

APPROVED 5/2/2019

**MINUTES
BOARD OF COMMISSIONERS
BUDGET WORK SESSION
April 9, 2019
7:00 p.m.**

The Orange County Board of Commissioners met in regular session on Tuesday, April 9, 2019 at 7:00 p.m. at the Whitted Building in Hillsborough, N.C.

COUNTY COMMISSIONERS PRESENT: Chair Penny Rich and Commissioners Jamezetta Bedford, Mark Dorosin, Sally Greene, Earl McKee, Mark Marcoplos and Renee Price

COUNTY COMMISSIONERS ABSENT: None

COUNTY ATTORNEYS PRESENT: John Roberts

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

Chair Rich called the meeting to order at 7:00 p.m.

Chair Rich said during agenda review yesterday they looked at the April 25th work session, which had only two items on it. She said one item was moved to the April 16th meeting, and the other item had to do with economic development, which the Board of County Commissioners (BOCC) will discuss tonight. She said the April 25th work session will be cancelled.

1. Discussion on a Potential Framework for Intergovernmental Collaboration with Municipal Partners

BACKGROUND:

During the Board's annual retreat, one of the themes that emerged was a desire to improve collaboration and cooperation with the municipalities within the County. This type of intergovernmental collaboration has historically been facilitated through a joint meeting process. However, some feedback to staff suggested that some elected officials believed the joint meeting framework lacked a clear purpose and few deliverables.

As part of a brainstorming exercise about how to have a more deliberate collaboration process, the School Collaboration framework seemed to represent a good example of how the County and the school districts are able to identify joint issues, set goals, and reduce collaboration barriers. The School Collaboration framework consists of representatives from the County and each of the school districts, administrative leadership from each body, and other staff as required for support on specific topics. The Collaboration work group is facilitated by a professional facilitator who solicits agenda items in advance of the meeting, facilitates the work group meetings, and creates a set of minutes from those meetings that is distributed to each of the governing bodies.

A similar framework could be used with municipalities where a small group of representatives from each of the governing boards meets to explore collaboration opportunities and report out results. The role of the facilitator is outlined in the proposal from the Dispute Settlement Center which is provided as Attachment A.

FINANCIAL IMPACT: No financial impact is associated with this discussion. If the Board chooses to employ a framework that involves a professional facilitator, funds would need to be budgeted to compensate the facilitator.

Chair Rich said during the Chair/Vice Chair agenda review, nothing is voted on outside of reviewing the agenda, etc. She said staff pays attention to Commissioner petitions and responds to them very quickly, allowing most petitions to come under follow up items. She said the Chair/Vice Chair also talk about upcoming meetings.

Chair Rich said staff spoke about joint meetings with other municipalities, and that it is difficult to know how to proceed after these meetings occur. She shared the agenda from last year's joint meeting with Hillsborough, and pointed out that none of it has been accomplished a year later. She said the conclusion is that the joint meetings are not working efficiently.

Commissioner Dorosin said he has spoken with the various mayors, and a number of their board members, who feel that the joint meetings were not as productive as they could be.

Chair Rich said Travis Myren will present an alternate approach momentarily, but she emphasized that no decision was made at the January 28th agenda review, and it has taken some time for staff to be able to have all details in place in order to present the alternate approach to the Board, but staff is now ready to do so.

Travis Myren made the following PowerPoint presentation:

Potential Framework for Intergovernmental Collaboration

April 4, 2019

Southern Human Services Center

Potential Collaboration Framework

- One Year Pilot Project
- Contract with a Professional Facilitator
 1. Coordinate Meetings and Agendas
 2. Facilitate Meetings
 3. Summarize Meetings via Meeting Notes
 4. Lead the Evaluation of the Pilot
- Four Work Groups
 1. Town of Chapel Hill
 2. Town of Carrboro
 3. Town of Hillsborough
 4. City of Mebane
- Meeting Frequency
 - Annually
 - Bi-Annually
- Facilitator to Solicit Agenda Items from Representatives in Advance of the Meeting
- Empower Representatives to Establish Priority Projects Following the Board's General Policy Priorities
- Report Meeting Outcomes to Full Board
 - Board Comments
 - Meeting Notes on Consent Agenda
- Evaluate Pilot Project with Full Board
 - Facilitator to Coordinate Evaluation
 - Continue the Process
 - Continue the Process with Changes
 - Revert to the Joint Meeting Framework

- Some Combination of the Above

Representation Options

1. School Collaboration Model for All Work Group Meetings
 - Chair & Vice Chair
 - Ask Each Town to Appoint Two Representatives
 - County/Town Assign Appropriate Staff
2. Two Consistent Board-Appointed Representatives for All Work Group Meetings
 - County Appoints Two Representatives
 - Ask Each Town to Appoint Two Representatives
 - County/Town Assign Appropriate Staff
3. One Consistent Board Representative and One Unique Representative for Each Work Group
 - County Appoints Two Different Representatives for Each Work Group
 - Ask Each Town to Appoint Two Representatives
 - County/Town Assign Appropriate Staff

Decision Points

1. Proceed with One Year Pilot Framework
2. Prescribe Meeting Frequency or Allow Each Work Group to Decide
3. Define a Reporting Process
4. Select a Representation Model
5. Appoint Representatives for the One Year Pilot

Chair Rich said she spoke with the mayors about this, who all seemed excited about the pilot project.

Commissioner Price asked if Mebane had been a part of the conversations.

Chair Rich said she has not spoken to Mebane, but the Manager and Deputy Manager talk with Mebane staff on a regular basis.

Commissioner Bedford said this is the one thing in which she has experience, having served on the school collaboration board. She asked if staff knows how often the school collaboration meeting has occurred in the past few years.

Travis Myren said quarterly.

Commissioner Bedford suggested leaving the meeting schedule flexible.

Commissioner Bedford said this does work because it is in a more informal setting, allowing for more back and forth. She said it does require a lot of staff time, but this is a great time to pilot. She said, as a new Commissioner, she will miss the joint meetings, but would ask for copies of the minutes to be distributed. She liked the idea of having two representatives from each entity as it adds continuity.

Commissioner Greene said twice a year does not seem enough, and she would suggest quarterly, or a flexible option.

Commissioner Dorosin said this is a good idea. He said the joint meetings are a good opportunity to see people, but there can be social gatherings scheduled to serve the same purpose. He said these meetings typically held a lot of general idea sharing, but nothing specific was ever really accomplished.

Commissioner Dorosin said in the school collaboration meetings, funding is the pre-dominant topic, with much less discussion about policy. He asked if this pilot program will be focused on developing collaborative policies.

Commissioner Dorosin said it would be helpful for the BOCC to have an agenda item, in advance of these meetings, for Commissioners to be able to suggest topics for the collaborative meetings, and set some priorities with timelines. He said if it appears that a topic is not going to work, then the group should move on.

Commissioner Greene agreed with Commissioner Dorosin, and said the meetings should be specific rather than general.

Commissioner Price said in addition to Commissioner Dorosin's suggestion, she would also like to have a de-briefing after the collaborative meetings occur.

Commissioner McKee said this can work very well, if it is focused. He referred to the three options, and said he would choose Chair/Vice Chair to serve. He said it can be a training ground for the Vice Chair.

Commissioner Marcoplos said this all sounds great, and he would not support a rotating representative plan, as continuity will be important. He would support Chair/Vice Chair or the appointment of two Commissioners.

Chair Rich said the feedback she received from the mayors is that the towns may have rotating representatives from their entities.

Chair Rich said the County is different from having a Mayor, who has more freedom. She said the towns can appoint whomever they please.

Commissioner McKee said he just wants consistency, and the towns may chose whomever they want.

Travis Myren said it sounds like the BOCC favors option number 1, proceeding with the one year pilot, the group determining meeting frequency, integrate the agenda item suggestion before each work group meeting, and some sort of debriefing afterwards.

Travis Myren said staff will formally ask the municipalities to appoint representatives.

Chair Rich asked if all the groups will meet together all the time.

Travis Myren said in the beginning staff would suggest meeting individually with the towns, and go from there.

Commissioner Price asked if this will replace the annual Assemblies of Governments.

Chair Rich said to leave that once a year, and also maybe have a social once a year.

Travis Myren said he could bring an action item back at the May 2nd meeting.

Commissioner Greene clarified that option one is the consensus.

Travis Myren said that is what he is hearing.

Commissioner Dorosin asked if the current joint meetings are held annually.

Donna Baker said once a year, but many have been cancelled in recent years.

Commissioner Dorosin said two a year would be a good improvement.

Commissioner Marcoplos said to leave it open for more, and let the groups decide.

Chair Rich said there can always be one more County Commissioner, but never more than 3. She said to let Donna Baker know, to avoid a quorum.

Travis Myren said staff would:

1. Proceed with One Year Pilot Framework
2. Prescribe Meeting Frequency or Allow Each Work Group to Decide
3. Define a Reporting Process and add an item to the agenda before the meetings for the board to suggest discussion topics and a de-briefing process after these meetings
4. The Board selected Option 1 as their Representation Model
 - i. Chair & Vice Chair
 - ii. Ask Each Town to Appoint Two Representatives
 - iii. County/Town Assign Appropriate Staff
5. Appointed Representatives for the One Year Pilot will be the BOCC Chair/Vice Chair

2. Discussion of Manager's Recommended FY 2019-24 Capital Investment Plan (CIP)

BACKGROUND:

Each year, the County produces a Capital Investment Plan (CIP) that establishes a budget-planning guide related to capital needs for the County as well as Schools. The current CIP consists of a 5-year plan that is evaluated annually to include year-to-year changes in priorities, needs, and available resources. Approval of the CIP commits the County to the first year funding only of the capital projects; all other years are used as a planning tool and serves as a financial plan.

Capital Investment Plan – Overview

The FY 2019-24 CIP includes County Projects, School Projects, and Proprietary Projects. The School Projects include Chapel Hill-Carrboro City Schools, Orange County Schools, and Durham Technical Community College – Orange County Campus projects. The Proprietary Projects include Water and Sewer, Solid Waste Enterprise Fund, and Sportsplex projects. The CIP has been prepared anticipating moderate economic growth of approximately 2% in property tax growth and 4% in sales tax growth annually over the next five years. Many of the projects in the CIP will rely on debt financing to fund the projects.

Tonight's discussion will focus on County and Proprietary CIP projects. See Attachment A for the Overall CIP Summary, County CIP Projects Summary, and the Proprietary CIP Summaries. Discussion of the Schools CIP projects is scheduled for the April 23, 2019 Joint County/School Boards Meeting. Durham Technical Community College – Orange County Campus new academic building project will also be discussed at the April 23rd meeting.

Discussion will also be directed to recommended Future Capital Projects in Years 2-5 of the CIP (FY 2020-21 through FY 2023-24); discussion and review of the Debt Service and Debt Capacity – General Fund (page 200), the Water and Sewer Debt Service requirements paid with Article 46 Quarter Cent Sales Tax proceeds (page 201), and Debt Service requirements for Solid Waste (page 202) and Sportsplex (page 203).

FINANCIAL IMPACT: There is no immediate financial impact associated with discussion of the FY 2019-24 Capital Investment Plan. It is a long-range financial planning tool with a financial impact in FY 2019-20, if the first year of the CIP is approved by the Board of County Commissioners with the adoption of the Annual Budget.

Travis Myren made the following PowerPoint presentation:

ORANGE COUNTY
CAPITAL INVESTMENT PLAN FY2019-24
Board of Orange County Commissioners
Work Session
April 9, 2019

- Capital Investment Plan Review Schedule
 - County Project Discussion – April 9
 - County Capital Projects
 - Proprietary Funds Projects
 - Education Capital Discussion – April 23 *Joint Meeting*
 - Chapel Hill-Carrboro City Schools
 - Orange County Schools

- Durham Technical Community College
 - Budget Work Sessions
 - May 23, May 30, June 6, June 11
 - Adoption of the Operating and Capital Budget – June 18
- FY2019-24 Investment Themes
 - Sustainability and Building Resilience to Climate Change
 - County Facility Remediation and Improvements - \$3.25 million
 - Building and Infrastructure Improvements - \$791,300
 - Sustainability Bank - \$50,000
 - Parks, Recreation and Open Space - \$1.39 million
 - Commitment to School Facilities
 - Orange County Schools Bond Projects – \$20 million
 - Deferred Maintenance - \$3 million
 - Economic Development
 - Piedmont Food Processing Facility - \$185,000
 - Broadband Expansion Phase II - \$150,000
 - Hillsborough EDD Supplement - \$1.06 million
 - Public Safety
 - Sheriff's Office Body Camera Deployment - \$158,380
 - EMS Substations Construction Cost Supplement and Furniture, Fixtures, and Equipment at Waterstone and Efland - \$450,000
 - Communication System Radios for Sherriff's Office - \$273,250
 - Public Safety Vehicle Replacements - \$965,550

FY2019-24 Recommended Capital Investment Plan - graph
FY2019-20 Total Recommended Expenditures - \$47.4 million

- Court Street Annex - \$188,600 (p. 33)
 - Offices for Juvenile Justice and Adult Probation and Parole
 - Accessibility Improvements
 - Low Cost Measures for Interior Comfort - Short to Medium Term
 - ❖ Replace Flooring
 - ❖ Paint Walls
 - ❖ Improve Security
 - Part of Planning Process for Disposition of Detention Center Site

FY2019-24 Recommended Capital Investment Plan - photo

- Criminal Justice Resource Department - \$216,300 (p. 34)
 - Criminal Justice Resource Department Offices
 - Lower Level of 1954 Courthouse
 - Department Growth
 - ❖ FY2015-16 - 3.0 FTE
 - ❖ FY2016-17 – 4.0 FTE
 - ❖ FY2017-18 - 6.0 FTE
 - ❖ FY2018-19 - 8.5 FTE
 - ❖ FY2019-20 - Request for Additional Position - 9.5 FTE

Commissioner Dorosin referred to page 33 in the book, which says, “future years will take into account the relocation of the detention center and subsequent disposition and/or

master planning for the entire downtown site,” and asked if the County or Hillsborough will be doing this master planning.

Travis Myren said this would be a cooperative effort between the Town and the County. He resumed the PowerPoint presentation:

- FY2018-19 Funding Repurposed for Remediation Projects
- Reconfigure and Remodel Courthouse Lower Level Space
 - Improve use by CJRD, Sheriff’s Office, District Attorney’s Office
- Facility Safety & Accessibility - \$371,000 (p. 35)
 - Countywide Accessibility Projects - \$27,500
 - Safety Manual for Construction Projects - \$8,000
 - 510 Meadowlands Security Cameras - \$7,500
 - 510 Roof Deflection Warning System - \$12,500
 - **River Park Accessible Sidewalk from Bus Stop - \$88,000**
 - Field House Roof Deflection Warning System - \$12,500
 - **Whitted Steps and Curb Repair - \$185,000**
 - Multiple Facility Automatic External Defibrillators - \$30,000
- Generator Projects - \$158,000 (p. 37)
 - Design and Engineering - \$10,000
 - Hillsborough Commons - \$23,000
 - Complete Connection of all Electrical Services at the Social Services Building
 - Piedmont Food Processing Center – \$125,000
 - New Generator to Maintain Continuous Refrigeration
 - Funded with Article 46 Sales Tax
 - Research on Solar Powered Battery Collection and Storage
 - ❖ 350 kW Generator
 - ❖ Need 70 Tesla Powerwall Units + 350 kW Solar Farm - \$1,025,000- (more viable going forward)
 - ❖ Three Hour (3) Hour Capacity

Commissioner McKee asked if there is a generator currently.

Travis Myren said no.

Commissioner McKee said this building needs a generator.

Travis Myren resumed the PowerPoint presentation:

- Government Services Annex - \$375,000 (p. 38)
 - Sealing Basement and Moving Access
 - Water Intrusion Prevention
 - Storm water and Drainage Around Building

Commissioner Dorosin asked if the basement is going to be sealed off permanently.

Travis Myren said yes.

Commissioner Dorosin asked if that is considered a permanent solution, or at some point will the building need to be vacated.

Travis Myren said this is as permanent as can be done for now, and an alternative location for staff could be considered, but there is no space available at this time.

Commissioner Marcoplos asked if this would allow water in, or would it be sealed from the outside.

Travis Myren said it would be waterproofed from the outside, and any water that may come in from the ground, would be sealed in the basement.

Commissioner Marcoplos said that building has a cinder block exterior wall, and insulation may be a good idea, as it leaks energy.

Commissioner Price asked if there would be access to the basement from inside the building.

Travis Myren said the basement access would be moved to the front of the building, and there would be no reason to go down there except for extreme maintenance.

Commissioner Greene asked if the date when this building was built is known, and if the County built it.

Staff is unsure, and will research.

Chair Rich said this building is in the historic district, and the County is limited by the Town as to what it can do.

Alan Dorman, Asset Management Services (AMS) Interim Director, came back later in the meeting and said the annex was constructed in 1968.

Travis Myren resumed the PowerPoint presentation:

- Heating Ventilation and Cooling Projects - \$1,207,500 (p. 39)
 - Humidity Impact Study - \$50,000
 - **Building Automation Controls Upgrade - \$140,000**
 - Vendor Support Ends in 2019
 - Motor Pool Facility – Add HVAC in Bays – 93,500
 - **Central Recreation HVAC Replacement – 165,000**
 - Hillsborough Commons Partial HVAC Replacement – 88,000
 - Mural Courtroom – HVAC Replacement – 32,000
 - **Seymour Center HVAC Replacement - \$132,000**
 - **Southern Human Services HVAC Replacement - \$357,000**
 - West Campus – Design Services for HVAC Replacement – \$35,000
 - West Campus – Backup Cooling for Data Center - \$30,000
 - Emergency Replacements - \$50,000

Commissioner Greene asked if any of these could be turned into solar projects.

Travis Myren said staff would probably look at geo-thermal, and could conduct geo – thermal conductivity tests at the Central Recreation area. He said he would follow up with AMS.

Commissioner Greene asked if the number of geo-thermal wells behind the Link building could be identified, and at what point these wells will pay for themselves.

Travis Myren said staff will follow up with this information, but at the northern campus the geo-thermal system expects a 15-20 year payback.

Commissioner Marcoplos said it would be interesting to know if any air sealing was done on the older buildings.

Travis Myren said staff can investigate this.

Commissioner Price asked if the age of these units is known, and if a renewable energy source would offer greater longevity.

Travis Myren said staff can provide the installation dates, and if there are more sustainable solutions. He resumed the PowerPoint presentation:

- Justice Facility Improvements - \$43,221 (p. 41)
 - Mural Courtroom – \$21,078
 - Replace Recessed Lighting with LED
 - Clerk of Courts Office - \$22,143
 - Install Counter in Juvenile Section

- Improve Furniture in Probate for Privacy
 - Install Glass Partition at Main Counter for Security
- Clerk of Courts Office – Main Counter
- Lake Orange Dam Remediation - \$95,000 (p. 42)
 - 2018 Department of Environmental Quality Inspection
 - Deficiencies Documented – Long Term Repair Plan Created
 - FY2019-20 Projects
 - Sandblasting and Painting Intake Tower Beams and Gate Actuators
 - Replacing Concrete Expansion Joints and De-mucking Sluice Gate

Commissioner Marcoplos asked if there is a reason that Orange County owns this lake.

Craig Benedict, Planning Director, said a permit was issued in 1968 with Orange County and the Department of Health. He said Orange County was responsible for water resources for the Town of Hillsborough, proper. He said the County worked in collaboration with Hillsborough, but since the reservoir was in unincorporated Orange County, it was the County who met with property owners to gather donations and the creation of the dam. He said there have been discussions in the past about handing it off to Hillsborough, and the resource of Lake Orange is both for supplying water to the Eno River, to keep the flow going for environmental purposes, and for Hillsborough, and for Orange Alamance water system that provides water to Corporation Lake, and for Piedmont Minerals.

Commissioner Marcoplos clarified that Orange County used to provide water to Hillsborough.

Craig Benedict said yes, it is called a class 2 reservoir, as there is no pipe that goes directly into the lake. He said the County operates the gauge electronically, and how much water is released to run to the Eno River and is picked up in Lake Ben Johnson, where Hillsborough does have direct pipe access.

Commissioner Marcoplos asked if Hillsborough is appreciative.

Craig Benedict said there are other options of how this responsibility can be shared, and his staff will continue to look in to these.

Commissioner McKee said in the late fifties Eno River was Hillsborough's water supply, but it dried up. He said some of the farm ponds in Cedar Grove were pumped into the river and the tobacco irrigation system was used to pump it from pool-to-pool down the river.

Commissioner Greene referred to page 42, which says this dam was classified as a high hazard dam in 2011, and asked if it has been due to luck that no disaster has happened yet.

Craig Benedict said that designation is for how much water it holds, the type of floodplain, etc. He said staff has been working with DEQ and FEMA, and there is an emergency plan in place should the need arise.

Commissioner Price asked who will oversee the sand blasting, painting, etc. as she is concerned about pollution.

Craig Benedict said there are specifications for this, and his new staff engineer has a background in dam construction and inspection. He said the County will oversee this project.

Commissioner McKee said this will be completely encased while sandblasting is taking place.

Travis Myren resumed the PowerPoint presentation:

- Major Plumbing Repairs - \$250,778 (p. 44)
 - Whitted Underground Hot Water Piping - \$97,153
 - Repair Deteriorating Pipe Needed for Heating
 - Cedar Grove Community Center Septic Line Replacement - \$118,625
 - First Step in Improving Sewer Service Reliability and Capacity
 - Orange County Public Transportation Connection to Town Sewer - \$35,000

- Septic Field at End of Life

Commissioner Price asked if the Cedar Grove repair will increase capacity.

Travis Myren said staff believes the slump in the line is right under the gym, and if the repair improves the flow, it should improve capacity. He said it will not increase capacity, but will bring it up to what it was intended to do.

Commissioner McKee asked if the septic line can be brought out from under this building.

Alan Dorman said staff asked Planning/Inspections, and they did not want to run it outside of the building.

Commissioner McKee said this needs to change.

Travis Myren resumed the PowerPoint presentation:

Whitted Boiler Pipe Condition - photo

Cedar Grove Septic Pipe - map

- Orange County Southern Branch Library - \$750,000 (p. 46)
 - Construction Cost Budget - \$5.6 million
 - FY2019-20 Budget for Furniture, Fixtures, and Equipment
 - Carrboro Partnership and Development Agreement
 - 203 South Greensboro Street
 - Colocation of Library Space with Town Offices
 - Pending Town Decisions on Parking

Commissioner Dorosin asked if there is an update, since the Arts Center pulled out of the project, and if this will be still be a three-story building.

Bonnie Hammersley said since the Arts Center pulled out they have only met with the designers once, and Carrboro wants to wait to meet with the designers again, until Carrboro has made a decision on downtown parking. She said the Town Manager said a three-story building is still likely, but she is meeting with the manager next week and this is one of the topics.

Bonnie Hammersley said Carrboro was making progress with the parking, and once this decision is worked out, everyone will meet with the designers again.

Commissioner Dorosin encouraged the BOCC to do whatever it could to keep the third story, and he said other partners could be identified to use the third floor at a later point.

Bonnie Hammersley said it is her sense that the Carrboro Aldermen feel the same way about keeping the third story.

Commissioner Bedford asked if funds need to be put in the budget now.

Travis Myren said money would not be borrowed until it is needed, and the schedule has been ongoing. He said staff is simply asking for authorization. He resumed the PowerPoint presentation:

Orange County Southern Branch Library Site - photo

- Piedmont Food & Agriculture Processing Facility - \$60,000 (p. 47)
 - Install Pre-Cast Grease Interceptor
 - Install Drive Over Drain for Food Trucks
 - Funded by Article 46 Sales Tax

Commissioner Dorosin asked if there is a reason this item is included in the CIP, if it comes out of Article 46 monies.

Travis Myren said Article 46 is still County money to be appropriated by the BOCC, and there are other water and sewer projects that are in the proprietary fund section of the budget, which are funded with Article 46 monies. He said this project could be moved to that section of the CIP as well, but staff had not considered this.

Commissioner Dorosin said he was just curious.

Travis Myren resumed the PowerPoint presentation:

- Parking Lot Improvements - \$145,500 (p. 48)
 - Parking Lot Striping and Painting - \$15,000
 - David Price Farmers Market Pavilion Paving - \$50,500
 - Motor Pool and Orange County Public Transportation Parking Lot Paving - \$50,000
 - Eno River Parking Deck Study - \$30,000
 - Recommendations to be Implemented in FY2020-21

Commissioner Price asked if the paving of the Price Market Pavilion has been well researched, as this area often floods.

Marabeth Carr, Landscape Architect, said it will help the situation, as the gravel has to often be replaced from washing in the stream.

Commissioner Greene suggested that semi-impervious surface may be better, but it is very expensive.

Travis Myren resumed the PowerPoint presentation:

- Roofing and Building Façade Projects - \$1,142,800 (page 29 on the PowerPoint)
 - Façade and Building Envelope Study - \$25,000
 - Third Party Annual Roof Inspections & Repairs - \$55,000
 - **Motor Pool Facility Roof - \$180,500**
 - 501 W. Franklin Front Façade and Window Bay - \$88,000
 - Central Recreation - \$45,000
 - **Hillsborough Commons Skylight Replacement - \$311,000**
 - Hillsborough Commons Waterproofing South Side - \$65,000
 - **Justice Facility Waterproof Boiler Room - \$103,000**
 - Orange County Public Transportation Site Grading and Façade Waterproofing - \$40,000
 - Seymour Senior Center Waterproofing Exterior Wall by Electrical Room - \$55,000
 - Southern Human Services Roof Replacement Design - \$64,000
 - Replacement in FY2020-21 - \$580,000
 - **Whitted Building "A" Roof Replacement - \$111,300**

Commissioner Price asked if the owner of Hillsborough Commons has any responsibility.

Travis Myren said the County installed the skylights, and are therefore the County's responsibility. He said the landlord is replacing the rest of the roof. He resumed the PowerPoint presentation:

- Sustainability Bank - \$50,000 (p. 52)
 - Small Scale Sustainability and Renewable Energy Projects
 - Department Proposal and Scoring Process
 - Preference to Projects where Funding Serves as Local Match or Leverages Outside Funding
 - Projects Approved by the Board of Commissioners

Commissioner Bedford asked if the mobile dental unit has been ordered.

Travis Myren said it has been ordered, and it should be up and running in July.

Commissioner Dorosin said he appreciated this sustainability bank, and it reminds him of the social justice fund in its creativity.

Chair Rich said these projects could be worth promoting.

Commissioner Greene said it is also an opportunity for partnerships, and would receive more interest if well publicized.

Commissioner Price asked if there are criteria on who can apply.

Travis Myren said initially it will only be County departments, similar to what has been done with the Information Technology Governance Council projects. He said departments make requests, which are reviewed and scored by the representatives of the functional leadership team, and the recommended to the BOCC for funding.

Commissioner Price asked if there is source for the matching funds.

Travis Myren said the matching funds are for when the County is applying for a state or federal grant, and requires a local match or something similar. He resumed the PowerPoint presentation:

- Vehicle Replacements - \$965,550 (p. 53)
 - Public Safety Priorities
 - Sheriff's Office
 - Animal Control
 - Ambulance Remount
 - Administrative Vehicle for Emergency Services

Commissioner Dorosin asked if this takes into account the selling of old vehicles.

Travis Myren said this represents the expenditures, and when surplus comes in, it goes back into the vehicle replacement fund. He resumed the PowerPoint presentation:

- Whitted Building Complex - \$575,000 (p. 54)
 - Site and Storm Water Management Improvements
 - Building Waterproofing Behind the Building
 - Gravel Parking Lot Improvements
 - Back Stairway Improvements
 - Fencing Repairs

Commissioner Greene asked if there is an accessibility plan for the Whitted meeting room.

Travis Myren said one would go through the lower level, and use the elevator to access the meeting room. He resumed the PowerPoint presentation:

- Whitted Medical Clinic Waiting Room - \$68,200 (p. 55) (page 33 on PowerPoint)
 - Remodel Current Waiting Area to Four (4) Offices
 - Remodel Storage Room to Become New Waiting Area
 - Improves Wayfinding and Client Flow
 - Funded with Medicaid Maximization Revenue

Information Technology and Communications

- Broadband Expansion Project - \$150,000 (p. 57)
 - FY2017-18 Phase 1 – Northern Orange County

- \$500,000 Original Budget
- Goal to Provide Broadband Access to 2,700 Residences
- Current Status?
- Phase 2 to Cover South West Portion of Orange County
 - Goal to Provide Broadband Access to 2,300 Residences

Chair Rich said this information is newsletter worthy.
Travis Myren resumed the PowerPoint presentation:

Service Area Map

- Information Technology Governance Council Projects - \$390,000 (p. 58)
 - Functionality Improvements
 - Pass management
 - Pre-Arrest Diversion Database
 - Patient Care Hardware
 - Detention Center Security Cameras (Portable)
- Information Technology Infrastructure - \$560,000 (p. 59)
 - Server Upgrades & Data Storage
 - Device Replacements – Laptops, Desktops, Printers
 - Network and Wireless

Commissioner Dorosin asked if there is an update on how the County has been covering the costs of its Information Technology challenges these past 3 weeks.

Travis Myren said with cyber-insurance, which the County recently upgraded. He said all of the immediate response will be covered by this plan, as well as any hardware that was purchased as a result of the incident. He said it is also the means through which the County will offer employees identity and credit monitoring. He resumed the PowerPoint presentation:

- Register of Deeds Automation – \$80,000 (p. 60) (page 37 in PPT)
 - Multiyear Account to Finance Technology Improvements in Register of Deeds Office
 - Currently Funding Replacement of Records Management Software
- Communication System Improvements – Sheriff's Office - \$273,250 (p. 61)
 - Final Year of Multiyear Replacement of Portable and In-Vehicle Radios
 - Replace Remaining Sheriff's Office Radios – Approximately 131 Mobile and Portable Units
- Sheriff's Office Body Worn Cameras - \$158,381 (p. 62)
 - Successful Pilot Project – Report in February 2018
 - \$300,000 Appropriated in FY2018-19
 - Finalizes Implementation to All Sworn Officers

Emergency Services Substation Long Range Plan

- FY 2016-17 Co-location with Chapel Hill Fire Department at Glen Lennox – completed
- FY 2017-18 Co-location with Orange Rural Fire and Hillsborough Police at Waterstone – Interlocal Agreement Underway
- FY 2018-19 Standalone station in Buckhorn-Efland area – Architect Contract Underway

- FY 2021-22 Design Funds for Standalone station
- FY 2022-23 Standalone station in Northern Corridor

Emergency Services

- Waterstone Substation Co-location with Orange Rural - \$400,000 (p. 63)
 - Supplemental Funding of \$350,000 for Construction Costs
 - \$50,000 for Furniture, Fixtures, and Equipment
- Efland Standalone Station - \$50,000
 - Furniture, Fixtures and Equipment
 - 24 hour station; Replaces Mt. Willing Road
 - Solar Photovoltaic (PV) Demonstration – 61 kW
 - 11-13 year payback of County investment

Waterstone Colocation Substation Site Map

Efland Substation Site Map

Long Range Parks Plan 2019-24

Parks, Open Space, and Trail Development

- Cedar Grove Park - \$550,000 (p. 68)
 - Priority Park Development – Phase 2(A)
 - Build T-Ball Fields to Replace Lost Fields in Hillsborough in 2020
 - Construct New Parking and Infrastructure
 - Possible Use of Fairview Park for T-Ball Fields Instead of Cedar Grove
 - Phase 2(B) in Years 6-10 - \$1.24 million
 - Deferred to Offset Northern Campus Costs
 - Add Tennis Courts
 - Multi-purpose Field
 - 1-2 Picnic Shelter(s)
 - Parking

Commissioner McKee asked if there is any update regarding co-location in Cedar Grove or Carr Fire Departments.

Dinah Jeffries, EMS Director, said there has been no conversation yet, but the Cedar Grove Community Center area is a perfect northern co-location site. She said she is hoping to open discussions soon.

Commissioner McKee said co-location in other areas seems to be working successfully. Travis Myren resumed the PowerPoint presentation:

- Mountains to Sea Trail - \$289,000 (p. 74) (page 45 in PowerPoint)
 - FY2019-20 and FY2020-21 Project
 - Segment from Buckhorn Road to OWASA Property at Cane Creek Reservoir to -Alamance County
 - Easement Acquisition
 - Initial Trail Construction
 - Signage
 - Years 6-10
 - Middle Section of Trail form Seven Mile Creek to Buckhorn Road
 - Voluntary Acquisition of Trail Easements

Commissioner Bedford asked if there could be clarification about the way station facilities.

Marabeth Carr said this could mean a restroom or port-a-let, and may include water stations or parking. She said the area at Seven-Mile creek was envisioned to be a way station.

Commissioner McKee asked if there are still issues with Orange Water and Sewer Authority (OWASA) over the MST.

Bonnie Hammersley said staff continues to work with OWASA, and the remaining issues involve easements that staff is pursuing. She said in general, the relationship with OWASA is working out fine.

Chair Rich said she and Commissioner Marcoplos will be meeting with OWASA in couple of weeks and can bring it up.

Commissioner McKee said that would be a good idea.

Commissioner Marcoplos said it seemed that none of the issues were insurmountable to OWASA.

Travis Myren resumed the PowerPoint presentation:

Mountains to Sea Trail in Orange County (map)

- River Park - \$150,000 (p. 77)
 - Enhanced Performance Shell
 - Offset by Outside Fundraising Effort

Commissioner Dorosin asked if Hillsborough has been approached about making a contribution.

Travis Myren said staff will ask Katie Murray, Arts Commission Director, to approach the Town since Hillsborough is part of this work group.

Marabeth Carr said staff has had some conversations, and Hillsborough has offered a small amount of donations. She said there are many users with many ideas, but there is a limited budget. She said the project is at a bit of a crossroads, but it will go before the Town's Historic District Commission on May 1st, and it will approve all possible scenarios, but it is unlikely that any of the scenarios will be built due to lack of funding.

Commissioner Price asked if the tourism board could contribute.

Marabeth Carr said yes, that is already one source of some of the funding.

Commissioner Bedford said she is going to the intergovernmental parks group meeting tomorrow, and said she could bring this topic up.

Commissioner Dorosin said the naming rights could be sold.

Marabeth Carr said staff is trying to do so.

Chair Rich asked if having a back to the shell would improve the acoustics.

Marabeth Carr said there are so many possibilities, but the budget is lacking. She said a large part of this project is electrical work.

Commissioner Dorosin said there is a comprehensive quality to this project, given the other projects going on in the area.

Commissioner Greene asked if there is still a notion to have a public art project at the entrance.

Marabeth Carr said yes, and it will be made out of fallen trees. She said there were 33 artist applicants from all over the country, which has been narrowed down to 4, who are doing mock ups of proposals now.

Travis Myren resumed the PowerPoint presentation:

- Little River Park Phase 2 - \$50,000 (p. 79) (page 48 in PowerPoint)

- Address Disposition of Laws House

Chair Rich asked if these costs are just those of Orange County.

Travis Myren said this is the full cost, and Durham would reimburse \$25,000.

Commissioner Price asked if the Historic Preservation Commission has voted to deconstruct the building, as there were past discussions about saving the building.

Travis Myren said no vote has been taken yet. He resumed the PowerPoint presentation:

- Fairview Landfill Assessment - \$67,000 (p. 80)
 - Study Continuing on Assessment of Former Landfill Sites
 - Remediation Scheduled for FY2020-21 and Beyond
 - Funded Through North Carolina Department of Environmental Quality

Commissioner Price asked if there is a timeline for when the park could be extended into this area.

Travis Myren said he does not know, and it will depend on how much trash is there. He said the assessment will be able to help staff better determine a timeframe. He resumed the PowerPoint presentation:

Fairview Park Waste Disposal and Remediation Areas (map)

- Cedar Grove Community Center - \$107,000 (p. 81)
 - Install Showers
 - Requested by Community Center Operators
 - Accommodate Use as Warming & Cooling Respite Shelter

Commissioner Bedford said she was concerned about the costs, and asked if it would be best to fix the gym's slump prior to building showers. She said if it is determined that an entirely new septic system is needed, it would be an opportunity to install a grey water system.

Travis Myren said he would talk with AMS to see if it would be better to do the sewer work first. He resumed the PowerPoint presentation:

- Park and Recreation Facility Renovations, Repairs, and Safety Improvements - \$180,000 (p. 83)
 - Annual Request for Ongoing Capital Improvements
 - Safety
 - Site Lighting
 - Landscaping
 - Signage
 - Preventative Maintenance

Water And Sewer Infrastructure

- Economic Development Water & Sewer Infrastructure - \$1.06 million (p. 91)
 - Hillsborough Economic Development District Sewer Project
 - Supplemental Funding Due to Construction Costs and Additional Rock -- discovered during Geotechnical Investigation under interstate 40 crossing
 - Serves 200 acres and 1.2 million square feet approved in the Settlers Point MPD-CZ
 - Eno EDD

- Propose Using a Portion of Prior Year Funding to Serve 5-6 New Flex Projects --Already Submitted for Land Use Approvals
- **No New Investments Proposed in the Five Year Plan**

Chair Rich said this was brought up at last week's work session, and they decided to bring it up here.

Commissioner Dorosin asked if "5-6 new flex projects" could be better defined.

Travis Myren said the prior year funding is about \$2 million, and referred to page 190.

Craig Benedict reviewed to a map of this area, the several projects that are proposed, and the following details:

Project Description/Justification: No additional funding is being sought in FY2019-20. The original 1000-acre economic development area is under study for a potential reduction in area. Approximately 100 acres in the northeast portion of the Eno EDD has been identified for feasible gravity sewer system extension. Another western and adjacent area of an additional 100 acres may tie into this system using a privately funded sewer pump station. This area has I-85 visibility and access via US 70. Five (5) flex space projects have been submitted for land use approvals averaging 20,000 square foot each. Staff is also exploring with NCDOT the extension of NC751 into this industrial park. **Operational Impacts:** Once completed, infrastructure will be turned over to the City of Durham for ownership and maintenance under a developer-type utility extension agreement.

Commissioner Dorosin clarified that the County is going to spend \$1 million to extend the sewer in the eastern portion of the EDD, and asked if this will happen this year.

Craig Benedict said this project is about 70% through with the design, and Durham City no longer wants to be the overseer of this project. He said the County will take over, and staff will bring the contract back to the BOCC for approval. He said there is more work to be done with the redesign, but it is expected to be done this year.

Commissioner McKee said there is about 110,000 square feet in facilities, and asked if the tax assessment is known.

Craig Benedict said it is about \$100/square foot, and he can work with the tax office to come up with some assessments. He said there is more potential for development in the t-shaped parcel.

Commissioner McKee asked if Craig Benedict would bring back some information to the Board, as even this amount of sewer service may generate private investment.

Craig Benedict said this is a scaled back program.

Commissioner McKee said this was what he was talking about at the retreat. He said he does not want to just walk away, but rather wants to scale back.

Chair Rich said that is a need to leave it as is in the budget, and get more information back to the Board as requested.

Commissioner Dorosin said the Hillsborough EDD project is only listed for the next year, and asked if should be completed next year.

Travis Myren said yes.

Craig Benedict said they hope to be under construction in late summer.

Travis Myren resumed the PowerPoint presentation:

Hillsborough Area EDD CIP Project Area (map)

Solid Waste Facilities (map)

Solid Waste

- Solid Waste Projects (p. 94-104) (page 56 in PowerPoint)

- Equipment Replacement - \$1,370,536
 - Large Pickup for Environmental Support - \$46,166
 - Large Pickup for Construction and Demolition Landfill - \$37,842
 - Front End Loader for Sanitation - \$359,832
 - Road Tractor for Recycling - \$150,560
 - Two (2) Curbside Recycling Trucks - \$776,136
- Comprehensive Solid Waste Management Plan - \$175,000
 - Develop Land Use Master Plan for Solid Waste Facilities and Services
 - Provide Twenty (20) Year Framework
 - Coordinated with Towns

Sportsplex

- Sportsplex Projects \$222,000 (p. 105-112)
 - Utility Management System - \$75,000
 - Entry Door Replacement/ADA Access - \$20,000
 - Van/Bus Replacement - \$75,000
 - Pool Boiler Pumps - \$52,000

Next Steps

- Document Review
 - Clerk to the Board's Office
 - County Manager's Office
 - Orange County Libraries
 - Orange County Website – orangecountync.gov
- Upcoming Budget Meetings
 - **April 9** **Work Session for Capital Investment Plan**
 - April 23 Joint Meeting with Schools
 - May 2 Presentation of FY2018-19 Recommended Operating Budget
 - May 14 & 16 Public Hearings on Operating Budget and CIP
 - May 23 Work Session for Schools and Outside Agencies
 - May 30 Work Session for Fire Dist., Public Safety, Support, Gen. Government
 - June 6 Work Session for Human Services and Comm. Services
 - June 11 Amendments and Intent to Adopt
 - June 18 Adoption of Operating Budget and CIP

Bonnie Hammersley added that the amendment process will be the same as it has been in past years. She said the BOCC could contact either her or Travis Myren with any amendments, and these will come forward on June 11th along with the operating budget amendments.

Commissioner Dorosin said as the County is entering this process, it is anticipating a tax increase due to debt load. He said it would be helpful to know which projects could be de-prioritized, if the Board wanted to look for ways to save money, or shave off part of the CIP or operating budget. He said he is looking to staff for guidance as to which projects are higher priority, such as improvements, HVAC, etc.

Bonnie Hammersley said staff will do that, and there are less amendments to the CIP versus the operating budget.

Commissioner Bedford said she would like some reassurance about the Lake Orange Dam, and a deeper analysis of the risk.

Commissioner Bedford asked if there are unfunded projects beyond the ten years.

Bonnie Hammersley said everything the County knows about is in the 10-year plan. She said there are replacement schedules, some of which may go out past the 10 years.

Commissioner Bedford said in considering all the capital needs, she would like to be as environmentally responsible as possible, such as updating LED lighting, etc.

Commissioner Bedford asked if the County uses hybrid vehicles.

Bonnie Hammersley said yes.

The meeting adjourned at 9:11 p.m.

Penny Rich, Chair

Donna Baker
Clerk to the Board