appropriated Fund Balance Total	<u>\$0</u>	<u>\$7,000,000</u>	<u>\$7,000,000</u>	<u>\$7,000,000</u>	<u>\$7,000,000</u>

Revenue by Category

Summary - General Fund

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Charges for Services					
Aging	72,798	141,800	141,800	136,800	136,800
Planning & Inspections	1,515,373	508,000	508,000	618,000	618,000
Emergency Services	5,563,816	5,241,000	5,241,000	4,955,904	5,241,000
Health	1,771,560	2,065,931	2,065,931	2,356,767	2,250,767
Register of Deeds	2,176,405	1,967,000	1,967,000	1,774,500	1,967,000
Sheriff	2,182,429	2,170,000	2,170,000	2,170,000	2,598,125
Tax Administration	429,306	379,000	379,000	379,000	439,000
Transportation	51,493	87,000	87,000	87,000	87,000
Indirect Costs	990,187	913,693	913,693	1,033,868	1,033,868
Other	553,193	734,769	733,769	680,047	732,130
Charges for Services Total	<u>\$15,306,560</u>	<u>\$14,208,193</u>	<u>\$14,207,193</u>	<u>\$14,191,886</u>	<u>\$15,103,690</u>
Intergovernmental					
Aging	856,902	819,055	819,055	855,124	855,124
Animal Services	306,073	358,794	358,794	445,863	445,863
Child Support Services	1,101,763	1,489,756	1,489,756	1,576,224	1,709,000
DEAPR	155,547	142,118	142,118	158,453	158,453
Emergency Services	80,223	93,712	93,712	97,960	97,960
Health	1,360,956	2,167,776	2,167,776	1,712,233	1,712,233
Library	114,150	100,000	100,000	100,000	100,000
Lottery Proceeds	1,402,354	0	0	0	0
Sheriff	866,177	722,302	722,302	722,302	792,302
Social Services	10,340,332	11,104,466	11,104,466	12,758,932	12,708,932
Tax Administration	122,026	111,000	111,000	130,740	130,740
Transportation	1,424,421	1,073,745	1,073,745	1,883,331	1,883,331
Other	1,406,037	1,504,184	1,294,994	1,423,880	1,423,880
Intergovernmental Total	<u>\$19,536,961</u>	<u>\$19,686,908</u>	<u>\$19,477,718</u>	<u>\$21,865,042</u>	<u>\$22,017,818</u>
Transfers from Other Funds					
Capital Reserve	0	1,038,010	1,038,010	0	356,539
Visitors Bureau	0	112,000	112,000	112,000	224,000
Sportsplex Enterprise Fund	0	158,000	158,000	316,000	316,000
Article 46 Fund	76,740	83,280	83,280	91,500	109,500
Transfers from Other Funds Total	<u>\$76,740</u>	<u>\$1,391,290</u>	<u>\$1,391,290</u>	<u>\$519,500</u>	<u>\$1,006,039</u>
Total Revenue	<u>\$269,414,716</u>	<u>\$279,505,528</u>	<u>\$279,283,818</u>	<u>\$286,298,034</u>	<u>\$294,425,795</u>

General Fund Revenue by Category



Revenue By Category

Other Funds

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Debt Service Fund					
General Government Revenue	0	0	3,120	410,816	410,816
Intergovernmental Revenue	0	271,674	271,674	271,674	271,674
Financing Proceeds	235,411	2,500,000	2,500,000	0	0
From General Fund	44,077,170	33,400,000	33,400,000	31,390,000	31,390,000
Appropriation Fund Balance	0	1,285,824	1,285,824	2,345,306	2,249,713
Total	<u>\$44,312,581</u>	<u>\$37,457,498</u>	<u>\$37,460,618</u>	<u>\$34,417,796</u>	<u>\$34,322,203</u>
Article 46 Fund					
Sales Tax	6,513,227	5,494,058	5,494,058	6,391,998	6,391,998
Total	<u>\$6,513,227</u>	<u>\$5,494,058</u>	<u>\$5,494,058</u>	<u>\$6,391,998</u>	<u>\$6,391,998</u>
Emergency Telephone System Fund					
Charges for Services	775,459	571,016	571,016	428,404	428,404
Total	<u>\$775,459</u>	<u>\$571,016</u>	<u>\$571,016</u>	<u>\$428,404</u>	<u>\$428,404</u>
Employee Health and Dental Fund					
General Government Revenue	12,512,961	13,068,229	13,068,229	14,872,653	14,872,653
From General Fund	2,792,225	3,183,405	3,183,405	3,172,894	3,172,894
Total	<u>\$15,305,186</u>	<u>\$16,251,634</u>	<u>\$16,251,634</u>	<u>\$18,045,547</u>	<u>\$18,045,547</u>
Fire Districts					
Property Tax	7,750,988	8,581,026	8,581,026	9,355,837	9,355,837
Interest on Investments	18,727	3,310	3,310	6,550	6,550
Appropriated Fund Balance	0	20,000	20,000	45,000	45,000
Total	<u>\$7,769,715</u>	<u>\$8,604,336</u>	<u>\$8,604,336</u>	<u>\$9,407,387</u>	<u>\$9,407,387</u>
Inspections Fund					
Charges for Services	0	1,405,313	1,405,313	1,291,840	1,381,840
From General Fund	0	204,170	204,170	501,060	384,377
Total	<u>\$0</u>	<u>\$1,609,483</u>	<u>\$1,609,483</u>	<u>\$1,792,900</u>	<u>\$1,766,217</u>
Opioid Settlement Fund					
Intergovernmental	0	0	886,657	886,657	886,657
Total	<u>\$0</u>	<u>\$0</u>	<u>\$886,657</u>	<u>\$886,657</u>	<u>\$886,657</u>
Multi-Year Grants Fund					
Intergovernmental	237,248	182,000	182,000	182,000	182,000
Donations	199,509	175,000	175,000	175,000	100,000
Transfer from General Fund	47,022	0	0	0	0
Total	<u>\$483,779</u>	<u>\$357,000</u>	<u>\$357,000</u>	<u>\$357,000</u>	<u>\$282,000</u>

Revenue By Category

Other Funds

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Housing Choice Voucher Fund					
Intergovernmental	6,535,431	6,856,632	6,856,632	7,534,000	7,534,000
Interest on Investments	8,847	2,000	2,000	8,500	8,500
Total	<u>\$6,544,277</u>	<u>\$6,858,632</u>	<u>\$6,858,632</u>	<u>\$7,542,500</u>	<u>\$7,542,500</u>
Community Development Fund					
From General Fund	419,251	417,103	337,103	563,864	463,864
Intergovernmental	\$1,198,663	\$1,023,288	\$847,187	1,036,806	1,036,806
Program Income	13,306	13,306	13,306	\$13,306	13,306
Total	<u>\$1,631,220</u>	<u>\$1,453,697</u>	<u>\$1,197,596</u>	<u>\$1,613,976</u>	<u>\$1,513,976</u>
Visitors Bureau Fund					
Occupancy Tax	1,928,970	1,852,791	1,852,791	2,020,612	2,126,700
Sales & Fees	433,905	465,000	465,000	443,082	443,082
Intergovernmental	52,185	50,210	50,210	94,280	94,280
General Government Revenue	71,849	38,500	38,500	86,269	86,269
Appropriated Fund Balance	0	310,165	310,165	370,278	307,790
From General Fund	0	0	0	0	0
Total	<u>\$2,486,909</u>	<u>\$2,716,666</u>	<u>\$2,716,666</u>	<u>\$3,014,521</u>	<u>\$3,058,121</u>
Solid Waste Operations Enterprise Fund					
Sales & Fees	10,748,407	10,724,266	10,724,266	10,860,493	10,585,886
Intergovernmental	559,789	363,000	363,000	428,000	428,000
Miscellaneous	71,065	67,475	67,475	65,000	65,000
Interest on Investments	385,106	95,000	95,000	135,000	135,000
Appropriated Fund Balance	0	1,443,567	1,443,567	1,811,620	1,753,402
From General Fund	0	0	0	0	0
Total	<u>\$11,764,366</u>	<u>\$12,693,308</u>	<u>\$12,693,308</u>	<u>\$13,300,113</u>	<u>\$12,967,288</u>
Sportsplex Operations Enterprise Fund					
Charges for Services	4,769,351	4,538,687	4,538,687	5,214,172	5,214,172
Appropriated Fund Balance	0	158,000	158,000	0	0
Total	<u>\$4,769,351</u>	<u>\$4,696,687</u>	<u>\$4,696,687</u>	<u>\$5,214,172</u>	<u>\$5,214,172</u>

Revenue By Category

Other Funds

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
4-H Fund					
General Government Revenue	33,376	13,690	13,690	14,200	14,200
Charges for Services	3,090	15,200	15,200	15,000	15,000
Appropriated Fund Balance	0	5,000	5,000	3,425	3,425
Total	<u>\$36,466</u>	<u>\$33,890</u>	<u>\$33,890</u>	<u>\$32,625</u>	<u>\$32,625</u>
Orange-Person-Chatham Retiree Health Fund					
Interest on Investment	7,818	4,454	4,454	4,454	4,454
Total	<u>\$7,818</u>	<u>\$4,454</u>	<u>\$4,454</u>	<u>\$4,454</u>	<u>\$4,454</u>
Communication Tower Trust Fund					
General Government Revenue	16,870	0	0	0	0
Total	<u>\$16,870</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
DSS Trust Fund					
General Government Revenue	260,000	260,000	260,000	260,000	260,000
Total	<u>\$260,000</u>	<u>\$260,000</u>	<u>\$260,000</u>	<u>\$260,000</u>	<u>\$260,000</u>
Jail Inmate Trust Fund					
Miscellaneous	297,476	315,000	315,000	315,000	315,000
Total	<u>\$297,476</u>	<u>\$315,000</u>	<u>\$315,000</u>	<u>\$315,000</u>	<u>\$315,000</u>
CHCCS District Tax Fund					
Property Tax	25,545,354	27,742,966	27,742,966	28,419,218	28,419,218
Total	<u>\$25,545,354</u>	<u>\$27,742,966</u>	<u>\$27,742,966</u>	<u>\$28,419,218</u>	<u>\$28,419,218</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 2024-25 Recommended Budget has identified \$356,539 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 2025-26's Base Budget.

Department	Activity	Recommended Amount
Aging	Replacement of aging chairs for usage and safety issues	\$ 16,000
Animal Services	Animal Control Equipment	\$ 3,045
Asset Management	Replacement of facility appliances for department operations	\$ 60,540
Asset Management	Update building signage across multiple county buildings	\$ 29,900
Board of Elections	Voter Site Battery Backup	\$ 30,000
Courts	Boards & Provisions furniture	\$ 24,000
Child Support	Conference Room Furniture	\$ 8,000
Child Support	Implementation costs for Northwoods migration (county portion)	\$ 34,000
Social Services	County Kinship Assistance Pilot Program	\$ 30,000
Planning	Historical Document Scanning	\$ 35,000
Tax Administration	Revaluation one-time expenses	\$ 36,054
Transportation	Bike and Pedestrian Plan (county portion)	\$ 50,000
Total		\$ 356,539

Appropriations by Function

Summary - General Fund

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Community Services					
Animal Services	2,683,010	2,878,507	3,075,340	3,089,950	3,085,869
Cooperative Extension	410,026	548,910	538,517	558,897	545,267
Department of Environment, Agriculture, Parks & Recreation	4,192,238	4,816,321	5,020,996	5,337,169	5,067,682
Fleet Services ¹	972,241	1,716,356	1,850,290	2,022,989	1,845,454
Non-Departmental	468,205	439,156	72,156	69,996	69,996
Transportation Services ¹	2,614,970	2,482,346	2,586,347	3,164,126	2,999,286
Planning and Inspections	3,194,966	2,235,213	2,355,387	2,505,592	2,358,287
Recreation Municipal	125,110	125,108	125,108	125,108	125,108
Community Services Total	<u>\$14,663,144</u>	<u>\$15,241,917</u>	<u>\$15,624,141</u>	<u>\$16,873,827</u>	<u>\$16,096,949</u>
General Government					
Board of County Commissioners	802,519	859,447	903,769	903,769	903,769
Board of Elections	900,939	1,200,287	1,247,416	1,119,967	1,119,967
County Attorney's Office	774,438	806,998	908,112	908,112	900,452
County Manager's Office ²	2,894,569	1,687,805	2,084,148	2,224,857	2,096,831
Outside Agencies	1,828,974	1,037,016	1,037,016	1,685,787	884,439
Non-Departmental	452,184	375,000	375,000	375,000	375,000
Register of Deeds	1,185,932	1,153,810	1,294,553	1,343,053	1,296,853
Tax Administration	4,181,754	4,867,322	5,016,678	5,520,749	5,107,519
General Government Total	<u>\$13,021,309</u>	<u>\$11,987,685</u>	<u>\$12,866,692</u>	<u>\$14,081,294</u>	<u>\$12,684,830</u>
Public Safety					
Courts	125,194	176,063	101,063	286,163	286,163
Criminal Justice Resource Dept.	879,063	1,238,702	1,331,037	1,492,588	1,373,278
Emergency Services	13,521,320	15,647,795	17,178,772	18,517,172	17,777,347
Non-Departmental	519,592	518,790	518,790	519,658	519,658
Sheriff	18,401,686	18,301,548	19,851,043	22,443,295	21,147,133
Public Safety Total	<u>\$33,446,856</u>	<u>\$35,882,898</u>	<u>\$38,980,705</u>	<u>\$43,258,876</u>	<u>\$41,103,579</u>
Human Services					
Department on Aging	2,451,653	2,686,854	2,848,810	2,959,366	2,830,401
Alliance MOE	859,873	897,850	897,850	897,850	894,682
Child Support Services	1,136,301	1,186,088	1,366,721	1,563,147	1,527,147
Equity & Inclusion ²	92,157	604,982	434,948	466,448	433,771
Health Department	10,236,579	12,507,738	13,565,047	13,555,432	13,061,653
Housing Department	1,304,356	2,461,781	2,751,565	3,128,254	2,715,085
Library Municipal	505,207	622,023	622,023	622,023	622,023
Library Services	2,454,942	2,636,623	2,873,189	3,490,734	3,490,734
Non-Departmental	349,097	492,349	492,349	542,163	520,684
Department of Social Services	19,393,018	24,444,855	26,069,380	26,775,615	26,507,027
Human Services Total	<u>\$38,783,182</u>	<u>\$48,541,143</u>	<u>\$51,921,882</u>	<u>\$54,001,032</u>	<u>\$52,603,207</u>

Appropriations by Function

Summary - General Fund

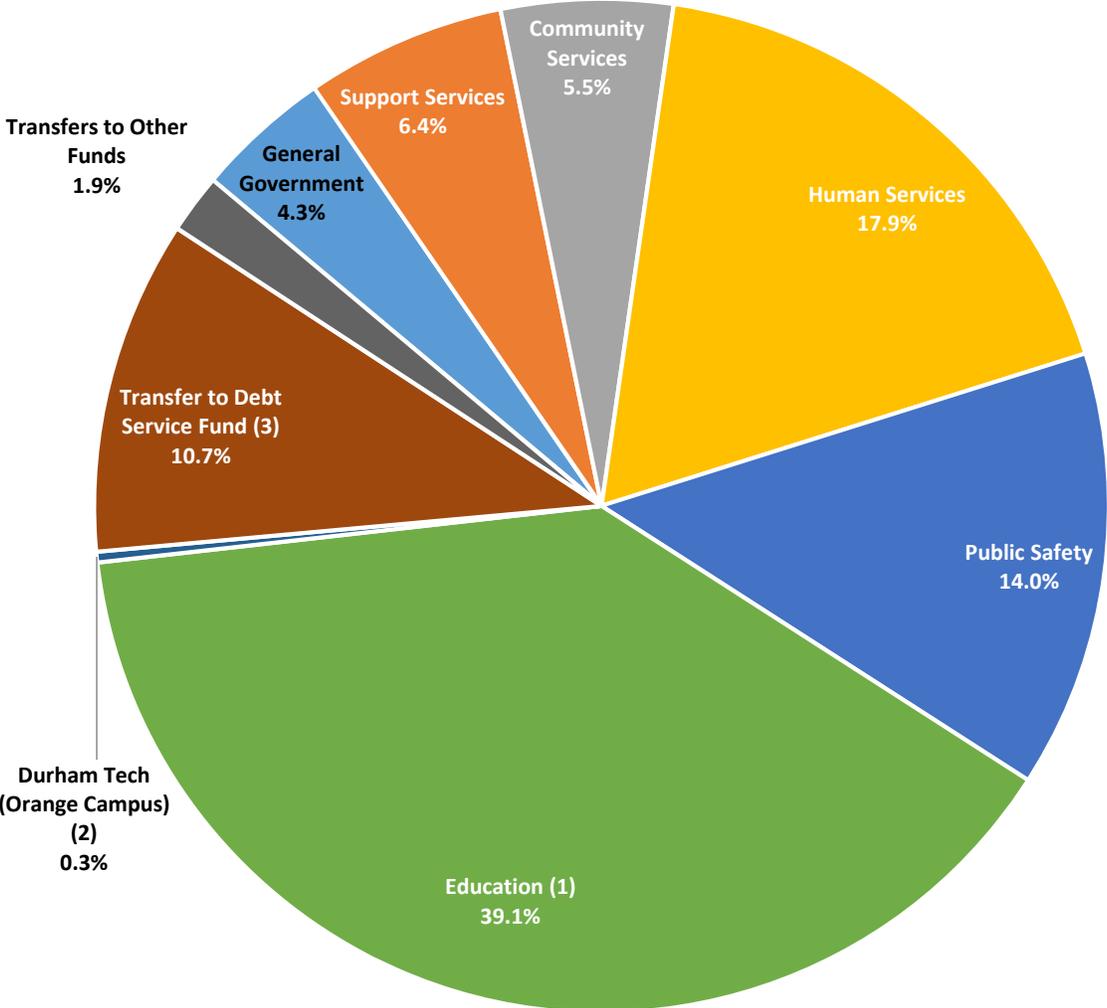
	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Education					
Current Expenses	94,388,187	102,942,576	102,942,576	115,562,270	108,090,282
Durham Tech (Orange Campus)	0	975,346	975,346	1,257,360	1,020,363
School Health & Safety Contracts	0	3,888,025	3,888,025	4,004,666	4,004,666
Education Total	<u>\$94,418,317</u>	<u>\$107,805,947</u>	<u>\$107,805,947</u>	<u>\$120,824,296</u>	<u>\$113,115,311</u>
Support Services					
Asset Management Services	6,781,203	5,920,668	6,018,002	7,066,310	6,659,873
Community Relations	324,947	435,674	479,424	501,424	476,124
Finance and Administrative Services	1,698,303	1,563,670	2,878,826	3,126,693	3,055,772
Human Resources	1,418,603	3,451,665	3,620,570	3,674,330	3,552,231
Information Technologies	4,291,765	5,250,330	5,411,873	6,331,424	5,888,700
Non-Departmental	491,876	1,870,100	430,100	-829,900	-829,900
Support Services Total	<u>\$15,006,697</u>	<u>\$18,492,107</u>	<u>\$18,838,795</u>	<u>\$19,870,281</u>	<u>\$18,802,800</u>
Non-Departmental					
Debt Service ³	43,394	0	0	0	0
Transfer to Debt Service Fund ³	44,077,170	33,400,000	33,400,000	31,390,000	31,390,000
Transfers to Other Funds	13,898,367	8,153,831	8,073,831	8,896,971	8,629,119
Non-Departmental Total	<u>\$58,018,931</u>	<u>\$41,553,831</u>	<u>\$41,473,831</u>	<u>\$40,286,971</u>	<u>\$40,019,119</u>
Total Expenditures	<u>\$267,358,437</u>	<u>\$279,505,528</u>	<u>\$287,511,993</u>	<u>\$309,196,577</u>	<u>\$294,425,795</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 In FY23-24 Debt Service was established 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) Since FY 2023-24, Debt Service expenses are split into a separate Debt Service Fund

Appropriation by Function *Other Funds*

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Debt Service Fund					
Debt Service	37,566,520	37,457,498	37,502,721	34,417,796	34,322,203
Total	<u>\$37,566,520</u>	<u>\$37,457,498</u>	<u>\$37,502,721</u>	<u>\$34,417,796</u>	<u>\$34,322,203</u>
Article 46 Fund					
Education	2,913,568	2,747,029	2,747,029	3,195,999	3,195,999
Community Services	3,907,023	2,747,029	2,747,029	3,195,999	3,195,999
Total	<u>\$6,820,591</u>	<u>\$5,494,058</u>	<u>\$5,494,058</u>	<u>\$6,391,998</u>	<u>\$6,391,998</u>
Emergency Telephone System Fund					
Public Safety	322,303	571,016	434,525	428,404	428,404
Total	<u>\$322,303</u>	<u>\$571,016</u>	<u>\$434,525</u>	<u>\$428,404</u>	<u>\$428,404</u>
Employee Health and Dental Fund					
Support Services	15,984,191	16,251,634	16,251,634	18,045,547	18,045,547
Total	<u>\$15,984,191</u>	<u>\$16,251,634</u>	<u>\$16,251,634</u>	<u>\$18,045,547</u>	<u>\$18,045,547</u>
Fire Districts					
Public Safety	7,862,073	8,604,336	8,604,336	9,407,387	9,407,387
Total	<u>\$7,862,073</u>	<u>\$8,604,336</u>	<u>\$8,604,336</u>	<u>\$9,407,387</u>	<u>\$9,407,387</u>
Inspection Fund					
Community Services	0	1,609,483	1,773,599	1,792,900	1,766,217
Total	<u>\$0</u>	<u>\$1,609,483</u>	<u>\$1,773,599</u>	<u>\$1,792,900</u>	<u>\$1,766,217</u>
Opioid Settlement Fund					
Human Services	0	0	886,657	886,657	886,657
Total	<u>\$0</u>	<u>\$0</u>	<u>\$886,657</u>	<u>\$886,657</u>	<u>\$886,657</u>
Multi-Year Grants Fund					
Public Safety	233,509	182,000	182,000	182,000	182,000
Human Services	90,138	175,000	175,000	175,000	100,000
General Government	40,137	0	0	0	0
Total	<u>\$363,784</u>	<u>\$357,000</u>	<u>\$357,000</u>	<u>\$357,000</u>	<u>\$282,000</u>
Housing Choice Voucher Fund					
Human Services	5,931,399	6,858,632	6,904,022	7,542,500	7,542,500
Total	<u>\$5,931,399</u>	<u>\$6,858,632</u>	<u>\$6,904,022</u>	<u>\$7,542,500</u>	<u>\$7,542,500</u>
Community Development Fund					
Human Services	2,119,883	1,453,697	1,255,466	1,613,976	1,513,976
Total	<u>\$2,119,883</u>	<u>\$1,453,697</u>	<u>\$1,255,466</u>	<u>\$1,613,976</u>	<u>\$1,513,976</u>

Appropriation by Function *Other Funds*

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Visitors Bureau Fund					
Arts and Tourism	2,205,273	2,716,666	2,827,989	3,014,521	3,058,121
Total	<u>\$2,205,273</u>	<u>\$2,716,666</u>	<u>\$2,827,989</u>	<u>\$3,014,521</u>	<u>\$3,058,121</u>
Solid Waste Operations Enterprise Fund					
Community Services	8,494,385	10,503,411	11,217,211	11,341,643	11,008,818
Transfer to Other Funds	1,934,503	2,189,897	2,189,897	1,958,470	1,958,470
Total	<u>\$10,428,888</u>	<u>\$12,693,308</u>	<u>\$13,407,108</u>	<u>\$13,300,113</u>	<u>\$12,967,288</u>
Sportsplex Operations Enterprise Fund					
Community Services	3,507,450	3,720,993	3,438,687	4,098,503	4,098,503
Transfer to Other Funds	975,000	975,694	975,694	1,115,669	1,115,669
Total	<u>\$4,482,450</u>	<u>\$4,696,687</u>	<u>\$4,414,381</u>	<u>\$5,214,172</u>	<u>\$5,214,172</u>
4-H Fund					
Community Services	16,335	33,890	33,890	32,625	32,625
Total	<u>\$16,335</u>	<u>\$33,890</u>	<u>\$33,890</u>	<u>\$32,625</u>	<u>\$32,625</u>
Orange-Person-Chatham Retiree Health Fund					
Support Services	10,824	4,454	4,454	4,454	4,454
Total	<u>\$10,824</u>	<u>\$4,454</u>	<u>\$4,454</u>	<u>\$4,454</u>	<u>\$4,454</u>
Communication Tower Trust Fund					
Support Services	21,500	0	0	0	0
Total	<u>\$21,500</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
DSS Trust Fund					
Human Services	260,000	260,000	260,000	260,000	260,000
Total	<u>\$260,000</u>	<u>\$260,000</u>	<u>\$260,000</u>	<u>\$260,000</u>	<u>\$260,000</u>
Jail Inmate Trust Fund					
Public Safety	304,839	315,000	315,000	315,000	315,000
Total	<u>\$304,839</u>	<u>\$315,000</u>	<u>\$315,000</u>	<u>\$315,000</u>	<u>\$315,000</u>
CHCCS District Tax Fund					
Education	25,545,354	27,742,966	27,742,966	28,419,218	28,419,218
Total	<u>\$25,545,354</u>	<u>\$27,742,966</u>	<u>\$27,742,966</u>	<u>\$28,419,218</u>	<u>\$28,419,218</u>

Full-Time Equivalent (FTE) Budgeted Positions

All Funds

	2022-23	2023-24	2024-25	2024-25	2024-25
	Actual FTE	Original Budget	Base Budget	Department Requested	Manager Recommended
General Fund					
Community Services					
Animal Services	32.000	32.000	32.000	32.000	32.000
DEAPR					
Parks	15.000	15.000	15.000	16.000	15.000
Recreation	7.000	8.000	8.000	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	36.000	37.000	37.000	38.000	37.000
Fleet Services	5.750	6.750	6.750	7.450	6.750
Planning & Inspections	35.000	19.000	19.000	20.000	19.000
Transportation Services	26.000	26.000	26.000	27.000	26.000
Community Services Total	134.750	120.750	120.750	124.450	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	4.500	4.500	4.500	4.500	4.500
County Manager ⁽¹⁾	14.000	10.000	12.000	12.000	12.000
Register of Deeds	13.125	13.125	13.125	13.125	13.125
Tax Administration	43.000	43.000	43.000	48.000	43.000
General Government Total	82.625	78.625	80.625	85.625	80.625
Public Safety					
Sheriff	172.500	176.500	176.500	176.500	176.500
EMS					
Administration	5.000	5.000	5.000	5.000	5.000
Medical Services	90.000	91.000	91.000	93.000	91.000
Emergency Management	6.000	7.000	7.000	7.000	7.000
Fire Marshal	4.000	4.000	4.000	4.000	4.000
Telecommunications	42.000	43.000	43.000	42.000	42.000
EMS Total	147.000	150.000	150.000	151.000	149.000
Criminal Justice Resource Department	8.500	10.000	10.000	10.510	10.000
Public Safety Total	328.000	336.500	336.500	338.010	335.500
Human Services					
Social Services					
Administration	27.000	27.000	25.000	28.000	25.000
Children/Family Services	70.250	71.250	72.250	73.250	72.250
Economic Services	86.375	95.375	96.375	96.375	96.375
Social Services Total	183.625	193.625	193.625	197.625	193.625

Full-Time Equivalent (FTE) Budgeted Positions

All Funds

	2022-23	2023-24	2024-25	2024-25	2024-25
	Actual FTE	Original Budget	Base Budget	Department Requested	Manager Recommended
Health					
Finance and Admin Operations	12.000	12.000	13.000	11.000	11.000
Dental Health	14.800	14.800	13.900	16.300	13.900
Community Health Services	26.550	27.550	28.550	28.550	28.550
Personal Health	45.100	46.100	42.900	46.325	43.900
Environmental Health	19.000	19.000	19.000	19.250	19.000
Health Total	117.450	119.450	117.350	121.425	116.350
Aging					
Administration	3.000	3.000	3.000	3.000	3.000
Community Based Services	10.005	10.005	10.005	10.755	10.005
Aging Transitions	5.750	5.750	5.750	6.000	5.750
Volunteer Connect 55+	2.500	2.500	2.500	2.500	2.500
Senior Health Coordination	0.000	1.000	1.000	1.475	1.000
Aging Total	21.255	22.255	22.255	23.730	22.255
Equity & Inclusion ^(1,2)	0.000	5.000	3.000	3.000	3.000
Housing ⁽²⁾	12.150	15.020	17.500	18.825	15.350
Library Services	24.125	24.125	24.125	30.750	30.750
Child Support Services	13.750	13.750	13.750	13.750	13.750
Human Services Total	372.355	393.225	391.605	409.105	395.080
Support Services					
Asset Management Services	34.000	32.000	32.000	37.425	32.000
Community Relations - Public Affairs	3.000	3.000	3.000	3.000	3.000
Finance and Administrative Services	11.000	11.000	11.000	12.000	11.000
Human Resources	10.000	10.000	10.000	10.000	10.000
Information Technologies	16.700	16.700	16.700	16.700	16.700
Support Services Total	74.700	72.700	72.700	79.125	72.700
General Fund Total	<u>992.430</u>	<u>1,001.800</u>	<u>1,002.180</u>	<u>1,036.315</u>	<u>1,004.655</u>

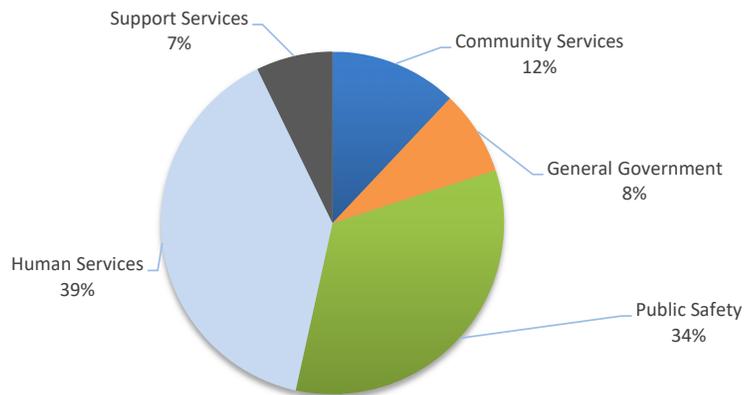
Full-Time Equivalent (FTE) Budgeted Positions All Funds

	2022-23	2023-24	2024-25	2024-25	2024-25
	Actual FTE	Original Budget	Base Budget	Department Requested	Manager Recommended
Other Funds					
Aging - Senior Health Coordination	1.000	0.000	0.000	2.375	0.000
Housing - Voucher Fund	5.850	5.850	5.650	6.650	6.650
Housing - Homelessness Programs	11.500	9.690	10.410	8.000	8.000
Housing - Housing Helpline	0.500	0.440	0.440	0.000	0.000
Planning - Inspections	0.000	17.000	17.000	17.000	17.000
Solid Waste Management	61.675	66.675	66.675	73.975	66.675
County Manager - Arts Commission	2.000	3.000	3.000	3.000	3.000
County Manager - Food Council	1.000	0.000	0.000	0.000	0.000
CJRD - Local Reentry Grant	2.000	2.000	2.000	1.740	2.000
CJRD/Sheriff- Mental Health Diversion Grant	0.000	0.000	2.000	2.000	2.000
CJRD - COVID Recovery Grant	2.000	2.000	0.000	0.000	0.000
CJRD/ Housing - Street Outreach Grant	4.000	4.000	4.000	4.000	4.000
CJRD - Opioid	0.000	0.000	2.000	2.000	2.000
Emergency Services - Opioid	0.000	0.000	3.000	3.000	3.000
Health - Opioid	0.000	0.000	2.000	2.000	2.000
AMS - Administration	0.000	2.000	2.000	2.000	2.000
Finance and Administrative Services	0.000	0.000	0.000	1.000	0.000
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	100.525	121.655	129.175	137.740	127.325
Grand Total	<u>1,092.955</u>	<u>1,123.455</u>	<u>1,131.355</u>	<u>1,174.055</u>	<u>1,131.980</u>

¹ Office of Equity & Inclusion was a division of the County Manager's Office in FY 2022-23.

² Two FTE moved from Office of Equity & Inclusion to Housing Legal Services Division

General Fund FTE by Function (Recommended)



Summary of Manager Recommended New Positions for FY 2024-25

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
Library Services	Library Branch Manager	7/1/2023	1.000	60,460	28,084	88,544	0	0	88,544
Library Services	Librarian II	9/1/2024	1.000	41,323	23,877	65,200	0	0	65,200
Library Services	Librarian II	9/1/2024	1.000	41,323	23,277	64,600	0	0	64,600
Library Services	Library Associate II ⁽¹⁾	7/1/2024	0.125	6,166	509	6,675	0	0	6,675
Library Services	Library Associate II	9/1/2024	1.000	33,943	21,644	55,587	0	0	55,587
Library Services	Library Assistant II	9/1/2024	1.000	30,393	20,858	51,251	0	0	51,251
Library Services	Library Assistant II ⁽²⁾	7/1/2024	0.500	16,699	7,895	24,594	0	0	24,594
Library Services	Library Assistant II	9/1/2024	1.000	30,393	20,858	51,251	0	0	51,251
Totals			6.625	260,700	147,002	407,702	0	0	407,702

(1) - Increase FTE of existing position from .875 to 1.000

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

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
Aging	Human Services Coordinator	7/1/2024	0.250	13,744	3,028	16,772			16,772
Aging	Seymour Lunch Manager	7/1/2024	0.375	14,040	1,074	15,114			15,114
Aging	Passmore Lunch Manager	7/1/2024	0.375	14,040	1,074	15,114			15,114
Aging	Wellness Program Assistant	7/1/2024	0.475	19,760	1,512	21,272			21,272
AMS	Facilities Environment Technician I	7/1/2024	2.000	72,044	44,208	116,252	1,116		117,368
AMS	Facilities Maintenance Technician II	7/1/2024	1.000	44,957	24,082	69,039	50,558		119,597
AMS	Painter	7/1/2024	1.000	40,731	23,146	63,877	50,558		114,435
AMS	Meeting Set-up & Reservation Assistant	7/1/2024	1.425	51,333	3,927	55,260	1,674		56,934
CJRD	Local Re-Entry Coordinator	7/1/2024	0.260	13,368	6,632	20,000			20,000
CJRD	Admin Support II	7/1/2024	0.250	12,827	2,836	15,663	300		15,963
DEAPR	Park Coordinator	7/1/2024	1.000	42,791	23,602	66,393	600	66,993	0
Emergency Services	QA Coordinator/Data Analyst	7/1/2024	1.000	63,285	28,102	91,387	11,845		103,232
Emergency Services	FTEP Coordinator	7/1/2024	1.000	63,285	28,102	91,387	3,895		95,282
Finance	Finance Business Analyst	7/1/2024	1.000	66,737	28,856	95,593			95,593
Fleet	Fleet Procurement and Inventory Specialist	7/1/2024	0.700	33,570	16,013	49,583	5,445	42,750	12,278
Health	Advanced Practice Provider I	7/1/2024	1.000	99,072	35,924	134,996	1,395		136,391
Health	Dental Hygienist	7/1/2024	1.000	63,523	28,154	91,677	775	70,000	22,452
Health	Mobile Dental Clinic Coordinator	7/1/2024	1.000	38,765	22,711	61,476	800	36,000	26,276
Health	Public Health Nurse I	7/1/2024	0.960	55,328	4,232	59,560		43,060	16,500
Health	Dentist	7/1/2024	0.400	83,200	6,365	89,565			89,565
Health	Foreign Language Coordinator	7/1/2024	0.480	25,526	0	25,526			25,526
Health	Environmental Health Specialist	7/1/2024	0.250	13,000	995	13,995			13,995
Housing	Eviction Diversion Program Legal Council	7/1/2024	1.000	66,739	28,856	95,595	1,420		97,015
Housing	Office Assistant	7/1/2024	1.000	40,000	22,984	62,984		17,913	45,071
Housing	Coordinated Entry Specialist	7/1/2024	0.475	25,000	1,913	26,913			26,913
Planning	Engineering Technician	7/1/2024	1.000	57,548	27,448	84,996	3,160		88,156
Social Services	Social Services Assistant	7/1/2024	3.000	108,066	66,312	174,378		87,189	87,189
Social Services	Clinical Social Worker	7/1/2024	1.000	63,523	28,154	91,677	798	46,238	46,238

Tax Administration	Revenue Technician I	7/1/2024	1.000	57,548	27,448	84,996	650		85,646
Tax Administration	EM Billing & Collections Technician I	7/1/2024	1.000	37,388	21,264	58,652			58,652
Tax Administration	GIS Technician II	7/1/2024	1.000	36,928	21,163	58,091	1,200		59,291
Tax Administration	GIS Technician III	7/1/2024	1.000	49,623	23,972	73,595	650		74,245
Tax Administration	Vehicle Appraisal Technician I	7/1/2024	1.000	54,776	25,100	79,876	50		79,926
Transportation	Deputy Director	7/1/2024	1.000	66,739	28,856	95,595			95,595
Totals			30.675	1,608,804	658,045	2,266,849	136,889	410,143	1,993,596

DEBT SERVICE 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
Finance	Debt Analyst	7/1/2024	1.000	66,737	28,856	95,593			95,593
Totals			1.000	66,737	28,856	95,593	-	-	95,593

GRANT 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
Aging	Wellness Program Assistant	7/1/2024	0.475	19,760	1,512	21,272			21,272
Aging	Aging Transitions Program Assistant	7/1/2024	0.475	19,760	1,512	21,272			21,272
Aging	Communication Assistant	7/1/2024	0.475	19,760	1,512	21,272			21,272
Aging	Employment Specialist	7/1/2024	0.475	21,736	1,663	23,399			23,399
Aging	SHIPP/MIPPA Coordinator	7/1/2024	0.475	11,362	869	12,231			12,231
Aging	Outreach Coordinator	7/1/2024	0.475	21,736	1,663	23,399			23,399
Totals			2.850	114,114	8,731	122,845	-	-	122,845

SOLID WASTE 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
Solid Waste	Fleet Procurement Operator II	7/1/2024	0.300	14,387	6,862	21,249			21,249
Solid Waste	Heavy Equipment Operator II	7/1/2024	1.000	44,957	24,082	69,039	300	64,010	5,329
Solid Waste	Convenience Site Attendant	7/1/2024	6.000	216,132	132,624	348,756	1,800	98,396	252,160
Totals			7.300	275,476	163,568	439,044	2,100	162,406	278,738

Summary of Manager Recommended Time Limited Positions for FY 2024-25

GENERAL FUND - RECOMMENDED (TIME LIMITED CONVERTED TO PERMANENT)

Dept Name	Position Name	FTE
Aging	Aging Transition Specialist	1.000
Social Services	Human Services Technician	1.000
Total		2.000

HOUSING VOUCHER FUND - RECOMMENDED (TIME LIMITED CONVERTED TO PERMANENT)

Dept Name	Position Name	FTE
Housing	Housing Locator & Inspector	1.000
Total		1.000

GENERAL FUND - RECOMMENDED EXTENSION

Dept Name	Position Name	Time-Limited End Date	Recommended Extended End Date	FTE
Health	Laboratory Technician	6/30/2024	6/30/2025	1.000
Aging	Transportation Coordinator I	6/30/2024	6/30/2025	1.000
Total				2.000

VISITOR BUREAU FUND - RECOMMENDED EXTENSION

Dept Name	Position Name	Time-Limited End Date	Recommended Extended End Date	FTE
County Manager - Arts Commission	Grant & Operations Coordinitor	6/30/2024	6/30/2025	1.000
Total				1.000

GRANT FUND - RECOMMENDED EXTENSION

Dept Name	Position Name	Time-Limited End Date	Recommended Extended End Date	FTE
Criminal Justice Resource Department	Local Reentry Case Manager	6/30/2024	6/30/2025	1.000
Criminal Justice Resource Department	Local Reentry Coordinator	6/30/2024	6/30/2025	1.000
Total				2.000

COMMUNITY DEVELOPMENT FUND - RECOMMENDED EXTENSION

Dept Name	Position Name	Time-Limited End Date	Recommended Extended End Date	FTE
Housing	Rapid Rehousing Specialist	6/30/2024	6/30/2025	1.000
Housing	Homelessness Program Coordinator	6/30/2024	6/30/2025	1.000
Housing	Coordinated Housing Specialist	6/30/2024	6/30/2025	1.000
Housing	Coordinated Housing Specialist	6/30/2024	6/30/2025	1.000
Housing	Coordinated Housing Specialist	6/30/2024	6/30/2025	1.000
Criminal Justice Resource Department	HRC Coordinator	6/30/2024	6/30/2025	1.000
Housing	Peer Support Navigator	6/30/2024	6/30/2025	1.000
Housing	Peer Support Navigator	6/30/2024	6/30/2025	1.000
Housing	Peer Support Navigator	6/30/2024	6/30/2025	1.000
Total				9.000

Summary of Manager Recommended Reductions in FTE for FY 2024-25

GENERAL FUND - RECOMMENDED

Dept Name	Position Name	Prior FTE	Recommended FTE
Emergency Services	Crisis Resource Specialist	1.000	0.000
Health	RPST Team Lead	1.000	0.000
Housing	Housing Helpline Team Lead	1.000	0.000
Housing	EHA Team Lead	1.000	0.000
Total		4.000	0.000

COMMUNITY DEVELOPMENT FUND - RECOMMENDED

Dept Name	Position Name	Prior FTE	Recommended FTE
Housing	Rapid Rehousing Specialist	2.000	0.000
Total		2.000	0.000

Assessed Valuation, Tax Rate and Estimated Collections
General Fund

	FY 2023-24 Commissioner Approved	FY 2023-24 Projected	FY 2024-25 Manager Recommended	% Change from FY2023-24 Approved
Assessed Valuation of Real, Personal and Corporate Excess	\$21,225,585,886	\$21,314,282,320	\$21,713,241,752	2.3%
Assessed Valuation of Motor Vehicles	<u>\$1,530,241,590</u>	<u>\$1,510,996,424</u>	<u>\$1,602,886,809</u>	<u>4.7%</u>
Total Assessed Valuation	\$22,755,827,476	\$22,825,278,744	\$23,316,128,561	2.5%
Ad Valorem Tax Rate per \$100 of Assessed Valuation	0.8353	0.8353	0.8634	3.4%
General Fund Levy	\$190,079,427	\$190,659,553	\$201,311,454	5.9%
Collection Rate (excluding motor vehicles)	99.20%	99.40%	99.20%	0.0%
Collection Rate (motor vehicles only)	99.60%	99.80%	99.60%	0.0%
Property Tax Collections (Real, Personal, Corporate Excess)	\$175,878,940	\$176,969,971	\$185,972,352	5.7%
Property Tax Collections (motor vehicles only)	\$12,730,980	\$12,596,110	\$13,783,967	8.3%
1 Cent on the Tax Rate Equals:	\$2,257,990	\$2,269,437	\$2,313,601	2.5%

Totals may be slightly off due to rounding.

Department on Aging

Phone Number: (919) 245-2015

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	1,904,626	1,994,630	2,181,618	2,249,750	2,189,877
Operations	547,027	692,224	667,192	675,916	624,524
Capital Outlay	0	0	0	33,700	16,000
Total Expenditures	\$ 2,451,653	\$ 2,686,854	\$ 2,848,810	\$ 2,959,366	\$ 2,830,401
Total Revenues	929,700	962,355	962,355	993,424	1,068,424
County Costs (net)	\$ 1,521,953	\$ 1,724,499	\$ 1,886,455	\$ 1,965,942	\$ 1,761,977
<i>Senior Health Coordination (Grant Supported Fund)</i>					
Personnel Services	87,753	0	0	0	0
Operations	53,663	0	0	0	0
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 141,416	\$ 0	\$ 0	\$ 0	\$ 0
Total Revenues	81,737	0	0	0	0
County Costs (net)	\$ 59,679	\$ 0	\$ 0	\$ 0	\$ 0
<i>Master Aging Plan (Multi-year Grant Fund)</i>					
Personnel Services	7,343	0	0	0	0
Operations	82,795	175,000	175,000	175,000	100,000
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 90,138	\$ 175,000	\$ 175,000	\$ 175,000	\$ 100,000
Total Department Revenues	199,509	175,000	175,000	175,000	100,000
Fund Costs (net)	\$ (109,371)	\$ 0	\$ 0	\$ 0	\$ 0
Total Aging and Related Expenditures	\$ 2,683,207	\$ 2,861,854	\$ 3,023,810	\$ 3,134,366	\$ 2,930,401

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Total General fund expenditure increase includes one-time funding for furniture replacement & repairs for safety purposes and increase in temporary personnel based on living wage rate increase. These expenses are offset by an overall reduction in base operation. Total General Fund revenue increase is related to utilization of Carol Woods donation and increase in the Home & Community Care Block Grant (HCCBG) grant award. These revenues are offset by reductions in fitness fees and municipality contributions to the Nutrition Program.

Department on Aging – continued

Aging Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase in Title III B Grant Funding	\$ -	\$ 41,769	\$ (41,769)
Reduction in Fitness Studio Fees based on trends		\$ (5,000)	\$ 5,000
Reduction in municipalities contribution to the Nutrition Program		\$ (5,700)	\$ 5,700
Reduction to base operations	\$ (35,056)	\$ -	\$ (35,056)
Cost to continue	\$ 16,647	\$ -	\$ 16,647
Utilization of Carol Woods donation to support department ongoing expenses		\$ 75,000	\$ (75,000)
<i>General Fund Subtotal</i>	\$ (18,409)	\$ 106,069	\$ (124,478)
Carol Wood Donation redirected to General Fund	\$ (75,000)	\$ (75,000)	\$ -
<i>Multi-Year Grant Fund Subtotal</i>	\$ (75,000)	\$ (75,000)	\$ -
Net Aging Department Changes	\$ (93,409)	\$ 31,069	\$ (124,478)

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 2023-24
 - Continued 2022-27 Master Aging Plan (MAP) implementation and continuation of seven quarterly workgroups. MAP implementation matrix was updated quarterly and shared on county website and with the BOCC. Assisted several communities in developing their own aging plans and working to become age-friendly communities.
 - Launched “Aging Well Together” Community Radio Show with WCOM. 61 shows have aired live and are available as a podcast at www.orangecountync.gov/AWT-show.
 - Continued outreach efforts to underserved communities and developed programs and resources as identified by this outreach. Attended 12 resource fairs between July 2023 to February 2024. Provided information, resources, and referrals to 423 people at these community events. Projecting at least 23 more resource fairs through June 2024 with approximately 600 more people reached.
 - The OCDoA Inclusive Lobby Project (ILP) was launched that included front door “welcome” signage and “leave your contact information” forms translated in: English, Spanish, Mandarin Chinese, Burmese, Karen, Kinyarwanda, and Korean. Multilingual “Welcome” signage posted at both Centers. OCDoA informational videos were recorded in English, Mandarin and Spanish and are available at both Senior Center lobbies and on Youtube.com. Welcome Packets were created and available in English, Mandarin and Spanish and were given to all new Senior Center participants.

Department on Aging – continued

- OCDoA website redesign was completed, meeting the goal to make the website more user friendly with consistent formatting, improved ease of finding information and improved navigation.
 - Launched and rebranded of the Caregivers Day Out program to R Place that offered weekly respite care. 54 Orange County families were served this year.
 - Dementia Friendly Business became Dementia Friendly Community training to include both businesses/organizations and individuals. 100+ businesses/organizations have been trained along with 200 individuals.
- FY 2024-25
 - Continue 2022-27 MAP implementation and continuation of quarterly workgroups. Remain a best practice model for developing an age friendly community.
 - Continuing outreach efforts to underserved communities and develop programs and resources as identified by this outreach.
 - Continue work in the community to highlight the importance of developing older worker job opportunities.
 - Plans are underway to replicate the R Place Respite model to our faith communities.

Aging Transitions

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Helping older adults age in community.					
Outcome Measure: Provide assistance to help older adults age in community					
Strategic Plan Priority:	2. Healthy Community				
Calls to the Aging Helpline	4439	4600	6719	7500	8000
Durable Medical Equipment Items Loaned	315	441	171	450	500
Durable Medical Equipment Clients served	180	225	211	250	275
Telephone Reassurance and Friend to Friend Program- number of clients served.	54	46	50	50	50

- FY 2023-24 Highlights
 - Community based Occupational Therapist provided 500+ Durable Medical Equipment (DME) distribution interactions and offered 40+ DME repairs, thus saving money for community members and redirecting equipment from landfill; completed 60+ home safety consultations.
 - Assisted 3000+ older adults including their caregivers utilizing National Family Caregiver, HCCBG and ARPA funds to support respite and service needs to family caregivers; received 1500+ calls from caregivers.

Department on Aging – continued

- 70 individuals received contracted in-home care and/or adult day services. ARPA funds allowed expansion of services for families that were receiving National Family Caregiver Support program services, in many cases doubling the amount of respite they were able to receive.
- Provided free licensed Clinical Mental Health Services to 10 older adults providing 70 individual sessions for a cost savings of over \$8,000.
- Transportation Specialist received more than 800 helpline calls and coordinated nearly 200 trips through supportive services and direct volunteer provided rides through the volunteer driver program.
- FY 2024-25 Highlights
 - Provide contracted in-home and /or adult day services, support groups and other support services to older adults and their caregivers to support their aging in community goals.
 - Continue to support increasing community home safety and aging in-place needs through community based Occupational Therapist and durable medical equipment loan program.
 - Continue to offer free behavioral health supports to older adults and their caregivers.
 - Provide travel training and increase available transportation supports to meet needs of those retiring from driving.

Community-based Services

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Senior center programming					
Outcome Measure: Improved health, social and physical well-being of older adults					
Strategic Plan Priority:	2. Healthy Community				
Senior Center attendance	92,752	92,364	92,000	97,056	100,000
Unduplicated participants at the Senior Centers	2,861	3,792	3,500	4,732	6,000
Service: Provide resources to reduce food insecurity among older adults.					
Outcome Measure: Improve food access for older adults.					
Strategic Plan Priority:	2. Healthy Community				
Senior Lunch Program Meals served	46,014	25,643	30,000	28,000	30,000
CSFP- Commodity Supplemental Food program for older adults	2918	3052	3050	3050	3080

- FY 2023-24 Highlights
 - Served over 6,000 adults, including low-income, minority and immigrant seniors, by expanding outreach efforts through senior centers, 30+ community partnerships, and offsite programs. Partnered with local municipalities, community centers, libraries, parks, farms, museums and retirement communities to offer programs focused on health, wellness, senior games, education, crafts and special events.

Department on Aging – continued

- Served 950+ older adults by continuing to address food insecurity issues by providing a daily nutritionally balanced lunch, including ARPA funded “take-out” meals. In addition, launched a monthly supplemental food pantry program, Pantry to Pantry. This is a peer-based collaboration provided 50+ older adults access to essential groceries between checks and grocery store trips.
- Offered 150 virtual and hybrid programs with over 2,500 participations to provide a "Senior Center Without Walls," aligning with our Master Aging Plan goals and NCDHHS Aging & Adult Services requirements.
- Prioritized language accessibility and cultural inclusion by offering 20+ multilingual programs in Spanish, Mandarin and English as a second language. These offerings, many lead by bilingual older adults themselves, helped break communication barriers for program participation. Multilingual staff further nurtured belonging by providing translation services during registration and diverse community activities and help to provide an inclusive atmosphere for the 80+ non-English speakers that attend the Centers daily.
- Offered a Health and Wellness Fair at the Seymour Center that served over 235 people and a fair is scheduled for May at the Passmore Center. Offered 12-15 ongoing weekly wellness classes at both senior centers, engaging over 400 participants. Additionally, coordinated 5 educational classes, health clinics, and screenings per month across both centers, providing health education to over 500 community members monthly.
- Managed exceptionally high call volumes of 75+ calls per day at both Centers.
- FY 2024-25 Highlights
 - Continue to expand community partnerships by reaching out to local organizations, including high schools, community gardens, and housing authorities, to continue increasing accessibility and engagement through diverse onsite and offsite programming.
 - Address food insecurity by offering the daily lunch program; growing the supplemental food pantry program; the Farmers Market Voucher program; and promoting enrollment in the Commodity Supplemental Food Box program and SNAP benefits.
 - Expansion of virtual and hybrid programs aligned with state requirements and participant interests to meet the growing demand for remote options and to foster ongoing social connections.
 - Continue to improve accessibility for non-English speakers by providing translation for 3+ of our core program materials and more signage into Spanish, Mandarin, and other languages spoken by participants. Recruitment of 2-3 bilingual class instructors to lead multilingual programs.
 - Continue to expand health education programs and resources, including the addition of fitness classes and use of Seymour Center Fitness studio and easy, affordable access to the Sportsplex. Programs will specifically target underserved persons, particularly non-English speaking participants.

Department on Aging – continued

Volunteer Connect 55+

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Facilitating a senior volunteer program that provides support and services to older adults.					
Outcome Measure: Improve mental well-being of program recipients and volunteers. Recipients will report positive impacts of 85% or greater.					
Strategic Plan Priority:					
Percentage of volunteer program participants reporting positive impact on mental well-being	84%	86%	86%	90%	88%
Service: Volunteers providing support to expand services of the department to older adults and their families					
Outcome Measure: Total number of Volunteer Hours equivalent to FTEs					
Strategic Plan Priority:					
2. Healthy Community					
Total Number of Active VC55+ Volunteers	408	243	275	275	300
Total Number of Volunteer Service Hours	26502.50	21081.25	23000.00	23000.00	26000.00
Value of Volunteer Hours based on living wage (FTE)	14.00	11.00	12.00	12.00	13.00
Total dollar value of volunteer hours	\$414,960.00	\$379,808.00	\$414,336.00	\$414,336.00	\$475,904.00

- FY 2023-24 Highlights

- 330 actively engaged volunteers provided support services and resources. 115 new volunteers were recruited.
- Served 300 low-income older adults at 6 sites with the Commodity Supplemental Food Program.
- The Handy Helpers Program provided 60 home safety and accessibility repairs for lower-income older adults.
- VITA completed 3,240 income tax returns with 65 volunteers who provided 4,603 hours of service.
- SHIP counselors provided assistance to 913 clients and offered 28 Medicare information presentations with 294 attendees.
- Provided support to Project EngAGE Senior Leader volunteers and to 7 Project EngAGE Senior Resource Teams (SRTs): Intergenerational SRT partnered with the Efland Cheeks Community Center and Orange County Sheriff's Office to sponsor our annual Halloween Carnival hosting 215 attendees. The Mental Wellness SRT successfully hosted a four-part decluttering community education series with 162 attendees.
- Completed Project EngAGE Class 6 that included 84 hours of training with 13 new Senior Leader graduates. 74 persons have now completed the Project Engage training.

- FY 2024-25

- Recruit and train 85 new volunteers of all ages, to serve older adults, particularly those with low-moderate income, special needs like dementia, social isolation. Recruit 25 new community-based volunteers; participate in 5 community-based volunteer recruitment

Department on Aging – continued

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 3,000 VITA tax returns
- SHIP will assist 800 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 by 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.

Alliance (Maintenance of Effort Funds)

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	0	0	0	0	0
Operations	859,873	897,850	897,850	897,850	894,682
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 859,873	\$ 897,850	\$ 897,850	\$ 897,850	\$ 894,682
Total Revenues	67,516	50,000	50,000	70,000	70,000
County Costs (net)	\$ 792,357	\$ 847,850	\$ 847,850	\$ 827,850	\$ 824,682

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 2022-23 Manager Recommended budget provides maintenance of effort funding for Alliance in the amount of \$894,682. The \$70,000 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 has increased to \$1,501,899. 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>

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	2,378,194	2,570,435	2,798,566	2,794,158	2,794,158
Operations	304,476	302,622	276,774	292,747	288,666
Capital Outlay	339	5,450	0	3,045	3,045
Total Expenditures	\$ 2,683,010	\$ 2,878,507	\$ 3,075,340	\$ 3,089,950	\$ 3,085,869
Total Revenues	628,238	541,974	533,574	620,643	620,643
County Costs (net)	\$ 2,054,772	\$ 2,336,533	\$ 2,541,766	\$ 2,469,307	\$ 2,465,226

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Increase in revenue estimates for fees to towns. Reduction in the Base Budget for travel and training, and various equipment which will be funded with one-time funds.

Animal Services Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase in operations for various Animal Shelter related inflationary costs, staff vaccinations, and replacement of uniforms for new and current staff	\$ 7,911	\$ -	\$ 7,911
Reduced Travel and Training	\$ (427)		\$ (427)
Various Animal Control equipment funded with one-time	\$ 3,045		\$ 3,045
Increase revenue estimate for fees to towns		\$ 87,069	\$ (87,069)
Net Animal Services Department Changes	\$ 10,529	\$ 87,069	\$ (76,540)

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.

Animal Services – continued

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Animal sheltering					
Outcome Measure: Number of animals entering and then leaving the shelter with a live release					
Strategic Plan Priority:	2. Healthy Community				
Live release rate cats	92%	92%	92%	92%	92%
Live release rate dogs	89%	92%	90%	90%	90%
Live release rate other animals	96%	95%	92%	92%	92%
Animal shelter admissions cats	1,151	1,243	1,250	1,250	1,250
Animal shelter admissions dogs	851	1,018	1,100	1,100	1,100
Animal shelter admissions other animals	114	69	70	70	70
Service: Animal Protection					
Outcome Measure: Animal Control service to the community					
Strategic Plan Priority:	2. Healthy Community				
Animal Control service responses	3,931	4,027	4,200	4,200	3,900
Rabies exposure and animal bite investigations	309	270	290	290	350
Cruelty & neglect investigations	383	359	370	370	275
Service: Community Programs					
Outcome Measure: Community engagement in animal welfare through Animal Services public programs					
Strategic Plan Priority:	2. Healthy Community				
Subsidized spay neuter surgeries	723	696	750	750	650
Low cost rabies vaccines	298	279	500	500	525
Number of active OCAS volunteers	33	96	350	350	400
Number of pets served via community programs	1051	1677	1725	1725	1725

Major Divisions/Services

Field Service Animal Protection and Public Health

- FY 2023-24 Highlights
 - Created a Senior Animal Control Officer (ACO) position to serve with community outreach and public education concerning 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.
 - 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.

Animal Services – continued

- FY 2024-25 Highlights
 - Work within the community to decrease unwanted kitten births via low-cost surgery, community cat management programs, and community education with a focus on humane control of free-roaming cats.
 - Support a focus on community-oriented animal services by choosing the least punitive approach to each service call. Reserving animal impoundment and citations for cases involving public safety, animal cruelty, or repeated animal ordinance violations. Promote a dedication to keeping pets with families and out of the municipal shelter system.

Open Admissions Sheltering

- 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.
- FY 2024-25 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.
 - Work with community partners to promote student engagement with Animal Services to connect the next generation of leaders with municipal opportunities, support the human animal bond, and teach the One Health approach to animal management. This goal incorporates strategies to involve black, indigenous, and people of color in training opportunities.

Animal Services Programs

- 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

Animal Services – continued

volunteer numbers to meet pre-pandemic levels and implementing a dog foster program for longer length of stay dogs.

- FY 2024-25 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 hours, removing barriers for community involvement with Animal Services, and growing the 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. In September 2022, the Board of County Commissioners reaffirmed 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 excluding charter students, for the dedicated purpose of funding capital projects, including but not limited to, facility improvements at older schools and the procurement of technology.
- 50% of the funding will be allocated to Economic Development initiatives.

The tables below reflect recommended uses of the anticipated proceeds of \$6,391,998 by the two school systems and Economic Development in FY 2024-25:

School Systems Recommended Use for FY 2024-25	Amount
Technology – Student Access Computing Devices (Chapel Hill-Carrboro City Schools)	\$1,963,941
Technology – Upgrades (District-Wide – Orange County Schools)	\$1,232,058
TOTAL	\$3,195,999

Economic Development Recommended Use for FY 2024-25	Amount
Debt Service on Infrastructure	\$ 995,961
Incentives	\$ 584,506
Piedmont Food and Agricultural Processing Center Audit	\$ 10,000
Collaborative Outreach	\$ 60,000
Agricultural Grants	\$ 157,500
Business Investment Grants	\$ 173,250
Agricultural Summit	\$ 634
Durham Tech Promise (Scholarships)	\$ 200,000
Durham Tech Back-to-Work Initiative	\$ 100,000
Breeze Farm Contribution	\$ 15,000
Farm Application – to identify OC Farms	\$ 3,900

Article 46 Sales Tax – continued

Economic Development Department Budget for FY 24-25	\$ 408,094
Indirect Costs associated with Economic Development Department, as per County's Cost Allocation Plan	\$ 139,799
County's 75% share of Agricultural Economic Development Position – in Cooperative Extension Department	\$ 91,500
Part-Time Breeze Farm position in Cooperative Extension Department	\$ 18,000
Chamber Dues	\$ 13,100
Chapel Hill Chamber of Commerce Contract	\$ 30,000
Arts Festival – Uproar	\$ 45,000
Research Triangle Regional Partnership	\$ 51,000
DTCC Innovation Hub	\$ 20,000
DTCC Apprenticeship Coordinator	\$ 8,755
Durham Tech Small Business Program	\$ 70,000
TOTAL	\$3,195,999

Asset Management Services

Phone Number: (919) 245-2625

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	2,316,068	2,386,242	2,617,638	2,892,203	2,617,638
Operations	3,798,368	3,431,491	3,400,364	3,983,667	3,951,795
Capital Outlay	666,768	102,935	0	190,440	90,440
Total Expenditures	\$ 6,781,203	\$ 5,920,668	\$ 6,018,002	\$ 7,066,310	\$ 6,659,873
Total Revenues	379,161	398,590	394,470	476,806	476,806
County Costs (net)	\$ 6,402,042	\$ 5,522,078	\$ 5,623,532	\$ 6,589,504	\$ 6,183,067
By Category (Debt Service Fund)					
Personnel Services	0	190,324	235,547	235,547	235,547
Operations	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 0	\$ 190,324	\$ 235,547	\$ 235,547	\$ 235,547
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 0	\$ 190,324	\$ 235,547	\$ 235,547	\$ 235,547
Total Asset Management Services Expenditures					
	\$ 6,781,203	\$ 6,110,992	\$ 6,253,549	\$ 7,301,857	\$ 6,895,420

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure increase is based on cost associated with the opening of the new Southern Branch Library, equipment replacement, facility maintenance contracts, building repair, and other operational expenses offset by a reduction to Training. Total Revenue increase is associated with the Town of Carrboro's support of the new library offset by a slight reduction to the community center usage fee revenue.

Asset Management Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Reduction in Community Center Usage Fees based on Trends	\$ -	\$ (9,550)	\$ 9,550
Strategic Priority 5 Public Education/Learning Community:			
Increase in costs associated with the Southern Branch Library offset by revenue from Town of Carrboro	\$ 238,189	\$ 91,886	\$ 146,303
One-time recurring capital funds to replace appliances, equipment, and signage	\$ 90,440		\$ 90,440
Reductions to travel & training	\$ (14,500)	\$ -	\$ (14,500)
Cost to continue	\$ 327,742	\$ -	\$ 327,742
Net Asset Management Department Changes	\$ 641,871	\$ 82,336	\$ 559,535

Asset Management Services – continued

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, small renovations, signage, and other administrative services to the residents and staff of Orange County.

- FY 2023-24 Highlights
 - Final Implementation of the Meeting Setup and Reservations Service
 - Implemented a process for the department to submit requests for minor renovations and other improvements for evaluation by AMS, Budget, and County Manager Staff
 - Completed security evaluations of the Justice Center and other court-related County Facilities
 - Security Improvements:
 - New intruder alarm system at WCOB
 - New hallway door on the ground floor of WCOB
 - Signage improvements:
 - New exterior wayfinding signage at Whitted, WCOB,
 - New ADA and wayfinding signage at Southern
 -
- FY 2024-25 Highlights
 - Implementation of the Facilities Master Plan
 - Design of the Crises Diversion Center
 - Conduct two department-wide training events
 - Update of the wayfinding and ADA signage at Southern Human Services
 - Update the intruder alarm systems at 12 county buildings
 - Occupancy of the 203 Greensboro Facility

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 2023-24 Highlights
 - Completed the Southern Human Services Roof replacement project. \$524,185.00
 - Completed the Richard E Whitted Roof Replacement. \$886,067.00
 - Completed the Emergency Services Warehouse Remediation, Temperature Control, and Sprinkler Upgrades \$736,334.00
 - Started construction for the Richard E. Whitted Stormwater Improvements. \$665,000.00

Asset Management Services – continued

- Completed construction on the following capital projects.
 - Orange County Sportsplex Parking Lot Replacement: \$245,965.00
 - Southern Human Services Fire Alarm Replacement: \$155,238
 - Board of Elections Fire Alarm Replacement \$81,252.00
 - Motor Pool Fire Alarm Replacement \$61,540.00
 - Passmore Center & Adult Day Fire Alarm Replacement \$246,940.00
 - Emergency Services Fire Alarm Replacement \$82,405.00
 - Orange Public Transportation Services Admin Building Fire Alarm Installation \$41,205.00

- FY 2024-25 Highlights
 - Substantial completion of the 203 Greensboro Project
 - Substantial completion of the Orange County Emergency Services Efland EMS Station and Medical Examiner's Review Quarters
 - Equipment procured for multiple County HVAC projects.
 - Completed designs, bids, and installations of multiple generators across county facilities including Emergency Services, Justice Facility, Motor Pool, Eno Mountain Tower.

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

- FY 2024-25 Highlights
 - Concentration on replenishing and training 46% (7/15 positions) of staff loss during the past year due to employee attrition while maintaining quality of service through this transition.
 - Update flooring at the Southern Human Services main lobby, health clinic with a more durable urethane covering mimicking the high traffic R & P Seymour Center main lobby.
 - Updating the restroom flooring by rejuvenating the Sanaglaze/Sanamax Seal allowing more efficient cleaning throughout the next several years at the Southern Human Services location.

Asset Management Services – continued

Facilities Maintenance

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Manage energy use of Orange County facilities					
Outcome Measure: Ensure Orange County facilities are energy efficient					
Strategic Plan Priority:	1. Environmental Protection and Climate Action				
Annual energy Intensity (energy used in KBTU per Square Foot) of County Facilities	81.3	84.7	85	85.1	85
Service: Maintenance of County Facilities					
Outcome Measure: Complete the repair of maintenance items in a timely basis					
Strategic Plan Priority:	1. Environmental Protection and Climate Action				
% of work orders completed within standard times	72%	60%	75%	50%	75%

- 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.

FY 2023-24 Highlights

- Maintain customer service and comfort for Gateway during HAC replacement.
- Successfully developed a parts procurement program.
- Assumed all kitchen/breakroom appliance repair and replacements for County facilities.
- Assumed all EV charger repairs and replacements.
- Additional weekly testing of Northern Campus fire pump.
- Introduction of 3 new EV vehicles to division.
- Completion of Classroom and onsite training for roof repairs. This action drastically reduced cost and need for contractors.
- Additional monthly AAON unit PM service for 18 Units. This addition added 30 hours of labor per month to staff.
- Upgraded and repaired fire doors at Whitted to ensure safety to the facilities.

FY 2024-25 Highlights

- Retrofit existing florescent light fixtures to LED for energy savings.

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

Phone Number: (919) 245-2130

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	576,757	583,742	639,038	639,038	639,038
Operations	225,761	275,705	264,731	264,731	264,731
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 802,519	\$ 859,447	\$ 903,769	\$ 903,769	\$ 903,769
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 802,519	\$ 859,447	\$ 903,769	\$ 903,769	\$ 903,769

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

No changes from base budget.

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

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Maintain the legislative record of the Board of Commissioners and all other committees, boards, and					
Outcome Measure: Departmental contracts recorded in a timely manner for public access.					
Strategic Plan Priority:					
Not applicable					
100% of contracts posted to document management software within two weeks of completion	98.8%	98.6%	99.2%	98%	99%

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

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

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, 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 2023-24 Highlights
 - Provided administrative support for 41 Board of County Commissioners meetings and acted as the administrative lead for Granicus (web streaming)
 - Published 41 agendas and meeting highlights before and after BOCC meetings
 - Approval of approximately 41 sets of meeting minutes and 8 sets of closed session meeting minutes
 - Attended community outreach meetings to educate residents on advisory boards and commissions
 - Published agendas in electronic format within 24 hours of receipt from the County Manager's Office
 - Post BOCC actions following meetings within 48 hours
 - Prepared Southern Human Services Center for hosting regular BOCC meetings after 3.5-year absence due to pandemic and renovations
- FY 2024-25 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
 - Develop online training tool for advisory boards and commissions volunteers

Board of Elections

Phone Number: (919) 245-2350

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	685,852	924,637	978,966	846,355	846,355
Operations	215,087	275,650	268,450	243,612	243,612
Capital Outlay	0	0	0	30,000	30,000
Total Expenditures	\$ 900,939	\$ 1,200,287	\$ 1,247,416	\$ 1,119,967	\$ 1,119,967
Total Revenues	0	92,100	92,100	350	350
County Costs (net)	\$ 900,939	\$ 1,108,187	\$ 1,155,316	\$ 1,119,617	\$ 1,119,617

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Reductions to expenses and revenue due to election schedule. One time purchase of battery backups at voting locations to preserve continuity of operations.

Board of Elections Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Reduced expenses and municipal funding due to fewer elections	\$ (157,449)	\$ (91,750)	\$ (65,699)
Purchase battery backups at voting locations	\$ 30,000		\$ 30,000
Net Board of Elections Department Changes	\$ (127,449)	\$ (91,750)	\$ (35,699)

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.

Board of Elections - continued

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Conduct list maintenance					
Outcome Measure: Maintain the integrity of elections					
Strategic Plan Priority: Not applicable					
Registrations Removed	12881	12821	17294	17500	14000
Voter Mailings Sent	39057	32252	30423	31000	70000
Service: Maintain an accurate voter registration database					
Outcome Measure: Ensure election results are accurate					
Strategic Plan Priority: Not applicable					
Registrations Processed	18257	30409	19644	21000	78000
Service: Administer absentee and early voting					
Outcome Measure: Make the electoral process inclusive for all eligible voters					
Strategic Plan Priority: Not applicable					
Ballots Cast on Election Day	26006	20668	10583	62621	19550
Absentee Ballots Processed	445	5304	977	2500	15000
Ballots Cast Prior to Election Day	22987	46001	9015	24358	78200

Major Services

- Conduct all elections held in Orange County
- 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 2023 – 24 Outcomes

- Effectively and efficiently conducted the October 10, 2023 Durham Municipal Primary; November 7, 2023 Municipal and Chapel Hill – Carrboro School Board Election; and March 5, 2024 Primary and Orange County School Board Election; and May 14, 2024 Second Primary and Orange County School Board Runoff Election.
- Successfully operated up to six early voting sites per election.
- Timely processed absentee ballot requests and mailed absentee ballot packages.
- 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.

Board of Elections - continued

FY 2024 – 25 Fiscal Year Objectives

- Effectively and efficiently conduct:
 - November 5, 2024 Presidential Election
 - Recounts as required
- Successfully operate 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 2024-34 Capital Investment Plan

The Manager Recommended FY 2024-34 Capital Investment Plan (CIP) was presented to the Board of County Commissioners on April 2, 2024. The following CIP Summaries were included as part of the presented Plan.

The Board held a work session on April 9, 2024 to begin review and discussion. The Board will consider approval of FY 2024-25 (Year 1) funding of the FY 2024-34 CIP on June 18, 2024.

Orange County Capital Investment Plan - Plan Summary - RECOMMEND
Fiscal Years 2024-34

	Current Fiscal Year 2023-24	Year 1 Fiscal Year 2024-25	Year 2 Fiscal Year 2025-26	Year 3 Fiscal Year 2026-27	Year 4 Fiscal Year 2027-28	Year 5 Fiscal Year 2028-29	Year 6 Fiscal Year 2029-30	Year 7 Fiscal Year 2030-31	Year 8 Fiscal Year 2031-32	Year 9 Fiscal Year 2032-33	Year 10 Fiscal Year 2033-34	Ten Year Total
Appropriations												
County	28,888,432	16,203,477	52,417,406	22,444,505	83,291,595	27,644,454	30,313,384	26,441,035	32,620,431	10,277,520	19,349,194	321,003,001
Proprietary												
Solid Waste	2,556,025	2,138,979	2,903,961	6,925,453	954,474	211,523	3,022,965	1,346,815	2,244,340	3,171,492	399,183	23,319,185
Sportsplex	1,000,000	325,000	1,740,000	570,000	230,000	155,000	230,000	105,000	300,000	156,000	375,000	4,186,000
Water & Sewer Utilities		500,000										500,000
Proprietary Total	3,556,025	2,963,979	4,643,961	7,495,453	1,184,474	366,523	3,252,965	1,451,815	2,544,340	3,327,492	774,183	28,005,185
School												
Bond Referendum			10,000,000	110,000,000	10,000,000	110,000,000	10,000,000	10,000,000	110,000,000	10,000,000	10,000,000	390,000,000
Chapel Hill-Carrboro City Schools	10,791,610	16,219,766	16,317,932	7,488,576	7,664,262	7,845,153	8,031,423	8,223,247	8,420,811	8,624,307	8,833,931	97,669,408
Orange County Schools	4,700,633	16,065,305	5,047,773	5,162,873	5,281,305	5,403,180	5,528,607	5,657,705	5,790,593	5,927,393	6,068,235	65,932,969
Durham Tech Community College	10,500,000											
School Total	25,992,243	32,285,071	31,365,705	122,651,449	22,945,567	123,248,333	23,560,030	23,880,952	124,211,404	24,551,700	24,902,166	553,602,377
Appropriations Total	58,436,700	51,452,527	88,427,072	152,591,407	107,421,636	151,259,310	57,126,379	51,773,802	159,376,175	38,156,712	45,025,543	902,610,563
Revenues/Funding Sources												
Article 46 Sales Tax Proceeds	2,766,048	3,695,999	3,323,839	3,509,313	4,407,157	4,005,919	3,945,266	4,111,330	4,386,054	4,617,268	4,614,636	40,616,781
Contributions from Other Infrastructure Partners			230,000	2,070,000		50,000	15,000	98,000				2,463,000
Debt Financing	24,031,260	14,515,324	48,390,253	16,007,985	69,642,530	23,085,403	25,999,541	21,533,665	17,198,096	4,292,200	13,041,464	253,706,461
Debt Financing - Bond Proceeds				100,000,000		100,000,000			100,000,000			300,000,000
Debt Financing - Durham Tech	10,500,000											
Debt Financing - School Improvements	8,642,860	24,626,718	13,518,312	4,608,678	4,700,852	4,794,869	4,890,766	4,988,581	5,088,353	5,190,120	5,293,922	77,701,171
Debt Financing - Solid Waste	1,495,002	1,181,869	2,028,238	5,983,864			1,977,783		1,092,486	2,374,906		14,639,146
Debt Financing - Sportsplex	900,000	220,000	1,615,000	565,000	180,000	25,000	230,000	50,000	175,000		240,000	3,300,000
Grant Funding	100,000					500,000						500,000
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
Medicaid Maximization Funds									10,000,000			10,000,000
NCDEQ Reimbursement Fund	3,000,000											
Partner Funding - County Capital	9,000	9,000	168,000	1,584,000	9,606,973	9,000	9,000	9,000	9,000	9,000	9,000	11,421,973
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	1,061,023	957,110	875,723	941,589	954,474	211,523	1,045,182	1,346,815	1,151,854	796,586	399,183	8,680,039
Sportsplex Funds	100,000	105,000	125,000	5,000	50,000	130,000		55,000	125,000	156,000	135,000	886,000
Transfer from Cardinal Reserve			1,400,000									1,400,000
Transfer from General Fund	4,349,153	4,659,153	15,270,353	15,833,624	16,397,296	16,965,242	17,531,487	18,099,057	18,667,978	19,238,278	19,809,984	162,472,452
Revenues/Funding Sources Total	58,436,700	51,452,527	88,427,072	152,591,407	107,421,636	151,259,310	57,126,379	51,773,802	159,376,175	38,156,712	45,025,543	902,610,563

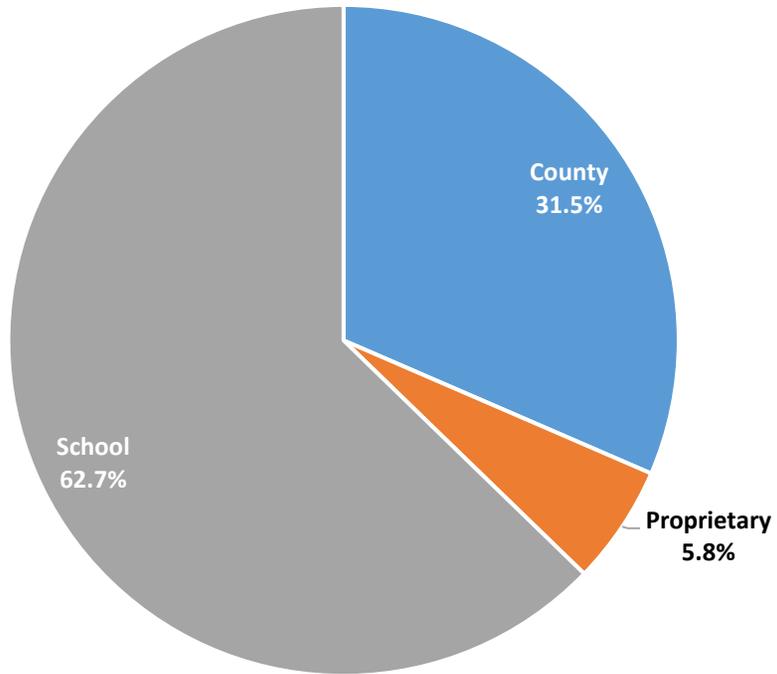
County Capital Projects Summary - RECOMMEND
Fiscal Years 2024-34

	Current Fiscal Year 2023-24	Year 1 Fiscal Year 2024-25	Year 2 Fiscal Year 2025-26	Year 3 Fiscal Year 2026-27	Year 4 Fiscal Year 2027-28	Year 5 Fiscal Year 2028-29	Year 6 Fiscal Year 2029-30	Year 7 Fiscal Year 2030-31	Year 8 Fiscal Year 2031-32	Year 9 Fiscal Year 2032-33	Year 10 Fiscal Year 2033-34	Ten Year Total
Affordable Housing	5,000,000				5,000,000			5,000,000			5,000,000	15,000,000
Asset Management Services Administration Facility						3,641,385						3,641,385
Behavioral Health Crisis Diversion Facility	2,047,155	1,100,000	22,656,195									23,756,195
Bingham Park											391,936	391,936
Blackwood Farm Park	775,000		100,000									100,000
Board of Elections Storage		296,000										296,000
Cedar Grove Community Center	422,000			216,000	2,419,200				161,685			2,796,885
Cedar Grove Park, Phase II											95,052	95,052
Climate Change Mitigation Project	564,085	576,169	869,086	886,954	905,194	923,816	1,030,756	1,051,923	1,073,530	1,095,588	1,118,074	9,531,090
Communication System Improvements	220,500	50,000										50,000
Community Resilience Hubs								212,000	212,000	212,000	212,000	848,000
Conservation Easements			500,000		500,000		500,000		500,000		500,000	2,500,000
County Recreation Center						2,080,902	19,549,801					21,630,703
Courtroom Audio Visual Upgrades		60,000										60,000
Deconstruction of old Central Recreation Building								1,095,784				1,095,784
Efland-Cheeks Community Center		150,000										150,000
Electrical Upgrades	56,232	291,344	434,537	627,500	983,716	2,627,600	721,396	2,060,943	1,965,205	667,180	455,658	10,835,079
Emergency Services Headquarters				2,805,957	30,765,527							33,571,484
Emergency Services Renewal & Replacement	200,000	593,205	505,800	392,135	235,500	282,150	262,220	2,232,762	354,000	364,620	375,559	5,597,951
Emergency Services Substations			3,600,000				390,000	4,000,000				7,990,000
Facades	472,650	210,285	148,150	14,300	100,800		63,878	24,500	2,794,000	991,600	59,440	4,406,953
Facility Accessibility, Safety and Security Improvements	40,300	318,886	243,264	244,986	34,200	489,772	312,286	234,886	560,410	39,700	132,432	2,610,822
Fairview Park Improvements	522,500							178,153	1,781,530			1,959,683
Fairview Park Mitigation	3,000,000											
Fire Alarm, Fire Suppression System Replacements	464,560	1,079,600	1,100,228	71,000	162,874	883,000	170,300	132,508	63,375	300,512	664,909	4,628,306
Fleet Services Inventory Shop and Equipment	120,000											
Fuel Station - Pump, Tanks & Tank Monitoring Replacement	53,240			222,200								222,200
Generator Projects	1,116,500	235,400	71,500								277,200	584,100
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	3,428,592	255,509	565,474	400,180	482,110	798,528	533,170	554,895	2,019,447	50,000	351,730	6,011,043
Information Technologies Governance Council Initiatives	500,000		500,000		500,000		500,000		500,000		500,000	2,500,000
Information Technologies Infrastructure	837,377	882,000	843,330	879,810	960,580	920,110	920,000	930,000	940,000	950,000	960,000	9,185,830
Interior Finish Replacements	300,080	270,100	152,000		54,900		314,739	19,240	420,000	797,086	2,007,377	4,035,442
Justice System Space Needs & Improvements			14,860,028	619,205								15,479,233
Lake Orange - Dam Rehabilitation	2,350,000				275,000	3,275,000						3,550,000
Lands Legacy Program				250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	2,000,000
Little River Park, Phase II						100,000						100,000
Millhouse Road Park			345,000	3,105,000								3,450,000
Mountains to Sea Trail	100,000					693,000						693,000
Neuse River (Falls Lake) Rules - Nutrient Management	175,000	175,000	175,000	175,000	175,000							700,000

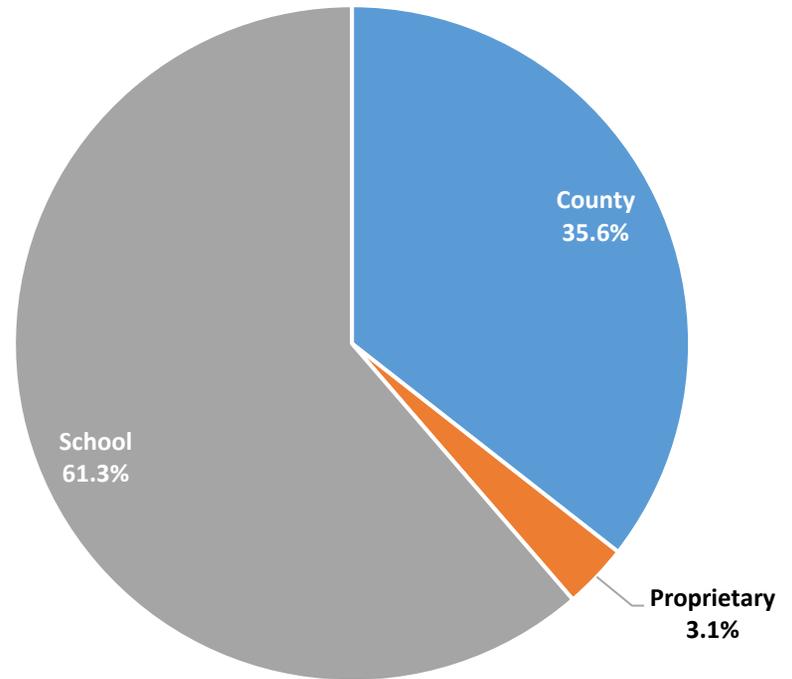
	Current Fiscal Year 2023-24	Year 1 Fiscal Year 2024-25	Year 2 Fiscal Year 2025-26	Year 3 Fiscal Year 2026-27	Year 4 Fiscal Year 2027-28	Year 5 Fiscal Year 2028-29	Year 6 Fiscal Year 2029-30	Year 7 Fiscal Year 2030-31	Year 8 Fiscal Year 2031-32	Year 9 Fiscal Year 2032-33	Year 10 Fiscal Year 2033-34	Ten Year Total
Appropriations												
Northeast District Park											277,265	277,265
Orange County Bidirectional Antenna (BDA) Upgrade	1,536,000	800,000										800,000
Parking Lot Improvements	46,500	533,742	221,029	30,000	50,350	42,920	30,000	146,328	30,000	214,800	19,404	1,318,573
Parks and Recreation Facility Renovations, Repairs, and Safety Imj	180,000	255,400	260,962	216,691	222,592	228,670	234,930	241,378	248,019	254,860	261,903	2,425,405
Passmore Center Renovation											175,000	175,000
Perry Hills MiniPark	80,000											
Piedmont Food Processing Center - Building Improvements	19,019			52,520	812,092	267,051	56,843	67,370	180,335	243,320	65,730	1,745,261
Plumbing Repairs	43,760	212,155	27,900	224,225	2,362,545	42,250	29,610	37,200	10,300	13,626	697,141	3,656,952
Public EV Chargers		50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
Public Safety Software Enhancements	1,925,252	2,800,000										2,800,000
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	2,625,000								2,890,000
Roofing	85,000	55,000	221,710	200,000	755,256	1,571,862	215,633	1,694,825	388,125	187,000	1,618,777	6,908,188
Soccer.com Soccer Center, Phase II					360,000	3,600,000						3,960,000
Solar Photovoltaic Systems		779,559	126,843	1,529,410								2,435,812
Southern Human Services Expansion								2,943,851	16,684,821			19,628,672
Staff EV Chargers		225,000	231,750	238,703	245,864	253,239	260,837	268,662	276,722	285,023	293,574	2,579,374
Sustainability Revolving Fund	312,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	500,000
Upper Eno Nature Preserve								38,000	400,000			438,000
Vehicle Replacements	1,790,130	3,619,123	2,442,620	4,137,729	2,505,053	4,493,199	3,756,985	2,649,827	626,927	3,180,605	2,409,033	29,821,101
Veterans Memorial	25,000											
VIPER Radio Tower Construction		200,000		2,100,000	31,993,242							34,293,242
Appropriations Total	28,888,432	16,203,477	52,417,406	22,444,505	83,291,595	27,644,454	30,313,384	26,441,035	32,620,431	10,277,520	19,349,194	321,003,001
Revenues/Funding Sources												
Article 46 Sales Tax Proceeds	19,019			52,520	812,092	267,051	56,843	67,370	180,335	243,320	65,730	1,745,261
Contributions from Other Infrastructure Partners			230,000	2,070,000		50,000	15,000	98,000				2,463,000
Debt Financing	24,031,260	14,515,324	48,390,253	16,007,985	69,642,530	23,085,403	25,999,541	21,533,665	17,198,096	4,292,200	13,041,464	253,706,461
Grant Funding	100,000					500,000						500,000
Medicaid Maximization Funds									10,000,000			10,000,000
NCDEQ Reimbursement Fund	3,000,000											
Partner Funding - County Capital	9,000	9,000	168,000	1,584,000	9,606,973	9,000	9,000	9,000	9,000	9,000	9,000	11,421,973
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 Cardinal Reserve			1,400,000									1,400,000
Transfer from General Fund	1,649,153	1,599,153	2,149,153	2,650,000	3,150,000	3,653,000	4,153,000	4,653,000	5,153,000	5,653,000	6,153,000	38,966,306
Revenues/Funding Sources Total	28,888,432	16,203,477	52,417,406	22,444,505	83,291,595	27,644,454	30,313,384	26,441,035	32,620,431	10,277,520	19,349,194	321,003,001

FY 2024-34 Orange County Capital Investment Plan Projects County-Wide Summary - Appropriation

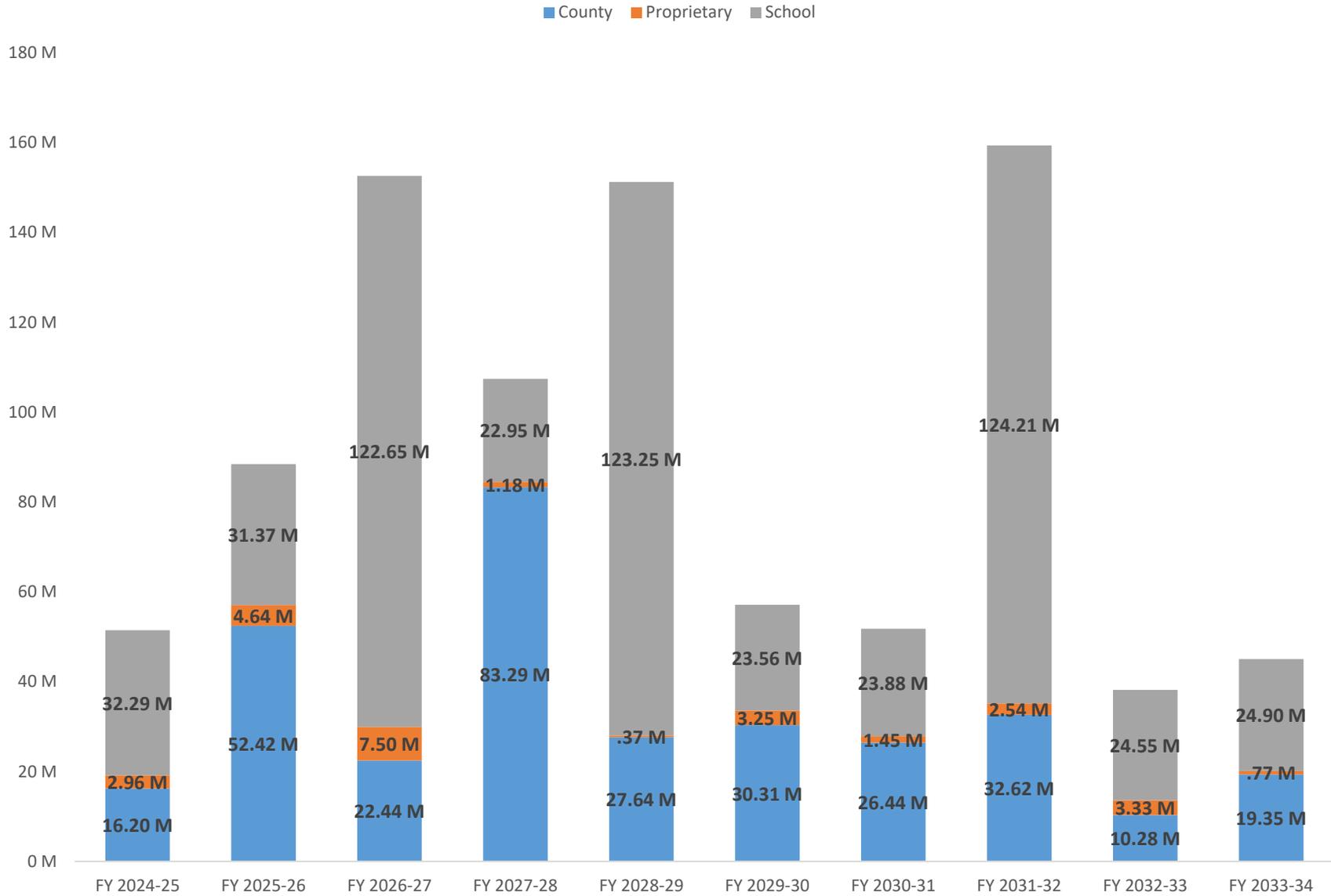
Year 1: FY 2024-25
\$51,452,527



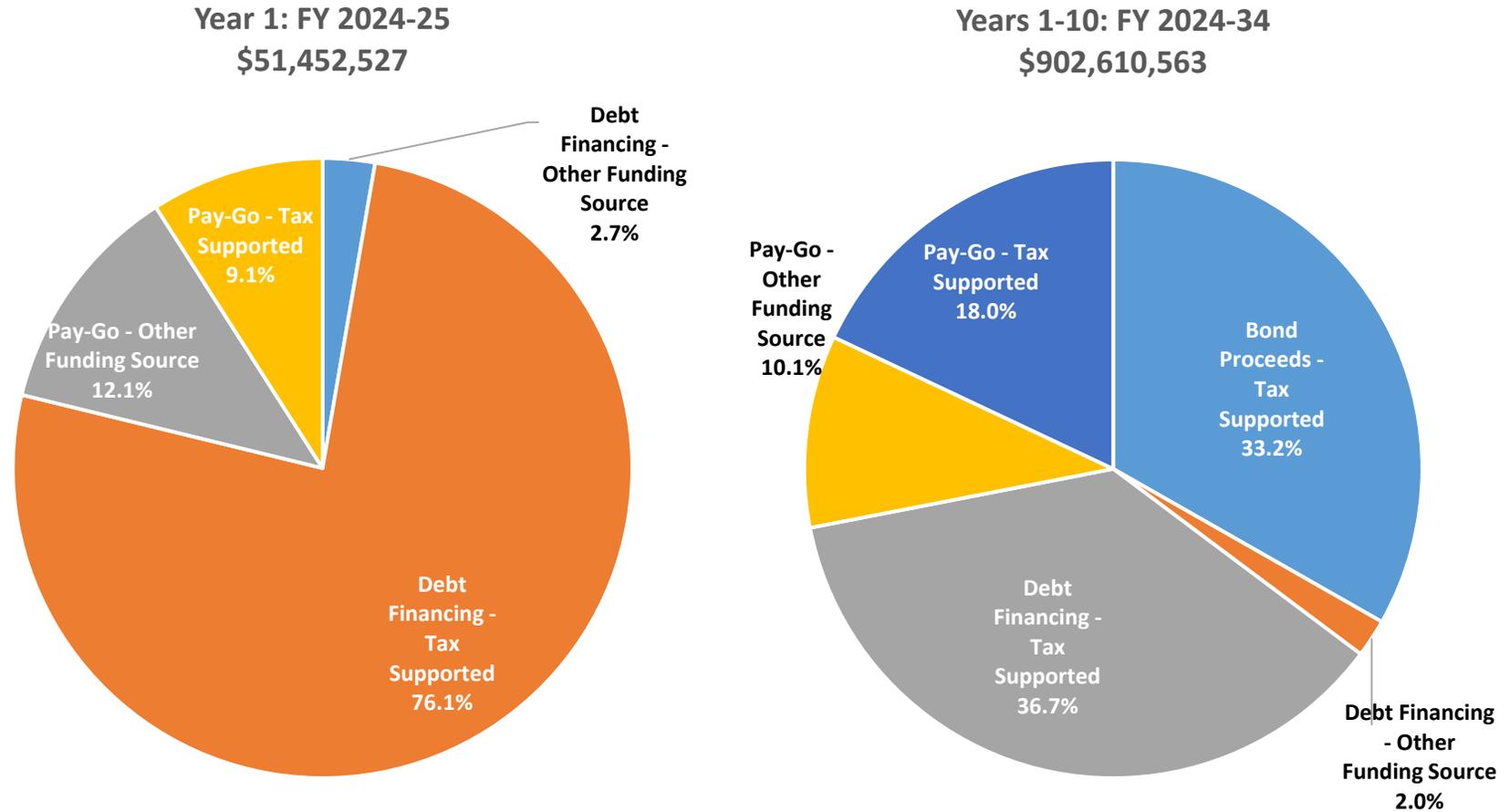
Years 1-10: FY 2024-34
\$902,610,563



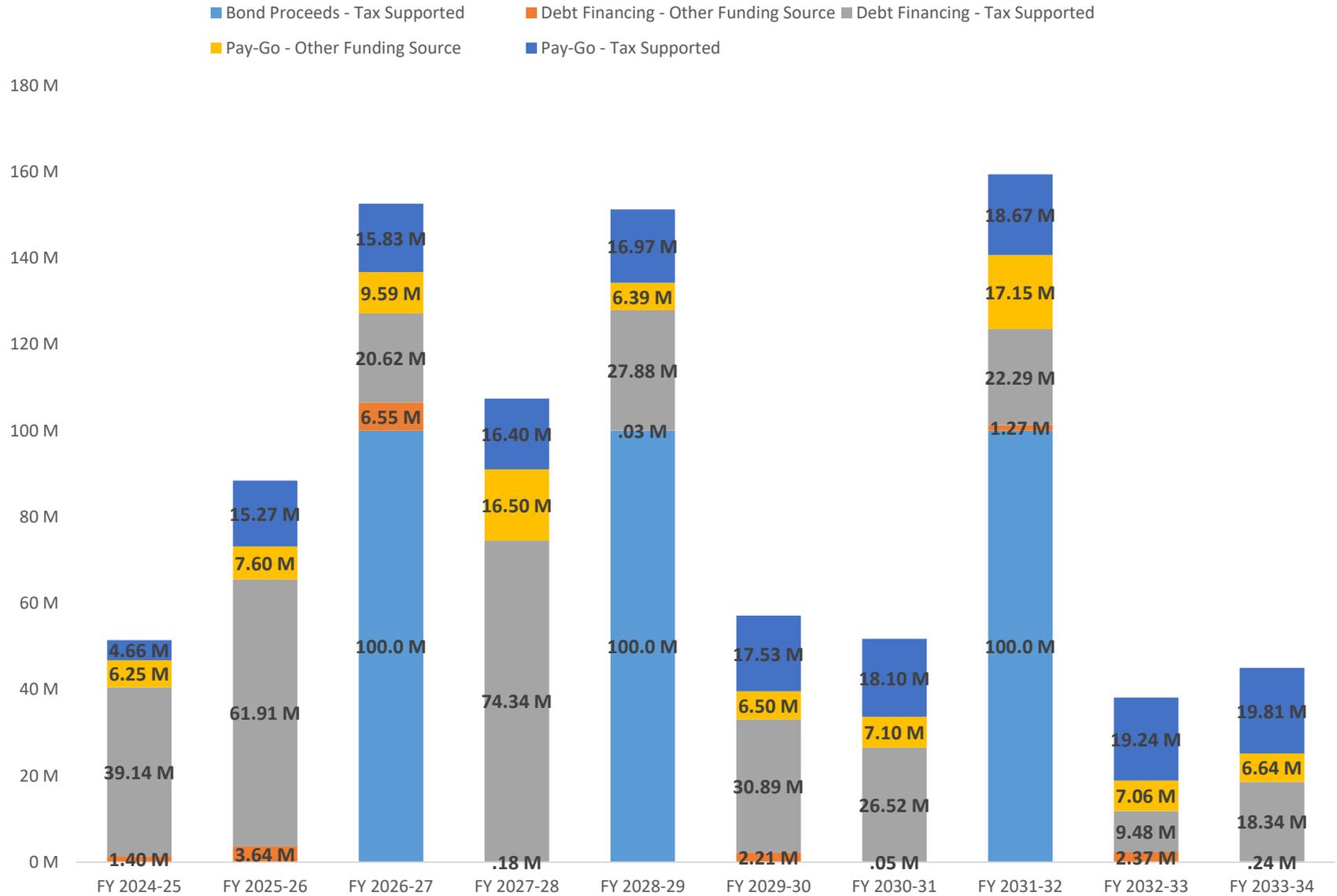
FY 2024-34 Orange County Capital Investment Plan Projects County-Wide Summary By Fiscal Year - Appropriation



FY 2024-34 Orange County Capital Investment Plan Projects County-Wide Summary - Funding Plan



FY 2024-34 Orange County Capital Investment Plan Projects County-Wide Summary By Fiscal Year - Funding Plan

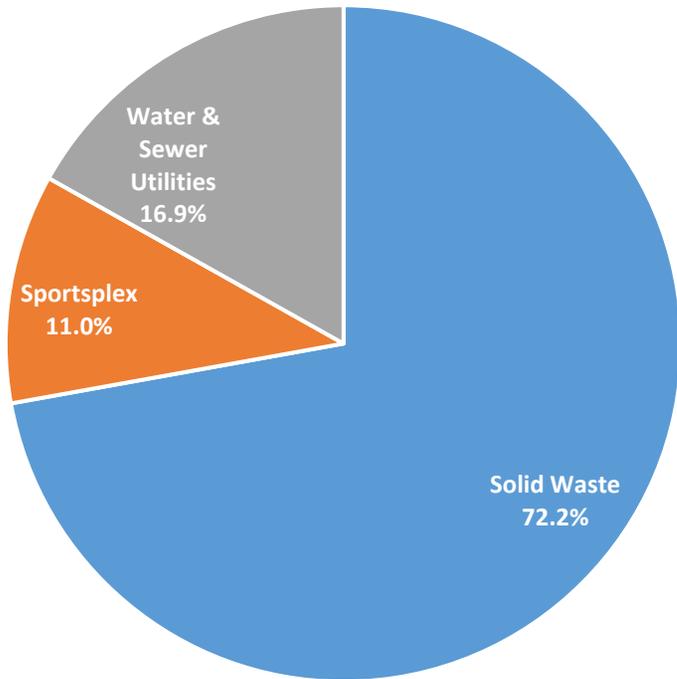


Proprietary Projects Summary - RECOMMEND
Fiscal Years 2024-34

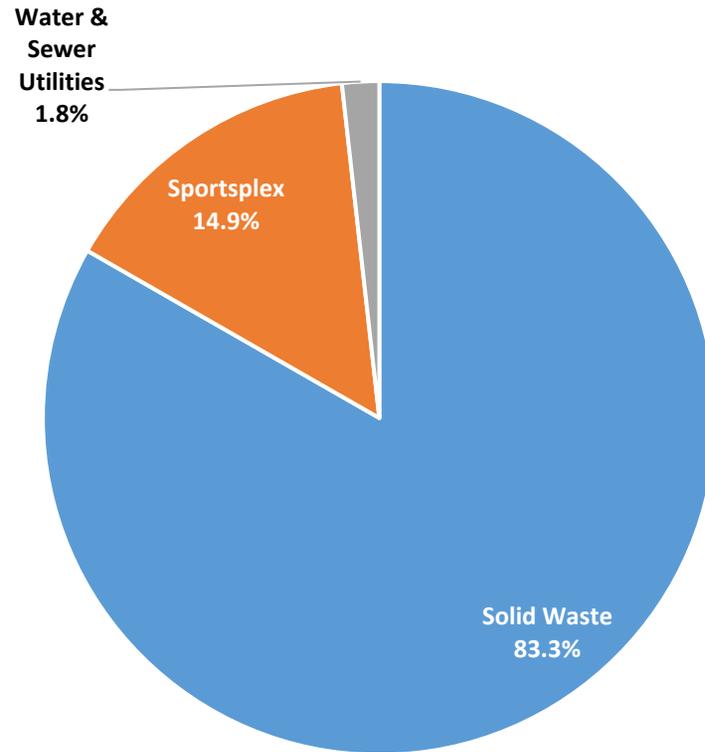
Appropriations	Current Fiscal Year 2023-24	Year 1 Fiscal Year 2024-25	Year 2 Fiscal Year 2025-26	Year 3 Fiscal Year 2026-27	Year 4 Fiscal Year 2027-28	Year 5 Fiscal Year 2028-29	Year 6 Fiscal Year 2029-30	Year 7 Fiscal Year 2030-31	Year 8 Fiscal Year 2031-32	Year 9 Fiscal Year 2032-33	Year 10 Fiscal Year 2033-34	Ten Year Total
Solid Waste												
Solid Waste Vehicle & Equipment Replacements	2,120,244	2,138,979	2,903,961	2,536,673	954,474	211,523	3,022,965	1,346,815	2,244,340	3,171,492	399,183	18,930,405
Waste & Recycling Center Expansions	435,781			4,388,780								4,388,780
Solid Waste Total	2,556,025	2,138,979	2,903,961	6,925,453	954,474	211,523	3,022,965	1,346,815	2,244,340	3,171,492	399,183	23,319,185
Sportsplex												
Sportsplex - Facilities Maintenance/Replacement	100,000	45,000	130,000	200,000	180,000		140,000	50,000	150,000		190,000	1,085,000
Sportsplex - Fitness	100,000		125,000			125,000			125,000			375,000
Sportsplex - Ice Rink	800,000		35,000	140,000			40,000				50,000	265,000
Sportsplex - Kidsplex		55,000		5,000	50,000	5,000		55,000		6,000	60,000	236,000
Sportsplex - New Facilities		50,000	1,000,000									1,050,000
Sportsplex - Pool		175,000	450,000	225,000		25,000	50,000		25,000	150,000	75,000	1,175,000
Sportsplex Total	1,000,000	325,000	1,740,000	570,000	230,000	155,000	230,000	105,000	300,000	156,000	375,000	4,186,000
Water & Sewer Utilities												
Mebane Water Line Expansion		500,000										500,000
Water & Sewer Utilities Total		500,000										500,000
Appropriations Total	3,556,025	2,963,979	4,643,961	7,495,453	1,184,474	366,523	3,252,965	1,451,815	2,544,340	3,327,492	774,183	28,005,185
Revenues/Funding Sources												
Article 46 Sales Tax Proceeds		500,000										500,000
Debt Financing - Solid Waste	1,495,002	1,181,869	2,028,238	5,983,864			1,977,783		1,092,486	2,374,906		14,639,146
Debt Financing - Sportsplex	900,000	220,000	1,615,000	565,000	180,000	25,000	230,000	50,000	175,000		240,000	3,300,000
Solid Waste Funds	1,061,023	957,110	875,723	941,589	954,474	211,523	1,045,182	1,346,815	1,151,854	796,586	399,183	8,680,039
Sportsplex Funds	100,000	105,000	125,000	5,000	50,000	130,000		55,000	125,000	156,000	135,000	886,000
Revenues/Funding Sources Total	3,556,025	2,963,979	4,643,961	7,495,453	1,184,474	366,523	3,252,965	1,451,815	2,544,340	3,327,492	774,183	28,005,185

FY 2024-34 Orange County Capital Investment Plan Projects Proprietary Summary - Appropriations

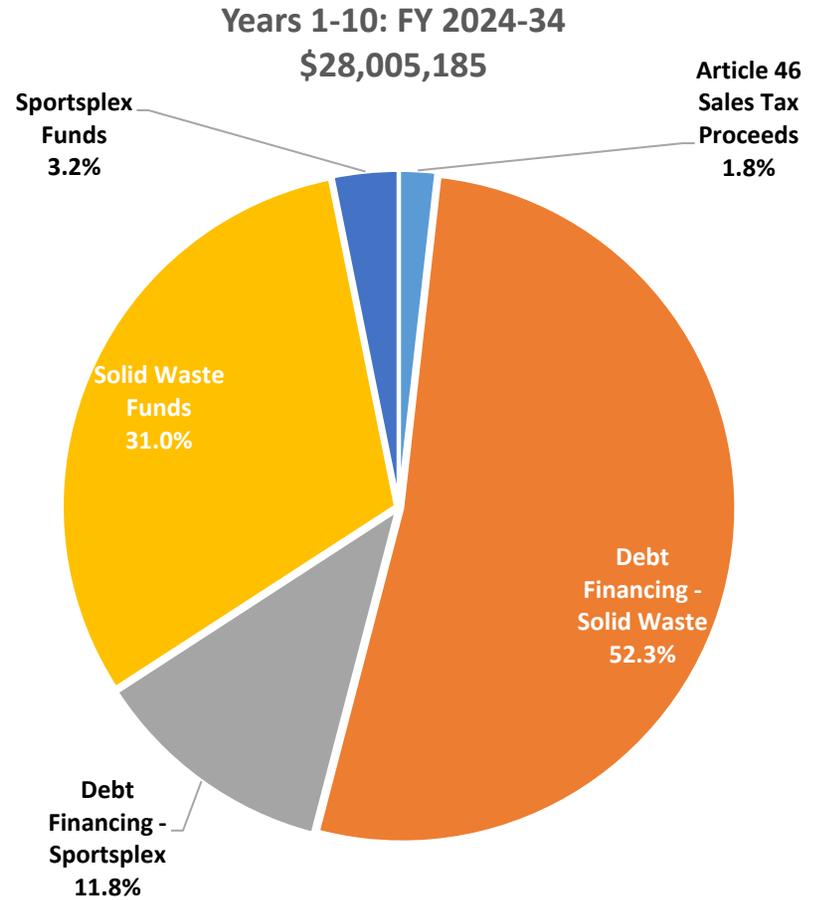
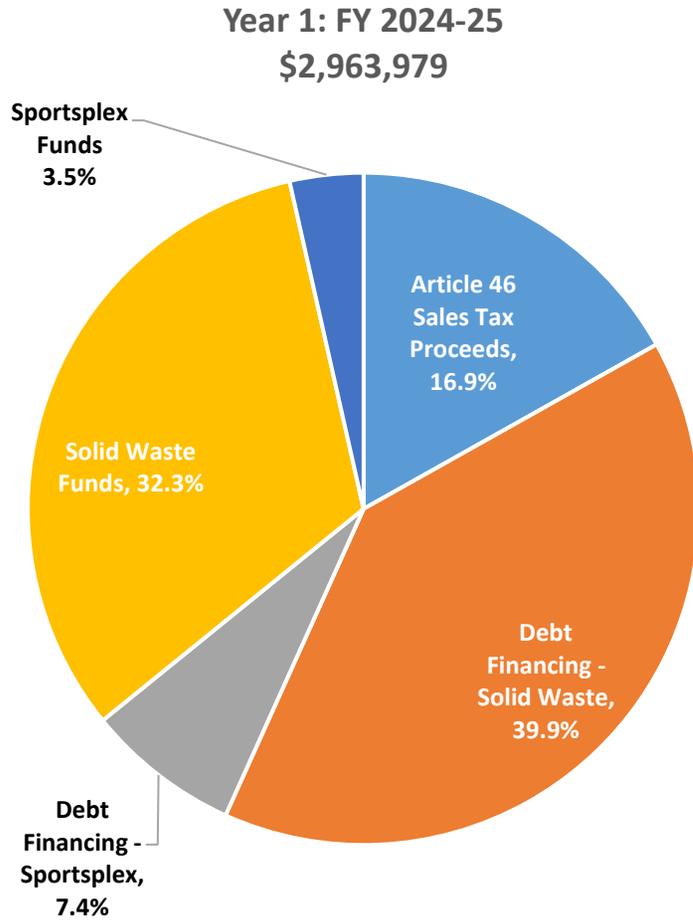
Year 1: FY 2024-25
\$2,963,979



Years 1-10: FY 2024-34
\$28,005,185



FY 2024-34 Orange County Capital Investment Plan Projects Proprietary Summary - Funding Sources

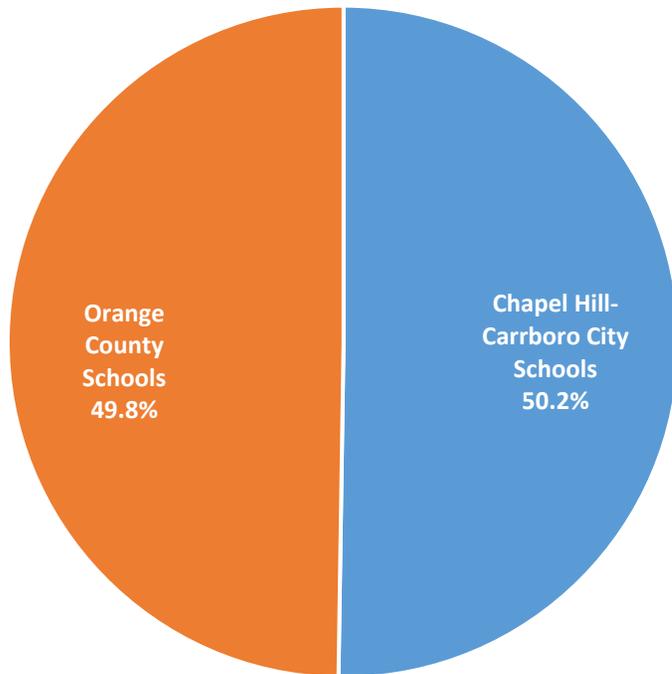


School Projects Summary -RECOMMEND
Fiscal Years 2024-34

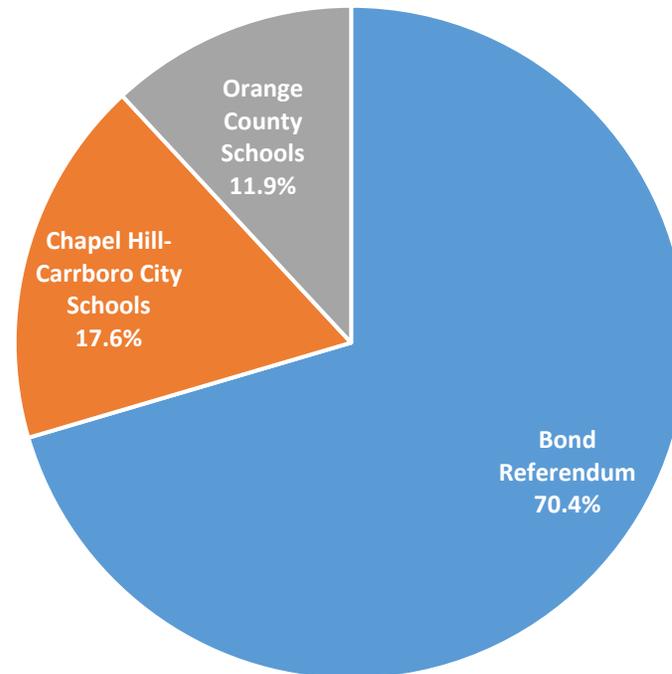
Appropriations	Current Fiscal Year 2023-24	Year 1 Fiscal Year 2024-25	Year 2 Fiscal Year 2025-26	Year 3 Fiscal Year 2026-27	Year 4 Fiscal Year 2027-28	Year 5 Fiscal Year 2028-29	Year 6 Fiscal Year 2029-30	Year 7 Fiscal Year 2030-31	Year 8 Fiscal Year 2031-32	Year 9 Fiscal Year 2032-33	Year 10 Fiscal Year 2033-34	Ten Year Total
Bond Referendum		10,000,000	110,000,000	10,000,000	110,000,000	10,000,000	10,000,000	10,000,000	110,000,000	10,000,000	10,000,000	390,000,000
Chapel Hill-Carrboro City Schools												
Chapel Hill-Carrboro City Schools												
Article 46 Sales Tax Proceeds	1,680,907	1,955,639	2,033,865	2,115,219	2,199,828	2,287,822	2,379,335	2,474,508	2,573,489	2,676,429	2,783,486	23,479,620
Debt Financing - School Improvements	2,537,967	2,588,727	2,640,502	2,693,311	2,747,178	2,802,121	2,858,164	2,915,327	2,973,633	3,033,106	3,093,768	28,345,837
Lottery Proceeds	819,536	819,536	819,536	819,536	819,536	819,536	819,536	819,536	819,536	819,536	819,536	8,195,360
Recurring Capital Items	1,753,200	1,788,264	1,824,029	1,860,510	1,897,720	1,935,674	1,974,388	2,013,876	2,054,153	2,095,236	2,137,141	19,580,991
Supplemental Deferred Maintenance Program	4,000,000	9,067,600	9,000,000									18,067,600
Chapel Hill-Carrboro City Schools Total	10,791,610	16,219,766	16,317,932	7,488,576	7,664,262	7,845,153	8,031,423	8,223,247	8,420,811	8,624,307	8,833,931	97,669,408
Orange County Schools												
Orange County Schools												
Article 46 Sales Tax Proceeds	1,066,122	1,240,360	1,289,974	1,341,574	1,395,237	1,451,046	1,509,088	1,569,452	1,632,230	1,697,519	1,765,420	14,891,900
Debt Financing - School Improvements	1,804,893	1,840,991	1,877,810	1,915,367	1,953,674	1,992,748	2,032,602	2,073,254	2,114,720	2,157,014	2,200,154	20,158,334
Lottery Proceeds	582,818	582,818	582,818	582,818	582,818	582,818	582,818	582,818	582,818	582,818	582,818	5,828,180
Recurring Capital Items	1,246,800	1,271,736	1,297,171	1,323,114	1,349,576	1,376,568	1,404,099	1,432,181	1,460,825	1,490,042	1,519,843	13,925,155
Supplemental Deferred Maintenance Program		11,129,400										11,129,400
Orange County Schools Total	4,700,633	16,065,305	5,047,773	5,162,873	5,281,305	5,403,180	5,528,607	5,657,705	5,790,593	5,927,393	6,068,235	65,932,969
Durham Tech Community College	10,500,000											
Appropriations Total	25,992,243	32,285,071	31,365,705	122,651,449	22,945,567	123,248,333	23,560,030	23,880,952	124,211,404	24,551,700	24,902,166	553,602,377
Revenues/Funding Sources												
Article 46 Sales Tax Proceeds	2,747,029	3,195,999	3,323,839	3,456,793	3,595,065	3,738,868	3,888,423	4,043,960	4,205,719	4,373,948	4,548,906	38,371,520
Debt Financing - Bond Proceeds				100,000,000		100,000,000			100,000,000			300,000,000
Debt Financing - Durham Tech	10,500,000											
Debt Financing - School Improvements	8,642,860	24,626,718	13,518,312	4,608,678	4,700,852	4,794,869	4,890,766	4,988,581	5,088,353	5,190,120	5,293,922	77,701,171
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	2,700,000	3,060,000	13,121,200	13,183,624	13,247,296	13,312,242	13,378,487	13,446,057	13,514,978	13,585,278	13,656,984	123,506,146
Revenues/Funding Sources Total	25,992,243	32,285,071	31,365,705	122,651,449	22,945,567	123,248,333	23,560,030	23,880,952	124,211,404	24,551,700	24,902,166	553,602,377

FY 2024-34 Orange County Capital Investment Plan Projects School Summary - Appropriation

Year 1: FY 2024-25
\$32,285,071

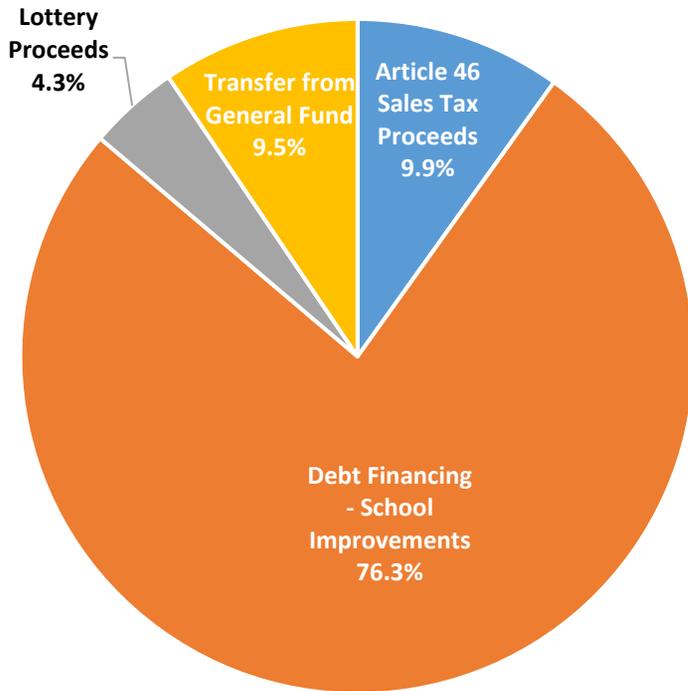


Years 1-10: FY 2024-34
\$553,602,377

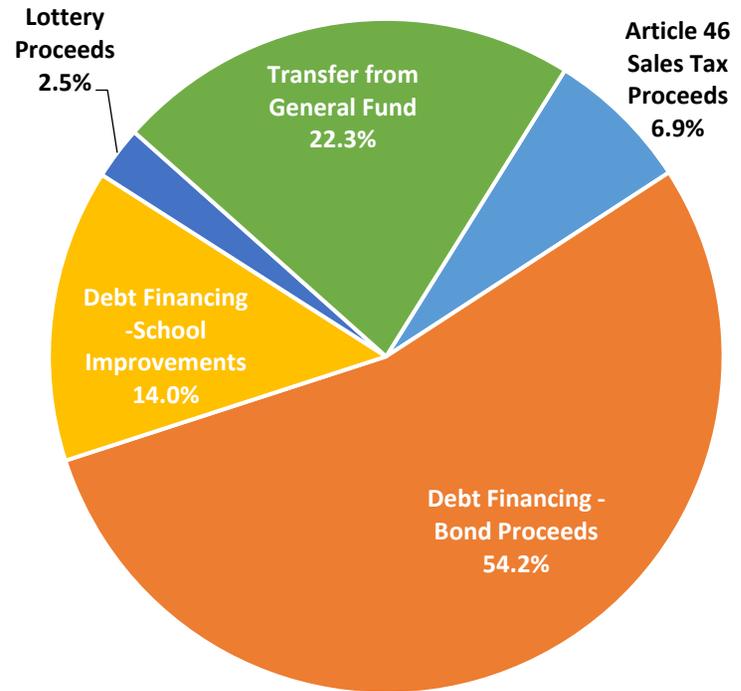


FY 2024-34 Orange County Capital Investment Plan Projects School Summary - Funding Sources

Year 1: FY 2024-25
\$32,285,071



Years 1-10: FY 2024-34
\$553,602,377



Operational Impact of CIP Projects - RECOMMEND
Fiscal Years 2024-34

Operational Impact	Current	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Ten
	Fiscal Year 2023-24	Fiscal Year 2024-25	Fiscal Year 2025-26	Fiscal Year 2026-27	Fiscal Year 2027-28	Fiscal Year 2028-29	Fiscal Year 2029-30	Fiscal Year 2030-31	Fiscal Year 2031-32	Fiscal Year 2032-33	Fiscal Year 2033-34	Year Total
County												
Behavioral Health Crisis Diversion Facility				3,035,910	3,035,910	3,035,910	3,035,910	3,035,910	3,035,910	3,035,910	3,035,910	24,287,280
Cedar Grove Community Center						60,637	60,637	60,637	60,637	60,637	60,637	363,822
Emergency Services Headquarters						538,564	538,564	538,564	538,564	538,564	538,564	3,231,384
Emergency Services Substations				538,564	538,564	538,564	538,564	538,564	1,077,128	1,077,128	1,077,128	5,924,204
Fairview Park Improvements										32,000	32,000	64,000
Hollow Rock Nature Park (New Hope Preserve)									9,000	9,000	9,000	27,000
Information Technologies Governance Council Initiatives				250,000	250,000	500,000	500,000	750,000	500,000	750,000	500,000	4,000,000
Information Technologies Infrastructure			172,000	256,000	347,000	445,000	480,000	515,000	550,000	585,000	620,000	3,970,000
Little River Park, Phase II							3,000	3,000	3,000	3,000	3,000	15,000
Millhouse Road Park					20,000	20,000	20,000	20,000	20,000	20,000	20,000	140,000
Mountains to Sea Trail							42,000	42,000	42,000	42,000	42,000	210,000
Public Safety Software Enhancements			713,225	748,918	786,364	825,682	866,966	910,314	955,830	1,003,622	1,053,803	7,864,724
Rogers Road Community Center					15,380	15,918	16,475	17,052	17,649	18,266	18,906	119,646
Soccer.com Soccer Center, Phase II							112,000	112,000	112,000	112,000	112,000	560,000
Southern Human Services Expansion										106,207	106,207	212,414
Upper Eno Nature Preserve										57,000	57,000	114,000
County Total			885,225	4,829,392	4,993,218	5,980,275	6,214,116	6,543,041	6,921,718	7,450,334	7,286,155	51,103,474
Proprietary												
Sportsplex - New Facilities				(254,000)	(327,000)	(368,000)	(404,000)	(404,000)	(404,000)	(404,000)	(404,000)	(2,969,000)
Proprietary Total				(254,000)	(327,000)	(368,000)	(404,000)	(404,000)	(404,000)	(404,000)	(404,000)	(2,969,000)
Operational Impact Total			885,225	4,575,392	4,666,218	5,612,275	5,810,116	6,139,041	6,517,718	7,046,334	6,882,155	48,134,474

Child Support Services

Phone Number: (919) 245-2175

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	1,048,270	1,077,759	1,269,392	1,269,392	1,269,392
Operations	88,031	108,329	97,329	249,755	249,755
Capital Outlay	0	0	0	44,000	8,000
Total Expenditures	\$ 1,136,301	\$ 1,186,088	\$ 1,366,721	\$ 1,563,147	\$ 1,527,147
Total Revenues	1,102,363	1,490,756	1,490,756	1,577,224	1,710,000
County Costs (net)	\$ 33,938	\$ (304,668)	\$ (124,035)	\$ (14,077)	\$ (182,853)

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Increases in operations primarily to complete the Northwoods e-courts transition. \$105,125 of which are one-time implementation costs. The department is also receiving renovation in the Capital Investment Plan, and requires additional conference room furniture. The revenue estimates reflect the state's 66% reimbursement of department costs.

Child Support Services Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Strategic Priority 2 Healthy Community: Implementation and Software costs for Northwoods Software to transition to e-courts	\$ 152,426	\$ -	\$ 152,426
Conference room furniture tied to upcoming capital project funded with one-time funds.	\$ 8,000		\$ 8,000
Increased revenue estimate for state subsidy of department		\$ 219,244	\$ (219,244)
Net Child Support Services Department Changes	\$ 160,426	\$ 219,244	\$ (58,818)

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.

Child Support Services – continued

Major Divisions/Services

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Secure child support, a needed source of financial support, for families.					
Outcome Measure: Decrease the County poverty rate from 14% to 11% in the next five years, with an average annual decrease in the poverty rate of 0.6%					
Strategic Plan Priority:	2. Healthy Community				
Income withholdings to employers completed	1269	1268	1150	1200	1200
Enforcement actions other than court to secure payments	4062	5464	3900	5000	5500
Court hearings scheduled to secure child support payments	588	782	450	500	400
Paternity establishment rate	109.92%	104.07%	99%	100%	100%
Percentage of cases under order	85.03%	85.49%	86%	85%	84%
Percentage of current support collected	70.70%	73.22%	69%	73%	70%
Percentage rate for arrears collections	77%	76%	69%	73%	70%
Service: Cultivate collaborative relationships with other county departments to increase awareness of child support services.					
Outcome Measure: 2-5% annual increase in departmental and interdepartmental inclusive community engagement/outreach activities.					
Strategic Plan Priority:	2. Healthy Community				
Number of community engagement/outreach activities		2	4	4	8
Referrals to employment services programs	203	311	350	400	450

- Paternity Establishment

- FY 2022-23 Highlights
 - Paternity Establishment Rate: 104.07%
 - Paternity Established for 176 Children
- FY 2023-24 Highlights
 - Paternity Establishment Projected Outcome: 100%
 - Paternity Establishment Projected Outcome: 140 Children
- FY 2024-25 Highlights
 - Paternity Establishment Budgeted Goal: 100%
 - Paternity Establishment Budgeted Outcome: 140 Children

Child Support Services – continued

- Cases Under Order
 - FY 2022-23 Highlights
 - Percent of Cases Under Order Rate: 85.79%
 - Orders Established for 114 Families
 - FY 2023-24 Highlights
 - Percent of Cases Under Order Projected Outcome: 86%
 - Order Establishment Projected Outcome: Orders Established for 70 Families
 - FY 2024-25 Highlights
 - Percent of Cases Under Order Budgeted Rate Goal: 86.29%
 - Order Establishment Budgeted Outcome: Orders Established for 70 Families

- Current Support Collected
 - FY 2022-23 Highlights
 - Current Support Collection Rate: 73.22%
 - Income Withholdings to Employers Completed: 1268
 - FY 2023-24 Highlights
 - Projected Current Support Collection Rate: 73%
 - Projected Income Withholdings to Employers Completed: 1200
 - FY 2024-25 Highlights
 - Budgeted Current Support Collection Rate Goal: 70%
 - Budgeted 1200 Income Withholdings to Employers

- Cases with an Arrears Payment
 - FY 2022-23 Highlights
 - Percent of Cases With an Arrears Payment Rate: 76.38%
 - Court Hearings Scheduled to Collect Arrears: 782
 - FY 2023-24 Highlights
 - Projected Arrears Payment Rate: 73%
 - Projected Court Hearings to Collect Arrears: 500
 - FY 2024-25 Highlights
 - Budgeted Arrears Payment Rate Goal: 70%
 - Budgeted Court Hearings to Collect Arrears: 400

- Total Collections
 - FY 2022-23 Highlights

Child Support Services – continued

- Total Collections: \$4,598,825
- Enforcement Actions Other Than Court Taken to Collect Support: 5464
- FY 2023-24 Highlights
 - Projected Total Collections: \$4,463,466
 - Projected Enforcement Actions Other Than Court Action to Collect Support: 5000
- FY 2024-25 Highlights
 - Total Collections Goal: \$4,463,466
 - Budgeted Enforcement Actions Other Than Court Action to Collect Support: 5500

Community Relations

Phone Number: (919) 245-2302

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	253,518	356,934	402,284	402,284	402,284
Operations	62,875	78,740	77,140	99,140	73,840
Capital Outlay	8,554	0	0	0	0
Total Expenditures	\$ 324,947	\$ 435,674	\$ 479,424	\$ 501,424	\$ 476,124
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 324,947	\$ 435,674	\$ 479,424	\$ 501,424	\$ 476,124

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Reductions for travel, training and duplication costs based on prior year underspending.

Community Relations Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Reduce Travel and Training	\$ (3,000)	\$ -	\$ (3,000)
Reduce Duplicating	\$ (300)		\$ (300)
Net Community Relations Department Changes	\$ (3,300)	\$ -	\$ (3,300)

Mission Statement

The Community Relations Department focuses on public information and engagement with the community. The department works to strengthen communication with residents and businesses through online materials, brochures, social media, and traditional news outlets.

Community Relations – continued

Major Divisions/Services

Outreach

Performance Measures	2021-22 Actual	2022-23 Actual	2023-24 Budget	2023-24 Projected	2024-25 Budget
Service: Public Engagement					
Outcome Measure: Grow social media platforms each year					
Strategic Plan Priority:					
Facebook	3,157	3,522	3,800	3,900	4,300
Instagram	n/a	100	n/a	600	900
YouTube subscribers	n/a	n/a	n/a	100	200
Newsletter subscribers	1,312	1,452	1,550	1,600	1,700
Service: Public Records requests					
Outcome Measure: Respond to 95% of public records request within two weeks					
Strategic Plan Priority:					
Number of requests received	211	203	200	250	400
Number answered within 2 weeks	205	195	190	238	380

- FY 2023-24 Highlights

- Organized the first two County Roadshows to bring services to our community. The first two events were held on January 31 and February. One drew approximately 90 residents and was well-received by the community and staff.
- Worked with Planning Department to improve community outreach for potentially controversial public hearings or rezoning requests. Improved layout of website and helped launch Planning Department monthly email newsletter.
- In conjunction with county departmental communicators, created countywide Engagement Plan to provide guidance and protocols for departments, including around public events and translations.
- Organized fourth class for Orange County Government Academy.
- Redesigned and updated Guide to Orange County Government book
- Worked with Orange County Veterans Officer to promote veterans benefit fair on February 15.
- Organized or participated in three community events with Lumos representatives to answer questions and promote Broadband project in rural areas.
- Created storm-related graphics that focused on high winds, flooding, and power outages and translated them to five languages so that we have a library of multi-lingual graphics and messages in the event of inclement weather.

Community Relations – continued

- Elections, Absentee Voting and Photo ID brochure and graphics for outreach about upcoming elections and campaign to educate the public about the new photo id requirement
- FY 2024-25 Highlights
 - Lead committee to educate public about 2024 school bond.
 - Host at least four more County roadshow events.
 - Host County Government Academy.
 - Host more outreach events with Lumos in the southern part of the County.
 - Work with Town of Carrboro on joint event for new library opening.

Increase video communications

- FY 2023-24 Highlights
 - Created videos for many departments to promote certain activities or events, including a series of videos for Elections regarding changes in voting laws and the Tax Department to explain the revaluation process. Many of these videos were also produced in Spanish. (see attached lists). Videos are hosted on YouTube channel but also shared on social media, embedded on website and played on digital message monitors throughout the county.
- FY 2024-25 Highlights
 - Respond to departmental requests for videos. Future videos include requests from Aging, Planning, Tax, Human Resources, Health, Economic Development, Solid Waste, and the Clerk's office.

External Communications

- FY 2023-24 Highlights
 - Rejuvenated quarterly Orange County Communicators Working Group meetings with PIOs and communicators from municipalities, schools, and other agencies within the county.
 - Manage, update, and maintain 20 digital messaging screens and hardware in county facilities (using Amazon Fire TV Sticks and the ScreenCloud online platform) to improve outreach and to inform residents of events, programs, emergency alerts and services and maximize the county's message.
 - Increased social media capacity by 150% by creating an Instagram page (@ocncgov), relaunching the official Orange County YouTube page (@ocncgov), and by beginning posting on Nextdoor for Public Agencies through which we can reach 44,000 households for each post. Social media posts increased on average 35% monthly, all posts are now accompanied by a graphic and many posts are in both English and Spanish.
- FY 2024-25 Highlights
 - Expand use of digital messaging screens.
 - Expand cooperation with neighborhood organizations and other local governments and agencies to increase communications.

Community Relations – continued

- Find ways to enhance and improve graphic communication including the use of motion graphics to capture attention for county digital signage and social media outreach
- Encourage and facilitate bilingual and multilingual versions of materials and graphics to broaden reach of communication

Enhance services with other departments

- FY 2023-24 Highlights
 - Created training program for Adobe Acrobat for Tax Administration and rolled out to other departments (Housing, Aging, Criminal Justice Resource Department, Transportation) to increase productivity by using the software efficiently.
 - Trained more than a dozen new departmental webmasters on using the website content management system.
 - Trained several county departments on new email newsletter system.
 - Revamped the Housing department's 200-page Administrative Plan to improve readability.
 - Redesign the Master Aging Plan for the Department on Aging (78-page publication) to increase readability.
 - Redesign and produce the updated Senior Housing guide.
 - Created new signage schemes for West Campus and Whitted wayfinding signs.
 - Redesign the New Employee Handbook for Emergency Services.
 - Created coordinated graphics for the Office of Equity & Inclusion for Black History Month.
 - Developed communications plans for Planning and Elections departments.
 - Took official portraits of Board of County Commissioners.
 - Took professional headshots of the Emergency Services Department personnel (100+ employees).
 - Assisted housing in converting from DocuSign to Acrobat to save money and make signing documents easier.
 - Revamped all training PowerPoints for elections dept for improved training for poll workers
 - Redesign Planning dept Minor Home Occupations, Bonafide Farms, Tree Harvesting, and Rain Gardening brochures
- FY 2024-25 Highlights
 - Continue training staff as needed on various software programs.
 - Expand services to include projects for all departments.

Orange County Cooperative Extension

Phone Number: (919) 245-2050

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	373,090	495,705	495,705	512,705	502,705
Operations	32,122	51,175	42,812	43,192	42,562
Capital Outlay	4,814	2,030	0	3,000	0
Total Expenditures	\$ 410,026	\$ 548,910	\$ 538,517	\$ 558,897	\$ 545,267
Total Revenues	0	2,000	2,000	19,000	19,000
County Costs (net)	\$ 410,026	\$ 546,910	\$ 536,517	\$ 539,897	\$ 526,267
By Category (4-H Fund)					
Personnel Services	0	0	0	1,425	1,425
Operations	16,335	33,890	33,890	31,200	31,200
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 16,335	\$ 33,890	\$ 33,890	\$ 32,625	\$ 32,625
Total Revenues	36,466	33,890	33,890	32,625	32,625
Fund Costs (net)	\$ (20,131)	\$ 0	\$ 0	\$ 0	\$ 0
Total Cooperative Extension and Related Expenditures	\$ 426,361	\$ 582,800	\$ 572,407	\$ 591,522	\$ 577,892

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Total net County Cost decrease is \$10,250. This is due to reductions in contract personnel and equipment repairs. A Livestock Agent position hired during fiscal year 2023-24 is covered 50% by North Carolina State University and 20% by Durham County. One part time Breeze Farm Technician contract personnel will be funded by Article 46.

Cooperative Extension Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Livestock Agent 20% reimbursement by Durham County	\$ 17,000	\$ 17,000	\$ -
Reduction in Contract Personnel	\$ (10,000)	\$ -	\$ (10,000)
Reduction in equipment repairs	\$ (250)	\$ -	\$ (250)
General Fund Subtotal	\$ 6,750	\$ 17,000	\$ (10,250)
Strategic Priority 5 Public Education/Learning Community: Seasonal 4-H Day Camp Assistant	\$ 1,425	\$ -	\$ 1,425
Decrease in summer camp attendance	\$ (2,690)	\$ (1,265)	\$ (1,425)
4-H Fund Subtotal	\$ (1,265)	\$ (1,265)	\$ -
Net Cooperative Extension Department Changes	\$ 5,485	\$ 15,735	\$ (10,250)

Cooperative Extension – continued

Mission Statement: N.C. 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

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: 4-H Youth Development					
Outcome Measure: 4-H Youth Development provides youth between the ages of 5 and 18 opportunities to prepare for future careers and develop life skills through a "learn by doing" approach using research based curriculum					
Strategic Plan Priority:		5. Public Education/Learning Community			
	255	323	368	370	380
Number of Youth enrolled in 4-H clubs					
Number of adults serving in volunteer roles with 4-H	103	91	423	420	420

- FY 2023-24 Highlights
 - 368 youth ages 5-18 enrolled in 4-H in 2023. 3732 total youth served through 4-H camps, clubs, afterschool programs, and special interest programs. 24 youth attended residential camp at Betsy-Jeff Penn 4-H Educational Center, 6 sponsored by the Department of Social Services. 423 adult volunteers were engaged in 4-H programs in 2023 as one-time or ongoing volunteers.
 - 94 FFA and 4-H members representing eleven Central Piedmont counties participated in the Central Piedmont Junior Livestock Show April 11-12 in Hillsborough. Over 200 additional community members, parents, and teachers were present throughout the event to watch the show and to participate in the community supper, awards ceremony, and live auction. Thanks to the support of area businesses, individuals, and families, the Central Piedmont Junior Livestock Show committee raised over \$30,000 to support participating youth from Orange and Durham Counties and general show expenses.
 - Orange County partnered with Alamance County to host a 4-H Healthy Living Camp for rising 3rd to 5th-grade youth. Sessions focused on nutrition and food safety, mental and physical health topics. Out of the 19 who completed the survey, 58% signified that they would visit local farms or farmers markets to buy food, 53% indicated that they would eat a healthy breakfast and they would participate in outdoor activities, and 47% stated they would incorporate food safety practices into their home. 47-58% of the participants indicated they were already doing these tasks.
 - 4-H partnered with Orange Partnership for Alcohol and Drug Free Youth to provide *4-H Health Rocks!* healthy living curriculum in the three Orange County Schools middle school afterschool programs in Fall 2023.
- FY 2024-25 Highlights
 - In response to a county-wide youth 4-H needs assessment administered in 2023, 4-H will be integrating service projects into all 4-H summer day camps.

Cooperative Extension – continued

- Staff will be recruiting additional volunteers and training all 4-H volunteers to integrate the *4-H Thriving Model* into all programs. The model emphasizes a developmental context of sparks, belonging, relationships, and engagement.

Agriculture

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Agricultural Education					
Outcome Measure: Extension connects producers with research-based information and technology they need to grow and become more sustainable.					
Strategic Plan Priority:	1. Environmental Protection and Climate Action				
Number of farmers increasing/improving knowledge, attitudes, and/or skills in the area of sustainable agriculture (ex. Research-based practices on pesticide and fertilizer application, nutrient management, pond maintenance, forest management) through technical assistance and field days.	40	39	50	54	60
Number of volunteers engaged in the installation and maintenance of sustainable and native Extension landscape demonstration projects.	N/A	N/A	60	60	70
Number of farmers trained on best practices for sustainability and climate sensitive farming at the Orange County Agricultural Summit.	N/A	61	75	75	90

- FY 2023-24 Highlights
 - Triangle Prescribed Burn Association (PBA): Recognized the high number of wildfires in North Carolina (3rd in the nation in 2022-only exceeded by California and Texas) and established a PBA. The goal of prescribed burns is to reduce to fuel loads on the ground in order to prevent wildfires. By removing the fuels, wildfire won't have the potential of becoming large unruly out of control fires. Triangle PBA is where a group of like-minded individuals across 5 counties (Orange, Alamance, Person, Durham, and Chatham) come together to use fire as a tool to restore the land and to advocate for people to bring fire back into the environment to ultimately reduce the number of wildfires in our state.
 - Bonnie B. Davis Demonstration Gardens: The Master Gardener Volunteer SM Program in Orange County formalized the demonstration gardens and began seeking funds for its improvement. There are 6 areas around the Bonnie B. Davis Ag Center that are currently under renovation. The gardens are designed to demonstrate to homeowners how to address specific problem areas they may encounter around their dwelling. Currently the gardens have raised over \$7,000 in donations or supplies in kind to be used for improvement. These gardens were designed by the 2022 student MGV class. We are working to use captured rainwater from the cisterns to water our gardens with an irrigation system.

Cooperative Extension – continued

- FY 2024-25 Highlights
 - Master Gardener Training Program: The Master Gardeners will conduct an in-person Master Gardener Volunteer SM Training Program for new volunteers in Fall 2024. The Extension Agent, fully trusting the leadership of the initial training committee, handed the responsibility over to the MGV initial training team to plan and execute the training while he attends planning meetings and provides guidance and direction when needed. The volunteers are planning, recruiting, and training 35 new students.

Family & Consumer Sciences

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Family & Consumer Sciences					
Outcome Measure: Teach Safe Plates (course taught in Spanish and in English), a food protection manager certification program, to help reduce the risk of foodborne illness.					
Strategic Plan Priority:		5. Public Education/Learning Community			
Percent of food protection manager certification program examinees who pass with grade 75 or higher	53%	81%	65%	50%	65%

- FY 2023-24 Highlights
 - Grow Fresh, Eat What’s in Season Program: The program ended with many successes! The Extension Family and Consumer Sciences Agent (FCS) partnered with 16 agencies and locations, providing 7 training sessions to 122 childcare providers who received 14 Contact Hour Credits from the NC Division of Child Development & Early Education. 137 Early Care providers/professionals were trained in Farm to Early Care & Education areas such as food systems, gardens, or cooking. 594 toddlers and preschool children participated in programs about food preparation and gardening. Child care providers increased their knowledge of growing safer gardens. The FCS Agent received a \$2,100 grant from the NC ECA & FCS Board (formerly Foundation) to provide tools to 13 child care facilities to help engage children in gardening, food exposure and preparation.
 - FCS Agent partnered with Orange County Food and Lodging Division, Orange County School District and Chapel Hill-Carrboro School District to provide education to food service personnel and increase food safety awareness through the Safe Plates for Managers program. From 32 participants, 84% passed the exam and received their Food Safety Manager Certification. The agent partnered with surrounding Extension county agents to provide her expertise in food safety education.
 - New partnerships included the Town of Chapel Hill, Durham Environmental Health, Hargraves Community Center, and Hillsborough’s Fairview community.
- FY 2024-25 Highlights
 - The Grow Fresh, Eat What’s in Season newsletters will be distributed county-wide to other child care locations in collaboration with Orange County Partnership for Young Children to promote local foods and gardening among centers and families.
 - The agent will continue collaborating with the Town of Chapel Hill Wellness coordinators and other county agencies, keep looking for new partnerships throughout the county,

Cooperative Extension – continued

offer hybrid and in-person programs, and collaborate with other agents through the district.

Community, Economic, and Rural Development

- FY 2023-24 Highlights
 - Breeze Farm Incubator: Onboarded 2 new incubator farms (total of 4), acquiring new infrastructure, maintenance of existing infrastructure, filming a documentary video about the farm history and successful resident farmers, development of new Breeze document for the Extension website, obtaining funding (\$40,000 from Gore Endowment) in support of barn construction and planning of agrivoltaics research project, and completing project visioning workshop.
 - Food & Agriculture Development: Administration of the Orange County Agricultural Development Grant which, since inception in 2016, has awarded 116 grants totaling \$933,573 to local growers. Initiated a documentary video of the Ag Grant history (expected completion in mid-2024). Co-planned the annual Orange County Ag Summit, served on the regional food system planning team and the TriCOGS FEEDS (3 Regional Council of Governments) grant advisory committee, and conducted multiple farmer/landowner consultations.
 - Land Use Planning: Activities in support of planning *for* agriculture; serving on the 2050 Comprehensive Use Plan (CLUP) advisory team, the Climate Action Plan committee, co-chairing the subcommittee of the Ag Preservation Board to update the County's Agricultural Development and Farmland Protection Plan (now in the prescriptive recommendations phase) which will serve as a component of the CLUP, working with Environmental Health in developing guidelines for on-farm and agritourism activities, advising landowners and working with County staff on the changing agricultural environment in Orange County, developing doctoral research on farmland preservation policy.
- FY 2024-25 Highlights
 - Launch of new Breeze Farm image and communications package and associated promotional activities as part of an expanded funding initiative to include new funding from the Ag Foundation, Friends of Breeze Farm account, new partnerships, and research and education grants.
 - Expanded development of infrastructure at Breeze in order to further support research and educational activities.
 - Applying for implementation funds for the agrivoltaics project at Breeze in order to begin scheduling project development and construction.
 - New media and other promotional activities regarding the Ag Grant as a way of expanding and diversifying participation in that program.
 - Completion of farmland protection plan and recommendations to County. Incorporation of farmland protection goals and practices into the 2050 Comprehensive Land Use Plan development process.
 - Development of an agritourism group in the County.

County Attorney

Phone Number: (919) 245-2320

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	750,413	751,445	857,049	857,049	857,049
Operations	24,025	55,553	51,063	51,063	43,403
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 774,438	\$ 806,998	\$ 908,112	\$ 908,112	\$ 900,452
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 774,438	\$ 806,998	\$ 908,112	\$ 908,112	\$ 900,452

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Total expenditure decrease based on a reduction to base operations.

County Attorney Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Reduction to base operations	\$ (7,660)	\$ -	\$ (7,660)
Net County Attorney Department Changes	\$ (7,660)	\$ -	\$ (7,660)

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.
- 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.

County Attorney – continued

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: General Legal Services					
Outcome Measure: Legal Reviews					
Strategic Plan Priority: All	Not applicable				
Complete most legal review in <10 days (fluctuations due to long term leave)	92%	91%	95%	93%	95%
Track pending and new legislation to determine potential impact to Orange County (fluctuation due to legislative filings)	460	1659	400	400	800

FY 2023-24 Highlights

- Collected \$0.00 through the collections program. The collections program was suspended due to COVID-19 and subsequently transferred to Finance though staff attorneys remain involved in the process. 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.
- Achieved positive results in multiple quasi-judicial cases.
- Achieved positive results in several administrative hearings.
- No negative judicial outcomes involving Orange County as a party in 2023.
- 2023 marked the fewest number of open litigation cases against the County (3) in which the plaintiffs are seeking monetary damages since reporting began in 2009.

FY 2024-25 Highlights

- Objectives to be determined during the County Attorney’s annual review with the Board of County Commissioners.
- Measurable 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.
- Numerous ordinance amendments, general and UDO, are anticipated this fiscal year.

County Manager's Office

Phone Number: (919) 245-2300

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	1,627,916	1,480,910	1,893,676	1,899,703	1,866,117
Operations	1,266,653	206,895	190,472	325,154	230,714
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 2,894,569	\$ 1,687,805	\$ 2,084,148	\$ 2,224,857	\$ 2,096,831
Total Revenues	350	0	0	0	0
County Costs (net)	\$ 2,894,219	\$ 1,687,805	\$ 2,084,148	\$ 2,224,857	\$ 2,096,831
<i>By Category (Visitor Bureau Fund)</i>					
Personnel Services	125,693	187,043	234,257	304,217	302,201
Operations	263,443	216,856	213,985	246,565	248,954
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 389,136	\$ 403,899	\$ 448,242	\$ 550,782	\$ 551,155
Total Revenues	191,600	178,710	178,710	248,631	248,631
Fund Costs (net)	\$ 197,536	\$ 225,189	\$ 269,532	\$ 302,151	\$ 302,524
Total Department Expenditures	\$ 3,283,705	\$ 2,091,704	\$ 2,532,390	\$ 2,775,639	\$ 2,647,986

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Total General Fund expenditure increase of \$12,683 is primarily based on additional support for Climate Action Plan initiatives supported by utilizing a portion of the Climate Mitigation quarter cent and Strategic Plan Initiatives offset by reduction to temporary personnel and base operations including travel and training savings. There is also a net increase in the Visitors Bureau Fund of \$32,992 to support additional funding needs in the Arts Commission including Grant & Operations Coordinator FTE being made permanent.

County Manager's Office – continued

County Manager Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Reduction in Temp personnel and student intern	\$ (27,559)	\$ -	\$ (27,559)
Strategic Priority 1 Environmental Protection and Climate Action: Increase to support Climate Action Plan initiatives	\$ 51,169	\$ -	\$ 51,169
Increase for Strategic Planning initiatives	\$ 10,000	\$ -	\$ 10,000
Reduction to base operations	\$ (14,358)	\$ -	\$ (14,358)
Reductions to travel & training	\$ (5,000)	\$ -	\$ (5,000)
Right-sizing department costs	\$ (1,569)	\$ -	\$ (1,569)
<i>General Fund Subtotal</i>	\$ 12,683	\$ -	\$ 12,683
Net increase in revenue due to increase in State Art Grant and Eno Mill revenue offset by increase in State Art Grant Awards	\$ 22,035	\$ 44,921	\$ (22,886)
Grants and Operations Coordinator position moving from Grant Funding; partially offset by donation	\$ 67,944	\$ 25,000	\$ 42,944
Cost to continue	\$ 12,934	\$ -	\$ 12,934
<i>Visitor's Bureau Fund Subtotal</i>	\$ 102,913	\$ 69,921	\$ 32,992
Net County Manager Department Changes	\$ 115,596	\$ 69,921	\$ 45,675

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 2023-24 Highlights
 - Continued implementation of 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.
 - Provided oversight for the Long Term County Facilities Plan
 - Overseeing the development of a financing plan for a general obligation school bond
- FY 2024-25 Highlights
 - Finalize and implement new performance measures for the Countywide Strategic Plan
 - Secure land use entitlements for the Crisis Diversion Facility and purchase a site for the building
 - Oversee a Countywide Fee Study
 - Assure alignment of department business plans to Strategic Plan, Climate Action Plan, Comprehensive Land Use Plan, and other Countywide foundational documents

County Manager's Office – continued

Arts Commission

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Provide social safety net programming and the resources needed for our most vulnerable community members (e.g., veterans, unhoused people, foster children, older adults, etc.).					
Outcome Measure: Develop a baseline measure for the number of residents engaged in County programs that support the arts, recreation, and well-being including demographics when available.					
Strategic Plan Priority:	2. Healthy Community				
Number of youth served by LGBTQ Teen Arts Collective	na	20	30	80	80
Number of marginalized-identifying (BIPOC/LGBTQ/Disabled) studio artists at Eno Arts Mill	na	30%	30%	56%	30%
Service: Invest in services and programs that improve the health and quality of life of the community (e.g., recreation and public open spaces, arts, etc.)					
Outcome Measure: Develop a baseline measure for the number of residents engaged in County programs that support the arts, recreation, and well-being including demographics when available.					
Strategic Plan Priority:	2. Healthy Community				
Number of class participants served at Eno Arts Mill	232	698	837	1031	1100
Number of youth hosted during Summer Camp at Eno Arts Mill	na	77	80	90	100
Number of first-time applicants to OCAC's annual grants program	27%	27%	20%	27%	20%

o FY 2023-24 Highlights

- Grew programming at the Eno Arts Mill, seeing a 175% increase in the number of class patrons over FY23, 31% increase in dollar amount of work sold in the gallery, and several new tenants, with 43% of current tenants being persons of color.
- Executed Uproar, a first-time, county-wide, public art festival taking place July-August, 2023, that prioritized accessibility. The festival received overwhelmingly positive feedback from the community, artists, and sponsors. 50% of the Uproar budget paid Orange County-based individuals and businesses.
- Conducted a county-wide DEIA and the Arts training series free of charge to Orange County based arts agencies. Seventeen organizations and 80 individuals participated in the four-part series conducted by Aisha Adams Media.

o FY 2024-25 Highlights

- Continue to grow programming at the Eno Arts Mill, including the new grant-funded “Studio Be” youth-serving space, to provide the community a place to connect with other creatives.

County Manager's Office – continued

- Will begin work on Uproar 2025, focusing on incorporating 2023's lessons learned to improve and grow the festival to become a signature event for Orange County.
- Will grow local community partnerships to engage new communities in OCAC programs, specifically our grants and the Eno Arts Mill.

Budget Office Division

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Provide considered and reasonable estimates of the county's major revenue and expenditure trends					
Outcome Measure: Estimate General Fund Revenues and Expenses Accurately within 1% margin of error					
Strategic Plan Priority:	Not applicable				
Actual Revenues at 100% of Budget	105%	104%	100%	100%	100%
Actual Expenses at 96.5% of Budget	96.7%	98.5%	96.5%	98.0%	96.5%

- 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).
 - Produce the County's annual operating budget and ten-year Capital Investment Plan (CIP).
 - Review revenues and expenses to ensure all funds remain in budget and retain an adequate fund balance.
 - 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 School District, Outside Agency and Fire Districts funding processes.
- FY 2023-24 Highlights
 - 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).
 - Created processes to align CIP and Budget Document to Strategic Plan and Climate Action Plan.
 - Developed viable options to fund the County Facility Master Plan and The Woolpert Long Range School Optimization plan, providing the Board with various Bond Referendum sizes and structures.
 - FY 2024-25 Highlights
 - Support the Strategic Plan Implementation and align performance measure processes and budget development with new Board Goals and Priorities.
 - Provide assistance for the November Bond Referendum, and work closely with both school districts to create a major project implementation plan.

County Manager's Office – continued

Sustainability Division

Sustainability provides innovative and equitable programs aimed at tackling climate change by reducing greenhouse gas emissions and increasing resiliency to climate change related events. Sustainability Programs include:

- Implementing the County's Climate Action Plan
 - Overseeing the annual Community Climate Action Grant Program
 - Providing information and resources on sustainable practices
 - Promoting clean energy and energy efficiencies within our community and County operations
- FY 2023-24 Highlights
 - Completed Orange County's first Climate Action Plan in collaboration with the community, an internal Climate Action Team, and Bluestrike Environmental Consulting
 - Orange County, along with 11 other local jurisdictions participated in the second year of the highly successful Solarize the Triangle program aimed at making solar more accessible and affordable to Orange County residents, businesses and non-profit organizations.
 - Hired a part time Sustainability Specialist to provide support for sustainability programs and to advance sustainability education and outreach initiatives.
 - 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.
 - The Community Climate Action Grant Program received the largest number of applicants since the inception of the program and provided \$564,000 in funding for organizations and schools to implement climate action projects in our community.
 - Sustainability collaborated with the Arts Commission on a climate and art event at the Eno Arts Mill aimed at raising community awareness of climate change and promoting action.
 - Organized a stakeholder workshop with County Extension to ideate a pilot agrivoltaic project at Breeze Farm aimed at advancing crop research, resiliency and growing clean, renewable energy in Orange County.
 - Completed our first solar installation on a low to moderate income home in Orange County in collaboration with the Solarize the Triangle program and in partnership with Central Pines Regional Council
 - Finalized a Sustainability Business Toolkit to provide resources to local businesses that can help reduce greenhouse gas emissions while also reducing business expenses.
 - FY 2024-25 Highlights
 - Orange County became a partner organization along with Durham and Granville County on a \$1.5 million grant award Durham County received from the U.S. Department of Energy for the Energy Burden and Emissions reduction Program (EBERP). EBERP will reduce energy burdens, build organizational capacity and develop clean energy technical skills in rural and urban neighborhoods across all three counties.

County Manager's Office – continued

- Continued work on solar installations for low to moderate income homes in Orange County.
- Continued implementation of the strategies identified in the Climate Action Plan
- Submitted grant through USDA in partnership with County Extension for pilot Agrivoltaic project at Breeze Farm
- Opened another round of grant funding through the Community Climate Action Grant program to advance climate action initiatives and projects in Orange County.

Courts

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	9,000	4,500	4,500	4,500	4,500
Operations	110,766	96,563	96,563	281,663	281,663
Capital Outlay	5,428	75,000	0	0	0
Total Expenditures	\$ 125,194	\$ 176,063	\$ 101,063	\$ 286,163	\$ 286,163
County Costs (net)	\$ 125,194	\$ 176,063	\$ 101,063	\$ 286,163	\$ 286,163

Budget Highlights

The changes to the FY 2024-25 budget includes an increase of \$24,000 to provide additional furniture and raised flooring for the Hearing Rooms, offset by one time revenues. The cost of juvenile jail stays is also increasing by \$152,100, due to a significant increase in days spent, and a slight increase in the daily rate.

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>

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	826,949	941,424	1,044,159	1,100,814	1,065,151
Operations	52,114	293,678	286,878	391,174	308,127
Capital Outlay	0	3,600	0	600	0
Total Expenditures	\$ 879,063	\$ 1,238,702	\$ 1,331,037	\$ 1,492,588	\$ 1,373,278
Total Revenues	604,726	730,226	730,226	730,226	730,226
County Costs (net)	\$ 274,337	\$ 508,476	\$ 600,811	\$ 762,362	\$ 643,052
<i>By Category (Multi-year Grant Fund)</i>					
Personnel Services	134,315	135,738	150,000	150,000	150,000
Operations	99,194	46,262	32,000	32,000	32,000
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 233,509	\$ 182,000	\$ 182,000	\$ 182,000	\$ 182,000
Total Revenues	237,248	182,000	182,000	182,000	182,000
County Costs (net)	\$ (3,739)	\$ 0	\$ 0	\$ 0	\$ 0

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Total expenditure increase of \$42,241 includes increases for a temporary clinical position to administer assessments and referrals to the UNC Jail Psychiatry, Outside Agencies for the Dispute Settlement Center and local reentry support which includes housing, transportation, job training, and basic needs. These expenses along with a slight increase for continued operations are offset by an overall reduction in base operations including travel and training savings.

Criminal Justice Resource Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase in Temporary Personnel for Clinical assessments and referrals to the UNC Jail Psychiatry Program funded by MOE	\$ 20,992	\$ -	\$ 20,992
Increase for Local Re-entry Services	\$ 20,000	\$ -	\$ 20,000
Increase to Outside Agencies: Dispute Settlement Center	\$ 10,000	\$ -	\$ 10,000
Reduction to base operations	\$ (10,247)	\$ -	\$ (10,247)
Reductions to travel & training	\$ (2,500)	\$ -	\$ (2,500)
Cost to continue	\$ 3,996	\$ -	\$ 3,996
Net Criminal Justice Resource Department Changes	\$ 42,241	\$ -	\$ 42,241

Criminal Justice Resource Department – continued

Mission Statement:

The Criminal Justice Resource Department (CJRD) directly oversees and staffs the county’s Pretrial Services program, two substance use treatment courts, four 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 Policing and Mental Health Diversion Collaboration (CCDR team), the Street Outreach, Harm Reduction and Deflection (SOHRAD) program and OC Youth Build. The CJRD also serves as the Intermediary Agency for the Local Reentry Council. The CJRD seeks to support individuals at risk of legal system involvement, those currently in the legal system and those facing barriers due to legal system involvement by increasing jail alternatives, opportunities for deflection and diversion from the criminal legal system, and providing treatment needs assessment, case management, harm reduction outreach and programming for justice-impacted individuals with the objective of safely 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 Divisions/Services

Pretrial Services

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Pretrial Services					
Outcome Measure: Safely reduce unnecessary pretrial incarceration in Orange County without decreasing court appearance rates					
Strategic Plan Priority:	2. Healthy Community				
Number of Individuals Screened	334	622	240	620	625
Percentage of Successful Pretrial Clients	76%	81%	72%	75%	76%

- **FY 2023-24 Highlights**
 - Received final evaluation report from UNC School of Government’s Criminal Justice Innovation Lab. The report concluded that magistrates and judges have shown a high fidelity to the new pretrial practices. Specific findings include following the Tool’s recommendations in 85% of the pretrial cases; an 8% reduction in jail bookings for solely a failure to appear and when using the new bench card, judges rescheduled all first-time non-appearances in target cases.
 - Received a national Technical Assistance grant to implement a new evidence-based best practice Risk Assessment tool (PSA) and have met regularly to ensure we are trained and able to implement this by the end of the fiscal year.

- **FY 2024-25 Highlights**
 - Implementation and training for all stakeholders on the PSA will occur and we hope to see a continued focus on enhancing fairness and equity in the setting of pretrial release conditions.

Criminal Justice Resource Department – continued

- Work with pretrial stakeholders to address the impacts of the Pretrial Integrity Act passed by the Legislature, which requires judges (not magistrates) set a bond in certain cases, including low level misdemeanor cases. This has increased the number of people being held for over 24 hours without a release condition being set.

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Court and Jail Clinical Assessment and Treatment Services					
Outcome Measure: Increase clinical assessments to court-involved individuals in custody and out of custody with behavioral health issues and link them to treatment resources that improve outcomes in court					
Strategic Plan Priority:	2. Healthy Community				
Number of court-involved individuals assessed	180	248	200	303	385
Percentage of individuals provided treatment resources	85%	81%	90%	79%	79%

Treatment Courts

- FY 2023-24 Highlights
 - Our Treatment Courts have graduated 6 participants from Orange County (many others are currently in the courts), and these individuals have been successful in avoiding incarceration sentences, have been actively engaged in treatment and recovery for over a year, and have employment and/or regained custody of their children.
 - UNC Horizons is partnering with our Treatment Courts to apply for a federal grant that would increase the numbers and enhance case management for women in our Treatment Courts for the next five years.
- FY 2024-25 Highlights
 - We expect to have the UNC Horizons collaborative grant in place to serve more women in our courts and to enhance the services they receive to include housing, transportation, childcare and medication co-pays.

Restoration Legal Counsel

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Restoration Legal Counsel					
Outcome Measure: Increase number of Orange County residents obtaining relief from criminal records and drivers license suspension/revocation					
Strategic Plan Priority:	2. Healthy Community				
Number of individuals referred to Restoration Counsel	217	413	500	990	1300
Percentage of clients obtaining direct expunctions or legal restoration relief	38%	66%	60%	61%	70%

Criminal Justice Resource Department – continued

- FY 2023-24 Highlights
 - Over 600 individuals with Orange County criminal charges and convictions have received criminal record expunctions with the help of the Restoration attorney.
 - Many residents have had their driver’s licenses restored through this program, but 6 of these individuals had not held a valid license for over 25 years!
- FY 2024-25 Highlights
 - The Restoration Legal Counsel will continue to share information across departments to assist Orange County employees in need of restoration services. To date, there have been referrals made for employees at DSS and from Human Resources.
 - The program will work with Justice United and the elected DA to offer opportunities for more mass relief of criminal justice debt.

Deflection and Diversion Programs

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Deflection and Diversion					
Outcome Measure: Increase the number of individuals deflected and diverted from the criminal legal system					
Strategic Plan Priority:	2. Healthy Community				
Number of individuals deflected or diverted from criminal legal system	335	370	N/A	380	450

- FY 2023-24 Highlights
 - The Lantern Project, Youth Deflection Program (YDP), OC Pre-Arrest Diversion Program (OC-PAD), and SOHRAD continue to increase the numbers of individuals who avoid criminal charges altogether and the number of individuals diverted away from court and detention by person-centered planning, engagement, harm reduction education and case management that increase behavioral health interventions and housing supports to enhance their stability and well-being.
 - The Policing and Mental Health Collaboration for Diversion NC DHHS grant effort is fully operational with a Community Care and Diversion Response (CCDR) Team working tirelessly to support individuals with serious mental illness at risk of (or with) criminal legal system involvement. This team consists of a social worker in each of the four major law enforcement agencies, a clinical supervisor in the CJRD and a clinician and peer support specialist at the Freedom House. This team has already been involved in working with some of the highest needs individuals in Orange County and has had tremendous success.
- FY 2024-25 Highlights
 - Continue the increase of individuals deflected and diverted from the criminal legal system while ensuring that we are examining the discretion with an equity lens. This will be helped with the finalization of a national Equity in Deflection Tool Kit that the CJRD is participating in creating.

Criminal Justice Resource Department – continued

- Reduction in recidivism for some of the most frequently charged individuals in our courts with behavioral health concerns.

Other CJRD Highlights and Objectives

- **FY 2023-24 Highlights**

- The Lethality Assessment Protocol (Domestic Violence intervention to provide immediate DV threat assessment and on-the-scene referral to DV supports) training was completed with Orange County's law enforcement agencies and final implementation will start in Spring 2024.
- Restorative Justice position for the courts was filled at Dispute Settlement Center, meetings were held to determine the process and court referrals have started that will embed RJ in our criminal adult courts.
- Erica Cooke was hired to start OC Youth Build in the CJRD. She has hit the ground running with juvenile stakeholders to provide supportive community case management, person-centered interventions, and referrals to services for high-risk and high-need youth and their families in the juvenile justice system.
- Over 800 Narcan kits have been distributed to the community by the two free harm reduction vending machines stocked by the CJRD and the Lantern Project as of February 2024.
- Collaborative work between Emergency Services, the Chapel Hill Police Crisis Unit and the CJRD has been ongoing to design and implement the Mobile Crisis Response Pilot (CARE Team). All positions are in place and training in the 911 Call Center will begin in March.
- Crisis Diversion Facility planning work has continued this fiscal year, particularly in regard to utilization, costs and benefits analyses.
- Orange County CJRD and Housing and Alliance worked to open a Bridge Housing program to support individuals exiting incarceration, homelessness, or institutions with behavioral health concerns.
- Local Reentry Council events marking Reentry Month in April 2023 included a fireside talk by Justice Anita Earls and a photography exhibit entitled "Faces of Reentry."

- **FY 2024-25 Objectives**

- In-person programming and family visitation begins for individuals incarcerated at the Detention Center.
- CDF progress continues including site finalization, funding needs discussion and construction and provider RFP's.
- Smooth transition to eCourts paperless court system software.
- New case management software implemented in the CJRD to ensure communication between all programs and improved dashboard data.
- Newly implemented programming such as OC Youth Build, CCDR diversion team, the mobile crisis CARE team, Restorative Justice, bridge housing, the new Pretrial tool and other initiatives continue to demonstrate their importance for healthier outcomes.

Department of Environment, Agriculture, Parks and Recreation

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	3,565,150	3,761,679	4,118,414	4,188,385	4,184,166
Operations	621,939	938,111	902,582	1,050,114	883,516
Capital Outlay	5,149	116,531	0	98,670	0
Total Expenditures	\$ 4,192,238	\$ 4,816,321	\$ 5,020,996	\$ 5,337,169	\$ 5,067,682
Total Revenues	592,594	616,900	616,900	680,813	732,896
County Costs (net)	\$ 3,599,644	\$ 4,199,421	\$ 4,404,096	\$ 4,656,356	\$ 4,334,786

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Total expenditure increase of \$46,686 based on inflationary cost increases alongside a 4% reduction to Base operations. Total revenue increase of \$115,996 due to increased sections offered in Recreation programs and department fee increases to reflect the increased cost of running programs and maintaining facilities. The net county cost decrease is \$69,310.

Department of Environment, Agriculture, Parks and Recreation Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Parks and Recreation Divisions fees increases to recover increased costs of operations and personnel	\$ 48,368	\$ 52,083	\$ (3,715)
Increase in frequency of parks facility rentals	\$ -	\$ 13,440	\$ (13,440)
Little River Park cost to continue	\$ 5,879	\$ 16,335	\$ (10,456)
Strategic Priority 2 Healthy Community: Increased recreation programming	\$ 34,138	\$ 34,138	\$ -
Reduction in travel & training	\$ (8,216)	\$ -	\$ (8,216)
4% Reduction to Base operations	\$ (33,483)	\$ -	\$ (33,483)
Net DEAPR Changes	\$ 46,686	\$ 115,996	\$ (69,310)

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.

Department of Environment, Agriculture, Parks & Recreation – continued

Administrative and Business Services

- FY 2023-24 Highlights
 - Administration Services has completed \$129,123 in revenue for participants in RecTrac and \$45,625 in revenue for participants in after school, prior to summer camp registration beginning.
 - Completed upgrades on software packages on all the Q-Star Cameras installed and utilized countywide. Quotes have been obtained to install ProNet cameras in the Parks Operations Base, Blackwood Farm Park and Little River Park. Split rail fencing has been replaced in Cedar Grove Park and River Park. Steps have been taken to replace all benches in River Park as well as power washing and sealing all shelters throughout the County parks.
 - The Nature of Orange Photo Contest has been re-vamped to increase participation and viewership. Administration staff assisted in the redesign of the 2000 Lands Legacy Document.
 - Recorded a significant increase in special events, including weddings, personal events and specialized programs. Hog Day and the Concert in the Park continued to see a surge in attendance and Last Fridays, the Hillsborough Half-Marathon, and a new event at Little River Regional Park, Le Femme Du Tour, were an astounding success. Blackwood Farm Park hosted a Chapel Hill High School Cross County meet in the fall, with more meets expected in the Spring.
 - Administration Staff assisted in the Year of the Trail Hikes, importantly at Blackwood Farm Park, to highlight the historic and natural aspects of the park and give the public informational background of the park. Staff also assisted in the Great Trails State Coalition efforts to help the public gain exposure to the parks and trails of Orange County.
- Provided staff support to the Parks and Recreation Council (PRC), including review of Outside Agency requests.
- FY 2024-25 Highlights
 - Special event requests and the number of reservations at park facilities are expected to climb. Park visits and revenue are expected to increase. The Triangle Music Alliance plans to host a concert at Blackwood Farm Park in the Fall of 2024 at the new pavilion, and more frequent pavilion usage is expected throughout the year, along with continued activity at River Park.
 - Review and score outside agency funding requests from recreation organizations.

Recreation Services

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Recreation Programming					
Outcome Measure: Development and implementation of a wide range of recreation programs for youth and adults					
Strategic Plan Priority:	2. Healthy Community				
Recreation Program Enrollments	3767	7654	5054	8101	8216

- FY 2023-24 Highlights
 - Received a new 15-person passenger van which provided additional opportunities for afterschool and summer fieldtrip camps. The van increased after-school enrollment by 12 kids a month and extended our after-school service to include Grady-Brown and New Hope Elementary Schools.

Department of Environment, Agriculture, Parks & Recreation – continued

- Offered additional programs through contract instructors in Yoga, Golf, Tennis, Chess, a Nature based program at Blackwood Farm (Buckets and Boots) and Art Workshops, which increased program enrollment by 300 participants for 2023-24
 - Improved gymnasium utilization by moving 7-10-year-olds Girls and 11-12-year-old Youth Basketball divisions to spring and fall leagues with 13-15-year-old division. Improved utilization of the sole gymnasium expanded Youth Basketball by an additional 60 players and opened more game and practice time for the for 5-6-year-old, 7-8-year-old, and 9-10-year-old divisions
 - Installed 4 monitors with ScreenCloud to display and change menu and field layout at the Soccer.com Center. Previously, updated signs were purchased annually, costing \$3,500.
 - Installed a service window at the Soccer.com Center concession stand for cooling and staff safety.
 - Developed 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.
 - Conducted volunteer coaches training virtually for Fall Soccer, Flag Football, and Youth Winter Basketball to increase accessibility for coaches to attend and fully participate in the pre-season.
 - Completed maintenance renovation on the Central Recreation Center bleachers.
- FY 2024-25 Highlights
 - Realign the ages for summer camps to ages 3-5, 6-8, 9-11, and 12-13 (from 4-6, 7-9, and 10-12) to better align with other program services such as preschool, afterschool, athletic programs, etc.
 - Develop a childcare programs parent handbook for preschool, afterschool, and summer camps that details program structure, expectations for parents, and policies and procedures.
 - Implement a younger age group for the girls' volleyball league, "Gold" division, which will be made up of participants ages 8-10. Based on requests received from the previous year's surveys.
 - Research the sustainability of implementing a youth lacrosse league program. Based on annual surveys, lacrosse is the number one requested sport. A lacrosse camp has been instituted during summer to gauge interest; it has grown by 100% during the past two summer camp cycles.
 - Manage the new ScreenCloud system at the Soccer.com Center, utilizing it for updating concession menus and County content via the Community Relations Department.
 - Implement a new touch screen cash management system at the Soccer.com Center.
 - Develop a completely virtual coaches skills training program, containing a library of sport specific drills and lesson plans, to aid in standardizing youth coaches. The current virtual training program does not provide coaches with sport specific disciplines/skills to teach proper sports mechanics.
 - Revenue increases are projected at both the Soccer.com Center and Central Recreation Center of about \$13,975 due to an increase in user fees and usage from local charter and private schools.
 - Develop and implement a user calendar for the Soccer.com Center which allows soccer groups and organizations the ability to review availability at Soccer.com prior to submitting their field use requests, streamlining the process for requesting new reservations.

Department of Environment, Agriculture, Parks & Recreation – continued

Natural and Cultural Resources (NCR)

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Environmental Education Outreach					
Outcome Measure: Plan and host Environmental Education events.					
Strategic Plan Priority:	5. Public Education/Learning Community				
Environmental education programs conducted	19	29	29	29	34
Service: New VAD Acreage					
Outcome Measure: Expand the Voluntary Agricultural District (VAD) program					
Strategic Plan Priority:	1. Environmental Protection and Climate Action				
New VAD Acreage	120.84	459.703	N/A	67.37*	300

*some acreage in FY23-24 deferred due to staff absence

• **FY 2023-24 Highlights**

- The Lands Legacy Program protected an additional 126 acres of high priority natural and cultural resource lands under conservation easements, with several projects pending closing.
- The Historic Preservation Program promoted the preservation and protection of properties with historical, architectural and/or cultural significance. Historic Preservation Commission (HPC) designated four Local Historic Landmarks and one National Register nomination properties.
- Operated the Orange Well Net, 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 informed the public and officials about groundwater issues.
- Participated 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), the Upper Neuse River Basin Association (UNRBA) effort to re-examine Stage II of the Falls Lake Nutrient Management Strategy; and the new Jordan Lake One Water organization to address nutrient-loading and the comprehensive issues related to water quantity and quality.
- Pursued and investigated initiatives and research for the Commission for the Environment (CFE).
- Provided staff support to the Agricultural Preservation Board (APB). Pursue research, data collection and help process Voluntary Agricultural District applications to the APB. There were nine farms totaling 262 acres added to the VAD this year.
- Provided staff support to the Intergovernmental Parks Work Group; coordinate agendas; membership and meetings.
- Supervised 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.
- Provided environmental education information, programs and community events. Bought back Farm to Table fourth Grade Field Trip for the first time since 2019 due to construction and Covid.

Department of Environment, Agriculture, Parks & Recreation – continued

- FY 2024-25 Highlights
 - Continue to pursue conservation projects through the Lands Legacy Program to protect the natural and cultural resource lands – utilizing the new Eno-New Hope Connectivity Plan resources.
 - Begin implementation of the Climate Action Plan through several adopted priorities and strategies, including;
 - Publicizing public open space and trails in conjunction with the Great Trails State Coalition;
 - Implementing campaigns to promote native landscaping and community gardens.
 - Enroll additional farmland to the Voluntary Agricultural Districts program.
 - Continue to identify and secure recognition for historic and archaeological sites of significance throughout the County jurisdiction. Completion of historic resources book.
 - Continue to document and protect threatened or unmarked burial grounds. Explore creating a small grant program to protect endangered burial grounds and farm buildings.
 - Initiate planning for participation in the United States of America’s 250th anniversary program.
 - Promote tree canopy retention and reforestation in alignment with the Climate Action Plan
 - Introduction of an Invasive Species Management Policy.
 - Advocate for the incorporation of the Eno-New Hope Landscape Connectivity (Triangle Connectivity Cooperative) Report in future County documents and plans.
 - Develop a “Headwaters Preserve” management, stewardship and access plan, in conjunction with the Commission for the Environment and the Parks and Recreation Council.

Soil & Water

- FY 2023-24 Highlights
 - Provided technical guidance for the closure of a waste holding pond and the closure of a two-part lagoon to mitigate potential water quality concerns and administered cost-share funding through the Swine and Dairy Assistance Program and the Agriculture Cost-Share Program with a total of \$189,929 provided in state-funded financial assistance to the producers to facilitate the closures.
 - Orange Soil and Water Conservation District is scheduled to host a Pond Clinic, in partnership with Durham SWCD, at Blackwood Farm Park in June, providing education and outreach for Orange County citizens related to pond management.
 - The Blackwood Farm Park environmental education outdoor learning trail has installed educational signage about wetlands and aquatic animal habitats, river basins, soils, water quality, and pollinators. Collaboration with the Parks Division have expanded the features with the addition of a pollinator garden, made possible with funds from Piedmont Electric’s Bright Ideas Grant.
- FY 2024-25 Highlights
 - Completion of projects associated with the first round of Streamflow Rehabilitation Assistance Program awarded funds, \$60,097, and notification given if an additional allocation is awarded for further projects in FY25. The goal of the program is to assist landowners with beaver management and debris removal to mitigate flooding impacts to farmland and timber.
 - Scheduled to host the Tri-County Pasture Field Day, an annual educational event that provides resources and opportunities related to pasture management for livestock producers in our region.
 - Planning to further expand the student educational resources for Blackwood Farm Park’s outdoor learning trail using grant funds received from the Piedmont Electric Bright Ideas

Department of Environment, Agriculture, Parks & Recreation – continued

Program. Education materials will be increased by adding branded “backpack buddies” and a lending library.

Parks and Grounds

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Park Amenities					
Outcome Measure: Research methods to improve upon services and amenities the County provides and the methods utilized to maintain parks, open space and facility grounds					
Strategic Plan Priority:	1. Environmental Protection and Climate Action				
Park Shelter Reservations	236	531	525	720	550

• FY 2023-24 Highlights

- Continued to manage and maintain eight County parks and future park sites and 29 County grounds locations. Assisted in the protection of nature preserves and operated and maintained public areas at Hollow Rock Nature Park and Seven Mile Natural Area (part of the Upper Eno Preserve).
- Maintained seven County playgrounds with National Playground Safety Institute, The National Park and Recreation Association and The American Society of Testing Materials standards and codes.
- Participated in planning for new parks and public open space and planned for new park facilities scheduled to come online, such as the new Perry Hills Mini-Park.
- Conducted nature trail hikes at parks and nature preserves in conjunction with the Year of the Trail.
- Continued to research methods, programs and procedures to further improve or enhance overall maintenance to our parks and facilities.
- Worked with other County departments and outside agencies when applicable. Began planning for implementation of the adopted Climate Action Plan and conversion of maintenance equipment to more climate-friendly and ecological models and types of equipment.
- Participated in planning for the next phase of Blackwood Farm Park additions and amenities, and managed increased usage of the park facilities for community festivals and events.

• FY 2024-25 Highlights

- Open and operate the Perry Hills MiniPark, with construction projected to begin in summer 2024. Participate in the construction overview of the next round of improvements to parks.
- Continue to maintain all county playgrounds to meet or exceed the National Playground Safety Institute, The National Park and Recreation Association and The American Society of Testing Materials standards and codes.
- Continue to manage and maintain county parks and future park sites to a high level. Assist in the future plans for nature preserves and public access areas.
- Working with partner organizations, build and maintain sections of the Mountains to Sea Trail in the County’s segments, and build and improve existing and new trails within parks.

Debt Service Fund

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>Debt Service (Debt Service Fund)</i>					
Principal - School Debt Service	15,241,042	15,008,682	15,008,682	13,339,486	13,339,486
Interest - School Debt Service	6,454,422	6,313,448	6,313,448	5,842,718	5,842,718
Total School Debt Service	\$21,695,464	\$21,322,130	\$21,322,130	\$19,182,204	\$19,182,204
Capital Personnel Costs	0	190,324	235,547	331,140	235,547
Debt Issuance Costs	155,547	52,000	52,000	52,000	52,000
Principal - County Debt Service	11,825,892	12,048,948	12,048,948	11,189,522	11,189,522
Interest - County Debt Service	3,889,617	3,844,096	3,844,096	3,662,930	3,662,930
Total County Debt Service	\$15,871,055	\$16,135,368	\$16,180,591	\$15,235,592	\$15,139,999
<i>Debt Revenues</i>	235,411	2,771,674	2,774,794	682,490	682,490
<i>Appropriated Fund Balance</i>	0	1,285,824	1,285,824	2,345,306	2,249,713
<i>Transfer from General Fund</i>	44,077,170	33,400,000	33,400,000	31,390,000	31,390,000
Total Debt Service Expenditure	\$ 37,566,520	\$ 37,457,498	\$ 37,502,721	\$ 34,417,796	\$ 34,322,203

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 Approved FY 2024-34 Capital Investment Plan, the General Fund will not need to raise taxes to fund annual debt service payments until FY 2025-26.

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 2024-25, the fund is approved 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 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 2024-25 Manager Recommended Budgeted Revenues equals \$44,163,869 compared to our anticipated debt service payments of \$34,034,656. The table below compares the County's current level of debt with the levels outlined in the Debt Management Policy.

Debt Service – continued

County's Debt Level for Fiscal Year 2024-25			
	Per County's Adopted Debt Management Policy	Legal Debt Limit per NC General Statute	As Included in FY 2024-25 Recommended Budget
Annual Debt Service Payments as a Percentage of General Fund Revenues	No greater than 15%	N/A	11,56%
Total Outstanding Debt as a Percentage of Total Assessed Valuation	No greater than 3%	No greater than 8%	1.58%

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/ (919) 245-4320

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (Article 46 Sales Tax Fund)					
Overhead	147,392	69,774	69,774	139,799	139,799
Personnel Services	355,275	353,208	408,094	408,094	408,094
Operations	61,539	80,431	77,931	57,703	0
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 564,206	\$ 503,413	\$ 555,799	\$ 605,596	\$ 547,893
Total Revenues	29,413	0	0	0	0
Sales Tax Fund Cost (net)	\$ 534,793	\$ 503,413	\$ 555,799	\$ 605,596	\$ 547,893
By Category (Visitors Bureau Fund)					
Overhead	86,644	83,592	83,592	99,042	99,042
Personnel Services	557,857	580,239	686,983	692,366	692,366
Operations	1,121,637	1,466,936	1,452,172	1,475,042	1,436,847
Capital Outlay	5,000	25,000	0	25,000	25,000
Transfer to General Fund	0	112,000	112,000	112,000	224,000
Total Expenditures	\$ 1,771,137	\$ 2,267,767	\$ 2,334,747	\$ 2,403,450	\$ 2,477,255
Total Department Revenues	2,295,309	2,227,791	2,227,791	2,395,612	2,501,700
Appropriated Fund Balance	0	310,165	310,165	370,278	307,790
Visitors Bureau Costs (net)*	\$ (524,172)	\$ (270,189)	\$ (203,209)	\$ (362,440)	\$ (332,235)
Total Department Expenditures	\$ 2,335,343	\$ 2,771,180	\$ 2,890,546	\$ 3,009,046	\$ 3,025,148

*Applied towards Arts Commission & Arts Outside Agencies

Budget Highlights

The FY 2024-25 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 decrease of \$77,931 based on unspent prior year balances to be utilized in Fiscal Year 2024-25. A \$70,025 increase in overhead expenses paid to the General Fund is due to increased use of IT support. Net fund cost decrease of \$7,906.

Visitors Bureau division expenditure increase of \$142,508 based on increased transfer to General Fund to pay back pandemic recovery funding over the next two years, building security improvements, increased overhead, and a social media student intern. Total revenue increase of \$273,909 based on projected occupancy taxes. The approved budget includes utilization of \$307,790 in fund balance.

Economic Development – continued

Economic Development Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increased overhead expenses due to more demand for IT support	\$ 70,025	\$ -	\$ 70,025
Unspent prior year balances allows for reduction in operations, including travel & training	\$ (77,931)	\$ -	\$ (77,931)
<i>Sales Tax Fund Subtotal</i>	\$ (7,906)	\$ -	\$ (7,906)
Increased overhead expenses due to increased demand for support services	\$ 15,450	\$ -	\$ 15,450
Strategic Priority 6 Diverse and Vibrant Economy: Social media student intern	\$ 5,383	\$ -	\$ 5,383
Reduction to travel & training	\$ (15,325)	\$ -	\$ (15,325)
Installation of security measures in parking lot	\$ 25,000	\$ -	\$ 25,000
Pay back remaining pandemic recovery funding to the General Fund over the next two years	\$ 112,000	\$ -	\$ 112,000
Increased occupancy tax revenue based on average daily rate increases, less fund balance needed	\$ -	\$ 271,534	\$ (271,534)
<i>Visitors Bureau Fund Subtotal</i>	\$ 142,508	\$ 271,534	\$ (129,026)
Net Economic Development Department Changes	\$ 134,602	\$ 271,534	\$ (136,932)

Economic Development

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.

Support for Small Businesses and Agriculture Operations

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Provide resources to small, creative, and agro-businesses that add character and quality of life to our community to attract employers, employees and visitors.					
Outcome Measure: 5% increase of Orange County Agriculture and Business Economic Development Grant awards in support of business creation, innovation, and expansion over the next year.					
Strategic Plan Priority:	6. Diverse and Vibrant Economy				
Business Investment Grant Awards	26	20	25	31	32
Agriculture Grant Awards	13	10	20	19	17

Economic Development – continued

- **FY 2023-24 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 \$165,000 to support small, locally owned businesses and 19 Agriculture Grants from the annual allocation of \$150,000 that support Orange County’s small farmers and food processors.
 - Continue to advertise SizeUp resource 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 2024-25 Highlights**
 - Develop and implement an online portal for the public to find out about various business resources as outlined in the County’s Strategic Plan.
 - Continue ad campaign to expand agriculture and small business grant programs.
 - Consider reintroducing a small business loan program in partnership with an outside financial institution.

Business Recruitment & Expansion Efforts

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Promotes the growth, retention and recruitment of commercial enterprises to diversify our tax base, to include additional investments in the County's Economic Development Districts.					
Outcome Measure: Increase the non-residential tax base by 2% over the next five years					
Strategic Plan Priority:	6. Diverse and Vibrant Economy				
Industrial and Commercial Inquiries	81	103	100	115	120
Responses to State Site Selection Proposals	11	20	18	28	32

- **FY 2023-24 Highlights**
 - Assisted commercial & industrial development firms that are establishing new business parks in the County’s Buckhorn and Hillsborough Economic Development Districts.
 - Collaborated with the 3 Towns’ economic development staff, 2 Chambers of Commerce, the LAUNCH innovation center, UNC, the Chapel Hill Downtown Partnership, Piedmont Food Processing Center and other local economic development allies to promote greater employment and revenue growth
- **FY 2024-25 Highlights**
 - Increase the number of investor inquiries and visits by 5%
 - Continue to implement the County’s Racial Equity Lens into department operations.

Orange County Visitors Bureau

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.

Economic Development – continued

Fulfill inquiries of potential visitors and business travelers

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Tourism Sales					
Outcome Measure: Increase number and variety of leads to hotel properties with meeting space.					
Strategic Plan Priority: 6. Diverse and Vibrant Economy					
Definite meeting bookings	25	31	30	34	36
Sales leads for hotels	98	154	100	125	135

- FY 2023-24 Highlights
 - Increase to 4,500 inquiries and request for tourism information on Orange County
 - Increased to 2,500,000 attendees at major Orange County attractions, tours, welcome centers. We will also begin tracking visitors to additional recreation and medical/UNC Hospital venues.
- FY 2024-25 Highlights
 - 5% increase from last year to 4,725 inquiries and request for tourism information on Orange County. This increase is based on several new events coming to Orange County in 2024 including a May golf tournament at Finley and a July international event at Kenan Stadium: Manchester City versus Celtic on July 23, 2024.
 - Maintain visitor attendees at the to 2.5 million mark as we recently changed what visitors we tracked to the traditional Orange County attractions, tours, welcome centers to adding additional sports, recreation and medical visitor venues.

Increased number & variety of leads to hotel properties with meeting space

- FY 2023-24 Highlights
 - 115 leads generated; 30 confirmed bookings
- FY 2024-25 Highlights
 - Increase leads to 125; Increase to 35 confirmed bookings

Publish updated visitor guides, maps and restaurant information

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Tourism Communications					
Outcome Measure: Increased media coverage, visitation, and interest in visiting Orange County.					
Strategic Plan Priority: 6. Diverse and Vibrant Economy					
Build attraction visitations (in millions) – The Visitors Bureau tracks numbers of visitors visiting 25 major select attractions throughout Orange County	1.78	1.97	2.1	2.1	2.5

Economic Development – continued

Media Stories on Orange County – The Visitors Bureau sends press releases and works with travel writers and digital influencers to write stories about Orange County. Includes stories with and without Bureau assistance	247	276	250	250	260
Fulfill inquiries of potential visitors and business travelers		3,000	3,500	4,500	4,725
Annual Tourism impact (in millions) – Economic impact is measured by spending, employment, payroll and tax revenues from the hospitality industry	\$194	\$236	\$248	\$248	\$260

• **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

• **FY 2024-25 Highlights**

- Create new 2025 Visitor Guide and Visitors Map with print run to meet demand
- Update restaurants list and publish 2025 new dining map to meet demand
- Produce 52 Weekly Orange Slices newsletter; 12 monthly Event focused newsletters and monthly newsletters

Increase diversity in tourism and convention programming

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Diverse tourism opportunities in Orange County					
Outcome Measure: Increased diversity in tourism and convention programming					
Strategic Plan Priority:	6. Diverse and Vibrant Economy				
Monthly social media boosts promoting diverse businesses and events					2
Monthly videos surrounding diverse history, current programs, and lectures					3
Host BIPOC-related conventions in Orange County annually					5
Publish monthly stories on BIPOC Businesses in Orange County					2

• **FY 2023-24 Highlights**

- Maintain and update photo/video library with imaging for tourism publications
- Re-secure the annual Black Alumni Reunion in Orange County.

Economic Development – continued

- Maintain Chapel Hill Diversity Website that highlights diverse leadership, businesses, events & history. <https://chapelhilldiversity.com/>
- **FY 2024-25 Highlights**
 - Maintain and update photo/video library with imaging for tourism publications
 - Re-secure the annual Black Alumni Reunion in Orange County.
 - Promote the annual LGBTQ Pride Piper Parade and celebration in Carrboro
 - Produce a 2025 Accessibility Guide update that lists restaurants and hotels amenities for visitors who need different access to services.
 - Maintain Chapel Hill Diversity Website

Maintain a presence on digital marketing platforms

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Social Media					
Outcome Measure: Maintain a presence on digital marketing platforms					
Strategic Plan Priority:		6. Diverse and Vibrant Economy			
Facebook likes (follows) – Visitor engagement	21,456	22,954	24,000	24,500	26,000
Facebook posts – Visitor engagement	279	240	200	213	220
Twitter follows – Visitor engagement	5657	5692	5700	5700	5710
Twitter posts – Visitor engagement	375	290	150	145	100
Instagram follows – Visitor engagement	5423	5987	6500	7100	7200
Instagram posts – Visitor engagement	67	64	70	105	105
Website visits	390,107	562,985	560,000	560,000	583,500
Social Media Campaigns	8	16	13	15	15
NEW E-Newsletter Requests					600

- **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 assets in the Orange County (Chapel Hill, Carrboro, Hillsborough and Mebane.)
- **FY 2024-25 Highlights**
 - Manage social media and website platforms including weekly content updates. Each platform includes adjacent social media channels such as Twitter, (X), Facebook, Instagram; www.visitChapelHill.org ; www.ocveterans.org ; www.chapelhilldiversity.com ; LinkedIn

Education

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Local School Systems					
Current Expenses (General Fund)					
Orange County Schools	38,570,900	42,784,038	42,784,038	47,647,282	44,965,376
Chapel Hill/Carrboro City Schools	55,007,882	60,158,538	60,158,538	67,914,988	63,124,906
Total Current Expenses	\$ 93,578,782	\$ 102,942,576	\$ 102,942,576	\$ 115,562,270	\$ 108,090,282
Recurring Capital/Capital Pay-Go (General Fund)					
Orange County Schools	1,072,690	1,122,120	1,123,200	1,272,960	1,272,960
Chapel Hill/Carrboro City Schools	1,561,152	1,577,880	1,576,800	1,787,040	1,787,040
Total Recurring Capital Expenses	\$ 2,633,842	\$ 2,700,000	\$ 2,700,000	\$ 3,060,000	\$ 3,060,000
Debt Service (General Fund & Debt Service Fund)					
Principal & Interest Bonds	21,901,459	21,322,130	21,322,130	19,182,204	19,182,204
Total Debt Service Expenses	\$ 21,901,459	\$ 21,322,130	\$ 21,322,130	\$ 19,182,204	\$ 19,182,204
Other School-Related Programs (General Fund)					
School Health & Safety Contracts ⁽¹⁾	0	3,888,025	3,888,025	4,004,666	4,004,666
School Equity Training	30,130	0	0	0	0
Total Other School-Related Programs	\$ 30,130	\$ 3,888,025	\$ 3,888,025	\$ 4,004,666	\$ 4,004,666
Total Local School Systems Expenditures	\$ 118,144,213	\$ 130,852,731	\$ 130,852,731	\$ 141,809,140	\$ 134,337,152
Durham Technical Community College (DTCC)					
Current Expenses (General Fund)					
Durham Technical Community College	809,405	900,346	900,346	1,157,360	945,363
Total Current Expenses	\$ 809,405	\$ 900,346	\$ 900,346	\$ 1,157,360	\$ 945,363
Recurring Capital (General Fund)					
Durham Technical Community College	75,000	75,000	75,000	100,000	75,000
Total Recurring Capital Expenses	\$ 75,000	\$ 75,000	\$ 75,000	\$ 100,000	\$ 75,000
Debt Service (General Fund & Debt Service Fund)					
Principal & Interest Non-GO Bonds	205,994	199,033	199,033	191,318	191,318
Total Debt Service Expenses	\$ 205,994	\$ 199,033	\$ 199,033	\$ 191,318	\$ 191,318
Total DTCC	\$ 1,090,399	\$ 1,174,379	\$ 1,174,379	\$ 1,448,678	\$ 1,211,681
Total Education Expenditures	\$ 119,234,613	\$ 132,027,110	\$ 132,027,110	\$ 143,257,818	\$ 135,548,833

⁽¹⁾ The FY 2024-25 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 2024-25 Chapel Hill-Carrboro City Schools anticipate receiving approximately \$28,419,218 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. Starting in FY 2024, DPI no longer makes an estimate of future enrollment, but instead funds districts based on the current year's enrollment on the 20th or 40th day. 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 2024-25 totals 6,990, a decrease of 132 students from the March 2023 projections. The district continues to experience a growing number of charter students, with a current enrollment of 1,091 students, as of March 2024, which represents an increase of 92 students. Out of district students are budgeted at 145 students. This brings the total district enrollment to 7,936 for FY 2024-25.

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

The Chapel Hill-Carrboro City School District DPI projections total 11,219, a decrease of 174 from the March 2023 projections. Charter students are budgeted at the current enrollment of 231, as of March 2023, which represents an increase of 21 students. Out of district students are budgeted at 309 students. This brings the total district enrollment to 11,141 for FY 2024-25.

2023-24 Enrollment Projections

	CHCCS	OCS	Total
March 2022 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%	

Education - continued

2024-25 Enrollment Projections

	CHCCS	OCS	Total
March 2023 Department of Public Instruction ADM Allotment #s	11,219	6,990	18,209
Less: Out of District	(309)	(145)	(454)
	10,910	6,845	17,755
Plus: Budgeted Charter Students	<u>231</u>	<u>1,091</u>	<u>1,322</u>
Total Budgeted Students	11,141	7,936	19,077
	58.40%	41.60%	

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 approved fiscal year 2024-25 budget provides a total of \$102,942,576 in current expense funding or an increase of five (5%) or \$5,147,706 over the FY2023-24 current expense budget. The resulting per pupil amount for each of the 19,077 students in the two school systems is \$5,666 which represents an increase of \$320 per pupil over FY2023-24.

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

The approved budget increases the current year funding level by \$2,181,338 and brings the total appropriation in current expense funding to \$44,965,376.

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

The approved budget increases the current year funding level by \$2,966,368 and brings the total current expense funding for the District to \$63,124,906.

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

The special district tax rate for the Chapel Hill Carrboro City Schools is recommended to remain at 19.80 cents per \$100 assessed value for FY 2024-25. Each penny on the Chapel Hill-Carrboro district tax rate for fiscal year 2024-25 is expected to produce \$1,431,021. Anticipated revenue from this special tax is estimated to generate approximately \$2,550.87 per student for the district. Projected revenue from district tax proceeds for fiscal year 2024-25 totals approximately \$28,419,218

Education - continued

School Health and Safety Contracts

The FY 2024-25 approved budget includes funds totaling \$4,004,666, outside of the per pupil funding, to cover the costs of School Resource Officers in every middle and high school, and a School Health Nurse in every elementary, middle, and high school in both school systems with a 3% increase over the FY 2023-24 total. These services are provided through a contractual agreement with both school systems to provide these safety and health initiatives.

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 approved budget for FY 2024-25 includes \$16,219,766 for Chapel Hill-Carrboro City Schools and \$16,065,305 for Orange County Schools, for a total of \$32,285,071.

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 2024-25 Commissioner Approved budget provides a total of \$1,610,436 to DTCC. This includes current expense funding of \$945,363, recurring capital of \$75,000 and debt service of \$191,318. DTCC's FY 2024-25 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, and \$8,249 for an Apprenticeship Coordinator.

Emergency Services

Phone Number: (919) 245-6100

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	12,050,131	14,001,376	15,605,093	16,560,883	16,112,382
Operations	1,402,583	1,646,419	1,573,679	1,941,649	1,664,965
Capital Outlay	68,606	0	0	14,640	0
Total Expenditures	\$ 13,521,320	\$ 15,647,795	\$ 17,178,772	\$ 18,517,172	\$ 17,777,347
Total Revenues	5,644,564	5,334,712	5,334,712	5,053,864	5,338,960
County Costs (net)	\$ 7,876,756	\$ 10,313,083	\$ 11,844,060	\$ 13,463,308	\$ 12,438,387
By Category (Emergency Telephone Fund)					
Personnel Services	0	0	0	0	0
Operations	311,503	434,525	434,525	428,404	428,404
Capital Outlay	10,800	136,491	0	0	0
Total Expenditures	\$ 322,303	\$ 571,016	\$ 434,525	\$ 428,404	\$ 428,404
Total Revenues	787,244	571,016	571,016	428,404	428,404
Fund Costs (net)	\$ (464,940)	\$ 0	\$ (136,491)	\$ 0	\$ 0
Total Emergency Services and Related Expenditures	\$ 13,843,623	\$ 16,218,811	\$ 17,613,297	\$ 18,945,576	\$ 18,205,751

Budget Highlights

The FY 2024-25 Manager Recommended Budget contains the following changes from Base Budget:

Total General Fund Expenditure increase includes the implementation of On-Call Pay to ensure minimal staffing levels are maintained, implementation of Preceptor Pay differential to allow for vacancies to be filled more quickly, an increase in overtime based on hourly rate and additional hours needed to provide coverage, an increase in holiday pay and temporary personnel based on hourly rates, and increase for the Crisis Clinician Contract with Chapel Hill Police Department offset by a reduction in FTE. These expenses along with an increase for continued operations are offset by a reduction to operational expenses. Total General Fund Revenue has a slight increase to recognize the new Fire Marshal contract with the Town of Hillsborough.

Emergency Services Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase in Fire Marshal Service Contract with Town of Hillsborough	\$ -	\$ 4,248	\$ (4,248)
Implement On-Call and Preceptor pay; Increase in Overtime Pay due to hourly rate change and increase in hours needed; Increase in Holiday and Temp Personnel pay due to rate increase	\$ 585,089	\$ -	\$ 585,089
Crisis Clinician Contract with Chapel Hill Police Department offset by reduction in FTE	\$ 19,920	\$ -	\$ 19,920
Reduction to base operations	\$ (117,368)	\$ -	\$ (117,368)
Reductions to travel & training	\$ (40,000)	\$ -	\$ (40,000)
Cost to continue	\$ 150,932	\$ -	\$ 150,932
Net Emergency Services Department Changes	\$ 598,573	\$ 4,248	\$ 594,325

Emergency Services – continued

Mission Statement

The Emergency Services Department provides services to the community that prevents and minimizes loss of life, pain, suffering, property, and environmental damage from fires, natural and man-made 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 "Empowering community resiliency by ensuring the highest quality of service through an innovative, equitable, and collaborative emergency services system."

Major Divisions/Services

- **Business Services Division**

- FY 2023-24 Highlights
 - Refined the recruitment, engagement and on-boarding process to be more efficient. These changes resulted in keeping the vacancy rate below 16%.
 - Restructured the Division to include Recruitment and Engagement Manager, implemented a new recruitment cycle to occur (3) times a year, created a formal departmental orientation process, and collaborated to hold a county-wide public safety recruitment event.
 - Created an annual event to recognize promotions and professional achievements of ES team members.
- FY 2024-25 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 to align with the County strategic plan.
 - Evaluation and implementation of Key Performance Indicators (KPIs) for EMS cost recovery

- **Emergency Management Division**

- FY 2023-24 Highlights
 - Coordinated (7) activations of the County Emergency Operations Center to include responses to winter weather, multiple severe weather events, and the August 28th UNC Campus Shooting. Additionally, the division supported numerous local and regional events including Halloween on Franklin Street and the Tar Heel 10 Miler race.
 - Continued to support disaster preparedness and recovery efforts resulting in over \$655,737 dollars in new grant funding.
 - Increased local emergency response capabilities through a robust training and exercise program. In total, 165 individuals in the community received training in subject areas including disaster preparedness, active assailant response, mass sheltering, and incident command. The Division partnered with OWASA to host a multijurisdictional tabletop exercise centered on the University Lake Dam.

Emergency Services – continued

- Continued outreach and public education efforts to include sending over 350K OC Alerts to community members regarding severe weather and other public safety concerns. Two of the Division’s partnership outreach programs, MyPI Youth Preparedness Camp and HERricane Emergency Management Experience, received state awards for excellence in programming and community impact.
- Developed a strategic replacement plan for agency fleet vehicles and capital assets.
- FY 2024-25 Goals
 - Continue efforts towards a comprehensive update of the County’s Emergency Operations Plan in conjunction with the Towns of Chapel Hill, Carrboro, and Hillsborough with a focus on centering equity in disaster response.
 - Continuance of public outreach and education by hosting (2) 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 emergency management professional development workshop for young women in partnership with state and regional partners.
 - The EM Division will continue to work closely with partners to prepare for the County’s radio system improvement project.

• Public Safety Communications Division

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Answer all emergency and non-emergency public safety calls for service					
Outcome Measure: Answer 90% of 911 calls in ≤ 10 seconds					
Strategic Plan Priority:	2. Healthy Community				
911 Calls Answered	86,182	86,903	87,156	88,880	90,880
Administrative Calls Answered	113,940	91,992	115,723	87,680	89,700
Percentage of 911 calls answered in ≤ 10 Seconds	95%	98%	95%	97%	95%

- FY 2023-24 Highlights
 - Made significant progress on decreasing the overall vacancy rate to below 17%, the lowest in recent history.
 - Migrated Computer Aided Dispatch (CAD) to a virtual server environment creating a stable, secure environment for mission critical software systems.
 - Updated structured call taking protocols to ensure alignment with national standards and best practices.
 - Began planning, coordination, and implementation for a crisis call diversion pilot program within the Town of Chapel Hill to provide more appropriate responses to citizens experiencing a mental health crisis.

Emergency Services – continued

- Began planning and coordination for migration of administrative telephone lines within the public safety communications center to a SIP solution hosted by the 911 Board to reduce cost and improve reliability
 - In collaboration with our public safety partners, continued planning for the purchase and implementation of a replacement CAD system serving both the public safety communications center and all public safety agencies within the County. A vendor of choice has been identified and staff are working to refine the scope of work for the project.
- FY 2024-25 Goal
 - Purchase and begin the implementation process for a replacement CAD system in to serve both the public safety communications center and our public safety response partners.
 - Continue collaborating with UNC-CH Police Communications to implement a shared CAD system and identify opportunities for possible co-location of primary and backup PSAP sites in geo-diverse areas of Orange County furthering the goal of a unified public safety response and common operating picture within the County.
 - Begin preparations for accreditation through the International Academy of Emergency Dispatch and begin to conduct the required amount of random quality assurance case review required by the accreditation process.
 - Continued implementation of technology through ESInet to reduce cost and improve reliability.
 - Diversify our PSAP backup plan for Orange County by identifying additional alternate call routes to operate in geo-diverse parts of the state, improving resiliency.

Emergency Medical Services Division

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Provide high quality, effective, and efficient emergency medical services.					
Outcome Measure: Deliver timely, high quality and effective services to serve the evolving needs of our community.					
Strategic Plan Priority:	2. Healthy Community				
EMS CAD Incidents	22,369	23,238	29,000	24,000	25,000
EMS Reponses	18,651	19,280	N/A	19,800	20,600
Number of patients evaluated	13,692	13,257	17,500	15,500	16,100
Number of patients transported	10,543	10,295	14,000	11,400	11,900
BLS Unit Reponses	N/A	254	2,500	2,366	2,472
Community Paramedic Contacts	N/A	652	N/A	1,017	1,000
Average Response time for all EMS Response	10:58	11:14	N/A	11:00	10:55

Emergency Services – continued

Time from dispatch to response (minutes:seconds)	1:17	1:14	N/A	1:08	1:10
Number of EMS emergent (time-sensitive) Responses	5,987	5,114	N/A	4,510	4,532
Average Response time for the highest priority responses (minutes:seconds)	8:59	8:51	9:00	9:00	8:55
Number of EMS emergent (very time-sensitive) Responses	415	365	N/A	350	375
Percentage of EMS emergent (very time sensitive) responses where an ALS unit arrived within 9 minutes or less.	54%	55%	60%	56%	60%
Time from dispatch to response (minutes:seconds)	1:17	1:14	N/A	1:08	1:10
Service: Crisis and Risk Reduction					
Outcome Measure: Establish and maintain a 70% completion of medication assisted treatment for opioid use disorders.					
Strategic Plan Priority:		2. Healthy Community			
Total number of opioid overdose EMS Responses	147	146	N/A	*108	*128
Percentage of EMS patients experiencing a repeat overdose	4.80%	7.53%	N/A	5.26%	4.60%
Number of Post Overdose Response Team Responses	N/A	N/A	N/A	New 2023	*26
Percent of PORT responses that occurred within 24 hours post overdose.	N/A	N/A	N/A	New 2023	100%
Post Overdose Response Team (PORT) Response to individuals suffering opioid overdose	N/A	N/A	N/A	New 2023	*26
Number of patients screened by the PORT Team	N/A	N/A	N/A	New 2023	*26
Number of patients provided medication by the PORT Team	N/A	N/A	N/A	New 2023	*13
Number of patients receiving referral to opioid treatment programs by the PORT Team	N/A	N/A	N/A	New 2023	*13
Outcome Measure: Improve response to behavioral health incidents.					
Number of embedded Crisis Response Counselor Responses.	N/A	N/A	N/A	New 2023	100
Number of Crisis Assistance, Response and Engagement (CARE) team responses.	N/A	N/A	N/A	New 2023	700

Emergency Services – continued

- FY2023-24 Highlights

- Our Community Paramedics made over 650 phone contacts and conducted over 150 home visits with an expansion of fall risk referral through Blue Cross Blue Shield and increased 9-1-1 referrals. The program submitted a successful proposal to initiate a Post Overdose Response Team in July of 2024.
- In collaboration with the Criminal Justice Resources Department and the Town of Chapel Hill we successfully launched a Mobile Crisis Team, (1) Community EMT, to better address incidents of mental and behavioral health crisis.
- Completed the roll-out of our Basic Life Support (BLS) initiative. Both BLS units (BLS 31 and 32) covering 12 hours per day, seven days per week are projected to respond to over 2,366 calls for service and to provide treatment for 2,296 patients. This has resulted in a 12% improvement in ALS Ambulance availability.
- Medic 7 was not staffed for the majority of FY23/24 due the continued challenge of recruiting paramedics.
- The EMS system experienced its first live deployment of a Rescue Task Force for the August 2023 response to the UNC Campus shooting. We provided coverage for Halloween, Both UNC/Duke Basketball events, the Tarheel 10 miler, and are actively preparing for the NCAA Final Four.

- FY 2024-25 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 the Post Overdose Response Team. Which will become fully operational July 1, 2024. Orange County EMS will closely analyze performance (utilization and impact) with quarterly reports to the Opioid Advisory Committee. The goal of this initiative is to reduce incidents of individuals that require EMS for more than one opioid overdose by 5% in the first year.
- EMS will staff Medic 7 by July 1, 2024, with the goal of providing geographic coverage to ensure a 9:00 minute or less response time to at least 60% of the high acuity requests for service.
- EMS is engaged in the improving the quality of care and equity of pain management by adopting the expanded scope of practice for EMTs and adding additional pain management treatment options.

- **Fire and Life Safety Division**

- FY 2023-24 Highlights

- Increased smoke alarm installations in the most vulnerable/at risk communities by 48% from 2022-23.

Emergency Services – continued

- Established the first multi-department and multi-county fire prevention workgroup to provide consistent fire prevention and education message and lesson plans throughout Orange County and surrounding counties.
 - Provided school-based fire prevention activities to 99.54% of fifth graders, the largest class grade, in Orange County Public Schools.
 - Reached 9,706 contacts with fire prevention and education messaging about cooking safety.
 - Purchased fire investigation software to better capture origin and cause data to track possible fire trends to reduce risks.
 - Began moving all fire operational permits to the County's web portal allowing customers to not only apply and pay for permits but to request inspections.
 - Purchased a laser-based fire extinguisher training system to provide hands on fire safety training that is safer and more efficient to use especially by those with physical and/or cognitive challenges.
- FY 2024-25 Goals
 - Continue development of community risk reduction initiatives to include an increase in smoke alarm installations in the most vulnerable/at risk communities by 12% from 2023-24.
 - Implement increased data tracking for smoke alarm installs that have a positive impact on risk reduction.
 - Develop and implement 2024-25's next multi-department and county fire prevention and safety education message and lesson plans.
 - 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.
 - Provide two fire extinguisher trainings that are equitable and inclusive by utilizing the laser-based fire extinguisher training system in special needs, elderly, and underserved communities.

Equity & Inclusion

Phone Number: (919) 245-2487

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	69,315	475,901	313,767	313,767	313,767
Operations	22,842	129,081	121,181	152,681	120,004
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 92,157	\$ 604,982	\$ 434,948	\$ 466,448	\$ 433,771
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 92,157	\$ 604,982	\$ 434,948	\$ 466,448	\$ 433,771

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Expenditure increase for a County Language Access Plan offset by a reduction to base operations.

Office of Equity & Inclusion Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase for Language Access Plan	\$ 17,000	\$ -	\$ 17,000
Reduction to base operations	\$ (18,177)	\$ -	\$ (18,177)
Net Office of Equity & Inclusion Department Changes	\$ (1,177)	\$ -	\$ (1,177)

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

- 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 discrimination, exclusion, and inequity issues.
- Develop and sustain opportunities for community dialogue on addressing concerns affecting

Equity & Inclusion – continued

- experiences of belonging or ability to access full civic participation.
- Act as an administrative and supportive body to the Human Relations Commission.

Office of Equity & Inclusion

- FY 2023-24 Outcomes
 - Facilitated community-centered education, outreach, and engagement opportunities to increase public awareness of services provided by the department.
 - Collaborated in the multi-jurisdictional efforts of One Orange to launch Phase I of the Racial Equity Index for Orange County. The dashboard provides an at-a-glance look at data related to racial equity to provide awareness, track disparities, and inform decisions throughout Orange County.
 - Unveiled the completed mural of Reverend Dr. Pauli Murray on the exterior of the Orange County Sportsplex in Hillsborough. This mural serves as a lasting tribute to the invaluable contribution of this trailblazer and a continued reminder of the Office’s work toward justice and equality.
 - Developed a youth participatory action research initiative that includes research ambassadors’ journey and structured plans toward a summer research academy and youth equity summit.
 - Staffed all open positions within the department, including onboarding an Intake Specialist to increase capacity to meet operational needs.

- FY 2024-25 Objectives
 - Refine and revise the countywide language access plan to improve support for county departments in defining tasks, setting deadlines and priorities, assigning responsibilities, and allocating the necessary resources to ensure service delivery standards are met.
 - Continued development and alignment of department programs and services to the One Orange Countywide Racial Equity Framework that centers efforts around the five pillars: Training and Organizational Capacity, Community Engagement, Racial Equity Index, Racial Equity Assessment Lens, and Evaluation & Accountability.
 - Deeper development and growth of the education, outreach, and engagement services to improve responsiveness to emerging community-level and system-wide needs by centering the lived experiences of the most vulnerable populations in Orange County.
 - Enter Phase II of the Racial Equity Index dashboard for Orange County, which includes the dashboard production, compilation, cleaning and analysis of the data, and data visualization.

Accessibility Services

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Assess the need for access throughout communities.					
Outcome Measure: Language Access Activities					
Strategic Plan Priority:	6. Diverse and Vibrant Economy				
Number of LAS Outreach Activities	10	23	15	10	15
Language Assessments for Employees	25	15	20	17	17

Equity & Inclusion – continued

- FY 2023-24 Outcomes
 - Enhanced accessibility services, including language access, by expanding community partnerships. This included identifying diverse language populations and offering targeted outreach, education, and support to improve access to Orange County services, programming, and opportunities. Additionally, the Office has increased the visibility of Language Access Services programming through digital and print communication channels.

- FY 2024-25 Objectives
 - Implementation for the Spanish Assessment provided by Language Testing International (LTI), the exclusive licensee of the American Council on the Teaching of Foreign Languages (ACTFL), which outlines language proficiency levels as ranges and details what individuals can and cannot do with language, regardless of how they acquired it. These ACTFL Guidelines depict a proficiency continuum from highly articulate users to those with limited functional ability.
 - Coordinate the integration of Language Access services across all County departments. This will include establishing a structured framework for planning, implementing, and continuous improvement on the County Language Access Plan for streamlined support and service provision.
 - Further outreach and education efforts to raise awareness about language access rights and available services within LEP communities.

Community Engagement, Education, and Outreach

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Facilitate outreach and education on services and initiatives					
Strategic Plan Priority:	2. Healthy Community				
Number of Workshops & Presentations to Community	10	15	15	6	12
Number of Workshops & Presentations to Staff/Leadership			4	4	4
Number of Outreach Activities Attended			17	18	20
Number of Programs & Events Led			10	13	10

- FY 2023-24 Outcomes
 - Dedicated resources and strategic initiatives to foster meaningful connections with the community, enhance accessibility services, and promote inclusive practices across Orange County. This includes proactively streamlining processes to increase community outreach efforts that have strengthened the department’s ability to promote inclusivity and address discrimination allegations across Orange County.

Equity & Inclusion – continued

- FY 2024-25 Objectives
 - Aligning budgetary practices to improve benchmarking practices around community engagement and implement performance measures that would provide the department with practical guidance around meeting the strategic objectives of equity and inclusivity throughout Orange County.

Finance and Administrative Services

Phone Number: (919) 245-2450

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	1,389,359	1,269,232	1,368,061	1,445,724	1,384,103
Operations	305,325	294,438	1,510,765	1,680,969	1,671,669
Capital Outlay	3,619	0	0	0	0
Total Expenditures	\$ 1,698,303	\$ 1,563,670	\$ 2,878,826	\$ 3,126,693	\$ 3,055,772
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 1,698,303	\$ 1,563,670	\$ 2,878,826	\$ 3,126,693	\$ 3,055,772

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Increased costs to support the county’s telephones. The budget also includes increased temps and contract services to support the annual audits, as well as perform internal audits.

Finance and Administrative Services Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increased costs for countywide telephones	\$ 125,000	\$ -	\$ 125,000
Additional temp and contract support to annual audit	\$ 51,946		\$ 51,946
Net Finance Department Changes	\$ 176,946	\$ -	\$ 176,946

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 Services

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Outcome Measure: Provide fiscal leadership, excellent service delivery, and financial accountability for residents and stakeholders.					
Strategic Plan Priority: 6. Diverse and Vibrant Economy					
Invoices paid ≤ 30 days	-	92.1%	90.0%	91.7%	90.0%
Revenue recorded ≤ 30 days	87.4%	90.3%	90.0%	93.1%	93.5%
P-Card transactions reconciled ≤ 15 days	-	98.1%	98.5%	96.8%	98.5%
Electronic Payments, as percent of Total Disbursements	50.0%	75.5%	80.0%	79.1%	80.0%

Finance and Administrative Services – continued

Unassigned Fund Balance, as percent of General Fund Expenditures (Target: ≥ 16%)	16.0%	17.0%	16.0%	16.0%	16.0%
Debt Service, as a percent of General Fund Expenditures (Target: ≤ 15%)	16.7%	14.9%	13.4%	13.6%	11.8%

- Complete the Annual Comprehensive Financial Report (ACFR) as required by law.
 - 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.
 - Provide prompt, accurate, and efficient payment of all County obligations, including accounts payable and payroll.
 - Manage County investments and debts.
 - Ensure efficient and cost-effective procurement of goods and services.
 - Adhere to County fiscal policies and department standard operating procedures.
 - Manage the County’s financial information and technologies.
- FY 2023-24 Highlights
 - Completed the submittal of the Annual Comprehensive Financial Report (ACFR), Annual Financial Information Report (AFIR), and Cash and Investment Report to the North Carolina Department of State Treasurer’s Local Government Commission.
 - Earned the Award for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the 31st year.
 - Conducted audit of p-card program and implemented process enhancements.
 - Consolidated County’s business partnership with Amazon for improved oversight of spending.
 - Implemented GASB 96 to comply with accounting requirements for Subscription-Based Information Technology Arrangements (SBITAs).
 - Established policy revisions for thresholds at which to report for GASB 87 (Leases) and 96 Subscription-Based Information Technology Arrangements (SBITAs).
 - Fully implemented automated Workflow Business Processing for accounts payable (AP) invoices to eliminate or reduce manual, paper-based processes.
 - Continued to increase electronic funds transfer (EFT) to 74.2% rate of all disbursements (up from 26.8% in FY2019).

Finance and Administrative Services – continued

- FY 2024-25 Highlights
 - Centralization of County Central Services programs and costs, including Telephones, Postage, and Duplicating.
 - Adjustments to Contract Services to comply with accounting requirements under GASB and to accommodate ongoing daily business requirements during audit engagement when staff is working in two fiscal years and two sets of books. The additional capacity will allow permanent staff to remain on track with rigorous audit requests within State stipulated deadlines.

Fire Districts

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Fire Districts (Fire District Funds)					
Cedar Grove	287,175	347,312	347,312	360,002	360,002
Chapel Hill	290,181	280,604	280,604	288,885	288,885
Damascus	130,524	132,465	132,465	147,547	147,547
Efland	760,401	971,282	971,282	1,009,707	1,009,707
Eno	977,381	1,003,606	1,003,606	1,244,121	1,244,121
Little River	364,070	432,765	432,765	449,274	449,274
New Hope	971,620	985,050	985,050	1,110,858	1,110,858
Orange Grove	799,431	843,790	843,790	868,986	868,986
Orange Rural	1,716,665	1,890,239	1,890,239	2,151,867	2,151,867
South Orange	615,313	634,393	634,393	659,916	659,916
Southern Triangle	305,319	342,558	342,558	353,295	353,295
White Cross	643,993	740,272	740,272	762,929	762,929
Total Fire District Expenditures	\$ 7,862,073	\$ 8,604,336	\$ 8,604,336	\$ 9,407,387	\$ 9,407,387
<i>Total Revenue</i>	7,769,715	8,604,336	8,604,336	9,407,387	9,407,387
Net Cost	\$ 92,358	\$ 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

\$360,002

- The tax rate for this district will remain at 9 cents for FY 2024-25.
- In FY 2023-24, the department lowered its ISO inspection from 6 to 5, and replaced a 38 year old brush truck.
- In FY 2024-25, the department plans to continue recruiting members, replace a 22 year old engine, and install additional water points.
- Their Five-Year plan includes replacing the 22 year old fire engine at Station 2, improving ISO grade and upgrading equipment.

Greater Chapel Hill Fire Service District

\$288,885

- The tax rate for this district will remain at an existing tax rate of 13.87 cents for FY 2024-25.
- In FY 2023-24, 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.

Fire Districts - continued

- In FY 2024-25, the department will complete the design of the fire station, and completion of in-house academies for new recruit and incumbent training.
- The Town of Chapel Hill provides fire protection for the Greater Chapel Hill Fire Service District.

Damascus Fire District

\$147,547

Southern Triangle Fire Service District

\$353,295

- The tax rate for both the Damascus Fire Protection District and the Southern Triangle Fire Service District will remain at 12.80 cents for FY 2024-25.
- In FY 2023-24, the department trained personnel to maintain staffing at fire stations, upgraded their record keeping and station management software, added living quarters and additional bays at Station 2.
- In FY 2024-25, the department will continue to enhance fire prevention programs in the community, continue the pre-fire survey program, continue and enhance their Safe Kids and Smoke Detector programs, continue training specialty teams, and research a training facility.
- 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

\$1,009,707

- The tax rate for this district will remain at 10.28 cents for FY 2024-25.
- In FY 2023-24, started station renovation, purchased new engine, had 4 members receive state certifications.
- In FY 2024-25, the department plans to place new engine into service, renovate bay floor at station 2, update station computers and training room.
- Their Five-Year plan includes building a training facility at station 2 and replacing a 2001 engine, 1991 tanker.

Eno Fire District

\$1,244,121

- The tax rate for this district is recommended to increase from 9.98 cents to 11.98 cents for FY 2024-25. This increase will allow the district to hire 3 full-time staff, replace PPE, and purchase land for new station.
- In FY 2023-24, the department maintained their ISO rating of 5, purchased additional rescue equipment, PPE, radios and pagers, and installed new alert system at Station 1.
- In FY 2024-25, the department plans to add additional paid staff, purchase new PPE, certify new drivers and continue high standard of training in Water Rescue and trench rescue.
- Their Five-Year plan includes replace the second 24 year old Fire Engine, 29 year old Tanker, replace older fire gear and airpacks, and purchase land for a new Station 1 location.

Fire Districts - continued

Little River Fire District

\$449,274

- The tax rate for this district will remain at 7.39 cents for FY 2024-25.
- In FY 2023-24, the department completed their financial audit, opened station 2, maintain ISO rating of 4 and sent 4 members through Firefighter Level 2 Training.
- In FY 2024-25 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

\$1,110,858

- The tax rate for this district is recommended to increase from a tax rate of 12.57 cents to 13.84 cents for FY 2024-25. The rate increase will be used to support rising personnel costs for existing personnel.
- In FY 2023-24, the department has provided extensive training for its volunteers. Four members have begun in-house driving training, seven members have attained firefighter certification, and six have obtained EMT certification.
- In FY 2024-25, the department will assist new members in completing certifications and driver training.
- Their Five-Year plan includes continuing certification training and offering specialized training courses, including OSHA required training courses; 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.

Orange Grove Fire District

\$868,986

- The tax rate for this district will remain at 8.27 cents for FY 2024-25.
- In FY 2023-24, the department purchased LED sign for station 1 and repainted interior. Started procuring land for station expansion.
- In FY 2024-25, the department plans to increase software capabilities, remodel station 1 kitchen and apparatus bay, and make driveway improvements to 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

\$2,151,867

- The tax rate for this district is recommend to increase from 10.49 cents to 11.49 cents for FY 2024-25. The rate increase will be used to support rising personnel costs to retain employees.
- In FY 2023-24, the department has increased part-time staffing, replaced radios, certified employees for technical rescue, and begin process of building training center.

Fire Districts - continued

- In FY 2024-25, the department plans to prepare for an ISO regrade, complete training center and design new station with the town of Hillsborough.
- Their Five-Year plan includes relocating station 1 and increasing staffing levels.

South Orange Fire Service District

\$659,916

- The tax rate for this district will remain at 9.09 cents for FY 2024-25.
- 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 2023-24, the department switched firefighting foam, replacement of RMS system, and placed into service new fire engine.
- In FY 2024-25, the department plans to complete risk management review, complete TDMA update for all departmental radios and update onboarding process for new personnel.

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.

White Cross Fire District

\$762,929

- The tax rate for this district will remain at 13.84 cents for FY 2024-25.
- In FY 2023-24, the department hosted an animal rescue class, and increased volunteer staff.
- In FY 2024-25, the department plans to replace station 2 first out engine and host county wide water rescue course.
- Their Five-Year plan includes anticipating the next ISO regrade, and move training center to permanent site.

Fleet Services

Phone Number: (919) 245-2632

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	234,766	603,945	688,879	717,057	684,043
Operations	737,475	1,112,411	1,161,411	1,302,487	1,161,411
Capital Outlay	0	0	0	3,445	0
Total Expenditures	\$ 972,241	\$ 1,716,356	\$ 1,850,290	\$ 2,022,989	\$ 1,845,454
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 972,241	\$ 1,716,356	\$ 1,850,290	\$ 2,022,989	\$ 1,845,454

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Total expenditure decrease is driven primarily by a decrease in diesel fuel cost offset by increases to vehicle maintenance, car washing services, and other operational increases.

Fleet Services Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Cost to continue offset by decrease in diesel fuel	\$ (4,836)	\$ -	\$ (4,836)
Net Fleet Services Department Changes	\$ (4,836)	\$ -	\$ (4,836)

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.

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.

Fleet Services – continued

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Purchase and Maintenance of EV					
Outcome Measure: Number of EV in Fleet					
Strategic Plan Priority:	1. Environmental Protection and Climate Action				
% of EV within the County			4%	4%	11%

- FY 2023-24 Highlights
 - Implemented parts inventory system.
 - Completed EV operations plan with departmental liaisons.
- FY 2024-25 Highlights
 - Audit Fleet Inventory/Supply
 - In house the sale of County vehicle

Health

Phone Number: (919) 245-2400

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	8,892,050	10,525,000	11,705,157	11,805,712	11,371,380
Operations	1,296,473	1,977,596	1,859,890	1,741,720	1,690,273
Capital Outlay	48,056	5,142	0	8,000	0
Total Expenditures	\$ 10,236,579	\$ 12,507,738	\$ 13,565,047	\$ 13,555,432	\$ 13,061,653
Total Revenues	3,136,318	4,240,707	4,240,707	4,071,000	3,965,000
County Costs (net)	\$ 7,100,260	\$ 8,267,031	\$ 9,324,340	\$ 9,484,432	\$ 9,096,653

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Overall revenue decrease due to Cares Act funding for department programs ending with the start of Fiscal Year 2024-2025. Increased revenues in Public Health Infrastructure program grant expansion, updated dental fees and expanded programming, and Medicaid transformation & expansion. Increased county costs for pharmacy supplies and lab services, alongside a 10% reduction in county funded Base operations.

Health Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
End of Cares Act funding	\$ (769,909)	\$ (769,909)	\$ -
Updated fees and increased Dental Van programming in Dental Division	\$ -	\$ 150,301	\$ (150,301)
Medicaid transformation & expansion for Community & Personal Health programs	\$ -	\$ 113,425	\$ (113,425)
Increased demand for environmental health lab services	\$ 22,560	\$ 22,927	\$ (367)
Public Health Infrastructure program expansion	\$ 145,573	\$ 207,549	\$ (61,976)
Costs to continue programming, mainly in pharmacy supplies	\$ 139,143	\$ -	\$ 139,143
10% reduction in non-grant funded Base operations	\$ (40,761)	\$ -	\$ (40,761)
Net Health Department Changes	\$ (503,394)	\$ (275,707)	\$ (227,687)

Mission Statement

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

Finance and Administrative Services

- FY 2023-2024 Highlights
 - 100% of employees received their annual performance review via PERFORM by the new specified due date.

Health – continued

- Decreased the death certificate error rate to 0% and processed all birth certificates (2850 as of 3/6/24) and death certificates (1187), burial transit permits (10), and other vital records (169 Affidavits of Parentage) in compliance with state general statutes.
- Redesigned the technology and inventory process to ensure appropriate staff resources. Completed a large-scale inventory of all our technology. Put a system in place for IT to inform us when they have replaced any technology. Have feedback process for when we receive technology back due to terminations and for what is deployed when staff start.
- FY 2024-2025 Highlights
 - Update and re-design our clinical Fee process so that we all can view the full process end-to-end, including key trigger points and resources involved. Will have a direct effect on improving our patient billing accuracy and timeliness.

Dental Health Services

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 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.					
Strategic Plan Priority:	2. Healthy Community				
Number of children that receive toothbrush prophies (cleanings)	892	798	900	860	900
Number of children that receive toothbrush prophies (cleanings)	892	798	900	860	900
Number of children that receive oral health screenings in schools	87	82	70	61	140
Service: Provide dental care to economically disadvantaged Orange County Residents					
Outcome Measure: Increase access to dental health services for economically disadvantaged Orange County residents.					
Strategic Plan Priority:	2. Healthy Community				
Number of total dental patient visits	5006	3804	5000	4792	5000
Percentage of Medicaid/Health Choice visits	36%	34%	50%	32%	40%
Service: Provide dental health services to prenatal patients.					
Outcome Measure: Increase dental health services to prenatal patients.					
Strategic Plan Priority:	2. Healthy Community				
Total number of prenatal patients seen	16	9	15	16	20
Service: Provide access to dental care by opening Mobile Dental Clinic.					
Outcome Measure: Increase dental health services to remote patients.					
Strategic Plan Priority:	2. Healthy Community				
Total number of patients seen on Mobile Dental Clinic	232	413	400	426	500

Health – continued

- FY 2023-24 Highlights
 - Continued collaboration with WIC to provide dental home for underserved children and pregnant women.
 - Continued operations on MDC (Mobile Dental Clinic) two days a week. Doubled our number of patients seen on the MDC since 2022.
 - Able to provide hygiene services to our community by filling 3 part-time Hygienist positions.
- FY 2024-25 Highlights
 - Continue operating Mobile Dental Clinic at least two days a week and expand operations into schools.
 - Expand operations at Mobile dental Clinic by adding more “hygiene days” to the MDC schedule to see more patients for routine hygiene appointments on the Southern end of the county.
 - Increase number of patients who are seen and receive Medicaid from 15% to 20% (6 additional patients each month) by expanding outreach and utilizing the Mobile Dental Clinic in schools and in the community.

Community Health Services

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Provide case management services to formerly incarcerated individuals with chronic conditions.					
Outcome Measure: Increase access to medical care/Opioid Use Disorder treatment for formerly incarcerated individuals of Orange County.					
Strategic Plan Priority:		2. Healthy Community			
Percentage of referrals to Formerly Incarcerated Transitions Program for people with Opioid Use Disorder from the Detention Center.	New measure	New measure	50%	50%	50%
Percentage of referrals connected to treatment for OUD and Substance Use Disorder	New measure	New measure	100%	100%	100%
Service: Provide a home visit to women and their newborn child by a registered nurse.					
Outcome Measure: Improve access to postnatal care for eligible residents of Orange County.					
Strategic Plan Priority:		2. Healthy Community			
Percentage of home visits made within 2-4 weeks of delivery	100%	90%	90%	90%	90%
Percentage of mothers that attended clinical post-partum visit	90%	90%	75%	80%	80%
Service: Provide Tobacco Cessation and Counseling to eligible Orange County residents.					
Outcome Measure: Increase the number of participants who attempt to quit after attending cessation services.					
Strategic Plan Priority:		2. Healthy Community			

Health – continued

Percentage of cessation participants attending 3 of 4 Freshstart classes that have made a quit attempt at 3 months	16%	75%	100%	75%	100%
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- FY 2023-24 Highlights

- Orange County Formerly Incarcerated Transition Program (FIT) worked with the Sheriff and CJRD to establish the Detention Center’s Medication Assisted Treatment program. To support this program, the FIT program was able to secure funding via the Opioid Settlement funds for an additional Community Health Worker to support people being released from the Detention center with a diagnosis of Opioid Use Disorder.
- The Gateway Village collaborative secured additional funding via (2) awards from NCPHA to support continued efforts in the community.
- The Orange County 2023 Community Health Assessment was completed, identifying three priority areas for the next 3-4 years to include access to care, behavioral health, and community resource support.
- The Tobacco Cessation coordinator partnered with Chapel Hill Carrboro City Schools to implement an initiative to address vaping. The final proposal was submitted to the district and is pending approval.

- FY 2024-25 Highlights

- The Community Health Assessment was submitted to the state on March 4, 2024. OCHD will work with the Board of Health, partnering agencies, community-based programs, and community representatives to address priority areas (access to care, behavioral health and access to community resources) via the community health improvement plans.
- Continue to expand home visiting services to include vulnerable and historically hard to reach communities across Orange County to connect to resources and increase access to care.
- Partner with the medical clinic to identify strategies to address the disparities in healthy birth rates for African American babies as compared to white babies.

Environmental Health Services

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 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 On Site Water Protection (OSWP) assurance					
Strategic Plan Priority:	2. Healthy Community				
Number of revoke and replace Permits because the applicant elected site plan changes after permitting	11	51	10	34	30

Health – continued

Average number of days until new permit for Improvement Permits/Construction Authorization issuance	59/42	36/27	40/40	28/28	35/35
Service: Assure proper food handling and food safety in retail food businesses through permitting, evaluation, inspection, and verification visits.					
Outcome Measure: Assure proper food handling and food safety in retail food businesses.					
Strategic Plan Priority:	2. Healthy Community				
Number of New Establishments Permitted	45	58	60	65	60
Compliance with Verification Visits on Retail Food Critical Violations	80%	100%	70%	100%	100%
Compliance with Verification Visits on Retail Food Critical Violations	61%	75%	N/A	85%	90%
Compliance with Quality Assurance Requirement to verify the operator receives the inspection prior to leaving the establishment	New Measure	New Measure	New Measure	70%	80%
Service: Assure safe public swimming pools through permitting and regular inspections.					
Outcome Measure: Improve swimming pool water quality and safety by increasing oversight during the operational period					
Strategic Plan Priority:	2. Healthy Community				
Public Swimming Pools inspected during the operational period	51%	75%	75%	95%	100%

• FY 2023-24 Highlights

- Staff used results-based accountability to reduce the amount of time interval between an application for new well and septic permitting and the date of the first site visit to fourteen (14) days or less. This was accomplished 85% of the time during 2023-2024 and met the budgeted SMART goal of 70%.
- Staff increased critical violation compliance with required verification visits from 80% to 100% and documentation reported on time during the 3-day or 10-day time interval of the verification from 75% to 85%. These indicators are also monitored by DHHS.

• FY 2024-25 Highlights

- Develop and implement a set of voluntary standards for body artists with bloodborne pathogen certification provided by the Department.
- Decrease the amount of time between inspection completion and the operator receiving a digital copy.
- Develop performance measures for operationalized equity.
- Fully implement compliance water sampling [for potability] prior to issuance of Certificate of Completion on new well construction.
- Integrate drone imaging into Operation Permits.
- Improve Wastewater Treatment Maintenance Program (WTMP) recordkeeping and billing.

Health – continued

Personal Health Services

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
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.					
Strategic Plan Priority:	2. Healthy Community				
Percentage of participants with improved blood glucose control at the 3 month follow up appointment	75%	85%	77%	85%	90%
Number of Medical Nutrition Therapy appointments	637	685	868	872	875
Percentage of participants completing 9 of 10 hours of Diabetes Self-Management and Education program	82%	100%	85%	90%	90%
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.					
Strategic Plan Priority:	2. Healthy Community				
Number of child health visits	1015	1446	1500	1680	1700
Percentage of eligible children appropriately tested for blood lead poisoning	100%	25% ⁱ	100%	90%	90%

• FY 2023-24 Highlights

- Pandemic recovery and transitioning away from COVID-19 investigation and reporting with continued promotion of COVID-19 vaccine available through the NC’s free Bridge Access program and through commercial vendors.
- Reopening Chapel Hill medical clinic site in July 2023 and return of public health preventive and primary care services to the southern part of county.
- Continued hiring of new staff in the face of post-pandemic staff turnover.
- Continued treatment of latent TB infection with only one active TB case.
- Increased percentage of participants with improved blood glucose control after completing DSME from 76% to 85%.
- Increased percentage of participants completing 10 of 10 hours of Diabetes education classes at the 3-month follow up appointment from 84% to 100%

• FY 2024-25 Highlights

- Increase number of Medical Nutrition Therapy appointments from 872 to 875.

Health – continued

- Increase the percentage of participants completing 9 of 10 hours of Diabetes education classes from 85% to 90%.
- Increase the number of child health preventative visits from 1500 to 1800.
- Increase the number of children aged 0 to 17 tested for blood lead from 25% to 90%
- Increase number of Diabetes Self-Management and Education (DSME) participants with improved blood glucose levels.

Housing Department

Phone Number: (919) 245-2490

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	960,707	1,444,594	1,754,398	1,692,215	1,495,756
Operations	343,649	1,015,987	997,167	1,436,039	1,219,329
Capital Outlay	0	1,200	0	0	0
Total Expenditures	\$ 1,304,356	\$ 2,461,781	\$ 2,751,565	\$ 3,128,254	\$ 2,715,085
Total Revenues	0	15,000	15,000	15,000	15,000
County Costs (net)	\$ 1,304,356	\$ 2,446,781	\$ 2,736,565	\$ 3,113,254	\$ 2,700,085
<i>By Category (Community Development Fund)</i>					
Personnel Services	789,796	575,909	673,779	608,258	608,258
Operations	1,330,087	877,788	581,687	1,005,718	905,718
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 2,119,883	\$ 1,453,697	\$ 1,255,466	\$ 1,613,976	\$ 1,513,976
County Contribution	419,251	417,103	337,103	563,864	463,864
Total Department Revenues	1,211,969	1,036,594	860,493	1,050,112	1,050,112
Fund Costs (net)	\$ 488,663	\$ 0	\$ 57,870	\$ 0	\$ 0
<i>By Category (Housing Choice Voucher Fund)</i>					
Personnel Services	540,271	506,178	551,568	627,839	627,839
Operations	24,785	63,454	63,454	109,261	109,261
Voucher	5,366,343	6,289,000	6,289,000	6,805,400	6,805,400
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 5,931,399	\$ 6,858,632	\$ 6,904,022	\$ 7,542,500	\$ 7,542,500
Total Revenues	6,544,277	6,858,632	6,858,632	7,542,500	7,542,500
Fund Costs (net)	\$ (612,878)	\$ 0	\$ 45,390	\$ 0	\$ 0
Total Housing Department Expenditures	\$ 9,355,638	\$ 10,774,110	\$ 10,911,053	\$ 12,284,730	\$ 11,771,561
Total Department Revenues	7,756,246	7,910,226	7,734,125	8,607,612	8,607,612
County Costs (net)	\$ 1,723,607	\$ 2,863,884	\$ 3,176,928	\$ 3,677,118	\$ 3,163,949

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

A reorganization of Community Stability Division to Legal Services Division, due to the expiration of ARPA Emergency Housing Assistance Dollars. This reorganization reduces the EHA Team Lead Position and the Housing Helpline temporary positions. Instead, the budget focuses on strengthening the eviction diversion programming, reclassifying a vacant position to act as a second Eviction Diversion Legal Counsel, and providing \$55,000 in client support to the Legal Services team. The Partnership to End Homelessness will expand to fund the annual costs of the Bridge Housing Program. Lastly, due to the growth in vouchers in the Housing Choice Voucher program, the department has additional HUD administrative funds to increase the landlord incentives and make the Housing Locator position permanent.

Housing Department – continued

Housing Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Reduction to travel & training	\$ (11,800)	\$ -	\$ (11,800)
Time-Limited Housing Helpline Team Lead Position Expires	\$ (65,306)	\$ -	\$ (65,306)
Longtime Homeowners Assistance Program moved from ARPA Funding	\$ 250,000	\$ -	\$ 250,000
Increases to Outside Agencies: Interfaith Council and Community Home Trust	\$ 34,422	\$ -	\$ 34,422
Restructuring of Housing Helpline and EHA to Legal Services, including reducing EHA Team Lead Position	\$ (180,820)	\$ -	\$ (180,820)
Increase Temporary Staff to Provide Front Desk Assistance at Southern Human Services	\$ 17,913	\$ -	\$ 17,913
Move Housing Choice Voucher Expenses to HCV Fund, to be offset by HUD Admin Revenue	\$ (80,889)	\$ -	\$ (80,889)
<i>General Fund Subtotal</i>	\$ (36,480)	\$ -	\$ (36,480)
Increased Continuum of Care Planning Grant	\$ 26,101	\$ 26,101	\$ -
Costs to Continue in Partnership to End Homelessness, offset by Municipal Funding	\$ 64,522	\$ 74,046	\$ (9,524)
Strategic Priority 3 Housing For All: Partnership Expansion to fund Bridge Housing	\$ 147,887	\$ 89,472	\$ 58,415
Strategic Priority 3 Housing For All: Increase to fund additional Urgent Repairs and Single Family Repairs	\$ 20,000	\$ -	\$ 20,000
<i>Community Development Fund Subtotal</i>	\$ 258,510	\$ 189,619	\$ 68,891
Strategic Priority 3 Housing For All: Increased Housing Choice Voucher Funds, which fund additional Vouchers, landlord incentives and convert Housing Locator Position to permanent	\$ 638,478	\$ 683,868	\$ (45,390)
<i>Housing Choice Voucher Fund Subtotal</i>	\$ 638,478	\$ 683,868	\$ (45,390)
Net Housing Department Changes	\$ 860,508	\$ 873,487	\$ (12,979)

Mission Statement

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

Housing Department – continued

Major Divisions/Services

Orange County Partnership to End Homelessness

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Orange County Partnership to End Homelessness (OCPEH) has two direct service programs that assist clients experiencing homelessness					
Outcome Measure: Clients Served					
Strategic Plan Priority:	3. Housing for All				
Rapid Rehousing (RRH) Program assists eligible clients with both rental assistance and case management for up to two years	41	23	30	44	20
Street Outreach, Harm Reduction and Deflection (SOHRAD) engages with clients experiencing homelessness to link them to needed services	95	107	118	130	120

- **FY 2023-24 Highlights**
 - Increased year over year Continuum of Care funding by 14%
 - Developed new partnership between primary Permanent Supporting Housing (PSH) provider and UNC Center for Excellence in Community Mental Health (CECMH)
 - New provider of services explicitly for people experiencing homelessness – Caramore
 - Continued regional collaboration – Cross Continuum of Care (CoC) Housing First Assessment last year in FY22-23 and Youth Homeless System Improvement grant in FY23-24
 - HOME Committee housed CY23 – 125
 - Obtain HOME funds for Tenant-Based Rental Assistance (TBRA)

- **FY 2024-25 Highlights**
 - Identify one new funding source for system planning or services
 - Reduce racial disparity in PSH enrollments
 - Develop and implement performance-based monitoring for all Emergency Solutions Grant (ESG) and CoC grantees
 - Increase placements from Coordinated Entry (CE) to Affordable Housing providers
 - Apply for HOME-ARP (American Rescue Plan) funds for TBRA or PSH

Housing Department – continued

Community Development

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Repair & Rehabilitation program, consisting of both Urgent Repair (URP) and Single Family Rehabilitation (ESFR)					
Outcome Measure: Projects Completed					
Strategic Plan Priority:	3. Housing for All				
Urgent Repair Projects	15	12	12	12	12
Single Family Rehabilitation Projects	2	5	5	5	3

- **FY 2023-24 Highlights**

- Awarded \$6,196,489 in combined Affordable Housing Bond, Capital Improvement Plan (CIP) and federal HOME funds to 11 developers and community partners.
- Redesigned Longtime Homeowners Assistance (LHA) program for greater equity and awarded 485 OC homeowners tax assistance to facilitate their aging in place
- Completed 27 homeowner repairs and rehabs in the effort to preserve affordable housing in the county

- **FY 2024-25 Highlights**

- Awarding up to \$500,000 in federal HOME funding
- Supporting 11 homebuyers with second mortgage assistance through Habitat for Humanity
- Completing 15 homeowner repairs or rehabs
- Supporting 500 homeowners with tax assistance through LHA
- Applying for newly announced federal PRICE grant which supports mobile homeowners and mobile home communities

Housing Choice Voucher

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Housing Choice Voucher (Section 8) program, which assists income-qualifying clients with permanent rental assistance					
Outcome Measure: Vouchers leased and issued					
Strategic Plan Priority:	3. Housing for All				
Vouchers under lease (687 possible)	573	610	625	635	660
New Vouchers Issued to clients experiencing homelessness	90	75	38	60	30

Housing Department – continued

- FY 2023-24 Highlights
 - Passed 600 vouchers under lease for the first time ever (currently have around 630 leased out of 687 allocated, OC Housing Authority's highest utilization rate ever).
 - Approved and published new, more accessible, lower-barrier Administrative Plan.
 - Held first client event since before pandemic
 - Will open waitlist and pull from traditional waitlist for first time in several years
- FY 2024-25 Highlights
 - Approve and Implement HUD's new HOTMA regulations (Housing Opportunities Through Modernization Act)
 - Implement HUD's new NSPIRE (National Standards for the Physical Inspection of Real Estate) inspection procedures (replacing Housing Quality Standards – HQS)
 - Apply for Family Self-Sufficiency (FSS) program, which funds a caseworker to assist client families with education and workforce training
 - Host two client events, one in fall and one in spring

Legal Services

- FY 2023-24 Highlights
 - 483 Distinct families served thus far, and over \$1.6M in Emergency Housing Assistance (EHA) disbursed
 - Due to exhaustion of COVID funds, reduction in scope of program from assisting any income-qualifying household to only assisting clients facing eviction
 - Out of 1015 new eviction cases, Eviction Diversion Program (EDP) assisted with 274 dismissals (only 53 eviction judgments confirmed when tenant appeared in court)
 - 4,684 unique contacts on Housing Helpline, including 4,653 emails, 5,600 live phone calls, and 4,516 de-duplicated voicemails
 - 405 Coordinated Entry interviews conducted
 - 5 staff handled all of the above
 - On pace to surpass all Housing Helpline numbers from previous FY, with less staff (however increased response times reflect this capacity deficit)
- FY 2024-25 Highlights
 - Reorganizing division to prioritize Eviction Diversion and Fair Housing
 - Hiring new Eviction Diversion Attorney to assist with increased eviction cases and expand outreach
 - Likely further reduction of EHA program, and potential reimagining of scope

Human Resources

Phone Number: (919) 245-2550

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	954,333	1,073,389	1,246,806	1,267,475	1,246,806
Operations	464,270	2,378,276	2,373,764	2,406,855	2,305,425
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 1,418,603	\$ 3,451,665	\$ 3,620,570	\$ 3,674,330	\$ 3,552,231
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 1,418,603	\$ 3,451,665	\$ 3,620,570	\$ 3,674,330	\$ 3,552,231

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Total Expenditure decrease is primarily based a decrease in Workers Compensation Insurance, overall reduction in base operations including travel and training savings offset by an increase in Bonds & Insurance and Risk Management software.

Human Resources Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Reduction to base operations	\$ (24,730)	\$ -	\$ (24,730)
Reductions to travel & training	\$ (16,500)	\$ -	\$ (16,500)
Right-sizing department costs primarily due to Travelers Insurance estimate	\$ (27,109)	\$ -	\$ (27,109)
Net Human Resources Department Changes	\$ (68,339)	\$ -	\$ (68,339)

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, analyzing them, and taking precautionary steps to reduce risk.

Human Resources – continued

Human Resources

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Retaining Employees					
Outcome Measure: Promote a work life balance environment for all employees and provide competitive salaries and benefits to retain employees.					
Strategic Plan Priority:	6. Diverse and Vibrant Economy				
Turnover Rate	22.80%	16.12%	11.43%	11.43%	10.00%
Service: Recruitment and Retaining Employees					
Outcome Measure: To measure the total percentage of vacant positions at a specific period of time for comparison year to year. This is a useful metric to measure the overall efficiency and productivity rate of recruiting and filling positions and provides measure of staffing capacity in departments.					
Strategic Plan Priority:	6. Diverse and Vibrant Economy				
Vacancy Rate	10.98%	12.03%	9.64%	9.64%	8.00%
Service: Workforce Demographics / Building Diversity					
Outcome Measure: To analyze demographic data to provide insight into the diversity of OC employees for gender and race. Gender Diversity represents % of females and race represents % of non-white employees.					
Strategic Plan Priority:	6. Diverse and Vibrant Economy				
Gender Diversity	59.32%	58.48%	58.06%	58.06%	50.00%
Race Diversity	35.30%	35.87%	35.16%	35.16%	40.00%

FY 2023-24 Highlights

- Implementing NEOGOV Onboarding. A better new hire experience that will give the new hire a portal to complete forms and have access to the OC Mission, Benefits Booklet, links to OC social media sites, links to information regarding living in OC and enjoying all that OC offers. Allows paperless paperwork completion with the ability to attach documents via the portal saving time while waiting for paperwork to be turned in to HR and downloads data and paperwork into Munis which is a more efficient and accurate.
- Completed 311 recruitments as of February 21, 2014, anticipating 467 to year end.
- Completed draft of Motor Vehicle Records (MVR) Administrative Rules and Regulations for review by legal staff.
- Completed draft of ordinance revisions and employee handbook for review by legal staff.
- Introduction of the Volunteer Policy with full implementation of the Volunteer Program. Currently DEAPR, Emergency Services, Library, and Arts Commission are actively and successfully utilizing the Volunteer Program.
- Preparing Links to Administrative Rules and Regulations to be added to the appropriate sections of Municode.
- Updated NEOGOV PERFORM Users Guidebook using feedback from employees and created training videos for NEOGOV LEARN inclusion. Updated weights for 2024 evaluations, hierarchy approval process and dashboard guides to access PERFORM.

Human Resources – continued

- Created an evaluation for leadership positions with no direct reports, and same for Board reporting staff and updated the OC Intranet to include a visual lifecycle of the evaluation program.
- Updated NEOGOV LEARN and worked with several departments to include courses in LEARN. Within the last year, 4606 Courses were completed in LEARN and 17,009 courses completed since launch in April 2020.
- Provided voluntary supplemental retirement audits to determine compliance with voluntary retirement vendors and the NC Retirement System.
- Updated several benefit forms including FMLA and Leave without Pay forms to be user friendly for employees.
- Provided Financial and Retirement Webinars to employees as well as to departments at their request.
- Completed ACA Audit of hours worked for temporary employees and audit temporary hours worked relative to the Personnel Ordinance.

FY 2024-25 Highlights

- Continually review the Orange County Code of Ordinances Chapter 28 and other County Administrative Policies to determine if changes are warranted and make recommendations to the Manager and the Board of County Commissioners.
- Update Administrative Rules and Regulations as needed and compile into one central reference.
- Implement NEOGOV Eforms to enhance access for employees and improve efficiency
- Create a separate Development Plan specifically for mentoring/growth
- Update Tuition Reimbursement Policy and Application to be more user friendly
- Create a New OC Supervisor Learning plan (live and in LEARN) for all new Supervisors
- Prepare in person Benefit Fair during open enrollment.
- Continue to provide reconciliation to all NCHIP Health and Dental Accounts.

Risk Management

FY 2023-24 Highlights

- 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.
- Vetted new risk management system to better suite county needs.
- Completed the implementation of an electronic Incident Management System pilot.
- Trained departments on incident reporting process, including creating an RMS/Incident Reporting user guide for departments.
- Implementing Motor Vehicle Record (MVR) Check Policy and to include providing training and education to all employees regarding MVR Policy.
- Completed Department Risk Assessments for Safety, Risk and Regulatory compliance to better understand risk on an enterprise-wide basis and to establish a road map for regulatory compliance.
- Implement updated County Risk Transfer Policy and provide training on vendor insurance needs for risk prevention and county protection (certificate of insurances)
- Created incident tracking and metrics for trends analysis and determining improvement areas.
- Work with risk committee to create light duty program (related to workers compensation), fleet control process, and department chemical inventories (OSHA compliance).

Human Resources – continued

FY 2024-25 Highlights

- Provide County Manager's office results of risk assessments to educate and communicate County position on regulatory compliance.
- Work with Finance to update out-of-date fleet and equipment inventory.
- Create and implement a Worker's Compensation Policy and provide training to all management and supervisory staff.
- Revamp County New Hire Safety Orientation and establish annual training requirements for all county employees.
- Begin updating and implementing County OSHA policies and institute annual training requirements.
- Work with Emergency Services and Fire Marshall to update and retrain on Department Emergency Action Plans

Information Technologies

Phone Number: (919) 245-2280

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	1,915,780	1,954,199	2,175,266	2,175,266	2,175,266
Operations	2,375,985	3,296,131	3,236,607	4,156,158	3,713,434
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 4,291,765	\$ 5,250,330	\$ 5,411,873	\$ 6,331,424	\$ 5,888,700
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 4,291,765	\$ 5,250,330	\$ 5,411,873	\$ 6,331,424	\$ 5,888,700

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Total expenditure increase of \$476,827 is primarily driven by increases to software maintenance costs. Also included is an increase for network leases offset by a reduction in travel and training costs.

Information Technology Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase in Network Leases for additional bandwidth and for additional service for the new Orange County Library and Soccer.com	\$ 40,572	\$ -	\$ 40,572
Increases to software maintenance costs	\$ 456,255	\$ -	\$ 456,255
Reduction to travel & training	\$ (20,000)	\$ -	\$ (20,000)
Net Information Technology Department Changes	\$ 476,827	\$ -	\$ 476,827

Mission Statement

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

Information Technologies – continued

Major Divisions/Services

Operations (Infrastructure and Security)

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Cyber-security					
Outcome Measure: Achieve and maintain a cyber-hygiene score of 850 which will help to streamline and secure our digital processes for the county.					
Strategic Plan Priority:	6. Diverse and Vibrant Economy				
Cyber-hygiene score	766	759	850	749	850
Service: IT Service Desk					
Outcome Measure: At least 90% of routine service call resolution within 18 hour time target to increase access for resources to employees and residents.					
Strategic Plan Priority:	6. Diverse and Vibrant Economy				
Service Desk routine call resolution	79%	87%	90%	87%	90%

- 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 to contain infections and bad actors.
 - Microsoft 365 (M365)
 - Secure document and project sharing
 - Continue to improve security posture
 - Moving specific data sets into the cloud for backup
 - Email
 - Personal drives, i.e., O:\drives
 - Election Support

- FY 2024-25 Highlights

- PC Replacements
- Bring the 203 Project building online
- Upgrade server and network infrastructure
- Security

Information Technologies – continued

- Complete full implementation of DMARC messaging security
- Improve cybersecurity controls for the County
- Replace firewalls with NextGen firewall devices
- Election support

Applications

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: IT Project Delivery					
Outcome Measure: Complete incoming projects within 4 months to continue to support workforce and business development resources to enhance the skills of our workforce.					
Strategic Plan Priority:	6. Diverse and Vibrant Economy				
Median project completion time	5.0	5.7	4	3.1	4

- FY 2023-24 Highlights
 - Upgrade of the DSS client data storage system
 - Case Management for CJRD & Housing
 - Online Listing for Revenue
 - M365
 - SharePoint (file sharing)
 - Exchange Online
 - Teams
 - Addition of onboarding modules for HR application
 - Case management application for Child Support Services
 - Web-based volunteer application for Animal Services
 - Improved web portal for recreation and activities/classes (Dept. on Aging/DEAPR)
 - e-Courts implementation
- FY 2024-25 Highlights
 - Digital transformation enabled by M365
 - Streamlined collaboration (e.g. concurrent file editing)
 - Improved integration between applications
 - Streamlined Intranet
 - Workflow automation
 - Retirement of applications made redundant by M365
 - Replacement of current time and attendance application (end of life)
 - Major upgrade of GIS system (and move to cloud)

Library Services

Phone Number: (919) 245-2525

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	1,961,340	2,179,269	2,432,912	2,903,143	2,903,143
Operations	493,602	457,354	440,277	587,591	587,591
Capital Outlay	0	0	0	0	0
Total Expenditures	\$ 2,454,942	\$ 2,636,623	\$ 2,873,189	\$ 3,490,734	\$ 3,490,734
Total Revenues	136,947	112,277	112,277	112,277	112,277
County Costs (net)	\$ 2,317,995	\$ 2,524,346	\$ 2,760,912	\$ 3,378,457	\$ 3,378,457

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Total County cost increase of \$617,545 for the expansion of services with the opening of Orange County Southern Branch Library. This initiative will expand library services in the southern end of Orange County when it opens in Carrboro, fall 2024.

Library Services Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Strategic Priority 5 Public Education/Learning Community: 6.625 FTE increase and an additional 2,000 temp hours for staffing the Southern Branch Library	\$ 470,231	\$ -	\$ 470,231
Strategic Priority 5 Public Education/Learning Community: Books, materials, equipment and supplies for expanded services with the opening of the Southern Branch Library	\$ 147,314	\$ -	\$ 147,314
Net Library Services Department Changes	\$ 617,545	\$ -	\$ 617,545

Mission Statement

The Orange County Public Library provides inclusive and welcoming spaces where community members learn, connect, and collaborate. With a 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>

Library Services – continued

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

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Provide inclusive collections, programs and spaces for residents and visitors to meet, connect and learn together.					
Outcome Measure: Improve quality of life for residents and visitors in Orange County.					
Strategic Plan Priority:	5. Public Education/Learning Community				
Annual Use / Circulation of Physical Materials	251,494	319,178	300,000	424,236	550,000
Annual Use / Circulation of Digital Materials	94,214	93,875	90,000	100,000	160,000
Number of uses by our meeting spaces for the public	846	2,673	2,500	3,231	4,000
Visits to the Main Library	65,791	98,938	100,000	107,598	100,000
Visits to Carrboro Library	13,255	18,332	18,000	17,844	70,000
Items circulated by courier throughout system	14,859	15,472	15,000	16,356	20,000
DeliveReads (Home bound delivery service)	-	-	-	200	500
Diverse Items in Collection	18%	19%	22%	23%	24%
Outreach Programming	55	68	60	47	100
On site programming	164	506	500	635	600

Major Services

- Provide access to a diverse selection of materials in a variety of formats, essential technology and digital resources, and free meeting and study spaces.
- Assist customers with information gathering, technology instruction, and basic research.
- Utilize a community-led service model to develop and host a variety of off- and on-site programs that support diversity, literacy, and learning at all stages of life.
- FY 2023-24 Highlights
 - Bolstered focus on collaborating with and supporting fellow county departments:

Library Services – continued

- Transportation Services: Established a home delivery service, DeliveReads, for residents who are unable to access the library.
- Office of Equity & Inclusion: Co-led programs to celebrate Black History Month, Women’s History Month, and Juneteenth.
- Manager’s Office: Worked with the Sustainability Program Manager to pilot a study of energy-efficient LED lighting with potential annual electricity savings of almost \$6,000.
- Department of Social Services: Supported annual holiday Toy Chest.
- Health Department: Distributed supplies and public health information.
- Family Success Alliance: Donated hundreds of free books to families.
- Department on Aging: Provided circulating Chromebooks; hosted an intergenerational storytime; led monthly senior book club meetings.
- Emergency Services: Offered Naloxone intervention training to library staff.
- Animal Services: Established an ongoing pet food drive.
- Pursued partnerships with a variety of community agencies and organizations:
 - Local school districts: librarian visits; storytimes for Exceptional Children’s (EC) classes; free borrower accounts for students and staff.
 - Orange County Community Remembrance Coalition and Chapel Hill Public Library: Supported exhibit to memorialize victims of racial terror lynching.
 - El Centro Hispano: Offered a health series for Spanish speakers.
 - Prison Books Collective: Provided books to incarcerated individuals.
 - NC Autism Society: Offered staff training on and developed a Sensory Friendly Browsing Hour program at the library.
 - Orange Congregations in Mission: Established an ongoing food drive.
- Maintained focus on optimizing customer service for library patrons:
 - Held outreach events, Summer Learning registration, and other programs at a variety of locations, including Fairview Park, Fairview Child Development Center, Gateway Village Apartments, Cedar Grove, and senior centers.
 - Utilized Collection HQ, a collection analysis tool, to expand library holdings in accordance with the principles of Diversity, Equity, and Inclusion.
 - Expanded Wi-Fi hotpot holdings and implemented efficiencies to reduce wait times.
 - Acquired new, user-friendly microfilm reader for the Rebecca B. Wall Local History Collection.
- FY 2024-25 Highlights
 - Expand digital literacy learning opportunities by offering workshops at both the library and community touchpoints throughout the county.
 - Establish a bilingual Storywalk at Efland Cheeks Community Park in partnership with OC Parks and Recreation and the Friends of the Library.

Library Services – continued

- Work with Community Relations Department to promote current library offerings and provide updates about expansion of services at the Southern Branch Library.
- Restore Inter-Library Loan (ILL) services in partnership with UNC-Chapel Hill.

Southern Branch Library, previously Cybrary

FY 2023-24 Highlights

- Collaborated with the Family Success Alliance to include Spanish interpretation at ongoing UNC-Chapel Hill Community Workshop Series free computer classes.
- Hosted regular storytimes in English and Spanish at the Century Center in addition to a variety of teen and adult programs.
- Collaborated with the Carrboro Civic Club to organize poetry open mic programs.
- Partnered with Town of Carrboro to provide outreach presence at local events.
- Partnered with OC Department of Social Services to collect toys for the Toy Chest.

FY 2024-25 Highlights

- Close the Cybrary Branch and transition to the new space at 203 S. Greensboro.
- Hire, onboard, and train new staff for the Southern Branch Library.
- Expand programming and outreach, provide free meeting spaces, and offer a full spectrum of library services in southern Orange County.
- Increase courier service between branches to support seamless customer borrowing experience.
- Explore collaborative opportunities with Carrboro Recreation and Parks and OC Skills Development Center in the shared 203 space.
- Identify opportunities for further collaboration with Chapel Hill Public Library.

Non-Departmental Summary Community Services

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Community Services					
Comprehensive P&R Master Plan	0	0	0	8,000	0
Forest Service	50,917	72,156	72,156	69,996	69,996
DCHC Metropolitan Planning Org.	35,079	0	0	0	0
Friends of Chapel Hill Parks & Rec	6,000	0	0	0	0
Jordan Lake Partnership Dues	9,000	0	0	0	0
Jordan Lake Water Storage Dues	2,236	0	0	0	0
Lake Orange	28,147	0	0	0	0
Orange County Trails Plan	0	0	0	70,000	0
OC Transit Plan Update	50,426	0	0	0	0
Pied. Conservation Council Dues	3,000	0	0	0	0
New Planning Initiatives	4,349	367,000	0	0	0
Solid Waste Program Fee For County Property	17,620	0	0	0	0
Solid Waste Program Fee Payments in Lieu of Taxes	124,580	0	0	0	0
TJCOG Water Quality	16,534	0	0	0	0
Upper Neuse River Basin Dues	126,317	0	0	0	0
Community Services Total	\$ 474,205	\$ 439,156	\$ 72,156	\$ 147,996	\$ 69,996

Community Services Non-Departmentals

Forest Service

\$69,996

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%.

Non-Departmental Summary

Other Agencies - Recreation

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Other Agencies - Recreation					
Contribution - Carrboro	35,900	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	\$ 125,110	\$ 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 2023-24.

Non-Departmental Summary *General Government*

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
General Government					
DMV Collection Charges	347,472	375,000	375,000	375,000	375,000
Manager's Miscellaneous	8,934	0	0	0	0
Meeting Supplies	4,430	0	0	0	0
School Collaboration Consultant	3,333	0	0	0	0
Stormwater Fees For Co. Property	68,585	0	0	0	0
Triangle J Dues	19,422	0	0	0	0
County and Town Collaboration Mtgs	0	0	0	0	0
General Government Total	\$ 452,176	\$ 375,000	\$ 375,000	\$ 375,000	\$ 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.

	2022-23	2023-24	2024-25	2024-25	2024-25
	Actual	Original	Base	Department	Manager
Human Services	Expenditures	Budget	Budget	Requested	Recommended
Cedar Grove Neighborhood Assoc.	94,087	103,496	103,496	134,545	108,671
Medical Examiner	71,950	0	0	0	0
Refugee Support Center	5,000	0	0	0	0
Rogers Eubanks Neighborhood Assoc.	91,028	100,131	100,131	105,131	105,138
Social Justice Reserve Fund	0	187,487	187,487	187,487	200,578
United Voices of Efland Cheeks Comm.	92,032	101,235	101,235	115,000	106,297
Human Services Total	\$ 354,097	\$ 492,349	\$ 492,349	\$ 542,163	\$ 520,684

Human Services Non-Departmentals

Cedar Grove Neighborhood Association

\$108,671

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 5% increase from FY 2023-24 funding.

Rogers Eubanks Neighborhood Association

\$105,138

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 5% increase from FY 2023-24 funding.

Social Justice Reserve Fund

\$200,578

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 or to respond to unexpected priority investments that occur during the fiscal year. In FY 2024-25, the Manager Recommended Budget includes \$200,578 for the Social Justice Reserve Fund.

United Voices of Efland Cheeks

\$106,297

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 5% increase from FY 2023-24 funding.

Non-Departmental Summary

Other Agencies - Library

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Other Agencies - Library					
Contribution - CH Library	504,507	621,323	621,323	621,323	621,323
Contribution - Mebane Library	700	700	700	700	700
Other Agencies - Library Total	\$ 505,207	\$ 622,023	\$ 622,023	\$ 622,023	\$ 622,023

Human Services – Other Non-Departmentals

Other Agencies – Libraries

\$622,023

General Fund contributions to the Chapel Hill Public Library total \$621,323 and Mebane Public Library total \$700, which represents the same funding as in FY 2023-24.

Non-Departmental Summary

Public Safety

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Public Safety					
Dispute Settlement Center	58,000	58,000	58,000	58,000	58,000
Exchange Club of Alamance	60,760	60,760	60,760	60,760	60,760
Fire Districts Audits	44,750	40,000	40,000	40,000	40,000
Governor's Crime Commission	10,855	11,965	11,965	12,833	12,833
JCPC Administration	0	7,879	7,879	7,879	7,879
OCJCPC Matching Funds	105,370	107,729	107,729	107,729	107,729
Reintegration Support Network	69,027	61,627	61,627	61,627	61,627
Vol For Youth - Teen Court	69,625	69,625	69,625	69,625	69,625
Volunteers For Youth	84,730	84,730	84,730	84,730	84,730
Wrenn/Haven House	16,475	16,475	16,475	16,475	16,475
Public Safety Total	\$ 519,592	\$ 518,790	\$ 518,790	\$ 519,658	\$ 519,658

Public Safety Non-Departmentals

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

Dispute Settlement is funded as a part of the JCPC award. 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 \$12,833

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

Reintegration Support Network is funded through the JCPC Award. 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, funded through the JCPC award, 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

Public Safety Non-Departmentals - continued

opportunity to resolve their charge without obtaining an official court record. The youth volunteers benefit by being given the opportunity to learn about the court system and by exposing themselves to the concept of community service. Teen Court will not accept cases involving sexual offenses, firearms, hate crimes, motor vehicle violations, and offenses that have resulted in serious injury.

Volunteers for Youth

\$84,730

Volunteers for Youth is funded through the JCPC award. 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

Wrenn/Haven House is funded through the JCPC award. 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.

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Support Services					
401 K Plan Enhancement	0	720,000	0	0	0
Bank Fees	156,685	0	0	0	0
Behavioral Health Benefit	5,000	0	89,000	0	0
Drug Testing	19,222	0	0	0	0
Employee Development	29,107	0	0	0	0
Health Incentives Program	11,363	0	0	0	0
Living Wage Adjustment	0	36,000	36,000	0	0
Recruitment/Selection	25,777	0	0	0	0
Salary - Merit Adjustment	0	410,000	410,000	440,000	440,000
Salary - Wage Increase	0	4,440,000	4,440,000	3,200,000	3,200,000
Salary Savings	0	(3,824,900)	(4,544,900)	(4,469,900)	(4,469,900)
Short Term Disability	0	89,000	0	0	0
Sportsplex Mbrship - Co. Share	33,408	0	0	0	0
Tuition Refunds	17,945	0	0	0	0
Support Services Total	\$ 298,508	\$ 1,870,100	\$ 430,100	\$ (829,900)	\$ (829,900)

Support Services Non-Departmentals

Merit Pay Adjustments

\$440,000

The FY 2024-25 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

(\$4,469,900)

Implements a Salary attrition savings target of \$4,469,900. The target has been adjusted from prior years due to a budgetary change of assuming the full cost of the 401k benefit for each position will be covered in each department budget. In prior years, the county only budgeted for the estimated cost of the match for 401K in the 401 K Plan Enhancement account.

Wage Increase

\$3,200,000

The FY 2024-25 Manager Recommended Budget includes budgeting for a 4% wage increase for permanent County employees. This adjustment also provides funding to increase the 401k, Overtime and Merit Pay by the same 4%. *See Appendix A for more details.*

Opioid Settlement Fund

In July 2021, a bipartisan coalition of state attorneys general announced the National Opioid Settlement – a historic \$26 billion agreement that will help bring desperately needed help to communities harmed by the opioid epidemic. The State of North Carolina and all 100 counties, including Orange County, joined the agreement. Orange County is expected to receive a total \$12,296,586 over an 18-year period.

Projects were recommended by an advisory board and approved by the Board of County Commissioners on April 18, June 6 and December 12, 2023. Due to state statute requirements, the funds must be appropriated in an annual fund. The table below represents the amount recommended to be budgeted in FY2024-25. The first portion of funding was spent in FY2023-24, and the projects below are the portions of approved projects not yet fully spent or encumbered in FY2023-24. Estimated balance at year end FY2023-24 is \$2,217,779. Additional revenue anticipated for FY2024-25 is \$886,657. Planned expenses in FY2024-25 total \$745,835, with an additional \$140,822 available to be allocated. That leaves a total of \$2,358,601 in the fund.

The table below reflects recommended uses of Opioid Settlement funds totaling \$886,657 in FY2024-25. The manager’s recommendation is to allocate \$53,500 for providing Narcan for County Vending Machines and First Responders.

Opioid Settlement Fund Projects	FY24-25
Lantern Project	\$ 173,105
Freedom House	\$ 128,297
NC FIT Program	\$ 84,030
County Vending Machines/First Responders*	\$ 53,500
OC-EMS Post-Overdose Response Team	\$ 215,020
Harm Reduction Coordinator	\$ 91,883
Total Allocated or Recommended	\$ 745,835
Unallocated	\$ 140,822
FY2024-25 Recommended Budget	\$ 886,657

*Recommended by the Manager

Outside Agencies

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	0	0	0	0	0
Contribution to Outside Agencies	1,828,974	1,037,016	1,037,016	1,685,787	884,439
Total Expenditures	\$ 1,828,974	\$ 1,037,016	\$ 1,037,016	\$ 1,685,787	\$ 884,439
Total Revenues	0	0	0	0	0
County Costs (net)	\$ 1,828,974	\$ 1,037,016	\$ 1,037,016	\$ 1,685,787	\$ 884,439
<i>By Category (Visitors Bureau Fund)</i>					
Personnel Services	0	0	0	0	0
Contribution to Outside Agencies	45,000	45,000	45,000	60,289	29,711
Total Expenditures	\$ 45,000	\$ 45,000	\$ 45,000	\$ 60,289	\$ 29,711
Total Revenues	0	0	0	0	0
Fund Costs (net)	\$ 45,000	\$ 45,000	\$ 45,000	\$ 60,289	\$ 29,711

- 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, starting in FY 2022-23, the budget approves a total funding award for Outside Agencies in the Outside Agency Department. The County Manager then approves all Outside Agency grant awards as delegated by the BOCC after July 1, 2023.
- **Application Process:** For the FY 2024-25 Funding Process, the County received applications from 52 agencies. Requests totaled \$1,685,787, an increase of \$648,771 above the current year's appropriation. Seven (7) currently unfunded agencies also requested funding.
- **Manager Recommended:** The Manager has recommended funding for 38 agencies in FY 2024-25 in the Outside Agency Department, and 6 agencies in related department budgets. The approved funding levels for these groups are \$884,439 for the Outside Agency Dept. Three previously funded outside agencies are receiving their funding instead from the Maintenance of Effort Funds, to improve funding coordination with Alliance. These agencies will receive \$165,276 in that pool instead of the Outside Agency department. Additionally, the Commissioner Approved budget includes \$29,711 for Arts and Tourism related Outside Agencies in the Visitors Bureau Fund, to be administered by the Orange County Arts Commission.

Planning & Inspections

Phone Number: (919) 245-2575

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	3,009,409	1,971,716	2,141,390	2,248,887	2,141,390
Operations	185,556	238,497	213,997	254,005	216,897
Capital Outlay	0	25,000	0	2,700	0
Total Expenditures	\$ 3,194,966	\$ 2,235,213	\$ 2,355,387	\$ 2,505,592	\$ 2,358,287
Total Revenues	1,515,373	508,000	508,000	618,000	618,000
County Costs (net)	\$ 1,679,593	\$ 1,727,213	\$ 1,847,387	\$ 1,887,592	\$ 1,740,287
By Category (Inspections Fund)					
Personnel Services	0	1,460,141	1,618,827	1,619,628	1,613,445
Operations	0	148,772	154,772	152,772	152,772
Capital Outlay	0	570	0	20,500	0
Total Expenditures	\$ 0	\$ 1,609,483	\$ 1,773,599	\$ 1,792,900	\$ 1,766,217
Total Revenues	0	1,405,313	1,405,313	1,291,840	1,381,840
County Costs (net)	\$ 0	\$ 204,170	\$ 368,286	\$ 501,060	\$ 384,377
Total Planning & Inspection Expenditures					
	\$ 3,194,966	\$ 3,844,696	\$ 4,128,986	\$ 4,298,492	\$ 4,124,504

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Expenditure increase for document scanning project to digitize historical inspection documents for preservation and accessibility. This is offset by reductions to operations including travel and training savings. Revenue increases include fee rate changes in Current Planning and Erosion Control.

The Inspections Fund includes fee rate increases and slight savings in temporary personnel and operational expenses.

Planning Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Fee Rate Increases in Current Planning and Erosion Control	\$ -	\$ 110,000	\$ (110,000)
Increase for historical document scanning project	\$ 35,000	\$ -	\$ 35,000
Reduction to base operations	\$ (21,100)	\$ -	\$ (21,100)
Reductions to travel & training	\$ (11,000)	\$ -	\$ (11,000)
General Fund Subtotal	\$ 2,900	\$ 110,000	\$ (107,100)
Fee rate Increases in Inspections offset by reduction in deferred revenue	\$ -	\$ (23,473)	\$ 23,473
Operations Savings	\$ (7,382)	\$ -	\$ (7,382)
Inspections Fund Subtotal	\$ (7,382)	\$ (23,473)	\$ 16,091
Net Planning Department Changes	\$ (4,482)	\$ 86,527	\$ (91,009)

Planning & Inspections – continued

Mission Statement

To provide a consistent and accountable vision of Orange County’s land use principles and goals, as stated in its adopted Comprehensive Land Use Plan and Unified Development Ordinance (UDO), as well as through the administration and enforcement of these adopted documents and the NC State Building Codes as they apply to new development, subdivision, zoning, special use, and variance applications. This department strives to do so, as directed by the UDO, in partnership with other divisions, departments, and State agencies, including in its State-delegated capacity to regulate erosion/sedimentation control and stormwater as well as all construction of buildings.

Current Planning

FY 2023-24 Highlights

- Administer and manage land use and subdivision regulations including, but not limited to: zoning, subdivision, environmental protection, watershed management.
- Assist the County’s Watershed Protection Manager and Floodplain Development Administrator
- Enforce land use and environmental protection regulations.
- Inform/educate the public concerning development and regulatory policies.
- Work to revise the permit review process, especially interdepartmental coordination via the Development Advisory Committee, and address UDO amendment needs (i.e. subdivisions, landscape standards, climate change, etc.).
- Continue implementation of the EnerGOV online customer service permitting portal.

FY 2024-25 Highlights

- Continue collaboration within Development Services Division to increase level of service and efficiency of permit processing.
- Standardize interdivisional communications to enhance understanding and enforcement of County land use regulations.
- Continue collaboration on various UDO Text Amendments as defined by the UDO Task Force.

Erosion Control/Stormwater/Engineering

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Inspection of County-Permitted Stormwater Control Measures (SCMs)					
Outcome Measure: Inspection of and Determination of ~100 SCMs Performance, Including Corrective Actions					
Strategic Plan Priority:	1. Environmental Protection and Climate Action				
Number of SCMs Inspected by Staff	0%	21%	42%	35%	61%
Service: Provide Erosion and Sedimentation Control Services for all Orange County Communities					
Outcome Measure: Regulation of Land Disturbance Activities					
Strategic Plan Priority:	1. Environmental Protection and Climate Action				
E&SC Inspections	1318	1884	1000	1600	1500
Total Disturbed Acres Permitted	1340	283	1630	1608	1630

Planning & Inspections – continued

FY 2023-24 Highlights

- Inform/educate and conduct community outreach at numerous events.
- Utilize Bluebeam software for plan reviews.
- Complete Lake Orange Spillway Stabilization and Perimeter Survey capital projects
- Attended Wetland protections in NC regulatory updates training.
- Attended DEMLR regulations update forum.
- Utilize EROS GIS system for enhanced stream identification & delineation.

FY2024-25 Objectives:

- Refine ECS roles with Development Services to align the Erosion Control/ Stormwater and Current Planning efforts.
- Continue to work on increasing plan and permit processing efficiency and effectiveness, namely by improving the internal permit management process within EnerGOV.
- Continue implementation of Falls Lake Stormwater Management Program and participate in the development of new stormwater regulations for the Cape Fear (Jordan Lake One Water) and Tar-Pamlico River basins.
- Increase quality of plan submittals with a fee structure that incentivizes quality submittals and enables increased efficiency of erosion control and stormwater staff to better meet the model ordinance of the NC Sedimentation Control Commission.
- Meet anticipated increased demand caused by increased development, more defined permitting requirements, and a more streamlined permitting process.
- Utilize of EROS GIS system for stream calls and field investigations.
- Utilize Bluebeam for plan review, streamlining permit review processes and timelines.

Long Range Planning & Administration Division

FY 2023-24 Highlights

Prepare/update/implement elements of the Comprehensive Plan.

- Began the planning process for a new comprehensive land use plan with a consultant.
- In-house production of much of the mapping and data collection for the Factbook, which resulted in a lower contract price.
- Significant on-going work this fiscal year included:
 - Substantial community engagement with a special effort made to translate materials into Spanish and to provide Spanish interpretive services at in-person meetings.
 - Completion of several project deliverables by the consultant, including a summary of stakeholder interviews, a Community Policy Profile, and a Factbook.
 - Approximately bi-monthly meetings with the Board of County Commissioners.
 - Regular coordination with the Planning Board.
 - Monthly Staff Working Group meetings and Project Management meetings.

Administration of various inter-governmental planning initiatives, including the Joint Planning Agreement (Towns of Chapel Hill and Carrboro); the Joint Land Use Plan with Hillsborough; the Schools Adequate Public Facilities Ordinance (SAPFO); the Water and Sewer Management, Planning, and Boundary Agreement (WASMPBA); and coordination with Mebane.

Planning & Inspections – continued

- Greene Tract:
 - Commencement of Community Engagement and Master Plan preparation, both by selected consultants.
 - Weekly inter-governmental staff working group meetings regarding ongoing issues.
- SAPFO:
 - Prepared and coordinated the annual SAPFO Technical Advisory Committee report, including additional, requested tracking of Pre-K enrollment, charter school enrollment, and pending, approved residential developments within the entirety of Orange County, including all municipalities.
 - Identified potential SAPFO refinements with staff of SAPFO partners, as well as the City of Mebane.
- Joint Planning Land Use Plan:
 - Coordinated with Chapel Hill and Carrboro staff on reviews of projects and land use regulation text amendments, as required by the Joint Land Use Plan and Agreement.
- WASMPBA:
 - Coordinated with all WASMPBA partners on proposed amendments.

FY 2024-25 Highlights

- Expect Greene Tract Community Engagement/Master Plan to be completed towards the end of the 2024 calendar year.
- Continued discussion and potential action on identified SAPFO refinements.
- Continued coordination with joint planning and WASMPBA partners.

GIS mapping services and socio-economic/demographic data for Planning & Inspections, other County departments as requested, and other agencies as requested, including updates to various dashboards used on department websites for increased usability and user-friendliness. The division also completed various mapping or data projects for other departments, such as the Manager's Office, Aging, Transportation, Human Resources, and DEAPR.

Manage interdepartmental collaboration, including BOCC agenda coordination with the County Manager's office, and administration of Planning Board agendas/meetings. Planning Board administration also requires a multi-month training program is geared towards helping new members learn about planning issues and also refreshes the knowledge of longer-term members. This division also serves as an active participant on County inter-department initiatives such as the Master Aging Plan staff groups.

Planning & Inspections – continued

Inspections

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Use of Energov Customer Service Portal					
Outcome Measure: Demonstrable Use of Online Portal to Apply, Schedule, and Pay for Planning & Inspections Services					
Strategic Plan Priority:	6. Diverse and Vibrant Economy				
Permits Applied for Online	0	0	0	0	650
Service: Provide NC State Building Code Interpretation, Regulation, & Enforcement Administration in Orange County and the Town of Hillsborough					
Outcome Measure: Regulation of NC State Building Codes Through Permit Issuance and Inspections Performed					
Strategic Plan Priority:	6. Diverse and Vibrant Economy				
Commercial Plans Reviewed	68	65	58	70	72
Residential Plans Reviewed	772	952	778	875	930
Field Inspections Per Day (Average)	53	48	53	51	48

FY 2023-24 Highlights

- 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 on the day requested.
- Process, manage and issue permits for building, electrical, plumbing, mechanical systems, zoning, and solid waste.

FY 2024-25 Highlights

- Expand implementation processes for the Permitting Software’s Customer Self Service Portal. Work to provide increased functionality by offering on-line permit applications. This will begin with trade permits and ultimately include all types of permit applications.
- Improve proficiency in processing permit applications through training and organizational efforts.
- Improve proficiency in permit plans review by streamlining permit review and correspondence processes.

Register of Deeds

Phone Number: (919) 245-2679

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	1,120,469	1,089,405	1,232,698	1,232,698	1,232,698
Operations	64,113	61,705	61,855	110,355	64,155
Capital Outlay	1,350	2,700	0	0	0
Total Expenditures	\$ 1,185,932	\$ 1,153,810	\$ 1,294,553	\$ 1,343,053	\$ 1,296,853
Total Revenues	2,176,405	1,967,000	1,967,000	1,774,500	1,967,000
County Costs (net)	\$ (990,473)	\$ (813,190)	\$ (672,447)	\$ (431,447)	\$ (670,147)

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Inflationary increases to cover increased costs for credit card fees, postage and office supplies.

Register of Deeds Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Inflationary Costs to Continue	\$ 2,300	\$ -	\$ 2,300
Net Register of Deeds Department Changes	\$ 2,300	\$ -	\$ 2,300

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.

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Record, Scan, and Index Legal Documents					
Outcome Measure: To make permanent records available to public as quickly as possible					
Strategic Plan Priority:	Not applicable				
Deeds, Deeds of Trust, Notaries, etc.	23,644	19,000	24,000	14,500	14,250
Service: Vital Records - Births/Deaths, Marriages Licenses, and Certified copies of Vital Records					
Outcome Measure: To record and provide certified copies of vital records					
Strategic Plan Priority:	Not applicable				
Births, Deaths, and Marriages	7,151	6,786	7,300	6,750	6,840

Register of Deeds – continued

Certified Copies issued	25,470	25,733	23,500	25,000	25,000
Service: Passports					
Outcome Measure: Continue to provide Passport Services for all applicants					
Strategic Plan Priority:	Not applicable				
Passport Applications	1,153	2,956	2,200	2,200	2,000
Passport Photos	888	2,440	2,000	2,000	1,800

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.
 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.
 7. Record and provide copies of Military records – DD214.
- FY 2023-24 Highlights
 - Began utilizing North Carolina Database Application for Vital Events (NCDAVE) - Electronic Death Registration System. North Carolina Department of Health and Human Services (NCDHHS) implemented this system to streamline Death Reporting in NC. Through NCDAVE, North Carolina’s funeral directors, medical certifiers and medical examiners will compile death information electronically, which can then be submitted to local registrars for the creation of a death certificate and then onward to registers of deeds for issuance.
 - Verify and index data on Death certificates going back to 1914 - 1925. Books 1-6 (1914-1921) have been completed. This project will be completed FY 24-25.
 - Index data on Marriages going back to 1868, data includes parents’ names, and race. This project has been started and will be completed FY 24-25.
 - Conservation, preservation, and re-housing of marriage books 1867-1873. This project was paid for out of the Register of Deeds Automation Fund.
 - Added a second cubicle to provide passport services, due to high volume.
 - Electronic Assignment of PINs (Parcel Identification Number) to eliminate the process of printing documents **submitted electronically** for PIN assignment. This project has been delayed due to software vendor issues, although it is scheduled to be completed by June 2024.
 - FY 2024-25 Highlights
 - Convert data/Images of marriages dating back to 1900’s for in house and public view. We will rely on our software vendor to assist with the completion of this project.
 - Extend vital records historical vault to have additional space for filing vital records. AMS will coordinate with contractors for this project and will be funded through CIP.

Register of Deeds – continued

- Install fire suppression system in the vital records historical vault. AMS will coordinate with contractors for this project and will be funded through CIP.
- Conservation, preservation, and re-housing of marriage books 1874-1877. This project will be funded through the Register of Deeds Automation Fund.
- Electronic Assignment of PIN's (Parcel Identification Number) – phase 2. This will allow us to scan paper documents presented in the office for electronic PIN assignment. Scheduled to be completed by the end of 2025.

Sheriff

Phone Number: (919) 644-3050

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	15,955,161	15,974,265	17,598,670	19,544,733	18,744,760
Operations	2,445,471	2,327,283	2,252,373	2,898,562	2,402,373
Capital Outlay	1,054	0	0	0	0
Total Expenditures	\$ 18,401,686	\$ 18,301,548	\$ 19,851,043	\$ 22,443,295	\$ 21,147,133
Total Revenues	3,153,901	2,892,302	2,892,302	2,892,302	3,390,427
County Costs (net)	\$ 15,247,785	\$ 15,409,246	\$ 16,958,741	\$ 19,550,993	\$ 17,756,706

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Increased overtime costs, partially due to increased sheriff assistance for the I-40 road widening project, which is funded by NCDOT. The department also has experienced some increased contract costs, particularly in vehicle maintenance, mobile communication maintenance and inmate healthcare.

Sheriff's Office Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increased Overtime costs, offset by NCDOT reimbursement	\$ 1,146,090	\$ 248,125	\$ 897,965
Costs to continue	\$ 150,000		\$ 150,000
Increased revenue for report copies and OCS SRO reimbursement		\$ 250,000	\$ (250,000)
Net Sheriff's Office Changes	\$ 1,296,090	\$ 498,125	\$ 797,965

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.

Sheriff – continued

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

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Patrol and Investigative Services					
Outcome Measure: Crime and contacts data					
Strategic Plan Priority:	Not applicable				
Break-ins	189	108	248	150	225
Larcenies	695	774	1663	650	1000
Juvenile contacts by deputies (state law requires juvenile contacts be reported)	20,057	75,000	72,000	80,000	85,000
Child abuse cases	86	92	94	98	100
Service: Crisis Unit and Victim Services					
Outcome Measure: Client services contacts					
Strategic Plan Priority:	Not applicable				
Domestic violence contacts/incidents	5,814	6082	7,500	6947	7935
Service: Detention Services					
Outcome Measure: Monthly reports					
Strategic Plan Priority:	Not applicable				
Average number of inmates per month	94	93	125	105	125

- 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. Provide 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), Distribution of food boxes throughout the county to residents with food insecurities. We offer drug drop boxes for prescription drugs. The boxes are located in the Orange County Sheriff’s Office and Hillsborough Pharmacy.

Sheriff – continued

- Enhance and expand existing programs such as Citizens' Academy, Project Engage, COORE, Street Safe, Bike Safe, CPR training, Stop the Bleed Training, Faith Based Active Assailant Training.
- FY 2023-24 Highlights
 - Provide increased and more diverse services to the community despite staffing shortage.
 - 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.
- FY 2024-25 Highlights
 - Continue to provide increased and more diverse services to the community.
 - Continue to develop innovative strategies including incentives to address overall recruiting and retention including participating in career fairs through Durham Technical Community College and Orange County Schools.
 - Working to address the Fentanyl problems that continues to ravage our county, state and nation; in collaboration with the NCDPS Fentanyl Task Force to identify and combat the illegal manufacturing, importation, and distribution of Fentanyl, Heroin, and other similar controlled substances.
 - Build upon mental health support and wellbeing of staff in collaboration with the North Carolina Responder Assistance Initiative (NC RAI), Employee Assistance Program (EAP) and The FMRT Group.
 - Utilize the Diversion Social Worker and collaborate with Criminal Justice Resource Department and other agency social workers to help reduce residents with mental health problems from entering into the criminal justice system.
- 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 2023-24 Highlights
 - Provide safe housing and security for state and federal inmates.
 - Comply with federal and state detention standards as mandated.

Sheriff – continued

- FY 2024-25 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.
 - Continue partnerships with mental health stakeholders to expand program offerings within the detention facility.
 - Collaborate with Durham Technical Community College and Paytel Communications to establish an opportunity for incarcerated individuals to receive credited education.
 - Create an incentive-based program for the recruitment and retention of certified detention officers.

Social Services

Phone Number: (919) 245-2800

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	13,507,817	16,152,143	18,238,058	18,443,055	18,327,452
Operations	5,816,348	8,187,880	7,831,322	8,278,448	8,132,575
Capital Outlay	68,853	104,832	0	54,112	47,000
Total Expenditures	\$ 19,393,018	\$ 24,444,855	\$ 26,069,380	\$ 26,775,615	\$ 26,507,027
Total Revenues	10,419,937	11,301,342	11,301,342	12,972,553	12,922,553
County Costs (net)	\$ 8,973,081	\$ 13,143,513	\$ 14,768,038	\$ 13,803,062	\$ 13,584,474

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Increased county costs for parent fees, in-home aid and new county kinship assistance pilot. The county also is anticipating a significant increase in state reimbursement for mandated programs, due to increased personnel costs already calculated in base budget.

Social Services Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Increase to Travel and Training due to state requirement for case workers to fly out of state to check Foster Placements	\$ 10,975	\$ -	\$ 10,975
State energy assistance programs no longer passing through county DSS	\$ (363,266)	\$ (363,266)	\$ -
Strategic Priority 5 Learning Community: Increase county funding for parent fees for day care parents	\$ 300,000		\$ 300,000
Strategic Priority 2 Healthy Community: County Pilot Program to provide funding for Kinship Assistance payments	\$ 30,000		\$ 30,000
Strategic Priority 2 Healthy Community: Increased costs for In-Home Aid Services	\$ 110,204		\$ 110,204
Increased costs to provide services and increased state/federal funding to support department	\$ 349,734	\$ 1,984,477	\$ (1,634,743)
Net Social Services Department Changes	\$ 437,647	\$ 1,621,211	\$ (1,183,564)

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.

Social Services – continued

Major Divisions/Services

- **Administration**

- FY 2023-24 Highlights
 - Maximized state and federal funds available to Orange County for Social Services
 - Ensured compliance with fiscal and program audit requirements
 - Increased staff to handle Medicaid expansion and meet child welfare needs
 - Moved to step plan to support staff recruitment and retention efforts
- FY 2024-25 Highlights
 - Continue to support staffing needed to manage workload
 - Fund ongoing step plan and staff retention efforts

- **Economic Services**

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Determine eligibility and process benefits for Food and Nutrition Services (FNS)					
Outcome Measure: Eligible households experiencing food insecurity will be able to access food and nutrition services benefits and receive help timely					
Strategic Plan Priority:	2. Healthy Community				
Households receiving FNS (monthly average)	6,343	5,932	5,300	5,690	5,600
Months when 95% of FNS expedited cases are processed within four (4) calendar days	9/12	7/12	11/12	7/12	10/12
Service: Provide medical assistance to low-income families meeting eligibility guidelines for Medicaid programs					
Outcome Measure: Eligible households needing health insurance will be able to access Medicaid and receive benefits timely					
Strategic Plan Priority:	2. Healthy Community				
Medicaid recipients (monthly average)	19,841	21,939	24,690	20,567	22,000
Months when 90% of Medicaid applications were processed within time standards	12/12	12/12	12/12	12/12	12/12
Service: Provide employment resources and case management services to low-income or unemployed individuals and families					
Outcome Measure: Eligible program participants will receive employment assistance and available supportive services for their households in a timely manner					
Strategic Plan Priority:	2. Healthy Community				
Number of work program participants who gained employment	64	52	65	90	90

- FY 2023-24 Highlights
 - Recruited and trained new staff in preparation of expanded Medicaid.

Social Services – continued

- Continued to manage Workforce Innovation and Opportunity Act (WIOA) grants and completed the transition to Capital Area Workforce Development Board.
- Participated in design process for new Carrboro building for employment services.
- FY 2024-25 Highlights
 - Convert time-limited Human Services Technician position working in Medicaid to a permanent position to manage ongoing caseload increases.
 - Increase prevention and support for families in crisis.
- **Public Assistance**
 - FY 2023-24 Highlights
 - Passed State Medicaid Report Card for every month thus far in FY 2023-24 and every month in FY 2022-23.
 - Due to increased workload, continuous coverage unwinding post-pandemic, and employee turnover, staff have utilized overtime and utilized a staffing agency to help stabilize workforce issues and provide quality services to the public.
 - Enrolled more than 3,000 Orange County residents in expanded Medicaid.
 - FY 2024-25 Highlights
 - Continue outreach efforts to enroll additional Orange County residents in expanded Medicaid.
 - Utilize all federal energy funds to assist low-income families with utility bills.
- **Subsidy**
 - FY 2023-24 Highlights
 - Continued to pay parent fees to support working families' ability to access childcare.
 - Addressed food insecurity by providing food directly to families and through support to local food pantries.
 - FY 2024-25 Highlights
 - Continue to support working families by paying parent fees.
 - Continue outreach to at-risk families and enroll four-year olds in quality childcare.
 - Increased funds for youth enhancement, tutoring and related services are also included in the budget, based on demand.
 - Increased funds for adult day care based on demand and difficulty in accessing in-home care services.

Social Services – continued

Child and Family Services

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Provide protective services and substitute care for at-risk Orange County children					
Outcome Measure: Ensure the safety and well-being of all identified children in need of protective services					
Strategic Plan Priority:	2. Healthy Community				
Household assessed for abuse and neglect	572	556	550	560	560
Children in DSS legal custody	68	86	90	87	90
Service: Improve family functioning by providing child care subsidy and casework support services.					
Outcome Measure: Provide timely child care assistance to families to support employment, child safety, and child development					
Strategic Plan Priority:	2. Healthy Community				
Average number of children served per month in child care subsidy program	610	616	785	613	700
Percent of subsidy applications processed in 30 calendar days (95% state goal)	98%	98%	95%	99%	97%

- FY 2023-24 Highlights
 - Provided services to at-risk children and adults to enable them to live safely and in the least restrictive setting.
 - Added staff and resources to increase family time to help children achieve permanency.
 - Implemented permanency roundtable to develop options for identified children in need of permanent placements.
- FY 2024-25 Highlights
 - Increased funds for guardianship services and contracts to manage increased caseload.

Solid Waste Management

Phone Number: (919) 968-2788

Website: <https://orangecountync.gov/795/Solid-Waste-Management>

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Overhead	756,151	760,327	760,327	795,027	795,027
Personnel Services	4,559,846	4,966,074	5,710,335	6,019,179	5,693,454
Operations	3,801,252	4,777,010	4,746,549	4,318,742	4,311,642
Recurring Capital	133,286	0	0	208,695	208,695
Transfer to R&R Fund	1,934,503	2,189,897	2,189,897	1,958,470	1,958,470
Total Department Expenditures	\$ 11,185,039	\$ 12,693,308	\$ 13,407,108	\$ 13,300,113	\$ 12,967,288
Total Revenues	11,764,366	11,249,741	11,249,741	11,488,493	11,213,886
Appropriated Fund Balance	0	1,443,567	1,443,567	1,811,620	1,753,402
Enterprise Fund Cost (net)	\$ (579,328)	\$ 0	\$ 713,800	\$ 0	\$ 0
<i>Solid Waste Renewal and Replacement Fund (Capital Items)</i>					
Professional Services	237,290	0	0	0	0
Vehicles	607,045	1,383,904	1,383,904	1,927,428	1,927,428
Equipment	62,656	736,340	736,340	211,551	211,551
Construction	63,791	120,781	120,781		
Land	0	315,000	315,000	0	0
Debt Service Payments	1,140,796	1,128,874	1,128,874	1,001,360	1,001,360
Total Expenditures	\$ 2,111,578	\$ 3,684,899	\$ 3,684,899	\$ 3,140,339	\$ 3,140,339
Future Financing Proceeds	0	1,495,002	1,495,002	1,181,869	1,181,869
Sale of Fixed Assets	19,888	0	0	0	0
Operations Fund	1,934,503	2,189,897	2,189,897	1,958,470	1,958,470
Net Costs	\$ 157,187	\$ 0	\$ 0	\$ 0	\$ 0

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Enterprise Fund reduces the current Solid Waste Programs Fee of \$142 to \$138 for County residents and \$94.72 to \$92.07 for City of Mebane residents. Expense decrease includes reduction in Urban Recycling Contract due to initiative to in-house curbside recycling services approved in FY23-24 Budget. This expense decrease is offset by increasing costs in the recycling processing market, recycling center dumpster replacements, and inflationary increases for fuel, landfill fees and other operating expenses. Department continues to invest in pay-as-you-go funding for capital purchases.

Solid Waste Management – continued

Solid Waste Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Reduction to Solid Waste Program Fee based on new rate	\$ -	\$ (156,980)	\$ 156,980
Increase in Fund Balance required	\$ -	\$ 309,835	\$ (309,835)
Decrease in funding for capital items and debt service	\$ (231,427)	\$ -	\$ (231,427)
Increase in overhead costs paid to General Fund	\$ 34,700	\$ -	\$ 34,700
Decrease due to in-housing Urban Recycling Contract	\$ (787,088)	\$ -	\$ (787,088)
Reductions to travel & training	\$ (5,000)	\$ -	\$ (5,000)
Cost to continue	\$ 548,995	\$ 121,125	\$ 427,870
Net Solid Waste Department Changes	\$ (439,820)	\$ 273,980	\$ (713,800)

Mission Statement

Provide environmentally sound and fiscally responsible solid waste and fleet management services through an integrated system focusing on recycling, reduction and reuse; innovative fleet management technology, and community engagement and continued public education.

Major Divisions/Services

- Environmental Support Division

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Educate Community on Recyclable Materials					
Outcome Measure: Reduce the amount of contamination in residential curbside recycling carts.					
Strategic Plan Priority:	1. Environmental Protection and Climate Action				
Inquiries to the Orange County Recycles App and Website		32,153	35,000	35,000	36,000
Number of Recycling Stars earned by households recycling correctly		2,236	2,400	2,400	2,500
Contamination in single stream recycling material.	12.1%	9.51%	9.51%	9.51%	9.45%

- FY 2023-24 Highlights
 - Maintained a 98% vehicle availability rate for all collection vehicles.
 - Maintained a 97% preventive maintenance two-day turnaround service rate.
- FY 2024-25 Highlights
 - Complete 3,000 Regulated Recycling Material Ordinance (RRMO) construction site visits.
 - Increase number of restaurants participating in food waste diversion program.

Solid Waste Management – continued

- Landfill Division
 - FY 2023-24 Highlights
 - Self-hauled 1,200 tons of tires saving the County \$96,000 in tire disposal costs.
 - Completed 93% of mulch/compost deliveries on time.
 - FY 2024-25 Highlights
 - Continue to operate Disposal facilities to maintain regulatory compliance with all statutes and to maximize efficiency of operations to achieve higher compaction rates which will save airspace.
 - Increase delivery of mulch/compost to customers to 95% within 72 hours of payment received.

- Recycling Division

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Facilitating the Recycling of Materials					
Outcome Measure: Increase diversion of materials for Recycling					
Strategic Plan Priority:	1. Environmental Protection and Climate Action				
Number of Units Billed the SWPF Annually	66,634	68,142	68,928	68,928	69,841
Tons of Separate Glass Diverted from Landfills	415	423	450	400	430
Tons of Single Stream Recyclable Material Diverted from Landfills	11,521	10,636	13,250	10,100	11,000
Service: Providing Curbside Recycling carts					
Outcome Measure: Efficient timely delivery of curbside carts					
Strategic Plan Priority:	1. Environmental Protection and Climate Action				
Percentage of carts delivered within 7 days of request	75%	51%	95%	85%	95%
Service: Diversion of Food Waste from Landfills					
Outcome Measure: Increase Food Waste Diverted from Landfill					
Strategic Plan Priority:	1. Environmental Protection and Climate Action				
Food Waste tonnage collected	426	509	525	530	535
# of Participants in County Food Waste Collection Program	56	65	68	68	72

Solid Waste Management – continued

- FY 2023-24 Highlights
 - Completed integration of Route Management System (RMS) to support absorption of Urban recycling curbside collection.
 - Utilized Solid Waste Shred Center to recycle more than 14,000 pounds of paper for 497 residents.
 - Unmanned recycling site at Jones Ferry Road Park and Ride lot was opened.

- FY 2024-25 Highlights
 - Assume curbside recycling collection within the Town limits of Chapel Hill, Carrboro, and Hillsborough.
 - Work with Towns on route optimization to reduce carbon footprint.

- Sanitation Division
 - FY 2023-24 Highlights
 - Completed upgrades to High Rock Waste & Recycling Center with new compactors and containers.
 - Audited residential use of Waste Recycling Centers and found that 7% of users were from other Counties.

 - FY 2024-25 Highlights
 - Install security cameras at all unmanned sites to deter illegal dumping.
 - Replace outdated dumpsters and compactors at all facilities.

Sportsplex Fund

Phone Number: (919) 644-0339

Website: <http://www.oc-sportsplex.com/>

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (Sportsplex Enterprise Fund)					
Personnel Services	1,635,291	1,536,875	1,536,875	1,629,325	1,629,325
Operations	1,872,159	1,901,812	1,901,812	2,084,847	2,084,847
Capital Outlay	0	282,306	112,500	384,331	384,331
Transfer to General Fund	0	158,000	158,000	316,000	316,000
Transfer to R&R Fund	975,000	817,694	817,694	799,669	799,669
Total Expenditures	\$ 4,482,450	\$ 4,696,687	\$ 4,526,881	\$ 5,214,172	\$ 5,214,172
Total Revenues	4,769,351	4,696,687	4,696,687	5,214,172	5,214,172
Transfer from General Fund	0	0	0	0	0
County Costs (net)	\$ (286,901)	\$ 0	\$ (169,806)	\$ 0	\$ 0
By Category (Sportsplex Renewal and Replacement Fund)					
Debt Service	712,500	717,694	717,694	694,669	694,669
Capital Outlay	405,000	1,000,000	1,000,000	325,000	325,000
Total Expenditures	\$ 1,117,500	\$ 1,717,694	\$ 1,717,694	\$ 1,019,669	\$ 1,019,669
Financing Proceeds	405,000	900,000	900,000	220,000	220,000
Transfer from Operations Fund	975,000	817,694	817,694	799,669	799,669
County Costs (net)	\$ (262,500)	\$ 0	\$ 0	\$ 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

- Summary:
 - FY 2023-24
 - Total Sportsplex revenues are trending at a 20% increase on the strength of strong ice rink, fitness and Kidsplex program growth. Combined with strong operating expense control will result in a 38% increase in operating profit.
 - FY 2024-25
 - Modest growth due to extremely tight ice rink availability from a Triangle wide ice shortage. Uncertainty due to final year of RFP contract. Strong profit target of \$1.5Mil.
- Sportsplex/Ice Rink
 - FY 2023-24 Highlights
 - Total Rink revenues up 20% lead by a remarkable \$225K increase from in-house youth hockey programs: learn to skate, learn to play to mites' hockey and inhouse teams. Public skating participation is up 10% on average, however total revenues are flat due to the need to cancel 12 winter sessions to facilitate youth house hockey.
 - There continue to be structural issues related to an unusually high ambient water table surrounding and under the ice rink. Modifications to the subfloor heating system have stabilized the situation and ice quality has been excellent.

Sportsplex Fund – continued

- FY 2024-25 Highlights
 - Extremely tight ice availability will limit growth opportunities. We will continue to focus on creative ways to support growth in public skating, lessons, clinics, figure skating and hockey.
 - Continued implementation of innovative events to support higher public skating attendance. The re-opening of concessions has contributed to the overall entertainment value of public skating sessions.
 - Youth Hockey was the source of a regrettable public disagreement with the local house league association on how to best implement player development, flexible scheduling and merging U6/U8 programs. An agreement was reached with Sportsplex taking on a greater administrative role. There is optimism that a renewed spirit of partnering will over time result in collaborative efforts on critical issues such as player development and flexible scheduling. In the interim the agreed upon compromise with The Hogs leaves little flexibility to address growth in synchro skating, other skating, hockey programs as well as college team games. These stakeholders are frustrated with our lack of flexibility given the tight ice availability.
 - We will continue to follow the USA Hockey integrated hockey model. RFP will provide “Intro and Learn To” programs utilizing our professional in-house instructor base, which will feed into the local youth hockey association that provides recreation/house. RFP will provide skills clinics, camps and administer the travel-oriented A, AA teams with most games in the Triangle.
- Aquatics
 - FY 2023-24 Highlights
 - Overall pool revenues were flat since increased fitness memberships required higher allocation of member swim lanes.
 - Despite a statewide shortage of lifeguards, we fully staffed positions and shifts by running an in-house Red Cross endorsed Lifeguard certification program.
 - Swim team revenues were supported by a new head swim director with a strong focus on introducing learn to swim graduates to fun, local swim meet competitions. Participation grew 15%.
 - FY 2024-25 Highlights
 - Focus on swim lesson program growth as well as partnering with OCS on the introduction of swim/drown proofing programs free to participants.
 - Continue to grow the 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 2023-24 Highlights
 - Summer camp registrations increased \$70K (40%) through an enhanced offering that includes swim, skating, hockey, court, and turf programs.
 - Pre-school participation grew 30% based on a program that introduces this young group to swim, rink, and other activity-based programs. After School registrations increased 10% based on these similar, varied activity-based offerings.

Sportsplex Fund – continued

- Recruitment and training of a strong, professional full-time staff.
- FY 2024-25 Highlights
 - Staffing to service and support record numbers of Summer Camp participants.
 - Continued growth in After School and Preschool. New kids' playground planned.
- Fitness/Wellness
 - FY 2023-24 Highlights
 - Memberships growth continued to be robust, reaching a new high of approximately 10,500 members and resulting in a \$220K (25%) growth in revenue.
 - Significant equipment upgrade. Personal training increased 20%. Numerous new group exercise programs were introduced. Sportsplex offers the highest assortment of group fitness options in Orange County, including a robust selection for seniors.
 - FY 2024-25 Highlights
 - Support the strong membership growth with new fitness classes, personal and small group training.
 - Continue the partnership with Orange County Schools on discounted memberships for their staff as part of their retention incentives.
- Field House
 - FY 2023-24 Highlights
 - Field House programs continue to evolve as we utilize this resource to support fitness membership, Kidsplex programs while focusing on youth soccer, basketball, volleyball, and lacrosse programs. Youth and adult basketball leagues, and youth soccer continue to be strong.
 - Pickleball participants and revenues doubled.
 - FY 2024-25 Highlights
 - Continue to offer quality youth court and turf lessons, clinics, camps for soccer, basketball baseball, football, and golf. Implement new STEM sports programs.
 - Grow the exclusive Supershots program designed for children 2 to 5 years. Focus on turf and court skills, camps, mini leagues.
- Administration
 - FY 2023-24 Highlights
 - Concession hours expanded and increased birthday parties resulting in a \$55K (60%) increase in revenues.
 - FY 2024-25 Highlights
 - Concessions to be used to support activities such as public skating, swim meets, skating competitions, tournaments.
 - Focus on more healthy concession offerings. Increase Birthday party offerings.

Tax Administration

Phone Number: (919) 245-2100

Website: <https://www.orangecountync.gov/728/Tax-Administration>

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
<i>By Category (General Fund)</i>					
Personnel Services	3,712,523	3,848,760	4,399,036	4,791,161	4,433,731
Operations	462,793	1,018,562	617,642	729,588	673,788
Capital Outlay	6,438	0	0	0	0
Total Expenditures	\$ 4,181,754	\$ 4,867,322	\$ 5,016,678	\$ 5,520,749	\$ 5,107,519
Total Revenues	551,332	490,000	490,000	509,740	569,740
County Costs (net)	\$ 3,630,422	\$ 4,377,322	\$ 4,526,678	\$ 5,011,009	\$ 4,537,779

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Reduces the base budget due to historical underspend, but reflects inflationary increases in printing, business audits. Reflects one-time costs to the department in administering the upcoming 2025 revaluation. The department is anticipating additional revenue from the towns for tax collection and stormwater fees.

Tax Administration Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Reduction to Travel and Training	\$ (10,000)	\$ -	\$ (10,000)
Reduction to base operations	\$ (20,000)		\$ (20,000)
One time overtime and printing costs related to revaluation	\$ 36,054		\$ 36,054
Costs to continue and additional overtime for software conversion	\$ 84,787		\$ 84,787
Additional revenue for tax collection and stormwater for towns		\$ 79,740	\$ (79,740)
Net Tax Administration Department Changes	\$ 90,841	\$ 79,740	\$ 11,101

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 Graphic Information System (GIS) Enterprise, and implement the County Parcel Identification Number (PIN) Ordinance and the County Road Naming and Addressing Ordinance.

Tax Administration – continued

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: INCREASE INSTANCES OF COMMUNITY OUTREACH TO 10 PER YEAR					
Outcome Measure: Promote interactive and educational sessions for public aimed at revaluation, appealing values, tax assistance, payment options, property ownership/transfer and addressing.					
Strategic Plan Priority:	5. Public Education/Learning Community				
Community Outreach Events	3	7	8	17	10
Service: Continue PUV Compliance Reviews, with a goal of initiating 180 audits and increasing revenue to cover position costs.					
Outcome Measure: Work towards meeting statutory requirement of auditing 1/8 of properties annually under PUV program, currently 300+ audits annually.					
Strategic Plan Priority:	Not applicable				
Number of Audits initiated		85	120	168	180
Revenue from Disqualified Properties				\$ 123,800	
Service: Increase number of Online Business Personal Property Listings to 25% of BPP accounts.					
Outcome Measure: Soft Launch in 2024 yielded approximately 13% online listing for BPP. Use public announcements and insert in 2025 BPP listing forms.					
Strategic Plan Priority:	5. Public Education/Learning Community				
Number of Online BPP Listings				289	500
Number of online BPP Extension Requests				262	500
Service: Meet and exceed annual goal for delinquent collections of ES Ambulance Billing & Collection \$65,000					
Outcome Measure: One staff specifically to collect delinquent accounts provides annual revenue of \$65,000					
Strategic Plan Priority:	6. Diverse and Vibrant Economy				
Revenue from delinquent collections	\$ 51,466	\$ 63,310	\$ 87,955	\$ 65,000	\$ 65,000

Major Divisions/Services

Assessment and Revaluation: Administer the property tax in Orange County assessing a \$21 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 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 present-use value (PUV) for compliance as required by general statutes. Offsetting revenues are expected for non-compliant properties.

Tax Administration – continued

- Completion of Land Records-Computer Assisted Mass Appraisal (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.

FY 2024-25 Highlights

- LR-CAMA Conversion has experienced delays, estimated Go-Live is September 2024. Testing and training continue as work moves forward on 2025 Revaluation. Temporary personnel will continue to be used for these two purposes.
- Business Personal Property Online listing was successfully implemented just prior to the 2024 listing period through a “soft launch”. Information was provided on the listing forms mailed out, but very little outreach in order for staff to work through any issues for this first year. More outreach will occur before the 2025 listing season. After a successful season, staff will begin to review options for providing online listing for individual personal property.

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 2023-24 Highlights

- Completion of LR-CAMA software conversion is likely in 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. This will allow additional staff to complete duties from a remote location.

FY 2024-25 Highlights

- LR-CAMA Conversion has experienced delays, estimated Go-Live is September 2024. Testing and training continue, as GIS/Addressing/Land Records staff work to clean data and become familiar with new ARC-GIS software upgrade needed to be compatible with Farragut software. Temp will be used to assist with day-to-day work to allow for data cleansing and training.

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. 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.

Tax Administration – continued

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.
- 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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
Transfers to Other Funds (General Fund)					
Transfer to Affordable Housing Fund	452,486	417,103	337,103	563,864	463,864
Transfer to County Capital Projects	1,541,773	1,649,153	1,649,153	1,599,153	1,547,984
Transfer to Debt Service	44,077,170	33,400,000	33,400,000	31,390,000	31,390,000
Transfer to Grant Projects	137,786	0	0	0	0
Transfer to School Capital Projects	2,602,354	2,700,000	2,700,000	3,060,000	3,060,000
Transfer to Health & Dental Fund	2,792,225	3,183,405	3,183,405	3,172,894	3,172,894
Transfer to Inspections Fund	0	204,170	204,170	501,060	384,377
Total Transfer to Other Funds	\$ 51,603,794	\$ 41,553,831	\$ 41,473,831	\$ 40,286,971	\$ 40,019,119

*These transfers represent contributions from the General Fund to Other Funds.

Transfer to Affordable Housing Initiatives **\$ 463,864**

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 (\$100,000), the County match to the HOME Program (\$38,171), and the Homelessness Partnership Program (\$325,693) 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 **\$3,060,000** **Transfer to County Capital** **\$1,547,984**

These transfers provide pay-as-you-go funds for County and School capital projects identified in the FY 2024-25 (Year 1) Capital Investment Plan (CIP).

Transfer to Debt Service Fund **\$31,390,000**

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 **\$3,172,894**

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 **\$384,377**

This transfer allocates general fund dollars to the Inspections Division of the Planning & Inspections Department.

Transportation Services

Phone Number: (919) 245-2007

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

	2022-23 Actual Expenditures	2023-24 Original Budget	2024-25 Base Budget	2024-25 Department Requested	2024-25 Manager Recommended
By Category (General Fund)					
Personnel Services	1,633,234	1,799,437	2,028,238	2,233,126	2,076,286
Operations	979,911	682,909	558,109	931,000	923,000
Capital Outlay	1,825	0	0	0	0
Total Expenditures	\$ 2,614,970	\$ 2,482,346	\$ 2,586,347	\$ 3,164,126	\$ 2,999,286
Total Revenues	1,475,914	1,160,745	1,160,745	1,970,331	1,970,331
County Costs (net)	\$ 1,139,056	\$ 1,321,601	\$ 1,425,602	\$ 1,193,795	\$ 1,028,955

Budget Highlights

The FY 2024-25 Manager Recommended budget contains the following changes from Base Budget:

Total expenditure increase of \$412,939 based on county share of Bike and Pedestrian Plan to be funded by county capital reserve outside of department budget, transit project designs, software for transportation coordination and tracking, traffic impact analyses for development projects, and staffing to meet increased demand. Total revenue increase of \$809,586 due to increased reimbursement ability. The net county cost decrease is \$396,647.

Transportation Department Changes	Expenditure Increase / (Decrease)	Revenue Increase / (Decrease)	Net County Cost
Transit Tax proceeds	\$ -	\$ 609,586	\$ (609,586)
Strategic Priority 4 Multi-Modal Transportation: Countywide Bicycle and Pedestrian Plan, county portion to be funded by county capital reserve outside of department budget	\$ 250,000	\$ 200,000	\$ 50,000
Strategic Priority 4 Multi-Modal Transportation: Increased temporary staffing, overtime and on-call pay to meet increased level of demand	\$ 48,048	\$ -	\$ 48,048
Strategic Priority 4 Multi-Modal Transportation: Contracts for transit software transition and engineering consultant	\$ 50,000	\$ -	\$ 50,000
Transportation Services for Department of Aging, DSS, and CJRD clients	\$ 12,000	\$ -	\$ 12,000
Strategic Priority 4 Multi-Modal Transportation: Traffic Impact Analyses, Orange Grove Sidewalk Project design, continued work on Safe Rides to Schools plan, and transportation dashboard	\$ 45,000	\$ -	\$ 45,000
Dues increases for DCHC MPO and Central Pines RPO	\$ 15,891	\$ -	\$ 15,891
Reduction to travel & training	\$ (8,000)	\$ -	\$ (8,000)
Net Transportation Department Changes	\$ 412,939	\$ 809,586	\$ (396,647)

Transportation Services – continued

Mission Statement

The Department serves the community by addressing its transportation needs through local, regional, state and federal partnerships. We plan, coordinate and work towards sustaining a multi-modal transportation system in coordination and collaboration with member jurisdictions. Transportation in Orange County is guided by local, federal and state laws, funded by the most recent transportation authorization bill and is required to be done following the 3C process: Continuing, Cooperative, and Comprehensive.

Major Divisions/Services

Transportation and Public Engagement Division

- FY 2023-24 Highlights
 - Board of County Commissioners approved NC 54 and US 70 Multimodal Corridor Study
 - Department received 100% FY24 Transit Tax reimbursements as approved in FY24 Annual Work Program
 - Department received the reimbursement from Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) as approved in the FY24 Unified Planning Work Program for two planning projects currently still in-process: Transportation Multimodal Plan and Short Range Transit Plan.
 - County approved its first Sidewalk Maintenance Agreement with Department of Transportation for state constructed sidewalk on a bridge replacement project B-6037.
 - Orange County in partnership with the County School Board started updated the 2014 Safe Routes to School Action Plan, for all 13 public schools and designated a Youth Delegate position on the Orange Unified Transportation Board.
 - Department published the transit dashboard and started translating all its documents to Spanish.
 - Transit Service Area expanded 10 miles outside County line extending services to Alamance, Chatham, Durham and Person County.
 - Successfully transitioned Transit Staff Work Group Administration responsibilities from DCHC MPO to the department staff.
 - DCHC MPO funded Orange County Bike/Pedestrian Plan in FY25 and Professional Engineering for Orange Grove Road sidewalk in FY26.

- FY 2024-25 Highlights
 - Finish Transportation Multimodal Plan and Short Range Transit Plan contracts
 - Initiate DCHC MPO funded Orange County Bicycle and Pedestrian Plan
 - Initiate amending 2022 Transit Tax Plan upon completion of Short Range Transit Plan, for Orange County specific transit improvements.
 - Pursue possible Transportation Performance Dashboard to supplement Transit Dashboard
 - Finish 2024 Safe Routes to School Action Plan and pursue implementation
 - Pursue grant funding for Mebane Circulator and other transit improvements identified in the Short Range Transit Plan

Transportation Services – continued

Transit Division

Performance Measures	2021-2022 Actual	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Service: Transit					
Strategic Plan Priority:	4. Multi-modal Transportation				
Outcome Measure: Increased utilization of multi-modal transportation.					
Total Ridership Across All Services	24,253	26,000	30,000	27,431	35,000
Outcome Measure: Improved quality of service					
Transit On-Time Performance	80%	90%	95%	90%	100%
Outcome Measure: Increase public transit services ensuring all residents have access for all purposes.					
Total Transit Service Hours	7,500	12,755	13,584	15,421	20,000

- **FY 2023-24 Highlights**
 - Promoted dispatcher to senior dispatcher and recruiting new dispatcher and drivers
 - Exceeded the 100% Transit Tax Reimbursements
 - Successfully transitioned all Orange County Staff Work Group responsibilities to County staff including publishing the FY25 Annual Work Program
 - Progressed meetings with Mebane for a new Mebane Circulator
 - Started updating the Short Range Transit Plan, scheduled for completion December 2024

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 4 percent wage increase for FY 2024-25 for permanent active employee salaries and revision of the Salary Schedule effective July 1, 2024.

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.

In FY 2023-24, revision was made to Section 28-61 (a) (3) of the Orange County Code of Ordinances regarding meritorious service awards increasing by the amount of an approved wage increase. In 2023-24, the wage increase was 6 percent increasing 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.

In FY 2024-25, to reflect a 4 percent wage increase, Merit Pay is recommended as \$550 for proficient performance; \$825 for superior performance or \$1,100 for exceptional performance; equated as \$0.26/hour for proficient performance; \$0.40/hour for superior performance or \$0.53/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.

Position Classification and Pay Plans – continued

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 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
2024	33%	\$64,936

Manager Recommendation

The Manager recommends the following adjustments to the FY 2024-25 Pay Plan, effective July 1, 2024:

- *4 percent wage increase for permanent employees in active status on June 30, 2024, estimated at a \$3,200,000 cost.*
- *Increase of Merit Pay Program on employees’ base salaries, payable in January 2025, at tiers of \$550 for proficient performance; \$825 for superior performance or \$1,100 for exceptional performance, estimated at a \$440,000 cost.*
- *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 \$17.65 per hour as the living wage for permanent employees and recognizing the 4 percent wage increase, effective July 1, 2024.*

Orange County Salary Schedule

Effective 07/01/2024

Grade	Minimum	Quarter 1	Midpoint	Quarter 3	Maximum
9	37,463	42,355	48,185	54,016	63,509
10	37,930	42,779	48,667	54,556	64,144
11	38,405	43,206	49,154	55,101	64,787
12	38,884	43,639	49,645	55,652	65,434
13	40,316	46,752	53,187	59,624	69,435
14	42,360	49,122	55,882	62,645	73,655
15	44,503	51,608	58,712	65,817	77,385
16	46,755	54,220	61,685	69,149	81,303
17	49,123	56,964	64,806	72,648	85,416
18	51,608	59,847	68,088	76,327	89,742
19	54,223	62,879	71,535	80,192	94,286
20	56,967	66,061	75,156	84,250	99,057
21	59,850	69,406	78,961	88,516	104,074
22	62,879	72,918	82,958	92,995	109,342
23	66,064	76,610	87,158	97,705	114,878
24	69,408	80,490	91,569	102,650	120,692
25	72,923	84,563	96,205	107,846	126,801
26	76,611	88,842	101,074	113,305	133,220
27	80,492	93,341	106,192	119,043	139,965
28	84,565	98,067	111,568	125,068	147,051
29	88,846	103,030	117,215	131,401	154,495
30	93,345	108,248	123,151	138,052	162,318
31	98,070	113,727	129,383	145,041	170,534
32	103,035	119,485	135,934	152,384	179,169
33	108,251	125,534	142,815	160,098	188,237
34	113,732	131,890	150,047	168,204	197,767
35	119,488	138,565	157,642	176,719	207,781
36	125,538	145,581	165,623	185,666	218,301
37	131,892	152,949	174,006	195,064	229,350

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CLASS CODE	CLASS TITLE	SALARY GRADE	FLSA STATUS
1331	911 CALL TAKER-TELECOMMUNICATOR	13	NON-EXEMPT
1949	ACCOUNTANT	19	EXEMPT
2460	ACCOUNTING MANAGER	24	EXEMPT
1201	ACCOUNTING TECH I	11	NON-EXEMPT
1474	ACCOUNTING TECH II-DSS	14	NON-EXEMPT
1542	ACCOUNTING TECH III-DSS	15	NON-EXEMPT
1525	ACCOUNTING TECH III-FINANCE	15	NON-EXEMPT
1333	ADMIN ASSISTANT II-DSS	13	NON-EXEMPT
1539	ADMIN SUPPORT II-SWM FLEET SRV	15	NON-EXEMPT
1401	ADMINISTRATIVE ASSISTANT III	14	NON-EXEMPT
1321	ADMINISTRATIVE ASST II-SHERIFF	13	NON-EXEMPT
2052	ADMINISTRATIVE OFFICER II	20	EXEMPT
1866	ADMINISTRATIVE OFFICIER	18	EXEMPT
1467	ADMINISTRATIVE SUPPORT I-DEAPR	14	NON-EXEMPT
1465	ADMINISTRATIVE SUPPORT I-ES	14	NON-EXEMPT
1413	ADMINISTRATIVE SUPPORT I-FLEET	14	NON-EXEMPT
1475	ADMINISTRATIVE SUPPORT I-HLTH	14	NON-EXEMPT
1533	ADMINISTRATIVE SUPPORT II-AS	15	NON-EXEMPT
1549	ADMINISTRATIVE SUPPORT II-HCD	15	NON-EXEMPT
1535	ADMINISTRATIVE SUPPORT II-HR	15	NON-EXEMPT
1540	ADMINISTRATIVE SUPPORT II-ROD	15	NON-EXEMPT
1556	ADMINISTRATIVE SUPPORT II-SWM	15	NON-EXEMPT
1469	ADMINISTRATIVE SUPPORT I-SWM	14	NON-EXEMPT
1472	ADMINISTRATIVE SUPPORT I-TAX	14	NON-EXEMPT
1468	ADMINISTRATIVE SUPPORT I-VB	14	NON-EXEMPT
1565	ADMINISTRATIVE SUPPORT II- OCTS	15	NON-EXEMPT
1976	ADULT SERVICES NURSING CONSULT	19	NON-EXEMPT
3201	ADVANCED PRACTICE PROVIDER I	32	EXEMPT
3302	ADVANCED PRACTICE PROVIDER II	33	EXEMPT
2901	AGING DIRECTOR	29	EXEMPT
2266	AGING TRANSITIONS ADMINISTRAT	22	EXEMPT
1762	AGING TRANSITIONS SPECIALIST	17	NON-EXEMPT
2444	AMS 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 DIR	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

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2726	ARTS COMMISSION DIRECTOR	27	EXEMPT
1679	ASSET MANAGEMENT COORDINATOR	16	NON-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	ASST ECONOMIC DEVMT DIRECTOR	24	EXEMPT
2044	ASST SUPERINTENDENT OF PARKS	20	EXEMPT
2711	ASST TO CM FOR LEGIS AFFAIRS	27	EXEMPT
1856	AUTOMOTIVE MECHANIC	18	NON-EXEMPT
1974	BC-PS COMS PROFS STANDARDS	19	EXEMPT
1973	BC-SAFETY COMS TRNG & DEV	19	EXEMPT
1963	BENEFITS SPECIALIST	19	EXEMPT
1144	BILINGUAL PATIENT ACCOUNT TECH	11	NON-EXEMPT
1314	BILLING TECHNICIAN	13	NON-EXEMPT
1702	BLDG SAFETY OFFICIAL I	17	NON-EXEMPT
1955	BLDG SAFETY OFFICIAL III	19	NON-EXEMPT
1124	BREASTFEEDING SUPPORT SPECLST	11	NON-EXEMPT
2272	BUDGET & MANAGEMENT ANALYST I	22	EXEMPT
2458	BUDGET & MANAGEMENT ANALYST II	24	EXEMPT
2806	BUDGET DIRECTOR	28	EXEMPT
2048	BUREAU CHIEF-PS COMMS TECH	20	EXEMPT
2039	BUSINESS OFFICER I-AGING	20	EXEMPT
2051	BUSINESS OFFICER I-CM	20	EXEMPT
2068	BUSINESS OFFICER I-ECONOMIC DE	20	EXEMPT
2203	BUSINESS OFFICER II	22	EXEMPT
2271	BUSINESS OFFICER II-HEALTH	22	EXEMPT
2250	BUSINESS OFFICER II-HOUSING	22	EXEMPT
2263	BUSINESS OFFICER II-LIBRARY	22	EXEMPT
2249	BUSINESS OFFICER II-SWM	22	EXEMPT
2064	BUSINESS OFFICER I-PLANNING	20	EXEMPT
2042	BUSINESS OFFICER I-TAX	20	EXEMPT
2033	BUSINESS OFFICER I-TRANSPORTAT	20	EXEMPT
1908	BUSINESS PERSONAL PROP APPR II	19	NON-EXEMPT
1869	CAPITAL FIELD PROJECTS COORD	18	EXEMPT
2428	CAPITAL PROJECTS MANAGER	24	EXEMPT
2069	CD PROGRAM ANALYST	20	EXEMPT
2269	CENTRAL PERMT ADMIN MANAGER	22	EXEMPT
2035	CHIEF APPRAISER	20	NON-EXEMPT
2714	CHIEF BUILDING OFFICIAL	27	EXEMPT
3501	CHIEF FINANCIAL OFFICER	35	EXEMPT

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3102	CHIEF INFORMATION OFFICER	31	EXEMPT
2404	CHIEF INSP & PLANS EXAM II	24	EXEMPT
2433	CHILD SUPPORT ASST DIRECTOR	24	EXEMPT
2902	CHILD SUPPORT DIRECTOR	29	EXEMPT
1773	CHILD SUPPORT OFFICER	17	NON-EXEMPT
1231	CHILD SUPPORT SERVICES TECH	12	NON-EXEMPT
2277	CIVIL RIGHTS COORDINATOR	22	EXEMPT
2310	CJRD CLINICAL COORDINATOR	23	EXEMPT
1538	CJRD OFFICE MANAGER	15	NON-EXEMPT
2918	CLERK TO THE BOARD	29	EXEMPT
1928	CLINICAL SW I	19	EXEMPT
2111	CLINICAL SW II	21	EXEMPT
2065	COLLECTION DEV LIBRARIAN	20	EXEMPT
1983	COMMUNICATION MANAGER-AGING	19	EXEMPT
2056	COMMUNICATIONS MANAGER	20	EXEMPT
1998	COMMUNICATIONS MANAGER-CR	19	EXEMPT
2126	COMMUNICATIONS MANAGER-SHERIFF	21	EXEMPT
1935	COMMUNICATIONS MGR	19	EXEMPT
2057	COMMUNICATIONS SPECIALIST	20	EXEMPT
2305	COMMUNITY DEV PROG MANAGER	23	EXEMPT
1745	COMMUNITY DEV SPECIALIST II	17	NON-EXEMPT
2122	COMMUNITY ENG & OUTRCH COORD	21	EXEMPT
2121	COMMUNITY ENG & PI COORD	21	EXEMPT
1984	COMMUNITY ENGAGEMENT SPVR	19	EXEMPT
1749	COMMUNITY PARAMEDIC	17	NON-EXEMPT
1849	COMMUNITY PARAMEDIC COORD	18	NON-EXEMPT
2917	COMMUNITY RELATIONS DIRECTOR	29	EXEMPT
2718	COMMUNITY SERVICES DIRECTOR	27	EXEMPT
1129	COMMUNITY SOCIAL SERVICES TECH	11	NON-EXEMPT
2514	COMPLIANCE MANAGER	25	EXEMPT
0911	CONVENIENCE CENTER OPERATOR	9	NON-EXEMPT
1548	COORD 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
3003	CRIMINAL JUSTICE RESOURCE DIR	30	EXEMPT
1566	CRISIS RESPONSE COMMUNITY EMT	15	NON-EXEMPT
1941	CULTURAL RESOURCES COORD	19	EXEMPT
2455	CURRENT PLANNING & ZONING MGR	24	EXEMPT
1765	CUSTOMER SERVICE SUPERVISOR	17	NON-EXEMPT
2512	DATABASE ADMINISTRATOR	25	EXEMPT
1496	DENTAL ASSISTANT	14	NON-EXEMPT

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3502	DENTAL DIRECTOR	35	EXEMPT
2314	DENTAL HYGIENIST	23	NON-EXEMPT
1864	DENTAL OFFICE MANAGER	18	EXEMPT
3401	DENTIST	34	EXEMPT
2109	DEPUTY CHIEF - EMS	21	EXEMPT
2427	DEPUTY CLERK TO THE BOARD	24	EXEMPT
2278	DEPUTY COLLECTIONS MANAGER	22	EXEMPT
3601	DEPUTY COUNTY MANAGER	36	EXEMPT
2723	DEPUTY DIRECTOR DEVLPMNT SRVS	27	EXEMPT
2722	DEPUTY DIRECTOR LONG RANGE PLN	27	EXEMPT
2457	DEPUTY DIRECTOR OF ELECTIONS	24	EXEMPT
2117	DEPUTY EM COORDINATOR	21	EXEMPT
2804	DEPUTY FINANCE OFFICER	28	EXEMPT
2253	DEPUTY GIS & LAND RECORDS MGR	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
2504	DEPUTY TAX ASSESSOR	25	EXEMPT
1616	DEPUTY TAX COLLECTOR	16	NON-EXEMPT
2313	DETENTION CAPTAIN	23	EXEMPT
1445	DETENTION OFFICER	14	NON-EXEMPT
1861	DETENTION OFFICER II	18	NON-EXEMPT
1992	DETENTION SERGEANT I	19	NON-EXEMPT
2439	DISPOSAL OPERATIONS MANAGER	24	EXEMPT
2624	DIV CHIEF OF EMERGENCY MGMT	26	EXEMPT
1999	DIVERSION SOCIAL WORKER	19	NON-EXEMPT
2724	DIVISION CHIEF- EMS	27	EXEMPT
2622	DIVISION CHIEF OF FIRE & LIFE	26	EXEMPT
2623	DIVISION CHIEF-FINANCE & ADMIN	26	EXEMPT
2725	DIVISION CHIEF-PUBLIC SAF COMS	27	EXEMPT
1758	DRUG TREATMENT COORDINATOR	17	NON-EXEMPT
2306	DS/CAPTAIN	23	EXEMPT
2927	DS/CHIEF OF ADMINISTRATION	29	EXEMPT
2923	DS/CHIEF OF OPERATIONS	29	EXEMPT
1967	DS/INVESTIGATOR I	19	NON-EXEMPT
2115	DS/LIEUTENANT	21	NON-EXEMPT
2601	DS/MAJOR	25	EXEMPT
1904	DS/SERGEANT I	19	NON-EXEMPT
2041	DS/SERGEANT II	20	NON-EXEMPT
2809	DSS HUMAN SERVICES MANAGER II	28	EXEMPT
1977	DSS HUMAN SVC COORD II	19	NON-EXEMPT
1753	DSS HUMAN SVC COORDINATOR I	17	NON-EXEMPT

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1754	DSS HUMAN SVC SPEC III	17	NON-EXEMPT
1755	DSS SOCIAL WORKER II	17	NON-EXEMPT
2258	DSS SYSTEM ANALYST	22	EXEMPT
3114	ECONOMIC DEVELOPMENT DIRECTOR	31	EXEMPT
1705	EHS FOOD LODGING & FACILITIES	17	NON-EXEMPT
1767	EHS HEALTHY HOMES COORD	17	NON-EXEMPT
1766	EHS PREPAREDNESS COORDINATOR	17	NON-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 & COLLECT MANAGER	18	EXEMPT
1118	EM BILLING & COLLECT TECH I	11	NON-EXEMPT
1230	EM BILLING & COLLECT TECH II	12	NON-EXEMPT
1990	EMERGENCY HSNG ASST TEAM LEAD	19	EXEMPT
1994	EMERGENCY MANAGEMENT PLANNER	19	EXEMPT
1328	EMERGENCY MEDICAL TECH	13	NON-EXEMPT
3103	EMERGENCY SERVICES DIRECTOR	31	EXEMPT
1972	EMS QUALITY ASSURANCE COORD	19	EXEMPT
1971	EMS SUPERVISOR	19	NON-EXEMPT
1975	EMS TRAINING COORDINATOR	19	EXEMPT
1751	ENV HEALTH SPEC-WELLS & SEPTIC	17	NON-EXEMPT
1748	ENVIR ED & SUPPORT COORDINATOR	17	EXEMPT
2904	ENVIRONMENT,AG,PARKS&REC DIR	29	EXEMPT
1637	ENVIRONMENTAL ENFORCEMENT OFF	16	EXEMPT
1810	ENVIRONMENTAL ENFRMNT SPRV	18	EXEMPT
2703	ENVIRONMENTAL HEALTH DIRECTOR	27	EXEMPT
1917	ENVIRONMENTAL HEALTH PROG SPEC	19	EXEMPT
2409	ENVIRONMENTAL HEALTH SUPV	24	EXEMPT
1544	EPIC SYSTEMS COORDINATOR	15	NON-EXEMPT
2425	EROSION CONT & STORMWATER MGR	24	EXEMPT
1855	EROSION CONTROL OFFICER I	18	NON-EXEMPT
2059	EROSION CONTROL OFFICER II	20	NON-EXEMPT
2047	ES SYSTEMS TECHNICIAN	20	NON-EXEMPT
1693	EVICION DIVERSION EXPEDITOR	16	NON-EXEMPT
2928	EVICION DIVERSION LEGAL MGR	29	EXEMPT
1731	EXECUTIVE ASSISTANT-CONFIDENT	17	NON-EXEMPT
1562	FAC MAINTENANCE TECH I	15	NON-EXEMPT
1772	FAC MAINTENANCE TECH III	17	NON-EXEMPT
1820	FACILITIES ENV & SPRT MANAGER	18	EXEMPT
1023	FACILITIES ENVIR TECH II-DSS	10	NON-EXEMPT
1136	FACILITIES ENVIR TECH III-DSS	11	NON-EXEMPT

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1022	FACILITIES ENVIR TECH II-SHRF	10	NON-EXEMPT
0913	FACILITIES ENVIRONMENT TECH I	9	NON-EXEMPT
1135	FACILITIES ENVIRONMNT TECH III	11	NON-EXEMPT
2252	FACILITIES MAINTENANCE MANAGER	22	EXEMPT
1602	FACILITIES MAINTENANCE TECH II	16	NON-EXEMPT
1233	FACILITY MANAGER/PROGRAM ASST	12	NON-EXEMPT
1241	FAMILY NAVIGATOR	12	NON-EXEMPT
1494	FET TEAM COORDINATOR	14	NON-EXEMPT
2717	FINANCE & ADMIN OPS DIRECTOR	27	EXEMPT
2449	FINANCIAL SERVICES MANAGER	24	EXEMPT
2124	FINANICAL SYSTEMS ANALYST	21	EXEMPT
2438	FISCAL OPERATIONS MANAGER	24	EXEMPT
1307	FOOD SERVICES COORDINATOR	13	NON-EXEMPT
1411	FOREIGN LANGUAGE COORDINATOR	14	NON-EXEMPT
1608	FORMERLY INCARCERATED TRN SUPV	16	NON-EXEMPT
2507	GIS & LAND RECORDS MANAGER	25	EXEMPT
2127	GIS IT SPECIALIST	21	EXEMPT
1673	GIS TECH I	16	NON-EXEMPT
1835	GIS TECH II	18	NON-EXEMPT
2037	GIS TECH III	20	EXEMPT
2038	GIS TECH III-PLANNING	20	EXEMPT
1692	GRANT MANAGEMENT SPECIALIST	16	NON-EXEMPT
1559	GRANTS AND OPERATIONS COORD	15	NON-EXEMPT
2116	HARM REDUCTION CLINICAL COORD	21	EXEMPT
1671	HCV HOUSING SPECIALIST	16	NON-EXEMPT
2046	HCV PROGRAM COORDINATOR	20	EXEMPT
2304	HCV PROGRAM MANAGER	23	EXEMPT
1664	HCVP 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 MGR	25	EXEMPT
2450	HOME VISITING SERVICES SUPV	24	EXEMPT
2045	HOMELESS PROGRAM COORDINATOR	20	EXEMPT
2307	HOMELESS PROGRAM MANAGER	23	EXEMPT
1684	HOUSING ACCESS COORDINATOR	16	NON-EXEMPT

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1776	HOUSING GRANTS COORDINATOR	17	NON-EXEMPT
1626	HOUSING LOCATOR	16	NON-EXEMPT
1741	HOUSING REHAB SPECIALIST I	17	NON-EXEMPT
2619	HR PROGRAM MANAGER	26	EXEMPT
1980	HUMAN RESOURCES ANALYST	19	EXEMPT
3506	HUMAN RESOURCES DIRECTOR	35	EXEMPT
2453	HUMAN RESOURCES MANAGER	24	EXEMPT
1617	HUMAN SERVICES COORDINATOR I	16	NON-EXEMPT
1440	HUMAN SERVICES SPECIALIST I	14	NON-EXEMPT
1520	HUMAN SERVICES SPECIALIST II	15	NON-EXEMPT
2053	HUMAN SERVICES SUPERVISOR I	20	EXEMPT
2261	HUMAN SERVICES SUPERVISOR II	22	EXEMPT
1227	HUMAN SERVICES TECHNICIAN	12	NON-EXEMPT
1768	INTAKE SPECIALIST – FAIR HOUSI	17	EXEMPT
2210	IT ANALYST	22	EXEMPT
2308	IT DATABASE SUPERVISOR	23	EXEMPT
1449	IT HELP DESK-ADMIN SPEC	14	NON-EXEMPT
2620	IT OPS MGR/SECURITY OFF	26	EXEMPT
1622	IT SUPPORT ANALYST I	16	NON-EXEMPT
1815	IT SUPPORT ANALYST II	18	NON-EXEMPT
2220	IT SYSTEMS ANALYST	22	EXEMPT
0912	JAIL COOK	9	NON-EXEMPT
1123	JAIL COOK SUPERVISOR	11	NON-EXEMPT
1560	LAB QUALITY ASSURANCE MGR	15	NON-EXEMPT
1240	LABORATORY TECHNICIAN	12	NON-EXEMPT
2211	LAND RES CONSERVATION MANAGER	22	EXEMPT
2237	LANDSCAPE ARCHITECT	22	EXEMPT
1863	LANGUAGE AND COMMUNITY SPEC	18	EXEMPT
1771	LEAD VET HLTH CARE TECH	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 DIV SUPV I-ACCESS&TECH	20	EXEMPT
2028	LIBRARY DIVISION SUPERVISOR I	20	EXEMPT
1660	LIBRARY MANAGER II	16	EXEMPT
1487	LIBRARY SUPPORT TECHNICIAN	14	NON-EXEMPT
1691	LOCAL REENTRY COUNCIL COORD	16	NON-EXEMPT
1848	LOGISTICS MANAGER	18	NON-EXEMPT

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1441	LOGISTICS SPECIALIST	14	NON-EXEMPT
2031	MARKETING, EVENTS & OP COORD	20	EXEMPT
3402	MD-VETERINARIAN	34	EXEMPT
1117	MEDICAL OFFICE ASSISTANT	11	NON-EXEMPT
1561	MEETING LOGISTICS COORDINATOR	15	NON-EXEMPT
2125	MENTAL HEALTH DIVERSION COORD	21	EXEMPT
1759	MISDEMEANOR DIVRSN PROG COORD	17	NON-EXEMPT
1244	MOBILITY ON DEMAND DRIVER	12	NON-EXEMPT
2213	NETWORK ANALYST	22	EXEMPT
2513	NUTRITION PROGRAM MANAGER	25	EXEMPT
1868	OC BUILD COORDINATOR	18	EXEMPT
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 SER	11	NON-EXEMPT
1134	OFFICE ASSISTANT II-DENTAL	11	NON-EXEMPT
1133	OFFICE ASSISTANT II-HOME VISIT	11	NON-EXEMPT
1125	OFFICE ASSISTANT II-NUTRITION	11	NON-EXEMPT
2440	OPERATIONS MANAGER	24	EXEMPT
2071	OUTREACH & COMM ENGMT COORD	20	EXEMPT
1686	PARAMEDIC	16	NON-EXEMPT
1696	PARAMEDIC TRAINEE	16	NON-EXEMPT
1750	PARAMEDIC-FIELD TRNING 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 TECH-DENTAL	11	NON-EXEMPT
1113	PATIENT ACCOUNT TECHNICIAN	11	NON-EXEMPT
1865	PATIENT ACCT MANAGER	18	EXEMPT
1997	PAYROLL TECHNICIAN	19	EXEMPT
1685	PEER SUPPORT NAVIGATOR	16	NON-EXEMPT
2420	PERSONAL PROPERTY APPR MGR	24	EXEMPT
1968	PH ED PROGRAM MGR-TOBACCO	19	EXEMPT
2621	PHN SUPERVISOR I	26	EXEMPT
1711	PLANNER I	17	NON-EXEMPT
2060	PLANNER II	20	NON-EXEMPT
2270	PLANNER III	22	EXEMPT
3107	PLANNING & INSPECTION DIRECTOR	31	EXEMPT
1435	PLANNING TECHNICIAN	14	NON-EXEMPT
2072	PLANS EXAMINER	20	EXEMPT
2055	PRE-TRIAL CASE DIRECTOR	20	EXEMPT

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1732	PROGRAM COORDINATOR	17	EXEMPT
1462	PROGRAM COORDINATOR ASST	14	NON-EXEMPT
1775	PROGRAM COORDINATOR-ARTS	17	EXEMPT
1756	PROGRAM INTEGRITY INVESTIGATOR	17	NON-EXEMPT
1451	PROJECT COORDINATOR	14	NON-EXEMPT
1484	PROPERTY DEV TECH-PLAN & INSP	14	NON-EXEMPT
1563	PROPERTY DEVELOP COORDINATOR	15	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
1847	PS COMMS TECH COORD	18	NON-EXEMPT
1550	PS COMMUNICATION TRAINING OFF	15	NON-EXEMPT
1687	PS COMMUNICATIONS CAPTAIN	16	NON-EXEMPT
1851	PSC BATTALION CHIEF	18	NON-EXEMPT
2073	PUBLIC COMMUNITY REHAB OFFICER	20	EXEMPT
1937	PUBLIC HEALTH ED PROGRAM MGR	19	EXEMPT
2509	PUBLIC HEALTH EDUCATION MGR	25	EXEMPT
2275	PUBLIC HEALTH NURSE I	22	EXEMPT
2311	PUBLIC HEALTH NURSE II	23	EXEMPT
2312	PUBLIC HEALTH NURSE II-CD	23	EXEMPT
2459	PUBLIC HEALTH NURSE III	24	EXEMPT
2706	PUBLIC HEALTH NURSING DIRECTOR	27	EXEMPT
2508	PUBLIC HEALTH SERVICES MANAGER	25	EXEMPT
1493	PUBLIC SAFETY TELECOMMUNICATOR	14	NON-EXEMPT
1330	PUBLIC TRANSPORTATION DRIVER	13	NON-EXEMPT
2462	PURCHASING AGENT	24	EXEMPT
1995	PUV COMPLIANCE REVIEW APPRAISR	19	NON-EXEMPT
1681	RAPID REHOUSING HOUS SPEC III	16	NON-EXEMPT
2441	REAL PROPERTY APPRAISAL MGR	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 MGR	19	EXEMPT
1625	RECYCLING ED & OUTREACH COORD	16	EXEMPT
1019	RECYCLING MATERIALS COLLECTOR	10	NON-EXEMPT
1121	RECYCLING MATERIALS HANDLER	11	NON-EXEMPT
1553	REENTRY CASE MANAGER	15	NON-EXEMPT
1694	REENTRY RECOVERY NAVIGATOR	16	NON-EXEMPT
2911	REGISTER OF DEEDS	29	EXEMPT
1817	REGISTERED DIETITIAN	18	EXEMPT
1957	RESEARCH & DATA ANALYST	19	EXEMPT

FY 2023-24 Classification and Pay Plan Classes in Alphabetical Order

2240	RESEARCH & DATA MANAGER	22	EXEMPT
2443	RESTORATION PROGRAM LEGAL COUN	24	EXEMPT
2515	REVENUE COLLECTIONS MANAGER	25	EXEMPT
1245	REVENUE TECHNICIAN I	12	NON-EXEMPT
1409	REVENUE TECHNICIAN II	14	NON-EXEMPT
1774	REVENUE TECHNICIAN III	17	NON-EXEMPT
1993	RIPS TEAM COORDINATOR	19	NON-EXEMPT
2807	RISK MANAGEMENT DIRECTOR	28	EXEMPT
1926	SALES DIRECTOR	19	EXEMPT
1769	SENIOR ANIMAL CONTROL OFFICER	17	NON-EXEMPT
1854	SENIOR CENTER COORDINATOR	18	EXEMPT
2267	SENIOR CENTERS ADMINISTRATOR	22	EXEMPT
1862	SENIOR EHS SPEC-WELLS & SEPTIC	18	NON-EXEMPT
2729	SENIOR HR PROGRAM MANAGER	27	EXEMPT
2413	SENIOR PLANNER-LONG RANGE PLNG	24	EXEMPT
1714	SENIOR PUBLIC HEALTH EDUCATOR	17	EXEMPT
1645	SENIOR TRANIST BUS DISPATCHER	16	EXEMPT
2265	SENIOR VOLUNTEER PROGRAM ADMIN	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	9	NON-EXEMPT
3504	SOCIAL SERVICES DIRECTOR	35	EXEMPT
2511	SOCIAL WORK PROGRAM MANAGER	25	EXEMPT
2262	SOCIAL WORK SUPERVISOR II	22	EXEMPT
2276	SOCIAL WORK SUPERVISOR II	22	EXEMPT
2452	SOCIAL WORK SUPERVISOR III	24	EXEMPT
1978	SOCIAL WORKER III	19	NON-EXEMPT
1985	SOCIAL WORKER III-ADOPT & FCL	19	NON-EXEMPT
1986	SOCIAL WORKER III-COMM OTRCH	19	NON-EXEMPT
2279	SOIL & WATER CONSERV MANAGER	22	EXEMPT
2019	SOIL & WATER CONSERVATION COOR	20	EXEMPT
1965	SOIL SCIENTIST I	19	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 MGMT DIRECTOR	31	EXEMPT
2021	SOLID WASTE SUPERVISOR	20	EXEMPT
1452	SPECIAL PROGRAMS COORDINATOR	14	NON-EXEMPT
1138	SR CONVENIENCE CENTER OPERATOR	11	NON-EXEMPT
2925	SR NETWORK SYS ADMINISTRATOR	29	EXEMPT
3403	STAFF ATTORNEY	34	EXEMPT

FY 2023-24 Classification and Pay Plan Classes in Alphabetical Order

2926	STAFF ATTORNEY&RISK MGR-SHERF	29	EXEMPT
2214	SUPERINTENDENT OF PARKS	22	EXEMPT
2216	SUPERINTENDENT OF RECREATION	22	EXEMPT
2280	SUSTAINABILITY PROJ ANALYST	22	EXEMPT
2727	SUSTAINABILITY PROJECTS MGR	27	EXEMPT
1499	SW MATERIALS TRANSFER OPERATOR	14	NON-EXEMPT
1564	SWM FACILITIES ENV TECH I	15	NON-EXEMPT
1970	SYSTEMS ADMINISTRATOR	19	EXEMPT
3112	TAX ADMINISTRATOR	31	EXEMPT
1143	TAX CLERK	11	NON-EXEMPT
2315	TAX SYSTEMS ANALYST	23	EXEMPT
1770	TRAINING & LEAD ACO	17	NON-EXEMPT
1666	TRANSIT COMPLIANCE COORDINATOR	16	EXEMPT
2461	TRANSIT OPS PLANNING MANAGER	24	EXEMPT
2920	TRANSPORTATION DIRECTOR	29	EXEMPT
1690	TRANSPORTATION COORDINATOR I	16	NON-EXEMPT
2456	TRANSPORTATION PLANNING MGR	24	EXEMPT
1554	TREATMENT COURTS CASE MANAGER	15	NON-EXEMPT
1812	TURFGRASS MANAGER	18	EXEMPT
1318	VEHICLE APPRAISAL TECH I	13	NON-EXEMPT
1482	VEHICLE APPRAISAL TECH II	14	NON-EXEMPT
1557	VETERINARY HEALTH CARE TECH	15	NON-EXEMPT
2708	VISITOR BUREAU DIRECTOR	27	EXEMPT
1464	VOLUNTEER PROGRAM ASST-AGING	14	NON-EXEMPT
1740	VOLUNTEER PROGRAM COORDINATOR	17	EXEMPT
2224	WATER RESOURCES COORDINATOR	22	EXEMPT
1982	WEBSITE & PUBLICATIONS COORD	19	EXEMPT
1012	WEIGHMASTER	10	NON-EXEMPT
1979	YOUTH BEHAVIORAL HEALTH LIAISON	19	EXEMPT
2070	YOUTH SERVICES COORDINATOR	20	NON-EXEMPT

Unclassified / 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 to the 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, 2024. As such, effective July 1, 2024, the “base” employer contribution rate will change:

- The Law Enforcement Officers (LEOs) rate will increase from 14.10% to 15.10% of reported compensation.
- The rate for all other General Employees will increase from 12.85% to 13.60% 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. Rates may be further increased effective July 1, 2024, for any employer notified between April 2, 2023, and April 1, 2024, of an additional contribution required under the Contribution-Based Benefit Cap (CBBC) provisions, where the employer has not paid or entered into an agreement to pay the contribution by June 30, 2024.

Supplemental Retirement Benefits for General Employees

The County is required by State law to contribute 5 percent of salary to the 401(k) plan for each sworn law enforcement officer. The County also contributes funds on behalf of general government employees to supplemental retirement savings accounts.

In FY 2023-24, the County applied the same cost of living increase recommended for salaries to the supplemental retirement benefits to eligible general employees. In FY 2024-25, the County will continue this practice and apply the same cost of living increase recommended for salaries to the supplemental retirement benefits to eligible general employees. The recommended cost of living increase is 4 percent for FY 2024-25.

It is recommended starting FY 2024-25 that the County contributes \$100 per pay period (\$2,600 annually) pre-tax employer contribution option for all benefit eligible general government employees to any of the pre-tax plan(s) listed below:

- Empower (Prudential) 401(k)
- MissionSquare Retirement (ICMA-RC) 457
- Nationwide (NACo) 457

This would be for all benefit eligible general government employees regardless of the employee contribution. Further, employees may elect to contribute additional investments, within federal guidelines, to any of the plan(s) listed above or a post-tax (Roth) Prudential 401(k) plan. The \$100 per pay period county contribution totals a flat dollar amount of \$2,600.

County Contributions to Retirement Benefits – continued

Manager Recommendation

The Manager recommends increasing the supplemental retirement County contribution for all general (non-sworn law enforcement officer) employees to \$100 per pay period to the pre-tax plan administered by Empower (Prudential) 401(k), MissionSquare Retirement (ICMA-RC) 457 and Nationwide (NACo) 457. 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 2024-25.

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 April 2, 2024, meeting.

The Monthly/Semi-Monthly rates are listed as follows:

Current PPO Plan	EMPLOYEE CONTRIBUTION MONTHLY	EMPLOYER CONTRIBUTION MONTHLY	EMPLOYEE CONTRIBUTION SEMI-MONTHLY	EMPLOYER CONTRIBUTION SEMI-MONTHLY
Employee Only	\$0.00	\$933.73	\$0.00	\$466.87
Employee+Spouse	\$409.20	\$1,479.71	\$204.60	\$739.86
Employee+Child(ren)	\$229.90	\$1,237.09	\$114.95	\$618.55
Employee+Family	\$734.84	\$1,920.42	\$367.42	\$960.21
Current CDHP Plan				
Current CDHP Plan	EMPLOYEE CONTRIBUTION MONTHLY	EMPLOYER CONTRIBUTION MONTHLY	EMPLOYEE CONTRIBUTION SEMI-MONTHLY	EMPLOYER CONTRIBUTION SEMI-MONTHLY
Employee Only	\$0.00	\$787.78	\$0.00	\$393.89
Employee+Spouse	\$271.80	\$1,313.56	\$135.90	\$656.78
Employee+Child(ren)	\$151.82	\$1,081.24	\$75.91	\$540.62
Employee+Family	\$489.74	\$1,735.52	\$244.87	\$867.76

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 \$33.52. The County pays 100% of employee only coverage. The dental plan premiums will remain the same in FY 2024-25.

Employee Benefits – Continued

The Monthly/Semi-Monthly rates are listed as follows:

Delta Dental	Premium Tier	Monthly Premium Equivalent	Monthly Employer Contribution	Monthly Employee Cost Contribution	Semi Monthly Employee Contribution
	Employee Only	\$33.52	\$33.52	\$0.00	\$0.00
	Employee + Child(ren)	\$80.44	\$41.12	\$39.32	\$19.66
	Employee + Spouse	\$90.49	\$42.75	\$47.74	\$23.87
	Employee + Family	\$117.30	\$47.10	\$70.20	\$35.10

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 2024-25.

VISION	EMPLOYEE SEMI-MONTHLY PAYROLL DEDUCTION
Employee Only	\$4.87
Employee + One	\$9.27
Employee + Family	\$13.65

Voluntary Benefit Programs

The County offers employees the opportunity to participate in several group offered voluntary benefits such as flexible spending accounts, health savings account, long term disability, supplemental term life insurance and universal whole life insurance, critical illness, hospital indemnity, accident, pet benefit discount, identity theft, and legal insurance.

Manager Recommendation

The Manager recommends the continuation of medical, dental, vision plans, and current voluntary benefit plans to employees. Funding of \$740,643 for the rate increases for medical and dental insurance for employees and pre-65 retirees has been approved by the Board of County Commissioners as per Action Item 6-b at the April 2, 2024, meeting.

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 2024, the federal poverty threshold for a family of four is \$15.00 per hour. The annual salary for a family of four as per the 2024 guidelines is \$31,200 or \$14.00 hourly. This represents an annual increase of \$1,200 (or \$0.58 per hour) over 2023. The 2023 annual salary for a family of four was \$30,000.

Number in Family	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
2	\$7.66	\$7.70	\$7.81	\$7.91	\$8.13	\$8.29	\$8.38	\$8.80	\$9.48	\$9.83
3	\$9.66	\$9.69	\$9.82	\$9.99	\$10.25	\$10.44	\$10.56	\$11.07	\$11.95	\$12.41
4	\$11.66	\$11.68	\$11.83	\$12.07	\$12.38	\$12.60	\$12.74	\$13.34	\$14.42	\$15.00
5	\$13.66	\$13.67	\$13.84	\$14.14	\$14.50	\$14.75	\$14.92	\$15.61	\$16.89	\$17.59

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, 2025.

The minimum wage for temporary and permanent employees has increased from \$12.76 per hour to \$16.60 per hour since the initial certification. The 2024 Orange County Living Wage Employee living wage for hourly workers is \$17.65 an hour or \$16.15 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 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 2024. In review, the increase of the living wage to \$17.65 per hour represents an increase of \$4.89 per hour

Living Wage – continued

or 38.32% increase since OCLW initial certification in 2015. Comparatively, the increase of the OC Grade 9 Wage has increased \$5.06 per hour from 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
24-Jul	\$17.65	\$17.32
24-Jul	\$17.65	\$18.01

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 April 2024, one employee is 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 less than the living wage 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

Living Wage – continued

grant may dictate the hourly wage to be paid and there is no income eligibility for that program.

Manager Recommendation

The Manager recommends living wage consistent with the OCLW of \$17.65 per hour for all permanent and temporary employees effective July 1, 2024. This equates to an increase in temporary salaries of approximately \$75,000.

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
2023	-\$213,645	\$3,824,900	\$3,611,255
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 April 10, 2024, in review of our total salary and benefits savings to date, the county is not currently not on track to meet the attrition target, due to a projected a budget overspend in overtime of \$2.7 million. However, staff is repurposing funding to offset the overtime overage. This will be presented to the board in an upcoming budget amendment.

For FY 2025, the county is making a budgetary change to how it reflects the cost of 401k, as it is no longer requiring a match from employees. The county will reflect the full cost of the 401K for each position, rather than including an estimate of the value of the match in a non-departmental. Making this change will add an estimated \$645,000 in additional attrition above the FY 2024 target.

Manager Recommendation

The Manager recommends a budgetary projection for FY 2024-25 for personnel salary and benefit savings through attrition of \$4,469,900.

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 April 2, 2024, meeting. As of March 2024, the plan covers 127 non-Medicare eligible retirees. The total annual budget for pre-65 retirees is \$1,444,307.

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 2024, there are 373 retirees enrolled in the County's Medicare Supplement (PlanF/PlanG) programs. The total annual budget for post-65 retirees is \$1,645,157.

The total Retiree Health budget appropriate in the Health Fund is \$3,089,464. This represents a 4.4% decrease to the retiree health budget compared to the prior fiscal year total of \$3,223,627.

	2022	2023	2024
703970: Pre-65 Retiree	\$1,517,114	\$1,658,811	\$1,444,307
499910 - MEDICAL PREM - CO PAID	\$1,395,530	\$1,532,277	\$1,366,237
499920 - MEDICAL PREM - EMP PAID	\$121,584	\$126,534	\$78,070
703980: Post 65 Retiree	\$1,411,933	\$1,566,816	\$1,645,157
MEDICARE SUPP FG - CO PAID	\$920,018	\$1,005,571	\$1,055,850
MEDICARE PART D - CO PAID	\$449,675	\$507,968	\$533,366
MEDICARE SUPP REIMBURSEMENT	\$42,240	\$53,277	\$55,941
TOTAL RETIREE BUDGET	\$2,929,047	\$3,225,627	\$3,089,464

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 \$8.2 million through Committed Fund Balance in the General Fund for subsequent years retiree

Retiree Health Care – continued

healthcare obligations. GASB 74 now requires the presentation of the Net OPEB Liability (NOL) which replaced the Unfunded Actuarial Accrued Liability (UAAL) for reporting purposes.

The following table presents information on the County’s OPEB liabilities as of June 30, 2023. The Net OPEB liability decreased from \$132,374,775 to \$120,541,187.

Actuarial Valuation Date	Net OPEB Liability (NOL)	NOL as a percentage of Covered Payroll
6/30/2023	\$120,541,187	231.17%
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 overall decrease of \$134,163 for the Retiree Health budget, driven by a projected decrease in Pre-65 enrollment.

Fees

Appendix B

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
Countywide					
Countywide		Credit Card Usage Fee	NA	3% of transaction cost	NA
Dept. of Environment, Ag., Parks & Rec					
Parks & Recreation	Athletics	Adult Athletics	100% Recovery Rate	Adult Athletic Registration Base Fee: \$350 Athletic Instructional Classes Base Fee: \$50	2005
	General Programs	Adult Programs	100% Recovery Rate	Recreational Instructional Classes Base Fee: \$30/section	2009
	Athletics	Youth Athletics	100% Recovery Rate	\$65 Base	2009
	General Programs	Youth/Teen Programs	100% Recovery Rate	Summer Camps Base Fee: \$75/week Afterschool: \$160/month Preschool: \$190/month	2009
	General Programs and Athletics	Adult Athletic Registration, Athletic Instructional Classes, Recreational Instructional Classes, Youth Athletics, Summer Camps, and Afterschool	NA	Special events/equipment purchase: 100% of cost	NA
	General Programs	Special Events	NA	\$15.00	NA
	Administration	Special Event Alcohol Application Fee	\$25.00	\$30.00	2022
	Facility Rentals	Special Event Vending	\$20/booth per day	\$25/booth per day	2019
		Special Use Rental - Wedding	\$250.00	\$530.00	2022
		Special Event Over 500 People	\$250-Non Profit/\$500 Business	\$265-Non Profit/\$500 Business	2022
		Picnic Shelter - Resident	\$25 - Half Day; \$40 - All Day	\$30 - Half Day; \$45 - All Day	2019
		Picnic Shelter - Non-Resident	\$30 - Half Day; \$45 - All Day	\$35 - Half Day; \$50 - All Day	2019
		Parks Open Space permit fee (not court, shelter or athletic field)	\$10/hour or \$50/day	\$20/hour or \$75/day	2011
		Farmer's Market Pavilion - Resident	\$15 - Half Day; \$30 All Day	\$20 - Half Day; \$35 All Day	2019
		Farmer's Market Pavilion - Non-Resident	\$30 - Half Day; \$45 - All Day	\$35 - Half Day; \$50 - All Day	2019
		Special Populations Programs	5% Recovery Rate	Remove	2005
		Facility Rentals - Activity Rms/Rec Centers	Resident: \$30 per hour Non-Resident: \$45 per hour	Remove	2018
	Equipment Rentals	Recreation Equipment Rental	\$25 per use	Remove	2013

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
Emergency Services					
EMS	ALS NE A0426	Advanced Life Support-1 (Non-Emergency)	\$425.00	Remove	2022
EMS	ALS E A0427	Advanced Life Support - 1 (Emergency)	\$675.00	\$876.12	2022
EMS	ALS 2 A0433	Advanced Life Support - 2 (Emergency)	\$976.00	\$1,268.07	2022
EMS	BLS NE A0428	Basis Life Support (Non-Emergency)	\$300.00	Remove	2022
EMS	BLS E A0429	Basis Life Support (Emergency)	\$568.00	\$737.78	2022
EMS		Mileage	\$12/mile	\$15.65/mile	2022
Planning & Inspections					
Engineering		Plan Review	\$300 minimum, \$500 for greater than 1000 linear feet of utility or residential greater than 20 units	Move fee under Erosion Control/Stormwater Management subheader	2012
		Utility Construction Observation	\$1 per linear foot of utility	Move fee under Erosion Control/Stormwater Management subheader	2012
		Tap Reinspection Fee	\$100.00	Move fee under Erosion Control/Stormwater Management subheader	2011
Current Planning		Comprehensive Plan			
		Text Amendment	\$500.00 staff review fee, \$2,000 Legal Advertisement	\$550.00 staff review fee, \$2,000 Legal Advertisement	2023
		Future Land Use Map Amendment	\$500.00 +\$50.00/acre of impacted property, area staff review fee, \$2,000 Legal Advertisement, \$30.00 sign posting fee per sign per posting	\$550.00 +\$50.00/acre of impacted property, area staff review fee, \$2,000 Legal Advertisement, \$30.00 sign posting	2023
		Unified Development Ordinance			
		Text Amendments	\$500.00 staff review fee, \$2000.00 Legal advertisement (i.e. newspaper ads)	\$550.00 staff review fee, \$2000.00 Legal advertisement (i.e. newspaper ads)	2023
		Zoning Atlas Amendment - Rezoning			
		Rezone to Conventional District - Residential	\$500.00 staff review fee, \$2,000 Legal Advertisement, \$30.00 sign posting fee per sign per posting event, \$1.00 first class mail fee applied per parcel per mailing event	\$550.00 staff review fee, \$2,000 Legal Advertisement, \$30.00 sign posting fee per sign per posting event, \$1.00 first class mail fee applied per parcel per mailing event. All subdivision and/or site plan fees shall also apply	2023

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
		Rezone to General Use Conventional District Nonresidential	\$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, \$30.00 sign posting fee per sign per posting event, \$1.00 first class mail fee applied per parcel per mailing event	\$2,250.00 plus an additional \$100.00 per acre for single tracts - staff review fee, \$2,000 Legal Advertisement, \$30.00 sign posting fee per sign per posting event, \$1.00 first class mail fee applied per parcel per mailing event. All subdivision and/or site plan fees shall also apply	2023
		Rezone to Conditional District	\$2000.00 staff review fee, \$2,000 Legal Advertisement, \$30.00 sign posting fee per sign per posting event, \$1.00 first class mail fee applied per parcel per mailing event. 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 plus an additional \$100.00 per acre staff review fee, \$2,000 Legal Advertisement, \$30.00 sign posting fee per sign per posting event, \$1.00 first class mail fee applied per parcel per mailing event.	2023
		Board of Adjustment			
		Appeal of Interpretation and Variance - residential	\$340.00 staff review fee, \$1.00 first class mail fee applied per parcel per mailing event.	\$400.00 staff review fee, \$1.00 first class mail fee applied per parcel per mailing event.	2023
		Appeal of Interpretation and Variance - non-residential	\$540.00 staff review fee, \$1.00 first class mail fee applied per parcel per mailing event.	\$600.00 staff review fee, \$1.00 first class mail fee applied per parcel per mailing event.	2023
		Special Use Permits	\$560.00 staff review fee, \$30.00 sign posting fee per sign per posting event, \$1.00 first class mail fee applied per parcel per mailing event.	\$600.00 staff review fee, \$30.00 sign posting fee per sign per posting event, \$1.00 first class mail fee applied per parcel per mailing event.	2023
	Subdivision	Exempt Plat	NA	\$50.00 Staff Review Fee	NA
		Concept Plan	\$140.00 staff review fee	\$150.00 staff review fee, plus \$25.00 per lot	2011

B - FY2024-25 Manager Recommended Fee Changes

Department/Program	Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
	Final Plat	\$140.00 staff review fee	\$200.00 staff review fee, plus \$25.00 per lot	2011
	Re-approval	\$100.00 staff review fee	\$250.00 staff review fee	2011
	Major Subdivision (Under 20 proposed lots and not involving a Conditional District application)			
	Concept Plan	\$310.00 staff review fee, \$30.00 sign posting fee per sign per posting event, \$1.00 first class mail fee applied per parcel per mailing event.	\$600.00 staff review fee, plus \$50.00 per lot \$30.00 sign posting fee per sign per posting event, \$1.00 first class mail fee applied per parcel per mailing event.	2023
	Preliminary	\$600.00 staff review fee, \$2,000.00 legal advertisement, \$30.00 sign posting fee per sign per posting event, \$1.00 first class mail fee applied per parcel per mailing event.	\$400.00 staff review fee plus \$50/lot. The lot review fee shall be waived for lots dedicated for affordable housing	2023
	Final	\$500.00	\$500.00 staff review fee plus \$25/lot. The lot review fee shall be waived for lots dedicated for affordable housing	2001
	Zoning Compliance Permits and Site Plan Approvals:			
	Zoning Compliance Permits for single family/duplex residential structure(s)	\$30.00	\$50.00	2011
	Single family Residential site plan associated with Conditional District approval	\$1,000.00 staff review fee	\$600.00 staff review fee plus \$50.00 per dwelling. Dwelling unit fee waived for each unit dedicated for affordable housing	2021
	Multi-family site plan associated with Conditional District approval	\$1,000.00 staff review fee	Remove	2021
	Nonresidential uses	\$1,000.00 staff review fee plus, \$20.00 per 1000 square feet of proposed office/institutional building area, \$25.00 per 1000 square feet of industrial/warehouse building area, \$30.00 per 1000 square foot of proposed commercial/retail building area. If project is associated with a Conditional District approval, an additional \$250.00 staff review shall apply to the project.	\$1,000.00 staff review fee plus \$100.00 per acre of the proposed disturbed area.	2023

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
		Home Occupation Plan Review	\$90.00	\$200.00	1997
		EDD Site Plan	\$1,000.00 plus \$10.00 per square feet of proposed building area. If project is associated with a Conditional District approval then an additional \$250.00 staff review fee shall apply	\$1,000.00 plus \$100.00 per acre of the proposed disturbed area.	2021
		Sign permit application	\$25 + \$2/sq. ft.	\$50 + \$2/sq. ft.	2023
			Major (new construction, engineering modifications to the site plan, stormwater revisions,etc.) \$500	Major Modification to approved site plan (new construction, engineering modifications to the site plan, stormwater revisions,etc.) \$500	2001
			Minor (changes in use, site improvement without building additions) \$250	Minor Modification to approved site plan (changes in use, site improvement without building additions) \$250	2001
		Technology Fee 2%	NA	2% per permit Fee	NA
		Zoning Verification Letter	NA	\$30.00	NA
		Review fee for projects located within Major Transportation Corridor Overlay District	\$200.00 in addition to established project review fee, if any	Remove	2011
		Abandonment of rights-of-way/release of easements per abandonment or release (includes advertising)	\$250.00 staff review fee, \$2000.00 legal advertisement, \$30.00 sign posting fee per sign per posting event, \$5.00 certified mailing fee applied per parcel per mailing event.	\$125.00 staff review fee, \$2000.00 legal advertisement, \$30.00 sign posting fee per sign per posting event, \$5.00 certified mailing fee applied per parcel per mailing event.	2023
		Land Use Plan Map	\$1.00	Remove	1989
		Airport Study	\$5.00	Remove	1989
		Water Resources Task Force	\$4.25	Remove	1989
		Street Study	No Charge	Remove	1989
		Road Map	\$2.00	Remove	1989
		Road Map (large)	\$6.00	Remove	1989
		Aerial Photos	\$1.00	Remove	1989
		Topo Maps	\$1.50	Remove	1989

B - FY2024-25 Manager Recommended Fee Changes

Department/Program	Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
	Other Maps	\$1.00	Remove	1989
	Inventory of Sites	\$3.50	Remove	1989
	Inventory of Natural/wildlife etc	\$10.00	Remove	1989
	Photo Copies (Small Area Plans, JPA Land Use Plan, and all other documents and reports)	\$0.10 per page duplexed B&W; \$0.50 per page duplexed Color	Remove	2011
	Master Recreation/Parks Plan	\$10.00	Remove	1989
	New Hope Corridor Plan	\$4.00	Remove	1996
	Historic Preservation Element	\$10.00	Remove	1996
	Flexible Development Standards	\$5.00	Remove	1996
		Custom Map 24x32 (Using Existing Data) \$30	Custom Map 24x32 (Using Existing Data), Zoning Report \$30	2011
	Custom Data/Map 24x32 (Creation of New Data)	\$30.00/hour	Remove	2011
	CD or thumbdrive	\$10.00	Remove	2023
Erosion Control/Stormwater Management	Erosion and Sedimentation Control Plan Review and Inspection Fees			
	Buffer Authorization Certificate (BAC)	NA	\$250.00	NA
	Floodplain Development Permit (FDP)	NA	\$250.00	NA
	Erosion Control Plan Revisions	\$150.00 per plan revision request	\$450.00 min+ \$450.00 per acre or fraction thereof	2021
	Land Disturbing (Grading) Permits			2019
	Skimmer Basin Sediment, Trap, and/or Diversion Ditch Review	NA	\$200.00	NA
	Plan Re-Review Fee for >1 disapproval 2nd subsequent disapprovals	NA	Initial disapproval no fee; subsequent disapproval 50% of the initial plan review fee	NA
		Unscheduled Site Re-Inspection \$200.00 per re-inspection	Unscheduled Site Re-Inspection for Single Family House (SFH) \$250.00 per re-inspection	2021

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
		Unscheduled Site Re-Inspection	\$200.00 per re-inspection	Remove	2021
		Unscheduled Site Re-Inspection for Subdivision, Commercial, Industrial	NA	\$500.00 per re-inspection	NA
		Unpermitted Land Disturbance: Single Family House (SFH)	NA	\$500.00	NA
		Unpermitted Land Disturbance: Subdivision, Commercial, Industrial	NA	\$1,000.00	NA
		Surface Water Identification (SWID) field work.	Stream Origin and Intermittent/Perennial Determinations 1-2 determinations/site \$300 3-6 determinations/site \$600 7-9 determinations/site \$1000 10-12 determinations/site \$1200 13-16 determinations/site \$1500 17-19 determinations/site \$2000	Stream Origin and Intermittent/Perennial Determinations: \$200/determination	2021
		Stop Work Order/Notice of Violation	\$200.00 per order	Remove	2021
		Stop Work Order/Notice of Violation for Single Family House (SFH)	NA	\$500.00 per order	NA
		Stop Work Order/Notice of Violation for Subdivision, Commercial, Industrial	NA	\$1000.00 per order	NA
		Land Disturbance Permit (LDP) Renewal	NA	50% of (Original LDP rate) x (area disturbed and or remaining area to be disturbed)	NA
		Express EC&SW plan Review	NA	\$5,000.00	NA
		Technology Fee 2%	NA	2% per permit Fee	NA
Engineering		Plan Review	\$500 minimum, \$500 for greater than 1000 linear feet of utility or residential greater than 20 units	\$500.00 regardless of project size	2012
		Utility Construction Observation	\$1 per linear foot of utility	\$100.00 per hour	2012
		Tap Reinspection Fee	\$100.00	Remove	2011

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
Building Inspections Fees		Permit Change Fee	\$50-\$100	\$55-\$110	2023
		Change of Contractor Fee	\$25.00	\$30.00	2023
		Credit Card use fee	2% of transaction	Remove	2021
		Plans Review - Amendment Fee	\$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.	\$150.00 minimum (subject to increase adjustment for extent and complexity of review, up to maximum \$275), assessed when previously reviewed plans are submitted with significant revisions.	2023
		<i>Schedule A</i>			
		New Residential (1&2 family)	0.414 (all trades included)	0.455 (all trades included)	2023
		Building	.165/sq.ft / \$110 Min	.182/sq.ft / \$125 Min	2023
		Electrical	.079/sq.ft / \$110 Min	.087/sq.ft / \$125 Min	2023
		Plumbing	.079/sq.ft / \$110 Min	.087/sq.ft / \$125 Min	2023
		Mechanical	.091/sq.ft / \$110 Min	.100/sq.ft / \$125 Min	2023
		<i>Schedule B</i>			
		Building	.298/sq.ft.	.327/sq.ft.	2023
		Electrical	\$110.00	\$125.00	2023
		Plumbing	\$110.00	\$125.00	2023
		Mechanical	\$110.00	\$125.00	2023
		<i>Schedule C</i>			
		Mobile/Modular Homes			
		Singlewide			
		Building	\$110.00	\$125.00	2018
		Electrical	\$70.00	\$80.00	2018
		Plumbing	\$50.00	\$55.00	2018
		Mechanical	\$50.00	\$55.00	2018
		Doublewide			
		Building	\$166.00	\$185.00	2018

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
		Electrical	\$70.00	\$80.00	2018
		Plumbing	\$50.00	\$55.00	2018
		Mechanical	\$50.00	\$55.00	2018
		Triplewide			
		Building	\$193.00	\$225.00	2018
		Electrical	\$70.00	\$80.00	2018
		Plumbing	\$70.00	\$80.00	2018
		Mechanical	\$70.00	\$80.00	2014
		Quadwide			
		Building	\$221.00	\$250.00	2018
		Electrical	\$70.00	\$80.00	2018
		Plumbing	\$70.00	\$80.00	2018
		Mechanical	\$70.00	\$80.00	2018
		<i>Schedule D</i>			
		New Commercial-per square foot			
		Residential (apartments)			
		Building	\$0.242	\$0.266	2018
		Electrical	\$0.107	\$0.118	2018
		Plumbing	\$0.107	\$0.118	2018
		Mechanical	\$0.085	\$0.094	2018
		Storage			
		Building	\$0.085	\$0.094	2018
		Electrical	\$0.065	\$0.072	2018
		Plumbing	\$0.065	\$0.072	2018
		Mechanical	\$0.085	\$0.094	2018
		Assembly			
		Building	\$0.181	\$0.199	2018
		Electrical	\$0.098	\$0.108	2018

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
		Plumbing	\$0.098	\$0.108	2018
		Mechanical	\$0.085	\$0.094	2018
		Institutional			
		Building	\$0.337	\$0.371	2018
		Electrical	\$0.166	\$0.183	2018
		Plumbing	\$0.166	\$0.183	2018
		Mechanical	\$0.169	\$0.186	2018
		Business			
		Building	\$0.242	\$0.266	2018
		Electrical	\$0.115	\$0.127	2018
		Plumbing	\$0.115	\$0.127	2018
		Mechanical	\$0.108	\$0.119	2018
		Mercantile			
		Building	\$0.166	\$0.183	2018
		Electrical	\$0.082	\$0.090	2018
		Plumbing	\$0.082	\$0.090	2018
		Mechanical	\$0.074	\$0.081	2018
		Hazardous			
		Building	\$0.126	\$0.139	2018
		Electrical	\$0.053	\$0.058	2018
		Plumbing	\$0.053	\$0.058	2018
		Mechanical	\$0.074	\$0.081	2018
		Factory/Industrial			
		Building	\$0.126	\$0.139	2018
		Electrical	\$0.053	\$0.058	2018
		Plumbing	\$0.053	\$0.058	2018

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee		Manager Recommended Fee Change for FY 2024-25	Last Revision
		Mechanical	\$0.074		\$0.081	2018
		Educational				
		Building	\$0.242		\$0.266	2018
		Electrical	\$0.115		\$0.127	2018
		Plumbing	\$0.115		\$0.127	2018
		Mechanical	\$0.108		\$0.119	2018
		Utility and Miscellaneous/Shell Building				
		Building	\$0.085		\$0.094	2018
		Electrical	\$0.065		\$0.072	2018
		Plumbing	\$0.065		\$0.072	2018
		Mechanical	\$0.085		\$0.094	2018
		Commercial Plan Review	0.034 per square foot per project <5000 sq ft (\$150. minimum)		.037 per square foot per project <5000 sq ft (\$175. minimum)	2018
			0.027 per square foot 5000-20,000 sq ft		.030 per square foot 5000-20,000 sq ft	2018
			0.021 per square foot 20,000-150,000 sq ft		.023 per square foot 20,000-150,000 sq ft	2018
			0.013 per square foot >150,000 sq ft		0.014 per square foot >150,000 sq ft	2018
		Commercial Renovations and Alterations	Building \$165 + .349 per sf; Electrical \$110.00; Plumbing \$110.00; Mechanical \$110.00		Building \$185 + .384 per sf; Electrical \$125 Plumbing \$125; Mechanical \$125	2018
		<i>Schedule E</i>				
		Miscellaneous Bldg Inspections	<i>Commercial</i>	<i>Residential</i>	<i>Commercial</i>	<i>Residential</i>
		Moving Building	\$165.00	\$110.00	\$185	\$125
		Building Demolition	\$110.00	\$110.00	\$125	\$125
		Change of Occupancy/Use	\$110.00		\$125.00	2018

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee		Manager Recommended Fee Change for FY 2024-25		Last Revision
		Swimming Pools	<i>Commercial</i>	<i>Residential</i>	<i>Commercial</i>	<i>Residential</i>	2018
		Commercial	\$110.00	\$110.00	\$125	\$125	2018
		Residential	\$110.00	\$110.00	\$125	\$125	2018
		Woodstove/Fireplace	<i>Commercial</i>	<i>Residential</i>	<i>Commercial</i>	<i>Residential</i>	2018
		Commercial	\$55.00 each appliance	\$55.00 each appliance	\$60 each appliance	\$60 each appliance	2023
		Residential	\$55.00 each appliance	\$55.00 each appliance	\$60 each appliance	\$60 each appliance	2023
		Prefabricated Utility Bldgs.					
		Commercial	Utility Occupancy, Schedule D				
		Residential	\$110.00		\$125.00		2018
		Sign Permits	\$110.00		\$125.00		2018
Electrical Inspections		<i>Schedule F</i>					
		Miscellaneous Electrical	<i>Commercial</i>	<i>Residential</i>	<i>Commercial</i>	<i>Residential</i>	
		Temporary Serv 60 amp	\$55.00	\$55.00	\$60	\$60	2018
		Temporary Serv 60A-100A	\$55.00	\$55.00	\$60	\$60	2018
		Sign Inspections	\$110.00	\$55.00	\$125	\$60	2018
		Gasoline Pumps	\$55.00		\$60.00		2018
		Miscellaneous Inspections	\$110.00	\$110.00	\$125	\$125	2018
		<i>Schedule G</i>					
		Electrical Service Changes	<i>Commercial</i>	<i>Residential</i>			
		Single Phase					
		60-100A	\$110.00	\$110.00	\$125	\$125	2018
		125-200A	\$138.00	\$138.00	\$155	\$155	2018
		400A	\$165.00	\$165.00	\$185	\$185	2018
		Three Phase					
		150-200A	\$165.00	\$165.00	\$185	\$185	2018
		400 A	\$221.00	\$221.00	\$245	\$245	2018
		<i>Schedule H</i>	<i>Commercial and Residential</i>				
		Electrical Service	Single Phase	Three Phase			
		30-60A	\$55.00	\$138.00	\$60	\$155	2018

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee		Manager Recommended Fee Change for FY 2024-25		Last Revision
		70-100A	\$138.00	\$138.00	\$155	\$155	2018
		125A	\$165.00	\$165.00	\$185	\$185	2018
		150A	\$195.00	\$220.00	\$215	\$245	2018
		200A	\$200.00	\$250.00	\$220.00	\$275.00	2018
		300A	\$190.00	\$250.00	\$210.00	\$275.00	2018
		400A	\$250.00	\$330.00	\$275.00	\$365.00	2018
		600A	\$330.00	\$385.00	\$365	\$425	2018
		800A	\$385.00	\$525.00	\$425	\$580	2018
		1000A	\$525.00	\$690.00	\$580	\$760	2018
		1200A	\$690.00	\$775.00	\$760	\$855	2018
		1400A	\$745.00	\$995.00	\$820	\$1,095	2018
		1600A	\$775.00	\$1,325.00	\$855	\$1,455	2018
		Over 1600A		\$155/100A		\$175/100A	2018
Plumbing fees		<i>Schedule I</i>					
		New Construction	Based on square footage, see schedule A and B				
			<i>Commercial</i>	<i>Residential</i>			
		Water Heater Installation	\$110.00	\$110.00	\$125	\$125	2018
Mechanical Inspections		<i>Schedule J</i>					
		Residential Mechanical					
		Installation each additional system	\$55.00		\$60.00		2018
		Replacement of one system	\$165.00		\$185.00		2018
		<i>Schedule K</i>					
		Non-residential/ Commercial					
		Commercial Cooling					
		First unit	\$165.00		\$185.00		2018
		Each additional Unit	\$55.00		\$60.00		2018
		Replacement of System	\$165.00		\$185.00		2018
		Commercial Heating					
		First Unit	\$165.00		\$185.00		2018
		Each additional Unit	\$55.00		\$60.00		2018

B - FY2024-25 Manager Recommended Fee Changes

Department/Program	Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
	Replacement of System	\$165.00	\$185.00	2018
	Commercial Heat/Cool Combine			
	First Unit	\$165.00	\$185.00	2018
	Each additional Unit	\$55.00	\$65.00	2018
	Replacement of System	\$165.00	\$185.00	2018
	Commercial Ventilation/Exhaust			
	One System	\$165.00	\$185.00	2018
	Each additional	\$55.00	\$60.00	2018
	Hood fan comm. cooking equip	\$110.00	\$125.00	2018
	Commercial Cooking (one)	\$165.00	\$185.00	2018
	Each additional	\$58.00	\$65.00	2018
	Commercial Reinspection Fee	\$110.00	\$125.00	2018
General Miscellaneous	Refunds	\$42.50	\$50.00	
	Issue Certificate of Occupancy	\$16.00	\$20.00	2018
	Permit Renewal	\$55.00	\$60.00	2018
	Day Care Permits (existing building new occupancy)	\$110.00	\$125.00	2018
	Day Care Reinspection	\$110.00	\$125.00	2018
	Sprinkler system	\$221.00	\$245.00	2018
	Temporary Electrical Final Inspection-Residential	\$110.00	\$125.00	2023
	Temporary Electrical Final Inspection-Commercial	\$125.00	\$140.00	2023
	Fire Alarm system	\$220.00	\$245.00	2018
	Archive research (per project)	\$22.00	\$25.00	2018
	Grease trap installation	\$110.00	\$125.00	2018

B - FY2024-25 Manager Recommended Fee Changes

Department/Program			Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
	Commercial		Reinspection fee (no charge for 1st rejection for project. All subsequent rejections will result in fee)	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. (Additional 15% Town of Hillsborough)	First re-inspection free (one). Additional re-inspections will be assessed \$125.00 fee. Inspections that fail for second or more times (same trade inspection) will be assessed an additional \$110.00 fee added to re-inspection fee (\$125.00), compounded for each additional re-inspection for that same trade inspection. (Additional 15% Town of Hillsborough)	2023
	Residential		Reinspection fee (no charge for 1st rejection for project. All subsequent rejections will result in fee)	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. (Additional 15% Town of Hillsborough)	First re-inspection free (one). Additional re-inspections will be assessed \$125.00 fee. Inspections that fail for second or more times (same trade inspection) will be assessed an additional \$110.00 fee added to re-inspection fee (\$125.00), compounded for each additional re-inspection for that same trade inspection. (Additional 15% Town of Hillsborough)	2023
			Application Fee	\$50.00	\$55.00	2018
			Technology Fee	2%	3%	2018
			Temporary Certificate of Compliance application fee	\$100.00	\$110.00	2023
Health Department						
	Dental Health	D0120	Periodic Oral Evaluation	\$45.00	\$54.00	2013
		D0140	Limited Oral Evaluation	\$69.00	\$82.80	2013
		D0145	Oral evaluation for a patient under 3 years of age and counseling with primary caregiver	\$61.00	\$73.20	2013
		D0150	Comprehensive Oral Evaluation	\$80.00	\$96.00	2013
		D0170	Re-evaluation-limited, problem	\$65.00	\$78.00	2013
		D0210	Full Mouth Series w BWX	\$120.00	\$144.00	2013

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
	D0220	1st Intraoral PA Film	\$26.00	\$31.20	2013
	D0230	Additional PA Film	\$23.00	\$27.60	2013
	D0240	Intraoral Occulusal Film	\$38.00	\$45.60	2013
	D0270	BWX 1 Film	\$26.00	\$31.20	2013
	D0272	BWX 2 Films	\$41.00	\$49.20	2013
	D0273	Bitewings- thre films	\$51.00	\$61.20	2013
	D0274	BWX 4 Films	\$58.00	\$69.60	2013
	D0330	Panoramic Film	\$100.00	\$120.00	2013
	D0470	Study Models	\$104.00	\$124.80	2013
	D1110	Prophy/Adult age 13 and up	\$82.00	\$98.40	2013
	D1120	Prophy/Child under age 13	\$61.00	\$73.20	2013
	D1203	Fluoride Varnish (age 13&under)	\$33.00	Remove	2013
	D1204	Fluoride Varnish (age 13-20)	\$33.00	Remove	2013
	D1206	Topical Fluoride varnish;therapeutic application for moderate to high caries risk patients	\$39.00	\$46.80	2013
	D1351	Sealant/NEWLY ERUPTED TEETH	\$49.00	\$58.80	2013
	D1352	Reapplication of sealant	\$49.00	\$43.95	2013
	D1354	SDF-Interim Caries Arresting Medicament	\$49.00	\$58.80	2013
	D1510	Band & Loop/Quadrant Deliver 209/25	\$287.00	Remove	2013
	D1515	Fixed Bilateral Deliver 419/30	\$393.00	Remove	2013
	D1520	Space Maintainer-Removable, Unilateral	\$287.00	Remove	2018
	D1525	Space Maintainer-Removable, Bilateral	\$287.00	Remove	2018
	D1550	Recementation of Space Maintainer	\$57.00	Remove	2018
	D1555	Removal of Fixed Space Maintainer	\$25.00	Remove	2018
	D2140	Amal One Surface Prim/ Perm	\$130.00	\$156.00	2013
	D2150	Amal Two Surface Prim/ Perm	\$164.00	\$196.80	2013
	D2160	Amal Three Surface Prim/Perm	\$198.00	\$237.60	2013
	D2161	Amal Four Surface Prim/Perm	\$236.00	\$283.20	2013

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
	D2330	Resin One Surface Anterior	\$148.00	\$177.60	2013
	D2331	Resin Two Surface Anterior	\$183.00	\$219.60	2013
	D2332	Resin Three Surface Anterior	\$227.00	\$272.40	2013
	D2335	Resin Four Surface Anterior	\$288.00	\$345.60	2013
	D2390	Resin Comp. Crown Ant. Prim	\$414.00	\$496.80	2013
	D2391	Resin Comp. 1sur.Post-Prim/Perm	\$162.00	\$194.40	2013
	D2392	Resin Comp. 2sur.Post-Prim/Perm	\$212.00	\$254.40	2013
	D2393	Resin Comp. 3sur.Posterior Perm	\$261.00	\$313.20	2013
	D2394	Resin Comp.4+sur.Posterior Perm	\$314.00	\$376.80	2013
	D2920	Recement Crown NOT cov. by MA	\$100.00	\$120.00	2013
	D2930	SSC Primary Tooth	\$247.00	\$296.40	2013
	D2931	SSC Permanent Tooth	\$298.00	\$357.60	2013
	D2932	Prebaccricated Resin Crown	\$323.00	Remove	2013
	D2934	Prefab.est.coat SSC prim. Tooth	\$327.00	Remove	2013
	D2940	Sedative Filling	\$113.00	\$135.60	2013
	D2951	Pin Retention/tooth	\$67.00	Remove	2012
	D3110	Pulp Cap-direct exp. Pulp MED	\$76.00	\$91.20	2013
	D3120	Pulp Cap-indirect nearly exposed	\$77.00	\$92.40	2013
	D3220	Pulpotomy	\$183.00	\$219.60	2013
	D3310	Root Canal Therapy Anterior	\$676.00	\$811.20	2013
	D3320	Root Canal Therapy Bicuspid	\$780.00	\$936.00	2013
	D3330	Root Canal Therapy Molar	\$943.00	\$1,131.60	2013
	D4320	Provisional Splinting, intracoronal	\$115.00	Remove	2017
	D4321	Provisional Splinting, extracoronal	\$115.00	Remove	2017
	D4341	Scale Root Planing 4> teeth p/q	\$231.00	\$277.20	2013
	D4342	Scale/Root Planing 1-3 teeth p/q	\$167.00	\$200.40	2013
	D4346	Scaling in presence of generalized moderate or severe gingival inflammation	\$95.00	\$114.00	2013
	D4355	Full mouth Debridement	\$168.00	\$201.60	2013
	D4910	Periodontal Maintenance	\$127.00	\$152.40	2013

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
	D5411	Adjust Complete Denture - lower	\$45.00	\$54.00	2013
	D6930	Recement Bridge	\$100.00	\$120.00	2013
	D7111	Ext. coranal remnants deciduous	\$122.00	\$146.40	2013
	D7140	Ext. Erupted Tooth Prim/Perm	\$162.00	\$194.40	2013
	D7210	Extraction Surgical - 100+	\$253.00	\$303.60	2013
	D7230	Removal of Impacted Tooth - Complete Bony (D7230)	NA	\$402.00	NA
	D7250	Extract Root Tip	\$253.00	Remove	
	D7251	Coronectomy (D7251)	NA	\$329.00	NA
	D7286	Biopsy Oral Tissue	\$298.00	Remove	2013
	D7310	Alveoplasty extractions p/quad.	\$270.00	Remove	2013
	D7311	Alveoplasty in conjunction with extraction 1-3 teeth per quadrant	\$273.00	Remove	2013
	D7320	Alveoplasty not in conjunction with extraction 4 or more tooth spaces per quadrant	\$404.00	Remove	2013
	D7321	Alveoplasty not in conjunction with extraction 1-3 tooth spaces per quadrant	\$384.00	\$460.80	2013
	D7510	I & D Minor Surgery	\$217.00	Remove	2013
	D7999	Unspecified Surgical Procedure (D7999)	NA	\$200.00	NA
	D9110	Palliative Treatment	\$115.00	\$138.00	2013
	D9310	Consultation	\$122.00	Remove	2013
	D9910	Application of Desensitizing Medicament	\$57.00	\$68.40	2013
	D9911	Application of Desensitizing Resin for cervical and/or root surface per tooth	\$70.00	Remove	2013
	D9940	Occlusal guard, by report minimize bruxism \$274/95 lab	\$549.00	Remove	2013
	D9941	Fabrication of Athletic Mouthguard	\$236.00	Remove	2013
	D9951	Occlusal Adjustment Limited	\$166.00	Remove	2013
	D9999	Fractured Tooth Txt.	\$70.00	Remove	2013
		Projects	\$17.00	Remove	2009
		Boil and Bite Mouthguards (students with braces)	\$5.00	Remove	2007

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
		Office Visit - Minimum charge for dental visit (sliding fee)	\$30.00	\$40.00	2013
		Removal of Impacted Tooth-Soft Tissue	NA	\$358.00	NA
		Removal of Impacted Tooth - Partially Bony	NA	\$374.00	NA
Personal Health	59430	Postpartum care only	\$181.66	\$180.00	2023
	87220	Skin KOH (UNC Lab)	\$4.00	\$4.27	2023
	87426	In-House Coronavirus Ag1A Antigen Test	\$0.00	\$39.00	2023
	88341	Imhistochem/Cytchm Each Addl Antibody Slide (UNC Lab)	\$27.37	\$94.05	2022
	88342	Imhistochem/Cytchm Antibody Stain Procedure (UNC Lab)	\$33.82	\$86.35	2022
	90619	Meningococcal conjugate vaccine, serogroups ACYW-MENQUADFI	\$145.21	\$149.54	2023
	90620	Meningococcal recombinant protein and outer membrane vesicle vaccine, serogroup B (MenB-4C), 2 dose schedule - BEXSERO	\$187.04	\$198.03	2023
	90621	Meningococcal recombinant lipoprotein vaccine, serogroup B, 2 or 3 dose schedule - TRUMENBA	\$227.92	\$158.86	2023
	90632	Hepatitis A vaccine, adult dose - HAVRIX	\$68.88	\$71.60	2023
	90633	Hepatitis A vaccine, pediatric/adolescent dose, 2 dose - HAVRIX	\$30.70	\$31.60	2023
	90636	Hepatitis A and Hepatitis B recombinant vaccine, 3 doses - TWINRIX	\$105.33	\$109.48	2023
	90647	Hemophilus Influenzae B vaccine (Hib), PRP-OMP conjugate, 3 dose - PedVaxHIB	\$28.86	\$30.45	2023
	90648	Hemophilus Influenzae B vaccine (Hib), PRP-T conjugate, 4 dose - ActHIB	\$12.23	\$12.68	2023
	90651	Human Papillomavirus vaccine types 6, 11, 16, 18, 31, 33, 45, 52, 58, nonavalent (HPV), 2 or 3 dose - GARDASIL 9	\$268.77	\$287.53	2023
	90670	Pneumococcal conjugate vaccine, 13 valent (PCV13) - PREVNAR 13	\$224.92	\$224.13	2023
	90671	Pneumoccal 15-valent conjugate vaccine 6 weeks through 17 years-VAXNEUVANCE	\$216.08	\$222.54	2023
	90675	Rabies Vaccine - IMOVAX RABIES	\$382.33	\$393.80	2023

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
	90677	Pneumococcal 20 valent conjugate vaccine- PREVNAR 20 adults 18 years and older	\$247.22	\$251.35	2023
	90680	Rotavirus vaccine, pentavalent (RV5), 3 dose - ROTATEQ	\$93.18	\$99.95	2023
	90681	Rotavirus vaccine, human, attenuated (RV1), live, oral, 2 dose - ROTARIX	\$127.14	\$130.93	2023
	90696	Diphtheria, tetanus toxoid, and acellular pertussis vaccine and inactivated poliovirus vaccine (DTaP- IPV), for 4 to 6 years of age - KINRIX	\$53.93	\$56.23	2023
	90696	Diphtheria, tetanus toxoid, and acellular pertussis vaccine and inactivated poliovirus vaccine (DTaP- IPV), for 4 to 6 years of age - QUADRACEL	\$53.36	\$58.70	2023
	90698	Diphtheria, tetanus toxoids, acellular pertussis vaccine, haemophilus influenza Type B, and inactivated poliovirus vaccine (DTaP-IPV/Hib) -	\$106.42	\$109.50	2023
	90700	Diphtheria, tetanus toxoids, and acellular pertussis vaccine (DTaP), for 7 years or younger - DAPTACEL	\$26.74	\$27.71	2023
	90700	Diphtheria, tetanus toxoids, and acellular pertussis vaccine (DTaP), for 7 years or younger - INFANRIX	\$23.82	\$24.46	2023
	90707	Measles, mumps, and rubella virus vaccine (MMR), live - M-M-R II	\$89.86	\$92.49	2023
	90707	Measles, Mumps and Rubella vaccine, live- PRIORIX	\$89.86	\$89.79	2023
	90710	Measles, mumps, and rubella AND varicella virus vaccine, live-PROQUAD	\$262.36	\$270.14	2023
	90713	Poliovirus vaccine (IPV), inactivated - IPOL	\$38.60	\$40.49	2023
	90714	Tetanus and diphtheria toxoids (Td) adsorbed, preservative free, for 7 years or older - TENIVAC	\$34.44	\$35.75	2023
	90715	Tetanus, diphtheria toxoids and acellular pertussis vaccine (Tdap), for to 7 years or older - ADACEL	\$44.36	\$46.04	2023
	90715	Tetanus, diphtheria toxoids and acellular pertussis vaccine (Tdap), for to 7 years or older - BOOSTRIX	\$44.36	\$41.46	2023
	90716	Varicella virus vaccine (VAR), live - VARIVAX	\$177.00	\$174.32	2019

B - FY2024-25 Manager Recommended Fee Changes

Department/Program		Description	Current Fee	Manager Recommended Fee Change for FY 2024-25	Last Revision
	90723	Diphtheria, tetanus toxoids, acellular pertussis vaccine, Hepatitis B, and inactivated poliovirus vaccine (DTaP-Hep B-IPV) - PEDIARIX	\$69.10	\$73.01	2023
	90734	Meningococcal conjugate vaccine, serogroups A,C,Y and W-135 quad (MenACWY or MCV4) - MENVEO	\$123.55	\$130.92	2023
	90739	Hepatitis B vaccine (Hep B), adult dosage, 2 dose - HEPLISAV	\$108.41	\$156.30	2022
	90744	Hepatitis B vaccine (Hep B), pediatric/adolescent dosage, 3 dose - ENGERIX PEDS	\$18.39	\$19.09	2023
	90744	Hepatitis B vaccine (Hep B), pediatric/adolescent dosage, 3 dose - RECOMBIVAX HB PEDS	\$20.72	\$31.32	2023
	90746	Hepatitis B vaccine (Hep B), adult dosage - ENGERIX-B	\$47.80	\$49.69	2023
	90746	Hepatitis B vaccine (Hep B), adult 20 years and older, 3 dose-RECOMBIVAX HB ADULT	\$47.80	\$55.26	2023
	90750	Zoster Vaccine recombinant, adjuvanted, 50 years or older - SHINGRIX	\$183.41	\$197.70	2023
	94150	Peak Flow	\$3.25	\$18.00	2018
	96125	ASQ - Developmental	\$78.38	\$80.00	2018
	97804	Medical Nutrition Therapy-Group (2 or more)	\$15.00	\$16.00	2011
	99441	Telephone Evaluation 5-10 min	\$15.00	\$26.00	2021
	99442	Telephone Evaluation 11-20 min	\$25.00	\$44.00	2021
	99443	Telephone Evaluation 21-30 min	\$35.00	\$49.00	2021
	90480	COVID-19 Administration Fee	NA	\$65.00	NA
Solid Waste - Enterprise Fund					
		Solid Waste Programs Fee - Orange County	\$142.00	\$138.00	2019
		Solid Waste Programs Fee - City of Mebane	\$94.72	\$92.07	2020

⁽¹⁾The county has the discretion to waive fees that are being charged internally to county departments.

[*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 while 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 and vehicles

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 16% 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.

Investment of Capital Funds

16. 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.
17. Investment earnings on capital funds, after subtracting required or potential arbitrage, will be used for project costs and/or debt service.

Bond Ratings

18. 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.

19. 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

20. 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.
21. 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

22. 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

23. The County will create and maintain capital reserve funds as appropriate, such as for school and county projects.
24. 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.
25. 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)

26. The County will review and adopt a ten-year CIP annually.
27. This Debt Management Policy will be incorporated into the CIP.
28. 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.

May 7, 2024

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.

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 school's capital improvement plan. The County will then file separate school applications with the NC Department of Public Instructions and make withdrawals of lottery proceeds for both school systems.

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 breakdown 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.

Capitalization Thresholds for Government Auditing Standards Board (GASB) 87 (Leases) and 96 Subscription Based Information Technology Agreements (SBITA)

The County implemented GASB Statements Number 87 and 96 in fiscal years 2022 and 2023, respectively. To further streamline implementation of both GASB 87 (Leases) and GASB 96 (Subscription Based Information Technology Arrangements) (SBITA), the County will establish capital thresholds of \$50,000 for meeting the reporting requirements.

This policy threshold of \$50,000 is effective for the fiscal year ending June 30, 2024, for both GASB 87 and 96.

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

May 7, 2024

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.

May 7, 2024

ORANGE COUNTY BOARD OF COMMISSIONERS FUND BALANCE MANAGEMENT POLICY

The Fund Balance Management Policy is intended to address the needs of Orange County (County), in the event of unanticipated and unavoidable occurrences which could adversely affect the financial condition of the County and thereby jeopardize the continuation of necessary public services. This policy will ensure the County maintains adequate fund balance and reserves in the County's Governmental Funds to provide the capacity to:

1. Provide sufficient cash flow for daily financial needs,
2. Secure and maintain investment grade bond ratings,
3. Offset significant economic downturns or revenue shortfalls, and
4. Provide funds for unforeseen expenditures related to emergencies.

Fund Balance for the County's Governmental Funds will be comprised of the following categories:

1. Nonspendable - amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
2. Restricted – amounts externally imposed by creditors (debt covenants), grantors, contributors, laws, or regulations of other governments.
3. Committed – amounts used for a specific purpose pursuant to constraints imposed by formal action of the government's highest level of decision-making authority.
 - a. Amounts set aside based on self-imposed limitations established and set in place prior to year-end, but can be calculated after year end.
 - b. Limitation imposed at highest level and requires same action to remove or modify
 - c. Ordinances that lapse at year-end
4. Assigned - amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed.
5. Unassigned – amounts that are not reported in any other classification.

The General Fund will be the only fund that will have an unassigned fund balance. The Special Revenue Funds and Capital Project funds will consist of only nonspendable, restricted, committed and assigned categories of fund balance.

Unassigned Fund Balance – General Fund

Orange County has adopted a fiscal policy that provides for capital projects to be financed with debt and pay-as-you-go funding. In order to obtain the best possible financing, the County has adopted policies designed to maintain bond ratings at or better than AAA (Fitch), Aaa (Moody's Investor Services) and AAA (Standard & Poor's). Part of the County's fiscal health is maintaining a fund balance position that rating agencies feel is adequate to meet the County's needs and challenges.

Orange County has therefore adopted a policy that requires management to maintain an unassigned balance as follows:

1. The County will strive to maintain an unassigned fund balance in the General Fund of 16% percent of budgeted general fund operating expenditures each fiscal year. The amount of unassigned fund balance maintained during each fiscal year should not fall below 8% percent of budgeted general fund operating expenditures, as recommended by the North Carolina Local Government Commission.
2. To the extent that the General Fund unassigned fund balance exceeds 16% percent, the balances may be utilized to fund capital or one-time expenditures or pay down outstanding County debt.
3. The County's budget and revenue spending policy provides for programs with multiple revenue sources. The Financial Services Director will use resources in the following hierarchy: bond proceeds, Federal funds, State funds, local non-county funds, county funds. For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in-order by committed fund balance, assigned fund balance, and lastly, unassigned fund balance. The Financial Services Director has the authority to deviate from this policy if it is in the best interest of the County with Board of County Commissioner's approval.
4. Management is expected to manage the budget so that revenue shortfalls and expenditure increases do not impact the County's total unassigned fund balance. If a catastrophic economic event occurs that requires a 10% or more deviation from total budgeted revenues or expenditures, then unassigned fund balance can be reduced by action from the Board of County Commissioners; the Board also will adopt a plan of action to return spendable fund balance to the required level.

Enterprise Funds - (Solid Waste, Efland Sewer, and the Orange County Sportsplex) – The County will strive to maintain unrestricted net assets greater than 8% of total operating revenues at fiscal year-end, net of any donated assets recognized, to provide reserves for operations and future capital improvements.

Restrictions, reservations, and designations of Net Assets for Enterprise Funds

For external reporting purposes, net assets will be reported as restricted or unrestricted in accordance with GAAP. For internal purposes, net assets will be reserved or designated as follows:

1. Encumbered balances to continue existing projects are designated.
2. Designations for funding of planned projects in a future period to reduce the financial demands placed upon a subsequent budget.

Internal Service Funds – Dental Insurance Fund - total net assets shall maintain a positive balance to illustrate the internal nature of recovery fees for services performed in self-insuring employees of the County. Additionally, the net assets of the fund will demonstrate adequate funding for incurred, but not reported claims.

May 16, 2017

Rescission

This policy supersedes any policy in place prior to this date.

May 16, 2017

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.

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 five-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 \$30,000 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, and worker's compensation.

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 of 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 to 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.

Glossary - continued

Operating Expenses - Those expenditures of a recurring nature, covering services and supplies necessary to operate individual agency activities.

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. Property was recently re-valued as of January 1, 2009.

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.

Glossary - continued

Sales Tax - Tax paid by retail consumers in the County.

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.