



CAMDENCOUNTY

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**BOARD
OF
COMMISSIONERS**

June 3, 2013

6:00PM- Closed Session

7:00 PM - Regular Meeting

**Historic Courtroom
Courthouse Complex**

IF YOU HAVE ANYTHING TO ADD/DELETE TO THE
CLOSED SESSION AGENDA, PLEASE AMEND THE
AGENDA BEFORE ENTERING CLOSED SESSION.
THANK YOU.

Closed Session – June 3, 2013

1. Pursuant to G.S. 143-318.11(a)(3) – Consultation With Attorney

This agenda is only a tentative schedule of matters the Commissioners may address at their meeting and all items found on it may be deleted, amended or deferred. The Commissioners may also, in their absolute discretion, consider matters not shown on this agenda.

Please turn Cell Phone ringers off during the meeting.

Agenda

Camden County Board of Commissioners Regular Meeting

June 3, 2013

6:00 P.M. - Closed Session

7:00 P.M. - Regular Meeting

Historic Courtroom, Courthouse Complex

Camden, North Carolina

6:00 P.M. **Call to Order** - Chairman Garry Meiggs

Closed Session

Pursuant to G.S. 143-318.11(a)(3) - Consultation with Attorney to

7:00 P.M. **Welcome**

Invocation & Pledge of Allegiance – Michael McLain

ITEM 1. **Public Comments**

It is requested that comments be limited to (2-3) minutes. The length and number of comments may be limited upon the Chairman's discretion due to scheduling and other issues.

ITEM 2. **Consideration of Agenda (For discussion and possible action)**

ITEM 3. **Public Hearings**

A. CDBG Scattered Site Amendment (Pg 1-5)

B. Stormwater Utility Ordinance (Pg 6-66)

ITEM 4. **New Business (For discussion and possible action)**

A. Reading of the 2013-2014 Budget Message (Pg 67-76)

B. Request Amendment to ACADEMI- Special Use Permit (UDO 2009-03-02) for outdoor firing range facility (Pg 77-92)

C. Monthly Tax Report (Pg 93-98)

ITEM 5. **Board Appointments (For discussion and possible action)**

A. Agriculture Advisory Board Appointment- Clarann Mansfield, Abner Wayne Staples, Don Lee Keaton, and Sim Williams (Pg 99-103)

ITEM 6. Consent Agenda (All items listed below are routine and will be approved by one motion. Separate discussion of an item(s) will be held by request of a member of the Board.)

- A. Draft Minutes – April 15, 2013, and May 6, 2013 (Pg 104-139)
- B. Budget Amendments – 2012-13-BA025 through BA031 (Pg 140-147)
- C. Tax Collection Report (Pg 148-149)
- D. Tax Refunds, Pickups, & Releases (Pg 150-152)
- E. Tax Authorization to Collect (February 2013 Renewals) (Pg 153-154)
- F. Proclamation (Pg 155-156)
- G. Resolution 2013-06-01; Loggerhead Turtles (Pg 157-159)
- H. Set Public Hearing; Ordinance No. 2013-05-01; Amendment to Article 151.347 (Specific Standards) for Accessory Apartments (Pg 160-165)
- I. Set Public Hearing; Capital Improvement Plan FY 13-14 (Pg 166)
- J. School Budget Amendments (Pg 167-181)

ITEM 7. Commissioner's Report (For discussion and possible action)

ITEM 8. County Manager's Report (For discussion and possible action)

ITEM 9. Information, Reports & Minutes From Other Agencies (Pg 182-189)

- A. Sheriff's Monthly Report
- B. Finance Balance Sheet
- C. Transfer of Funds
- D. Sales Tax Collection

ITEM 10. Other Matters (For discussion and possible action)

ITEM 11. Adjourn

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

MOTION MADE
BY:
S. Duckwall _____
G. Meiggs _____
M. McLain _____
R. Krainiak _____
C. Riggs _____
NO MOTION _____
VOTE:
S. Duckwall _____
G. Meiggs _____
M. McLain _____
R. Krainiak _____
C. Riggs _____
ABSENT _____
RECUSED _____

Item Number: 3.A

Public Hearing

Meeting Date: June 3, 2013

Attachments: 2 (2 Pages)

Submitted By: Planning Department

ITEM TITLE: Public Hearing; CDBG Scattered Site Amendment

SUMMARY:

As the attached memo from Holland Consultants indicates, the CDBG application needs to be amended, which requires a public hearing.

RECOMMENDATION:

1. Hold Public Hearing.
2. Motion to amend the CDBG Scattered Site Housing Application as Presented

CAMDEN COUNTY
NOTICE OF PUBLIC HEARING
FY11 CDBG-SS GRANT

Notice is hereby given that the Camden County Board of Commissioners will conduct a public hearing on Monday, June 3, 2013, at 7:00 p.m., or soon thereafter as the meeting agenda will allow, at the Historic Courthouse, Upstairs Courtroom, 117 North NC Hwy 343, Camden, NC. The purpose of this hearing is to consider a program amendment to the county's FY11 CDBG-SS program. The county is proposing to add a substantial rehabilitation activity to the grant in order to assist a household not included in the original application.

All interested citizens are encouraged to attend this public hearing, and all comments are welcome. Anyone wishing to submit written comments should do so by mailing them directly to Mr. Dan Porter, Camden County Planning Director, 117 North NC Hwy 343, Camden, NC 27921, to be received no later than 2:00 p.m., on Friday, May 31, 2013.

Persons with disabilities or who otherwise need assistance should contact Michael Renshaw, at (252) 338-1919 (TDD # 919/807-4420 or Relay North Carolina TTY# 1-800-735-2962) by Friday, May 31, 2013. Accommodations will be made for all who request assistance with participating in the public hearing.

This information is available in Spanish or any other language upon request. Please contact Dan Porter, Camden County Planning Director, (252) 338-1919, or at the Planning Office, 117 North NC Hwy 343, Camden, NC, for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Dan Porter, Camden County Planning Director, al 252/338-1919 o en Planning Office, 117 North NC 343, Camden, NC, de alojamiento para esta solicitud.

MEMORANDUM

TO: Dan Porter, Camden County Planning Director

FROM: Chris Hilbert, CDBG Program Administrator

DATE: May 22, 2013

SUBJECT: FY11 CDBG-Scattered Site Program Amendment

A public hearing has been scheduled for June 3, 2013 to present a proposed program amendment which will create a rehabilitation line item and identify two new units (one to be approved and one alternate).

One approved proposed beneficiary at 258 N River Rd in Camden has declined participation in the program. Therefore; there are surplus funds available in the amount of approximately \$55,000. Two identified alternate units are significantly in arrears on their county taxes and therefore not eligible. One other identified alternate unit is not cost effective to complete a reconstruction with the funds available.

At your request we looked at some former applicants not previously selected in the program as approved and alternates. After evaluating applications and completing an on-site assessment, we are prepared to suggest one new unit for rehabilitation assistance and another new unit as an alternate for rehabilitation assistance. A Program Amendment is required due to the review of additional units and the creation of a new line item.

The \$55,000 would be moved from the existing reconstruction and clearance line items to a new rehabilitation line item. This amount will be sufficient to cover the cost of the amendment, environmental review, work write-up, bidding, cost of construction and construction management.

Please put this item (a public hearing) on the agenda for the Board of Commissioners meeting on June 3, 2013.

Ashley Honaker

From: Dan Porter <dporter@camdencountync.gov>
Sent: Thursday, May 23, 2013 12:07 PM
To: Ashley Honaker
Cc: Mike Renshaw
Subject: FW: HCP Contract Amendment -- Camden FY11 Scattered Site

Importance: High

Ashley – Please add this email as an attachment to the CDBG Scattered site item, and I will revise the agenda summary to include a motion to approve the administrative amendment. When the actual amendment is prepared I will forward to you as the final attachment.

Thanks

Dan B. Porter, Planning Director
 Camden County
 Camden, NC 27921
 Ph: 252 338 1919 Ext. 263
 Fax: 252 333 1603
 Email: dporter@camdencountync.gov
dbp0124@hotmail.com

*DISCLAIMER: Pursuant to the Freedom of Information Privacy Acts (FOIPA) and North Carolina General Statutes Chapter 132, Public Records, this electronic mail message and any attachments hereto, as well as any electronic mail messages(s) sent in response to it may be considered public record and as such subject to request and review by anyone.

From: J. Reed Whitesell, AICP [<mailto:rwhitesell@hcplanning.com>]
Sent: Thursday, May 23, 2013 10:57 AM
To: 'Dan Porter'
Cc: 'Chris Hilbert'; dholland@hcplanning.com; [gmiller@hcplanning.com](mailto:gmilller@hcplanning.com); 'Cynthia Strader'
Subject: HCP Contract Amendment -- Camden FY11 Scattered Site

Dan – I am sorry not to put this in a formal memo, but my son is getting married this weekend and I won't be back in the office until next Thursday. I wanted you to have this ASAP. As you know, Chris is preparing a program amendment next week to add a conventional rehabilitation unit to your FY11 CDBG-SS program. While it is true that we are under contract to perform 4 reconstructions and only 3 are now currently planned, had the county been able to identify an eligible fourth reconstruction. It would already be under construction and complete by August with the other 3 currently underway. Addition of a rehabilitation unit will delay the project approximately 3 months and it will involve the following tasks (includes all clerical and management time as well as site time in Camden County):

Preparation and submittal of program amendment – by May 31st. (12 manhours)
 Modification of CATX environmental review – by June 7th (8 manhours)
 Inspection of rehab/cost estimate and preparation of bid documents – by June 21st (16 manhours)
 Obtain approval of amendment (by July 7th)
 Mail bid documents -- by July 10th (2 manhours)

Bid opening/award memo – by July 24th (4 manhours)

Preconstruction Conference -- by August 1st (8 manhours)

Inspection and contract administration -- unit complete by October 31st (50 manhours)

This is a total of 100 manhours at an average hourly rate of \$85 per hour. HCP would like to issue a contract amendment of \$8,500 to add the additional unit. The revised contract amount is still only \$60,400, or 15% of the \$400,000 grant amount. Since we have no concurrent work tasks planned in Camden County after the end of July., we really need this amendment to accommodate your request on the rehab. We will be happy to complete the 4 NCHFA write-ups Gary has discussed with your building inspector for only the cost that is budgeted in your NCHFA application as an additional task, concurrent with this work, at your request.

If you are comfortable with this, advise Chris and he will advise our Financial manager to prepare the amendment for approval on 6/3 after the required public hearing.

Reed



J. Reed Whitesell, AICP

Community Development Manager

3329 Wrightsville Ave, Ste F

Wilmington, NC 28403

Phone: 910/392-0060 910/232-6895 Mobile

Email: rwhitesell@hcpplanning.com

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 3.B

Public Hearing

Meeting Date: June 3, 2013
Attachments: 2 (60 Pages)
Submitted By: Planning Department

ITEM TITLE: Public Hearing; Stormwater Utility Ordinance

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

On September 4, 2012 the Board of Commissioners received a presentation from staff outlining the results of several months of meetings with members of advisory committees for each watershed, along with research and analysis required to establish a stormwater utility program and related fee structure. Following the presentation the staff was directed to proceed with the next steps to finalize a recommendation to implement the program.

Attached is an ordinance that, if approved after public hearing, will initiate the program and provide the basis for a fee to fund the program activities. Supplemental to the ordinance is a Stormwater Utility Business Plan which documents the policies and procedures to implement the program.

If the ordinance is approved, a second public hearing is required to actually set the specific fees. This second public hearing may be included as part of the overall county budget hearing, or as a separate hearing.

RECOMMENDATION:

1. Hold Public Hearing.

**ORDINANCE ESTABLISHING A STORMWATER MANAGEMENT UTILITY
FOR CAMDEN COUNTY**

BE IT ORDAINED by the Camden County Board Commissioners (the “Board”) as follows:

Section 1. Findings.

The Board does hereby find that:

- (a) Stormwater runoff is a critical concern for Camden County due to the potential for flood damage to residential and commercial structures and productive agricultural land as well as its potential pollutant damage to the surrounding creeks, rivers, and sound.
- (b) Water quality standards by state and federal law requiring that local governments develop more detailed, advanced, and costly stormwater programs are being mandated in an ever increasing number of cities and counties in North Carolina.
- (c) Heretofore maintenance of conveyances has been the sole responsibility of private property owners, with the exception of road side ditches maintained by the NCDOT, with no concern for the overall performance of the natural water courses and manmade ditches and canals that make up the stormwater system.
- (d) Effective stormwater management should be provided to protect, to the extent practicable, the citizens of the County from the loss of life and property damage from flooding.
- (e) Chapter 153A, Article 15 of the North Carolina General Statutes, authorizes the County to acquire, construct, establish, enlarge, improve, extend, maintain, own, operate, and contract for the operation of Stormwater Management Programs designed to protect water quality by controlling the level of pollutants in, and the quantity and flow of, stormwater and structural and natural stormwater and Drainage Systems of all types.
- (f) The establishment of a Stormwater Management Utility that would be accounted for as a separate enterprise fund and would facilitate the provision of a Stormwater Management Program is reasonable and in the public interest.
- (d) North Carolina General Statute 153A-277 authorizes Camden County to establish and revise, from time to time, a schedule of rates and charges to fund the Stormwater Management Program activities including both structural and natural stormwater conveyance and Drainage System services provided by the Stormwater Management Utility.

Section 2. Purpose.

A Stormwater Management Utility is hereby created as an identified fiscal and accounting fund for the purpose of comprehensively addressing the Stormwater management needs of the County. The County's Stormwater management needs are met herein (1) through programs designed to protect and manage water quality and quantity by controlling the level of pollutants in Stormwater runoff, and the quantity and rate of Stormwater received and conveyed by structural and natural Stormwater and Drainage Systems of all types, (2) by establishing a schedule of charges, (3) by defining the control, collection, and disbursal of funds, and (4) by setting forth penalties, methods of appeals and exemptions.

Section 3. Definitions.

For the purpose of this Article, the following words, terms, and phrases shall have the meanings given to them in this section, except where the context clearly indicates a different meaning:

Developed land shall mean a land parcel altered from its Natural State.

Drainage System shall mean natural and structural channels, swales, ditches, swamps, rivers, streams, creeks, wetlands, branches, reservoirs, ponds, drainage ways, inlets, catch basins, gutters, pipes, culverts, bridges, head walls, storm sewers, lakes, and other physical works, properties, and improvements that transfer, control, convey or otherwise influence the movement of storm water runoff.

Equivalent Residential Unit (ERU) is a unit of measure of impervious surface (in square feet) that represents the impervious surface area on the average Single Family Residential Parcel in the underlying jurisdiction as a unit of comparison. ERU shall mean for the purposes of this Ordinance 4,500 square feet of impervious surface.

Gross Parcel Area shall mean the property area contained within the legally described boundaries of a property or the total lot size of a property, in acres.

Impervious Surface shall mean developed areas of land that prevent or significantly impede the infiltration of Stormwater into the soil. Typical Impervious Surfaces include, but are not limited to: roofs, sidewalks, walkways, patios, , private driveways, parking lots, access extensions, alleys and other paved, engineered, compacted or gravel surfaces containing materials that prevent or significantly impede the natural infiltration of Stormwater into the soil. Impervious Surface Area is synonymous with *Built Upon Area* (“BUA”) as defined by the North Carolina Department of environment and natural Resources.

Natural State shall describe existing Undeveloped Land where the soil and vegetation characteristics have not been substantially modified or disturbed by human activities and the hydrologic function is in an unaltered or natural condition.

Service Area shall mean all land within Camden County and will be divided based on the topography and outfalls, into 4 watershed subareas as shown in Exhibit A as South Mills Sawyers Creek, Shiloh, and North River watersheds.

Service Charge shall mean a Stormwater management service charge, applicable to a land parcel, which generally reflects the impact on or demand for Stormwater management services provided by the County to properly control and manage Stormwater runoff quantity and/or quality associated with the land parcel. The Service Charge will vary from one land parcel to another based on the Impervious Surface and Gross Parcel Areas. The Service Charge may vary for the same class of service in different areas of the Service Area and may vary according to classes of service.

Single Family Residential Parcel means a parcel with a single family residential structure used as a single family dwelling and whose primary use is as a single family residence.

Stormwater shall mean the runoff from precipitation that travels over Natural State or Developed Land surfaces and enters a Drainage System.

Stormwater Manager. A person working for or on behalf of the County to administer the Stormwater Management Program

Stormwater Management Program shall mean an identified set of measures and activities designed to reduce and/or manage stormwater quantity by controlling velocity, volume, and rate – and to protect, restore and/or manage stormwater quality by controlling and/or reducing pollutant.

Stormwater Management Utility shall mean an organizational structure that is responsible for funding, administering, and operating the County's Stormwater Management Program, and that is supported through a rate structure based on the Impervious Surface Area and Gross Area found on land parcels located within the Service Area.

Undeveloped Land shall mean all land that is not altered from its Natural State.

Section 4. Establishment of a Stormwater Management Utility and Stormwater Management Enterprise Fund.

- (a) There is hereby established a Camden County Stormwater Management Utility that shall be responsible for implementing, operating, and administering the County's Stormwater Management Program as defined herein.
- (b) There is hereby established a Camden County Stormwater Management Enterprise Fund for the purpose of dedicating and protecting funding applicable to the responsibilities of the Stormwater Management Utility including, but not limited to, rents, rates, fees, charges, and penalties as may be established after due notice having been given and a public hearing held by the Board. Funding may also include other funds transferred or allocated to the Stormwater Management Utility by the Board. All revenues and receipts of the Stormwater Management Utility shall be placed in the Stormwater Management Enterprise Fund and all expenses of the Stormwater Management Utility shall be paid from the Stormwater Management Enterprise Fund, except that other revenues, receipts, and resources not accounted for in the Stormwater Management Enterprise Fund may be applied to Stormwater management activities as deemed appropriate by the Board. The Stormwater Management Enterprise Fund accounting shall include the revenues and expenses attributed to each watershed subarea as separate departments and no inter-departmental transfers shall be permitted without the consent of the respective watershed committees and approval by the Board of Commissioners.

Section 5. Jurisdiction.

The jurisdiction of the Stormwater Management Utility shall extend throughout the Service Area.

Section 6. Rate Structure.

- (a) Every parcel within the Service Area shall be subject to a Stormwater Management Utility Service Charge derived from the rate structure described below. The rate structure to distribute the cost of services associated with the operation, repair, improvement and maintenance of public Drainage Systems and facilities through a schedule of rates, fees, charges, and penalties related to the operation of a Stormwater Management Utility and Stormwater Management Enterprise Fund as established in Section 4 shall be based on the following 3 rate components:
1. *Fixed Charge Per Parcel* based on account existence which directly relates to certain administrative, billing, collections, public outreach, and other charges as may be allocated on a per parcel basis.
 2. *Gross Parcel Area* on a given land parcel, which is related to quantity of runoff and total pollutant loading of stormwater runoff discharged from that land parcel. The gross area of parcels will be fall into 5 tiers of parcel size and will be assigned Gross Are Units (GAUs) as follows:
 - i. A parcel of 0 to <2 acres in gross area is 1 GAU.
 - ii. A parcel of 2 to <5 acres in gross area is 2 GAUs.
 - iii. A parcel of 5 to <10 acres in gross area is 3 GAUs.
 - iv. A parcel of 10 to <100 acres in gross area is 4 GAUs.
 - v. parcel of 100 or greater acres in gross area is 5 GAUs.
 3. *Impervious Surface Area* on a given land parcel, which directly relates to the volume, rate and pollutant loading of Stormwater runoff discharged from that land parcel to the County's structural and natural Drainage Systems and facilities. An Impervious Area Units Charge for stormwater costs shall be allocated to impervious area on an ERU basis. *Impervious Surface Area rates will apply to each unit or part thereof of impervious area.*
 - i. Based on an analysis by the County upon the enactment of this Ordinance of Impervious Surface Area on properties throughout the County, an Impervious Surface Area of 4,500 square feet is hereby designated as one (1) ERU.
- (b) Each Single Family Residential Parcel shall be charged for one (1) ERU of impervious area.
- (c) Each residential unit in a townhome, condominium, or other multifamily structure with individual unit ownership and duplexes shall be billed for one (1) ERU of impervious area.

- (d) There will be no Impervious Area Units Charge for land parcels with fewer than 450 square feet of Impervious Surface Area.

Section 7. Schedule of Fees and Charges.

The schedule of rates, fees, charges, and penalties related to this Ordinance shall be adopted after notice and a public hearing as required by N.C. Gen. Stat. §153A-277. As set out in N.C. Gen. Stat. §153A-277, the hearing may be held concurrently with the public hearing on the County's proposed budget. The schedule of rates, fees, charges, and penalties shall apply to all land parcels within the Service Area, except as may be altered by credits or exemptions provided in this Article.

Section 8 Billing and Collection

- (a) *Method of billing.* Billing and collection of the Stormwater Management Utility Service Charges for Stormwater management services and facilities shall be billed with property taxes under the general administration of the County Manager and shall be payable in the same manner as property taxes.

Delinquencies. Stormwater Management Utility Service Charge billings that are not paid within the time allowed for the payment of property taxes shall be collected by any remedy provided by law for collecting and enforcing private debts or in any other manner authorized by law.

- (c) *Application of payment.* Payment will be applied to a customer's bill in the following order:

1. Civil penalties assessed pursuant to this Ordinance.
2. Stormwater Management Utility Service Charge.

- (d) *Appeal of disputed bills and adjustments.* If any citizen wishes to dispute a Stormwater Utility Service Charge billing or any other rents, rates, fees, charges, or penalties adopted pursuant to this Article, that citizen must submit a written appeal within 60 days from the date of billing, stating the reasons for the appeal, and providing information pertinent to the calculation of the billed charge. A timely appeal shall stay the penalty deadlines. An appeal of a disputed bill shall be filed with the Stormwater Manager for review and disposition. The appeal will follow a three step process as follows:

1. Over the shoulder appeals – Property owners are welcome to visit the Planning Department and view their own individual properties to see what was drawn and measured as impervious surface. Obvious errors will be corrected administratively.
2. Formal Appeal - Contested areas will be identified and the owner may complete a petition form and pay a fee to initiate a formal appeal. Upon a formal appeal Stormwater Manager will visit the property and physically measure impervious surfaces. The staff measurement will be used to correct the calculation whether there is a decrease or increase.
3. Final Appeal - If the owner still contests the measurement, the owner may submit a survey performed and sealed by a NC licensed professional a surveyor or engineer, or

landscape architect. The surveyor shall use the definition of impervious surface from the state Division of Water Quality.

a.

Section 9. Disposition of Service Charges and Fees.

- (c) Stormwater Management Utility Service Charge and fee revenues shall be assigned and dedicated solely to the Stormwater Management Enterprise Fund in the County budget and accounting system, which shall be and remain separate from other funds, and shall be used only to fund identified Stormwater Management Program activities. The services charges and fees paid to and collected by virtue of the provision of this Article shall not be used for general or other governmental or proprietary purposes of the County, except to pay for costs incurred by the County in rendering services associated with the Stormwater Management Utility. The Stormwater Management Enterprise Fund accounting shall include the revenues and expenses attributed to each watershed subarea as separate departments and inter-departmental transfers shall not be permitted without the consent of the respective watershed committees and approval by the Board of Commissioners.

Section 10. Exemptions and Credits Applicable to Stormwater Management Service Charges.

- (a) *Statement of Policy.* Except as provided in this section, no public or private property shall be exempt from Stormwater Management Service Charges or receive a credit or offset against such Stormwater Management Service Charges. No exemption or reduction in Stormwater Management Service Charges shall be granted based on the age, tax or economic status, race, or religion of the customer, or other condition unrelated to the cost of providing stormwater services and facilities.
- (b) *Exemptions.* No public or private property shall be exempt from Stormwater Management Utility Service Charges, with the following exceptions:
1. Publically dedicated roads, streets, greenways, sidewalks and other publically dedicated rights of way and easements for vehicular or pedestrian traffic that are available for use by the general public for transportation purposes, shall be exempt from County Stormwater Management Utility Service Charges. This exemption shall not apply to internal site roadways within public facilities.
 2. Railroad rights-of-way used or formerly used for trackage shall be exempt from County Stormwater Management Utility Service Charges. This exemption shall not be construed to apply to railroad stations, maintenance buildings, or other developed land used for railroad purposes.
- (c) *Credits.* The following credits may be allowed upon adoption of a Credit Application Instruction Manual by the Board:

1. Non single family residential parcels that provide measures to mitigate the impacts of runoff on the Stormwater system may be eligible for one or more credits to the Impervious Area Units or the Gross Acre Units Charge portions of the Stormwater Management Utility Service Charge, proportional to the extent those measures address the impacts of peak discharge and total runoff volume from the site.
2. The Credit Application Instruction Manual may be approved by the Board and placed on file with the County Clerk at which time it shall be followed in establishing applicable credits to a customer's Impervious Area Units Charge or Gross acre Units portion of the Stormwater Management Utility Service Charge.
3. Each credit allowed against a portion of the Stormwater Management Utility Service Charge shall be conditioned on continuing compliance with the performance standards set forth in the Credit Application Instruction Manual and/or the applicable standards set out in the County's Land Development Ordinance existing at the time of construction of such facilities and may be rescinded for noncompliance with those standards.
4. Each credit for which a customer applies shall be subject to review and approval by the Stormwater Manager. The Stormwater Manager may approve or reject any application for a credit in whole or in part.

Section 11. Miscellaneous.

- (a) This Ordinance supersedes all other County ordinances, or parts of ordinances in conflict herewith.
- (b) Any part or provision of this Ordinance found by a court of competent jurisdiction to be in violation of the Constitution or laws of the United States or of the State of North Carolina is hereby deemed severable and shall not affect the validity of the remaining provisions of the Ordinance.
- (c) This Ordinance shall become effective upon adoption.

This the ____ day of _____, 2013.

CAMDEN COUNTY
BOARD OF COMMISSIONERS

Gary Meiggs., Chairman

Attest:

Ashley Honaker

DRAFT

CAMDEN COUNTY STORMWATER UTILITY BUSINESS PLAN

PROPOSED CAMDEN COUNTY STORMWATER PROGRAM

This business plan is presented to provide a basis for creating a stormwater utility enterprise fund that will provide reliable source of revenue to carry out stormwater system maintenance and water quality monitoring activities. The plan describes the primary goals, level of services, costs, rate structure methodology, organization, and implementation of the program.

Definitions

Best Management Practices - (BMP) Natural and man-made improvements to reduce pollution in stormwater runoff, which also influences drainage characteristics. Examples include grass swales, bio retention ponds, rain gardens, sand filters, permeable pavement, rain barrels, cisterns, riparian buffers, vegetated roofs, etc...

Conveyance – Ditch, creek, canal or other type of waterway that allows the channelized flow of water from one point to another. For the purposes of this report conveyance refers to the primary waterways, and does not include field ditches or road side ditches.

Easement – Legal document recorded in the Register of Deeds office that gives one person the right to enter and use another person’s property.

Enterprise Fund – Dedicated fund whereby revenues and expenses are collected held and reported separately from general funds.

Equivalent Residential Unit – (ERU) Basic unit of measurement of impervious area representing the average amount of impervious area located on a single family residential lot, including house, driveway, out buildings, garage, and any hard packed surface that a reasonable amount of water will not penetrate in a reasonable amount of time. For this report impervious areas of multiple single family lots from throughout the county were measured and determined to average approximately 4500 square feet of impervious area

Fixed Costs Per Account – (FCPA) Indirect administrative costs that are incurred to operate the program, and are not dependent on the watershed, gross acres, or impervious areas of a property.

Geographic Information System – (GIS) Computer software system designed to capture, store, manipulate, analyze, manage, and present all types of geographical data.

Gross Acreage – (GA) - Total square feet within the boundaries of a property.

Impervious Area – (IA) - That portion of a property where water cannot penetrate directly into the ground. Includes all buildings, driveways (concrete, asphalt, or gravel), patios, silos, hard packed storage areas. Does not include slatted decks or swimming pools.

35 Level & Extent of Services – Description of type and degree of services provided, along with
36 where the services will be provided.

37 Master Account File – Database file that integrates all information about each individual
38 property.

39 Non-Single Family Residential Property – (NSFR) Any property that does not have a single family
40 house as the primary use of the property. For example the list includes, but is not limited to:
41 commercial businesses, storage units, schools, government offices, churches, salvage yards, car
42 sales lots, and farms that may have a single family house but farming is the primary use.

43 Ortho-photography – Digitized aerial photography of the land and improvements. Photos are
44 registered and integrated with other property information through the GIS system.

45 Outfall – Last segment of a stream or other waterway that drains into a larger body of water
46 such as a river or sound.

47 Rate Structure - Methodology for calculating the service fees, based on customers' use of the
48 utility services.

49 Single Family Residential Property – Property on which a single family house is the primary use.

50 Tier – Range of property sizes.

51 Watershed – Land surface containing multiple parcels where all property generally flows in the
52 same direction to a given waterway or outfall.

53

54 **Need**

55 Camden County North Carolina consists of 150,557 acres, or 242 square miles. It is the second peninsula
56 inland from the Atlantic Ocean and is surrounded on three sides by water. The North River is the
57 eastern boundary, the Pasquotank River is the western boundary, and the tip of the peninsula extends
58 into the Albemarle Sound. The County's northern boundary is the Virginia state line. The county is
59 basically flat, with the highest elevation of 22 feet above sea level in the Dismal Swamp in the
60 northwestern corner of the county, and sea level at the southern tip and surrounding rivers. Sixty three
61 percent (63%) of the county is in the 100 year flood plain.

62 The majority of the county is rural farm land, forest, and swamps, with some concentration of
63 population in three unincorporated village core areas of South Mills (northern part of county), Camden
64 Courthouse (central), and Shiloh (southern). With a 2012 population of 10,000 and a growth rate of 45%
65 from 2000 to 2012, the county is becoming a bedroom community for the Hampton Roads Virginia
66 metropolitan area. This residential growth has been in moderate size subdivisions in proximity, but
67 outside the core villages. This development has been subject to increasing Coastal Stormwater Rules
68 required by the state Division of Water Quality. There is currently very little commercial development,

69 but the increasing population, a road widening project, and increased attention to economic
70 development is beginning to attract attention to the US 158 corridor through the central part of the
71 county, and to the US 17 corridor leading from South Mills to the Virginia border.

72 The county has no curb and gutter, no underground storm pipes, and no county owned stormwater
73 conveyances. The stormwater system consists of natural creeks, tributaries, manmade canals and
74 ditches, totaling approximately 578 miles. Another 285 miles of public roads add another 570 miles of
75 road side ditches, for a grand total of 1148 miles.

76 Frequent flooding is not uncommon. Depending on wind tides, as little as 2 inches of rain can flood
77 roadway, residential properties, and crop land. A ten year storm of 5 ½ inches over 24 hours can cause
78 significant damage. If the creeks, canals, and ditches are impeded by debris, fallen trees, dams,
79 excessive vegetation, the natural drainage of the system is impeded which increases and prolongs flood
80 conditions. Additionally, the flatness of the topography results in very slow flows that allow sediment to
81 drop to stream bottoms further backing up the flows. It is critical that the waterways draining the
82 county be maintained to minimize impediments to water flowing through them to major outfalls.
83 Finally, as development occurs the volume and speed of stormwater flows are being altered, requiring
84 more attention to the overall system to deal with both flooding and water quality issues.

85 While flooding is the obvious stormwater problem, water quality is also important. The
86 Albemarle/Pamlico sound is the second largest estuary in the country. In a large part of North Carolina
87 potable water is derived from surface water, and pollutants in stormwater have adverse effects on
88 human consumption. In these areas the state and federal governments are expanding and increasing
89 stormwater rules to limit and actually reduce the amount of stormwater pollution. Although Camden
90 and most of the surrounding counties derive potable water from ground water wells, the same
91 pollutants that affect drinking water elsewhere are very damaging to the aquatic life supported by the
92 estuary. The food chain supported by the estuary is critical to economic development through the
93 commercial fishing industry as well as recreation and tourism.

94 The Pasquotank River Basin, of which Camden is a part, has only a few locations that are currently
95 considered polluted under state regulations. Part of the reason for the limited regulation is our reliance
96 on ground water rather than surface water for consumption. The primary reason is that the
97 Department of Environment and Natural Resources has focused on more developed parts of the state
98 because attention on water quality has related more to pollution caused by development and
99 impervious areas. As Camden and surrounding counties become more developed, as the regulators
100 realize the water quality impacts of farming operations, and as the importance of the estuary is
101 promoted, it is highly likely that more regulations can be expected in the future. By establishing a water
102 quality monitoring program the county can be proactive and possibly avoid or minimize future
103 expenditures to correct problems created by either poor stormwater management or new regulations.

104

105 **Fragmentation**

106 Solving existing drainage issues and overall watershed issues remains a patchwork of responsibilities.
107 The NCDOT has responsibility for roadside ditches, and in the past has maintained some peripheral
108 channels. Now they are limited to roadside maintenance. Private property owners are responsible for
109 ditches on their property and the farmers generally cooperate for economic reasons to keep the
110 drainage working properly for their crop production. As large tracts are divided either through estates
111 or sales of individual parcels, the private responsibility is also becoming fragmented. The swamps and
112 creeks present additional problems. Keeping creeks free flowing is subject to regulations of the Army
113 Corps of Engineers, NC Department of Wildlife, and the Division of Marine Fisheries that restrict when,
114 how much, and what type of maintenance can be accomplished without upsetting the fish hatcheries
115 and other ecological balances.

116

117 One exception to these problems is the Joys Creek Drainage District which includes a relatively large
118 geographic area where property owners are taxed \$0.02 to fund maintenance efforts. This District was
119 established in 1973 to maintain Joys Creek and the two (2) main channels that flow into the creek. The
120 problem here is that there are many other ditches and small tributaries in the taxing area for which the
121 District does not have responsibility.

122

123 The state and federal government regulates and may have grant and loan funding for stormwater
124 projects. However, their concerns are all about water quality, not drainage. In laymen's terms the
125 agencies would prefer to have water stand and/or flow slowly so it will drop and filter pollutants and
126 percolate into the ground before entering water bodies. In the long term it is critical to all of us that we
127 put a priority on water quality as we see what happens when streams and bays become polluted.

128

129 The key to a successful stormwater management program is to find solutions that address both water
130 quality and drainage. Dealing with stormwater issues is everyone's' responsibility.

131

132 It is important to note that the County does not currently have responsibility for any ditch or stream
133 maintenance, and can only regulate stormwater through our land development regulations. In recent
134 years as property is developed, owners are required to submit stormwater plans prepared by
135 professional engineers or surveyors. These plans must be in compliance with both state and local
136 requirements. Major subdivisions plans are reviewed and approved by the state Division of Water
137 Quality and the County's consulting engineer. They are also required to establish homeowners
138 associations to maintain the drainage ways within their subdivision.

139

140 **History**

141 In 2004 Camden County received a grant from the Rural Conservation and Development Council to
142 conduct a Drainage and Floodwater Management Study. The study by Hobbs and Upchurch Engineering
143 firm provided a foundation of information about the watershed catchment areas; identified most of the
144 creeks, canals, and ditches; evaluated a few problem areas; and recommended the establishment

145 drainage management ditches. The Board of Commissioners received the study in 2005 and directed
 146 staff to further research stormwater issues and the possibility of establishing districts. In 2006 the
 147 county GIS Technician and Pasquotank/Camden Soil & Water Technician conducted field studies and
 148 interviewed local farmers to refine data about the waterways of the drainage system throughout the
 149 county. Following this update report the commission directed staff to research legal mechanisms to
 150 implement a stormwater program and seek out volunteers from each of the watershed areas.
 151 Assistance was requested and obtained from the UNC School of Government (SOG), Department of
 152 Environmental Finance. The SOG recommendation was to consider creating a stormwater utility instead
 153 of special assessment tax districts. In May of 2011 the Board of Commissioners the Board of
 154 Commissioners established four (4) Stormwater Advisory Committees and appointed initial members.

155 Over the last year the committees have met several times as a whole as well as separately to discuss
 156 stormwater management issues including identification of problem areas and which waterways are
 157 maintained by private property owners. They also received information about the differences between
 158 special assessment tax districts and a county operated stormwater utility. Beginning in FY 2012 the
 159 Camden County Soil & Water Conservation Board entered into an agreement that the county would
 160 provide office space and provide approximately 50% costs to employ a full time Soil & Water
 161 Conservation Technician. In return the S&W Board agreed that 50% of the technician's time could be
 162 devoted to stormwater issues. The Planning staff, GIS Technician, and Soil & Water Conservation
 163 Technician are providing support to the Stormwater Committees and developing the proposed
 164 Stormwater Management Program as outlined in this business plan. The Board of Commissioners
 165 received a presentation outlining the level of services and general rate structure on September 6, 2012.
 166 At that time they directed staff to proceed to prepare the needed ordinances, review and refine the
 167 data in the Master Account File, and proceed according to the following schedule:

168 September

169 Develop standard criteria for stream segments to be included in the program, and modify
 170 map and data accordingly. **Completed**

171 Review & finalize budget -water quality monitoring, collections, rate allocation percentages

172 October

173 Obtain 3rd party review of rate model & legal considerations. **Completed**

174 Test run rate model for all parcels. **Completed**

175 Analyze results versus expectations. Debug if needed.

176 November

177 Prepare private legislation to permit enforcement through liens. **Completed**

178 Develop impervious surface appeal process. **Completed**

179 January – March 2013

180 Submit private legislation to state legislators.

181 Develop & distribute public information materials.

182 Discuss with state agencies for participation through agreements.

183 Consider & develop a credit program for Best Management Practices and other situations.

184 Spring 2013

- 185 Prepare and approve utility ordinance (public hearing).
- 186 Prepare and approve utility fee schedule (public hearing).
- 187 Summer 2013
- 188 Prepare and mail billing.
- 189 Fall 2013
- 190 Begin maintenance.
- 191
- 192

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193

GOAL & OBJECTIVES

194 To plan & implement a countywide stormwater/drainage program administered for each of the 5
195 watersheds that meets reasonable expectations of the citizens to minimize flooding of farms, homes,
196 businesses AND meets or exceeds state & federal water quality standards

Objectives

- 198 • To have a 5 year rotating maintenance program for each of the five watersheds that
 - 199 • keeps ditches clear of debris, vegetation, and dams;
 - 200 • includes a major drainage conveyances (creek outfalls & major forested tributaries);
 - 201 • Is implemented by both private property owners and the county.
- 202 • To strengthen regulations on new development that includes adequate stormwater
203 infrastructure and BMPs to minimize negative impacts on the existing drainage systems.
- 204 • To consider and plan for capital projects for critical problem areas.
- 205 • To educate the citizens about the importance of individual responsibilities and Best
206 Management Practices (**BMPs**) that can help avoid public expenditures to meet regulatory
207 requirements.
- 208 • To monitor existing water quality conditions.
- 209 • To monitor and meet or exceed the ever changing regulatory environment of state & federal
210 standards

211

212

213

LEVEL & EXTENT OF SERVICE

214 The level of service of the stormwater program describes the type and frequency of activities that are
215 anticipated to be undertaken. The extent of services describes the stream segments where the services
216 will be provided.

217 The drainage level of service for the stormwater program anticipates conducting inspections of major
218 outfalls, creeks, canals and limited tributaries of the primary stormwater conveyances to identify
219 drainage maintenance problems, and take appropriate maintenance actions to resolve the problems.
220 Actions that may be needed include: clearing and snagging debris; spaying herbicides to control invasive
221 aquatic weeds; removing silt build ups where permitted by state and local agencies; and removing
222 beaver dams. In locations where these activities require an easement in order to access and/or
223 maintain the problem area, property owners will be asked to voluntarily deed the easement to the
224 county. The County may negotiate easement purchases based on the severity of the needs and
225 available budget. The goal of the drainage efforts is to address at least a fifth (1/5) of all the streams
226 included in the program each year, thereby establishing a five year rotation.

227 The water quality level of service for the stormwater program anticipates first establishing protocols and
228 procedures to develop a data base of information describing the level of various pollutants in the major
229 outfalls to the Pasquotank and North Rivers. The implementation of the procedures would include:
230 collection of water samples through grab sampling and instrument sampling, and submitting to
231 laboratories for analysis. Depending on which pollutants are being measured, analysis may be
232 conducted by county public works staff, Department of Agriculture labs, or private laboratories. In view
233 of the cost of private testing, every effort will be made to establish protocols to use public testing
234 resources. The results of all sampling and analysis will be maintained by county staff, and used to
235 develop outreach programs to encourage implementation of Best Management Practices by all citizens,
236 business, and agencies within the county. The exact number of sampling stations, the frequency of
237 sampling, and the identification of target pollutants has not been determined at the beginning of the
238 stormwater program, but will be the first activity initiated.

239 The regulatory level of service at this time includes activities related to enforcing the 100 year flood
240 plain requirements of the Federal Emergency Management Agency (FEMA), the North Carolina
241 Department of Environment and Natural Resources (DWQ), and the Camden Unified Development
242 Ordinance (UDO). Each of these regulations applies primarily to new construction. All zoning,
243 subdivision, and building permits for development are reviewed for compliance prior to issuance of the
244 permit, during construction, and prior to final approval of the development. Additionally the Planning
245 Department monitors, researches, and refines recommendations to the Board of Commissioners
246 regarding local regulations to minimize stormwater impacts of new development, and ensure that
247 inspection and/or maintenance occurs on a regular basis.

248 As stated in the introduction Camden has approximately 578 miles of creeks and ditches, and another
249 570 miles of roadside ditches. It would be virtually impossible for the county stormwater program to be
250 responsible for the totality of the system.

251 The Department of Transportation carries out the state's responsibilities within and associated with the
 252 state rights of way, and to a very limited extent the lead ditches conveying water to streams and
 253 intermediary outfalls. Privately developed subdivisions and commercial properties are required by state
 254 and local law to obtain approval of stormwater water plans, construct, and maintain best management
 255 practices to achieve specific drainage and water quality standards.

256 The extent of service for the county stormwater program is identified as the primary outfalls, creeks,
 257 canals and limited tributaries of the primary stormwater conveyances as identified on the official
 258 stormwater program map. Determinations of which conveyances to include are as follows:

259 • Outfalls at river intersection, Creeks & Natural Tributaries, Canals, Lead ditches

260 The program will include the swamp inlets and creeks that intersect with the rivers and are
 261 forested on both or one side of the out fall. Canals that are developed on both sides of outfall
 262 will not be included. If developed on one side and forested on the other a petition for inclusion
 263 will be considered by the advisory committees.

- 264 • Laterals (perpendicular to lead ditch) are the responsibility of the private property owners.
- 265 • Road side ditches along public roads with state system numbers are the responsibility of the
 266 North Carolina Department of Transportation (NCDOT). County staff will work with NCDOT to
 267 coordinate maintenance activities to maximize effectiveness of both organizations efforts. Road
 268 side ditches on private roads and in subdivisions where NCDOT has not yet accepted the roads
 269 onto the state system will not be included in the program and are the responsibility of the
 270 private property owner, the developer, or a homeowner association.
- 271 • Development related BMPs (ditches swales, ponds, wetlands) will not be included in the
 272 program and are the responsibility of the private property owner, the developer, or a
 273 homeowner association.
- 274 • County BMPs which may be initiated by the county, or as may be petitioned from the public as
 275 needed capital improvements, will be included in the program.

276 County's responsibilities for those conveyances will be to contract with private company to: 1) inspect,
 277 2) clear and snag, 3) remove beaver dams, 4) spray herbicide for invasive aquatic weeds. Where there is
 278 evidence that sedimentation is creating a substantial problem, the County will request permission from
 279 the Army Corp of Engineers to dredge, and will contract to perform the work depending on funds
 280 availability, or include the project in the next fiscal budget. The goal is to look at and perform work as
 281 needed for each conveyance at least once per 5 year period.

282 **Petitions for maintenance assistance**

283 In cases where new problems are evident outside the 5 year rotation; or property owners petition to
 284 add segments to the ongoing program, the advisory committee for the respective watershed will
 285 review the request based on consideration of the following:

- 286 i. Evidence and observation of problem

- 287 ii. Level of impact of problem on the system and surrounding properties based on GIS
 288 hydrology mapping of the sub-catchment area directional flows
 289 a. Size of area impacted
 290 b. Type, number, & value of property
 291 iii. Cost of solution
 292 iv. Available funds & effect on planned projects

293

294 The Committee's recommendations will be forwarded to the Board of Commissioners for
 295 consideration.

296

297 In cases where property owners petition to add segments to the program they will be required to
 298 pay a fee to cover the cost of evaluating the request, and to donate required easements.

299 The advisory committees will also accept petitions for capital Best Management Practices projects to
 300 serve sub-catchment areas that will benefit multiple property owners within the watershed, and will
 301 make recommendations to the County Commission for funding and related rate adjustments as part
 302 of the County's annual budget process.

303 Private property owners are responsible for performing maintenance on all other ditches, except
 304 along DOT ROWs.

305

306 **Organization & Staffing**

307 The Camden County Stormwater Program is operated under the authority of Board of County
 308 Commissioners as stated in North Carolina General Statutes

309 **§ 153A-274. Public enterprise defined.**

310 "(7) Stormwater management programs designed to protect water quality by
 311 controlling the level of pollutants in, and the quantity and flow of, stormwater and
 312 structural and natural stormwater and drainage systems of all types." And

313 **§ 153A-277. Authority to fix and enforce rates.**

314 "(a)A county may establish and revise from time to time schedules of rents, rates, fees,
 315 charges, and penalties for the use of or the services furnished by a public enterprise"

316 The Board has established and appointed members to a Stormwater Advisory board for each of
 317 the 5 watersheds. These boards are responsible for reviewing the program and making
 318 recommendations to the Board of Commissioners related to the Level and Extent of Services,
 319 and the annual budget.

320 The staffing for the program is provided under the management of the County Manager through
321 the Departments of Planning; Soil & Water Conservation; Tax, and Public Works.

322 The Planning Department has provided the initial program design, data compilation, rate
323 structure, interface with the Stormwater Advisory Committees, and presentations. Upon
324 program approval and start up the Department will continue to provide data compilation for
325 impervious areas and the master account, public outreach, and will coordinate with overall
326 program design.

327 The Soil & Water Conservation office has assisted the initial program design with field
328 observations and interface with farming community and the general public, resulting in
329 identification of appropriate level and extent of service. This office will have primary
330 responsibility for implementing the stormwater program primarily through procurement for
331 maintenance services, hands on water sampling, staff support for the Committees, public
332 education/outreach, negotiating easement purchases, and annual work program budgeting.

333 The Tax department will provide billing and collection services through annual tax bills. The
334 Public works Department may be called on to assist in water sampling and analysis.

335 No new staffing is anticipated in the first few years of implementation, however as the program
336 matures, or as new regulations or needs require additional activities, additional staff or 3rd party
337 consultants may be needed.

338 **Stormwater Advisory Boards**

339 The current stormwater advisory boards are somewhat loosely organized. While most members
340 of the 4 boards were appointed by the Board of Commissioners, during this startup period a few
341 have been added formally and others by their interest and presence at meetings. There is no
342 specific charter or mission statement. There is no advisory board for the Joys Creek watershed.
343 The South Mills board has been addressing issues throughout the watershed, including Joys
344 Creek, but there is no formal representation from the Joys Creek District Board. The boards have
345 met as needed without a specific schedule. Also, appointment to the boards did not include
346 any terms or conditions of membership.

347 Successful implementation and continuation of the Stormwater Utility Program requires that
348 each board and its members understand their responsibilities, limitations, and commitments of
349 time. This plan recommends:

- 350 • appoint and/or reappoint 5 members to each of 5 watershed advisory boards (South Mills,
351 Joys Creek, Sawyers Creek, Shiloh, and North river) – with Joys Creek board requirement of
352 at least 1 member for the Joys Creek Drainage District Board;
- 353 • establish 2 year terms, with 2 members appointed in even years and 3 members in the odd
354 years;

- 355
- 356
- 357
- prepare a written mission statement and identification of roles, responsibilities, and reporting;
 - establish a quarterly meeting schedule
- 358

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COST OF SERVICES

360 The Stormwater Program budget includes costs for staffing, legal fees, billing, collections, creek and
 361 ditch maintenance, easement purchases, public outreach, and water quality monitoring. While the
 362 formula remain constant for each watershed, some of the costs are distributed evenly among the
 363 watersheds, some evenly among all accounts in the county, and some based on the gross acreage and
 364 impervious surfaces variables of each watershed. The description and cost distribution for each line
 365 item is listed below. The Allocation of Costs is found later in these reports, and the budgets for each
 366 watershed are shown in appendices A through E.

367

Staffing

368 Flood Plain Program – The Planning Department Permit Officer serves as the flood plain
 369 manager for the county. Approximately 25% of his time is spent reviewing permit applications
 370 for compliance, inspecting construction, making flood plain determinations, and answering
 371 questions related to FEMA regulations. This percentage (25%) of the Permit officer's salary and
 372 benefits is distributed evenly among the watersheds, and allocated 90% to the impervious area
 373 rate component and 10% to the gross acreage rate component within the watershed.

374

375 Soil & Water Conservation – The Soil & Water Conservationist budget is funded by both county
 376 funds and a grant from the Soil & Water Conservation fund. The Soil & Water Conservation
 377 Board has agreed for the county to utilize approximately half of the Technician's time dedicated
 378 to the stormwater program. Fifty percent (50%) of the Soil & Water Conservation budget
 379 (minus capital items) is distributed evenly among the watersheds, and allocated 100% to the
 gross acreage rate component within the watershed.

380

Creek & Ditch Maintenance

381 The maintenance of creeks and ditches is the primary activity of the stormwater program. The
 382 cost for each watershed was derived by first identifying the flow segments that correspond to
 383 the extent of service as described in the previous table. These segments were then measured
 384 using GIS and aerial ortho-photography. Based on prior experience and conversation with
 385 maintenance contractors it is projected that these activities would cost approximately \$1.00 per
 386 linear foot. The annual budget equals the total measured segments times \$1.00, divided by 5
 387 years. These costs are allocated 10% to impervious areas and 90% to gross acres.

388

Easement Purchases

389 Although the county will attempt to have drainage easements donated wherever possible, funds
 390 have been budgeted to purchase easements when critical to maintenance activities. This cost
 391 was determined by assuming a 30 ft. wide easement times total measured stream length in the
 392 program, to determine total square feet, then divided by 43,560 (1 acre) to convert square feet
 393 to acres. Since most easements would be on non-productive lands, the cost per acre was

394 projected on “farm use value” of \$740 per acre. The costs are allocated 10% impervious and
395 90% gross acres.

396 **Other Administrative Expenses**

397 Billing & Collections – The billing and collections for the Stormwater Program will be
398 accomplished through the annual tax bill. The County’s tax services provider will modify the tax
399 bill to include the fee based on the fee information provided through a Master Account File
400 created by the Planning Department. The initial budget for this service is projected to be \$0.50
401 per account. This cost is part of the fixed administrative expense and is allocated equally per
402 each account in the county. This cost may need to be modified after the first year to reflect
403 actual cost incurred.

404 Legal Fees – The initial approval and implementation will require legal assistance to review the
405 program for conformity to state law; draft local ordinances, and to prepare a draft of a local
406 private act of the legislature related to enforcing collections through tax liens. Other possible
407 legal duties may include easement agreements, contracts review, and possible legal challenges.
408 The annual budget for legal fees is projected to be \$10,000, which is evenly distributed to each
409 account similarly to billing expenses.

410 Public Education and Outreach – Public information is and will continue to be a critical
411 component of the stormwater program. Initially the public will need to learn about the program
412 and what the fees accomplish. After implementation public information will be directed to
413 educating citizens about the importance of both drainage control and water quality issues. The
414 initial budget is \$5,000 countywide and is charged equally per each account in each watershed.

415 Data Maintenance & GIS Mapping

416 The Master Account Data file will need to be updated on an annual basis to account for changes
417 in number and size of properties and impervious areas. This is accomplished through the GIS
418 interface with the tax records and permit records. Ten percent (10%) of the GIS Technician
419 salary and benefits is distributed evenly among the watersheds, and allocated 90% to the
420 impervious area rate component and 10% to the gross acreage rate component within the
421 watershed.

422 Water Quality Monitoring

423 Water Quality Monitoring is budgeted at \$5000 for each watershed and allocated 90%
424 impervious area and 10% gross acres.

425 **Other Future Costs**

426 Other key areas where costs may be incurred in future years include planning for and
427 construction of capital improvements, increased water quality monitoring, public education and
428 outreach, and credits for implementing Best Management Practices.

429 The budget in this plan is for the first year of operation and does not include any increase to
430 accommodate inflation or less than 100% collection ratio.

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RATE STRUCTURE ANALYSIS

432

433 This rate structure analysis discusses the basic rate methodology that will be employed to fund
434 stormwater services, and identifies the secondary funding methods and rate modifiers recommended by
435 staff. Basic rate structure and fee calculation policies are presented. Examples of the fee calculation
436 method for different classes of users are shown.

437 There are a number of ways to raise funds for stormwater programs, most of which generate only
438 insignificant amounts of revenue. The three most common effective ways of funding the core of a
439 stormwater program are from general fund revenues, special district tax assessments, and from user
440 fees.

441 Ad Valorem Tax

442 The general fund and special assessment funds are derived from property taxes. As such the rates
443 would be based on value of properties rather than the property's contribution to stormwater problems,
444 or program benefits. This structure creates a disincentive to construct or implement stormwater best
445 management practices as there is no feasible way for granting credits for such activities. In fact, if a
446 BMP increases the value of the property, owners would realize even higher taxes in response to their
447 efforts to manage stormwater more effectively. Funding of the stormwater program at appropriate
448 levels would necessitate a significant increase in property taxes.

449 Public Enterprise Fee

450 For many public water and wastewater utilities, costs associated with their operation and
451 maintenance are paid for out of an enterprise fund, which is in turn funded by revenue from
452 fees for that service. Similarly, stormwater management programs can use this structure and
453 maintain a separate public enterprise fund.

454 One primary benefit of a stormwater utility is that its fee structure can inherently incorporate
455 differences in property characteristics as they relate to stormwater runoff, rather than as they
456 relate to value. The North Carolina enabling legislation allows rates to vary based on property
457 type, area, pervious vs. impervious coverage, land use, and characteristics of the encompassing
458 watershed. The resulting fee schedule is more equitable to users than an ad valorem tax. In
459 addition, it tends to place a smaller burden on the typical homeowner than does an ad valorem
460 tax increase. Landowners that choose to implement BMPs on their properties can be rewarded
461 under this structure by receiving credits

462 A stormwater utility fee has significant advantages over use of the tax generated funds including:

- 463 • Equity – there is a direct causal link between the fee a property owner pays and the impact of
464 their property on the stormwater system or their use of that system. (“The more you pave, the
465 more you pay.”);

- 466 • Stability – the stormwater revenue stream is tied to land use and not to the variability of the
467 annual general fund budget approval;
- 468 • Flexibility – the stormwater user fee has the ability to be adjusted to reflect individual property
469 differences, watershed locations, and other factors;
- 470 • Adequacy – the stormwater fee is sufficient to cover most of the costs of the stormwater
471 program while remaining relatively small compared to other fees and charges.

472 **Overview of rate structure**

473 Utility funding is based on an independent revenue stream that is dedicated to a specific purpose
474 such as water supply, wastewater treatment, solid waste management, or stormwater
475 management. Service fees provide the bulk of a utility’s revenue. A methodology for calculating the
476 service fees, based on customers’ use of the utility services, must be identified in order to establish
477 the basis for the revenue stream.

478 In the case of stormwater services, a user fee recognizes properties’ impact and use of the
479 stormwater system for discharging runoff. The stormwater system is a system of natural streams
480 and manmade structures that carries runoff away from both public and private properties. The
481 framework that describes how much each property pays is called the “rate structure”.

482 The rate structure developed for a particular utility is divided into three modules:

- 483 • Basic rate methodology
- 484 • Modification factors, which can be applied to any of the rate concepts to enhance equity,
485 reduce costs, and meet other objectives’
- 486 • Secondary funding methods that can be adopted in concert with the service charges.

487 A key attribute of utility service fee funding is that the governing body of a utilities’ jurisdiction has
488 broad authority to design its rate methodology to fit local circumstances and practices and achieve
489 an allocation of the cost of services and facilities that it desires while staying within legal boundaries.
490 There are no absolute rules or proscriptions. The goal of this analysis is to provide a rate structure
491 that reflects the character and desires of the community and:

- 492 • Is equitable and reasonable;
- 493 • Is not discriminatory or confiscatory;
- 494 • Has costs that are substantially related to provision of facilities and services;
- 495 • Has a rate that is related to demand/use of the stormwater systems and services for each
496 individual property (rational nexus);
- 497 • Reflects the authority inherent in the state constitution and legislation.

498

499

500 **Camden Basic Rate Structure**

501 The basic rate methodology defines the basis for the rate that users will be paying. The three main
502 impacts on surface water are increases in peak flow, volume of the discharge, and amount of
503 pollution. All impacts can fit into these three basic categories.

504 Stormwater impacts all properties. In urban areas the variable most positively associated with each
505 of these three major impacts is the conversion of pervious area (forests and fields) to impervious
506 areas (pavement, roof tops, and other hard surfaces), which increases peak rates of runoff
507 contributing to flooding and pollution. In rural areas with limited amount of impervious surfaces but
508 significant amounts of farm land, the runoff from large cultivated fields contributes significantly to
509 the volume of runoff contributing to flooding and pollution.

510 Based on the above influences on stormwater runoff, Camden County has chosen to establish a
511 basic rate structure with components for both Gross Acreage (GA) and the amount of Impervious
512 Area (IA) for each property.

513 Gross acreage is defined as the acreage as listed on the county tax parcel record.

514 Impervious Area is defined as all surfaces that will not allow a reasonable amount of water to
515 penetrate into the ground in a reasonable amount of time,
516 including but not limited to:

- 517 • Pavement
- 518 • Roof tops
- 519 • Driveways
- 520 • Private roads
- 521 • Compacted gravel (parking lots)
- 522 • Heavily compacted soil

523 State maintained roads and roadways dedicated to the
524 public are impervious, but are not included in impervious
525 calculations.



526 In addition to costs directly related to program activities, the rate includes indirect fixed costs
527 related to billing and collecting the fee, and other costs related to administering the program. These
528 costs are totaled and divided evenly to each property in the county. It is referred to Fixed Cost Per
529 Account (FCPA)

530 ***Policy Statement:***

531 ***The rate methodology basis for the calculation of user fees for all properties shall include three***
532 ***components: 1) Gross Acreage; 2) Impervious Area; and 3) Fixed Cost per Account.***

533

534 Rate Modifiers

535 Rate modifiers are the policies that change the user fee that properties are charged to appropriately
536 increase simplicity or enhance equity.

537 Location of watershed within the county

538 The county has multiple stormwater catchment areas where runoff flows to different outfalls.
539 Each catchment area is considered a separate watershed with different stormwater needs based
540 on topography, number of major outfalls, and receiving rivers. In order to accomplish an
541 equitable nexus between the fee and stormwater program activities, the gross acreage and
542 impervious area components of the fee have been calculated separately for each of the five (5)
543 watersheds: Shiloh, North River, Sawyers Creek, South Mills and Joys Creek.

544 The Joys Creek and South Mills watersheds are particularly unique in that Joys Creek is a Service
545 Tax District within the South Mills watershed. Property owners within the Joys Creek Tax
546 District are already paying a special assessment tax for maintenance of only Joys Creek and
547 limited portion of two (2) canals running into the creek. Joys Creek is the only outfall for the
548 entire South Mills watershed, and the stormwater program activities will be carried out both
549 inside and outside the tax district boundaries. It should be noted that this stormwater program
550 will include maintenance activities for other additional minor tributaries within the Joys Creek
551 Service District boundaries. Therefore the stormwater rate is calculated separately, with the
552 Joys Creek stormwater rates related only to costs associated with the minor tributaries inside
553 the tax District, and the South Mills rate for only those activities outside the service district
554 boundaries.

555 Single Family Residential Rate Policy

556 The majority of Camden's single family homes are located on lots less than 2 acres, and the
557 variation of impervious surface is relatively small and difficult to measure accurately for every
558 such property. In order to gain simplicity and equity, a flat rate has been established for all
559 single family residential properties equal to or less than 2 acres. In this manner 2 acres is
560 established as the lowest Gross Acreage Unit (GAU), and the average impervious area of a single
561 family property is established as the basic unit of impervious area commonly referred to as one
562 (1) Equivalent Residential Unit (ERU). The average impervious area for a single family property
563 was determined by measuring and analyzing samples of residential properties various
564 neighborhoods and subdivisions throughout the county. The analysis resulted in an ERU of 4500
565 square feet.

566 The impervious area rate component for each Non-Single Family Residential (NSFR) property will
567 be based measuring the total impervious area and divided by 4500 to determine the number of
568 ERUs for that property.

569

570 **Gross Acreage Rate Policy**

571 The policy of including a gross area component of the fee is based on the fact that it
 572 does contribute to the cost of stormwater management, and represents a significant
 573 proportion of the jurisdictions' service areas. An important corollary of that policy is the
 574 decision to bill variably for gross area, as more land leads to more runoff (and associated
 575 costs). The relationship between the size of a parcel of land and the runoff it generates
 576 is not linear, however, especially when the land is undeveloped. A larger undeveloped
 577 parcel provides a greater opportunity for water to infiltrate into the ground before
 578 leaving the property than a smaller undeveloped parcel does. A declining block rate
 579 structure was designed to approximate the hydrologic response of mixed land use to
 580 rainfall events. Within this structure, the first block—representing less than two acres
 581 of gross area (1 GAU) was chosen to include the majority of residential parcels to
 582 promote fairness amongst similar properties (and decrease customer concerns).

583 Under this declining block structure, each GAU is charged the same amount, but the
 584 acreage falling within subsequent blocks is progressively larger. The following table
 585 demonstrates this structure:

586 The Gross Acreage component of the rate for each Tier is a multiple of the base Tier (2 acres).
 587 The table below presents the Tier ranges and multiples applied.

588

Range	Blocks
Less than 2 acres	1 GAU
2 – 4.999 acres	2 GAUs
5 – 9.999 acres	3 GAUs
10 – 99.999 acres	4 GAUs
Over 100 acres	5 GAUs

589

590 **Secondary Funding Mechanisms**

591 County staff will actively research alternative funding to supplement ongoing activities, and for special
 592 projects that may be needed. This will be especially important following major storm events. Possible
 593 sources may include the Clean Water Management Trust Fund, Department of Environment and Natural
 594 Resources, Soil & Water Conservation Funds, USDA, and other federal or state programs.

595

596

RATE STUDY & CASH FLOW ANALYSIS

597 The Rate Study (RS) applies the above described Rate Structure Analysis (RSA) to the program costs for a
 598 determination of the final rate. The Rate Study uses the total rate base of GAUs and ERUs compared to
 599 the program costs and calculates the rate per unit needed to support the program costs. This provides
 600 the means for calculation of the program rates and fees

601 Rate Base

602 The amounts of the user fees that are needed to recover a program's cost of service are established by
 603 estimating the available rate base in the service area. Since the available rate base has two variables
 604 and one fixed rate component, each component needs to be analyzed based on the program costs
 605 associated with their respective component. This first requires reviewing each cost line item and
 606 determining what percentage of the line item is related to Fixed Costs (FCPA), Impervious Area (IA), or
 607 Gross Acreage (GA). The table below presents the cost allocation for each line item.

608 Cost Allocation Table

Program	Costs	FCPA	IA	GA
Administration	Billing, Collections, Customer Service, Data Maintenance, GIS, Mapping	100%	0%	0%
Administration	Dues, Memberships, Training, etc.	0%	80%	20%
Water Quality Protection Other	Soil and Water Conservation Division (50% of S&W budget minus capital items)	0%	0%	100%
Administration	Utility Implementation	100%	0%	0%
Stormwater Control	Capital Improvement Projects	0%	80%	20%
Stormwater Maintenance	Maintenance Creeks & ditches	0%	10%	90%
Stormwater Maintenance	Purchase Easements	0%	10%	90%
Water Quality baseline	Outfall Water Quality Monitoring	0%	90%	10%
Regulatory	Floodplain Program (25% Permit Officer)	0%	90%	10%
Regulatory	Legal Fees	100%	0%	0%
Regulatory	Stormwater Plan Review	0%	0%	0%
Community Information	Public Education and Outreach	100%	0%	0%

609

610 The Budget and Cost Allocation Table for each watershed budget is presented in Appendices A through
 611 E.

612 Rate Components

613 FCPA Rate Component: Based on the Rate Structure the Fixed Cost rate component is based on the
 614 overall administrative costs of the stormwater program and remains constant throughout all
 615 watersheds. The FCPA rate is calculated by adding the total costs allocated to FCPA for all watersheds
 616 and divided by the total number of accounts (parcels) in the county.

617 IA Rate Component: Based on the Rate Structure the Impervious Area rate component is based on
 618 Equivalent Residential Units (ERUs) of 4500 square feet of impervious area. The 4500 square feet
 619 represents the average impervious areas for a single family residential lot in Camden County. It includes
 620 the house, out buildings, garages, driveways, and any heavily compacted ground. It does not include
 621 slatted decks or swimming pools. Each single family residential parcel was given a value of one (1) ERU.

622 The total impervious area of all non-single family properties (NSFR) are measured and divided by 4500
 623 and given a corresponding ERU value rounded to the nearest tenth (450 sq. ft.). The basic IA rate is then
 624 calculated by dividing total costs allocated to impervious areas by the total number of ERUs in the
 625 watershed.

626 GA Rate Component:- Based on the Rate Structure the Gross Acreage component is based on Gross
 627 Acreage Unit" (GAU). Counting the number of parcels that fall into each Gross Acreage range and
 628 multiplying by the multiplier for the respective GAUs results in the total number of GAUs for the
 629 watershed. The basic GAU rate is then calculated by dividing total costs allocated to Gross Area by the
 630 total number of GAUs in the watershed.

631 ***Policy Statements;***

- 632 ***1. The ERU size will be set at the representative residential median value of 4500 square feet of***
 633 ***impervious area.***
- 634 ***2. The GA portion of the stormwater fee will be charged based on one (1) GAU with a declining***
 635 ***block structure for 5 parcel size ranges: less than 2 acres; = 1 GAU; 2 to 5 acres; = 2 GAU; 5 to***
 636 ***10 acres = 3 GAU; 10 to 100 acres =4 GAU; over 100 acres = 5 GAU.***
- 637 ***3. The IA Rate component for all Single Family Residential properties will be 1 ERU.***
- 638 ***4. The IA Rate Component for Non Single Family Residential (NSFR) properties will be charged on***
 639 ***the basis of the number of ERUs.***
- 640 ***5. The actual annual fee paid by a property owner is the sum of FCPA; plus IA multiplied by the***
 641 ***number of ERUs; plus GA based on size of parcel.***
- 642 ***6. The IA rate component and the GA rate component will be calculated separately for each of***
 643 ***the 5 watersheds based on the budgeted costs and parcel data within the boundaries of the***
 644 ***respective watersheds***

645

646 The following table presents the results of the rate study for each watershed.

647 **Fee Schedule per Watershed**

	Fee per ERU (IA fee)	Fee per GAU (GAU fee)
South Mills	\$4.95	\$18.22
Sawyers Creek	\$7.18	\$17.23
North River	\$10.17	\$15.55
Shiloh	\$8.91	\$20.28
Joys Creek	\$7.68	\$8.23

648 **Examples**

649 The following examples presents the rate components for a typical watershed along with the total fee
 650 calculations for sample property sizes with various amounts of impervious area. Note that the
 651 calculation is the total of the three components: FCPA, plus ERU multiplied by amount of IA, plus the
 652 respective GAU rate.

SAWYERS CREEK WATERSHED			ERUs	GAUs	FCPA	IA	GA	Annual Fee
Single Family Residential	1 4500	acre lot sq. ft Impervious	1	1	\$2.79	\$7.18	\$17.23	\$27.20
Single Family Residential	5 6000	acre lot sq ft Impervious	1	2	\$2.79	\$7.18	\$34.45	\$44.43
Business	1 8000	acre lot ft Impervious	1.8	1	\$2.79	\$12.93	\$17.23	\$32.95
Business	5 12,000	acre Lot Impervious	2.7	2	\$2.79	\$19.40	\$34.45	\$56.64
Business	5 52,272	acre Lot sq. ft. (24%) Impervious	11.7	2	\$2.79	\$84.06	\$34.45	\$121.30
Vacant Lot / crop land	50 0	acre lot sq ft Impervious	0	4	\$2.79	\$0.00	\$68.91	\$71.70
Farm	100 1	acre Single family house	1	5	\$2.79	\$7.18	\$86.13	\$96.11
Farm	250 5,000	acres sq. ft. Impervious	1.2	5	\$2.79	\$8.62	\$86.13	\$97.55

653

654 **PROGRAM IMPLEMENTATION**

655 Implementation of the Stormwater Program will commence in the FY 2013-2014 which begins July 1,
656 2013. The first billing will be mailed in August 2013. Prior to that date the county will need to pass an
657 ordinance establishing the utility (Appendix H), and approve the fee schedule (Appendix I) after public
658 hearing. The public hearing can be either a separate hearing specific to the Stormwater Program, or
659 included in the public hearing on the county budget.

660 Additionally the county needs to prepare draft language of a private act of the legislature to give
661 Camden County the local authority to collect delinquent stormwater fees through the placement of
662 property liens in the same manner as property taxes are collected (Appendix G).

663 **Billing and Collection**

664 A stormwater user fee will be charged for stormwater services provided to all properties within
665 each watershed. The fee will be included on the annual tax card and as such will be subject to
666 the same deadlines as property tax. Information used to calculate the fee will be based on the
667 property characteristics and ownership as it exists on January 1. The tax/fee bill will be mailed
668 in August, due by September 5, and considered overdue if not paid by January 5 of the following
669 year. The fee calculation will be generated by a Master Account File.

670 The Master Account File is the tool used to match fees to customers and it is the file from which
671 bills are generated. To create the Stormwater Master Account File the GIS Technician has added
672 an "Impervious Area" attribute field to the tax parcel database account. In this manner the
673 Gross Acreage and Impervious Area information is directly linked to the property owner,
674 address, and parcel identifier number. For properties that are exempt from property taxes and
675 have not heretofore received tax bills, stormwater fees will be billed in one of two ways. Either
676 a typical tax bill will be generated showing the amount of stormwater fees due, and \$0.00 taxes
677 due; or a separate stormwater bill will be created and mailed on the same schedule as tax bills.

678 After implementation the Master File Account will need to be updated to reflect changes in
679 ownership, subdivision of properties, and changes in impervious areas. Ownership and
680 subdivision changes are routinely updated by the tax department, and officially updated each
681 January. Impervious area changes will be tracked throughout the year through issuance of
682 building permits and will be added to the Master Account File each January. As new aerial
683 photography becomes available the GIS technician will review and refine impervious area
684 information.

685 **Customer service**

686 The primary staffing for the Stormwater Program will be the Soil & Water Technician and the
687 Planning Department, however it is anticipated that property owner inquiries will originate in
688 the Tax Department. All three departments will be trained to describe the general structure and
689 activities of the program, but complaints about the program, petitions for including specific

690 stream segments, and disagreements about fee calculations will be the responsibility of
691 Planning Department.

692 All information used to generate the Stormwater Utility fee is open to the public.
693 Disagreements about gross acreage assigned to parcels will be researched through the tax
694 department and if discrepancies are discovered, they will be corrected according to the
695 regulations and procedures of the tax department. Disagreements about the impervious area
696 calculations will be include the following:

697 **Impervious Surface Appeals**

698 Camden County GIS has calculated impervious surfaces for each parcel using ortho imagery
699 flown in February of 2010. Impervious surfaces include roof tops (houses, barns, silos),
700 driveways & parking lots (including gravel crush & run), and any compacted ground that will not
701 allow water to penetrate. Each parcel was reviewed and a polygon shape drawn around what
702 appeared to be impervious surfaces, and the polygon was measured to determine square feet of
703 impervious surface. To obtain information about new impervious surfaces constructed after
704 February 2010, building permits from that date forward have been reviewed and surfaces
705 measured from permit applications.

706 An average impervious surface for a single family house was calculated to be 4500 square feet,
707 and that figure was established as 1 equivalent residential unit (ERU). All single family
708 residential properties were assigned 1 ERU notwithstanding the actual amount of impervious
709 surface. All non-single family properties were re-measured for accuracy.

710 Individual property owners may appeal the county calculations through a three step process.

711 Over the shoulder appeals – Property owners are welcome to visit the Planning Department and
712 view their own individual properties to see what was drawn and measured as impervious
713 surface. Obvious errors will be corrected administratively.

714 Formal Appeal - Contested areas will be identified and the owner may complete a petition form
715 and pay a fee to initiate a formal appeal. Upon a formal appeal planning staff will visit the
716 property and physically measure impervious surfaces. The staff measurement will be used to
717 correct the calculation whether there is a decrease of increase.

718 Final Appeal - If the owner still contests the measurement, the owner may submit a survey
719 performed and sealed by a NC licensed professional a surveyor or engineer, or landscape
720 architect. The surveyor shall use the definition of impervious surface from the state Division of
721 Water Quality.

722

723

724 **Public Information & Outreach**

725 Prior to implementing the Stormwater Utility Fee it will be important to inform Camden citizens
726 about the program and the stormwater fees. In addition to the required advertising and public
727 hearings on the ordinance and the fee schedule, the following actions will be taken.

728 A PowerPoint presentation is already on the county web site, including contact information for
729 Planning Director and Soil & Water Technician. **Completed**

730 Staff will brief each Stormwater Advisory Committee and enlist their support in explaining and
731 promoting the program. **January**

732 A community meeting will be held at locations in each watershed to explain the program and
733 answer questions. General minutes will be taken and provided to the Board of Commissioners
734 prior to the public hearings. The schedule of meetings will be advertised at least one time in the
735 local newspaper. **February/March**

736 A direct mail will be delivered to each address in the county. The mailing will give a very brief
737 program description and provide the schedule of community meetings. **February/March**

738 A press release will be prepared and distributed to attract possible media coverage.
739 **February/March**

740 Advertise and hold public hearings. **April May**

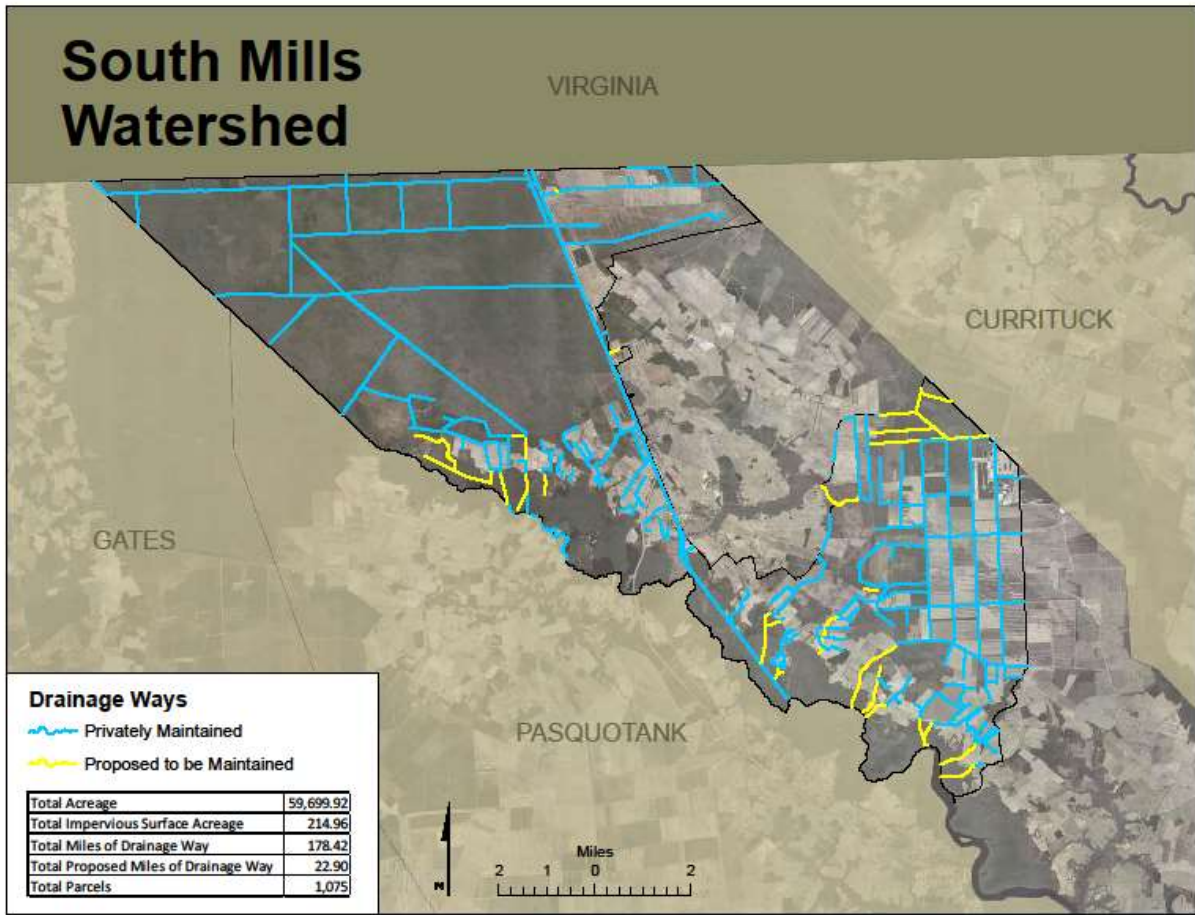
741 **Annual Reporting**

742 The Soil & Water Conservationist and the Planning Director will submit a written annual report
743 to the Stormwater Advisory Committees and the County Board of Commissioners as part of the
744 annual budget process. The report will include at a minimum

- 745
- 746 • The status of the stormwater management program in each watershed
 - 747 • The fee structure imposed to fund the implementation of the stormwater program.
 - 748 • The adequacy of funds to implement the program.
 - 749 • Any changes to the level and extent of services recommended by the Stormwater
750 Advisory Committees.
 - 751 • A proposed annual budget.

APPENDIX A

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761

SOUTH MILLS WATERSHED RATE ANALYSIS

762

Costs	Total	FCPA	IA	GA
Billing, Collections, etc	\$ 537.50	\$ 537.50	\$ -	\$ -
Data Maintenance & GIS Mapping	\$ 881.00		\$ 704.80	\$ 176.20
S & W Conservation	\$ 5,318.10		\$ -	\$ 5,318.10
Utility Implementation				
Capital Improvement Projects	\$ -		\$ -	\$ -
Maintenance Creeks & ditches	\$ 24,182.40		\$ 2,418.24	\$ 21,764.16
Purchase Easements	\$ 12,324.36		\$ 1,232.44	\$ 11,091.93
Outfall Water Quality Monitoring	\$ 5,000.00		\$ 4,500.00	\$ 500.00
Floodplain Program	\$ 2,363.43		\$ 2,127.09	\$ 236.34
Legal Fees	\$ 1,484.19	\$ 1,484.19	\$ -	\$ -
Stormwater Plan Review	\$ -		\$ -	\$ -
Public Education & Involvement	\$ 742.10	\$ 742.10	\$ -	\$ -
Planning	\$ -	\$ -	\$ -	\$ -
Total	\$ 52,833.08	\$ 2,763.79	\$ 10,982.56	\$ 39,086.73

763

764 GROSS ACREAGE UNITS (GAUs)

768 EQUIVALENT RESIDENTIAL UNITS (ERUs)

765 \$ 18.22

769 \$ 4.95

766

770

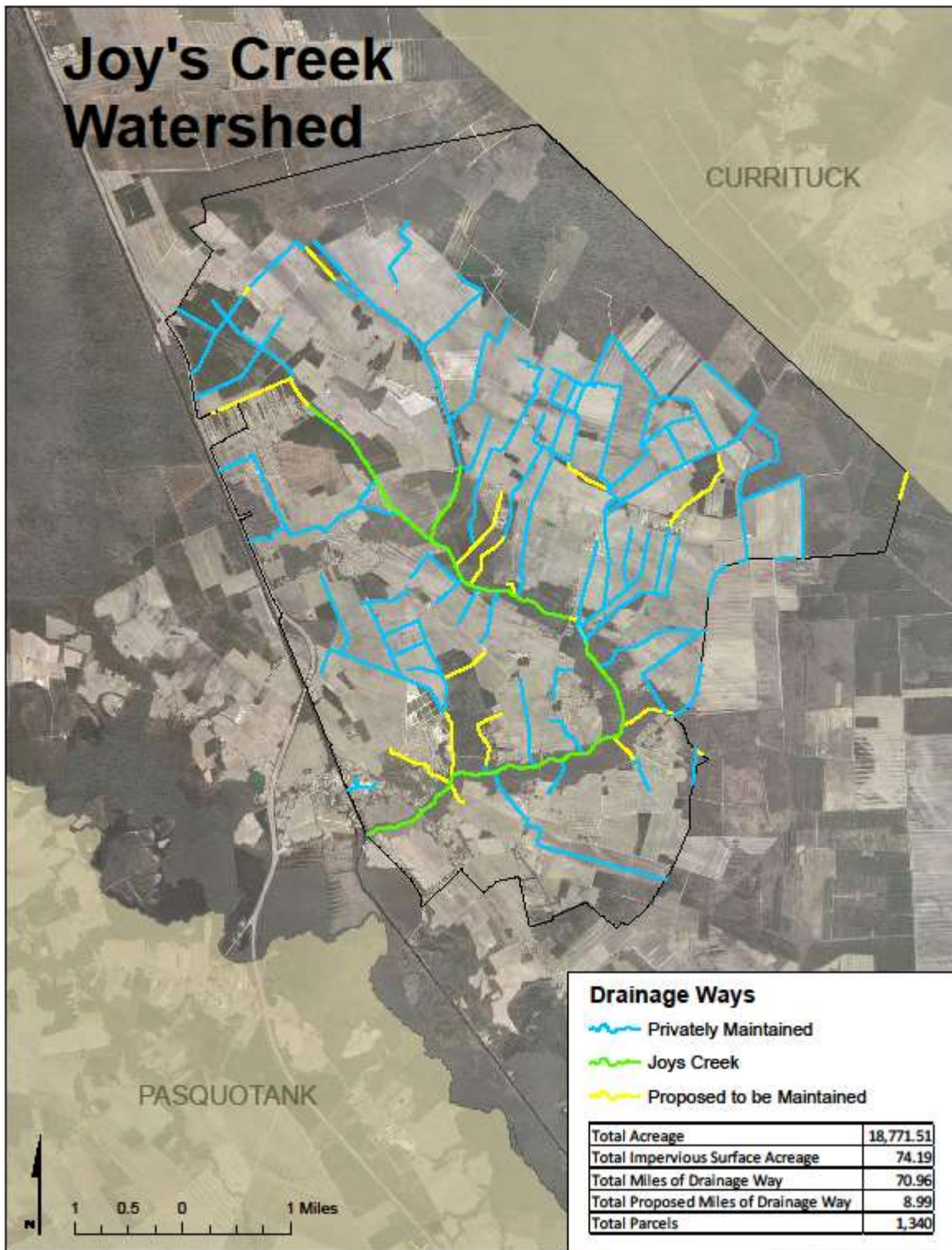
Parcel Size	Parcels	# GAU
Less than 2 acres	599	599
2 to 5 acres	104	208
5 to 10 acres	59	177
10 to 100 acres	223	892
Over 100 acres	90	450
Total	1075	2326

	Parcels	ERUs
Single family residential	573	573
Non single family residential	502	1835.1
Total	1075	2408.1

77167

772

APPENDIX B



773

774

775

JOYS CREEK WATERSHED RATE ANALYSIS

Costs	Total	FCPA	IA	GA
Billing, Collections, etc	\$ 671.00	\$ 671.00	\$ -	\$ -
Data Maintenance & GIS Mapping	\$ 881.00		\$ 704.80	\$ 176.20
S & W Conservation	\$ 5,318.10		\$ -	\$ 5,318.10
Utility Implementation				
Capital Improvement Projects			\$ -	\$ -
Maintenance Creeks & ditches	\$ 9,493.44		\$ 949.34	\$ 8,544.10
Purchase Easements	\$ 4,838.25		\$ 483.83	\$ 4,354.43
Outfall Water Quality Monitoring	\$ 5,000.00		\$ 4,500.00	\$ 500.00
Floodplain Program	\$ 2,363.43		\$ 2,127.09	\$ 236.34
Legal Fees	\$ 1,852.82	\$ 1,852.82	\$ -	\$ -
Stormwater Plan Review			\$ -	\$ -
Public Education & Involvement	\$ 926.41	\$ 926.41	\$ -	\$ -
Planning		\$ -	\$ -	\$ -
Total	\$ 31,344.46	\$ 3,450.24	\$ 8,765.05	\$ 19,129.17

776

777 **GROSS ACREAGE UNITS (GAUs)**

781 **EQUIVALENT RESIDENTIAL UNITS (ERUs)**

778 **\$ 8.23**

782 **\$ 7.68**

779

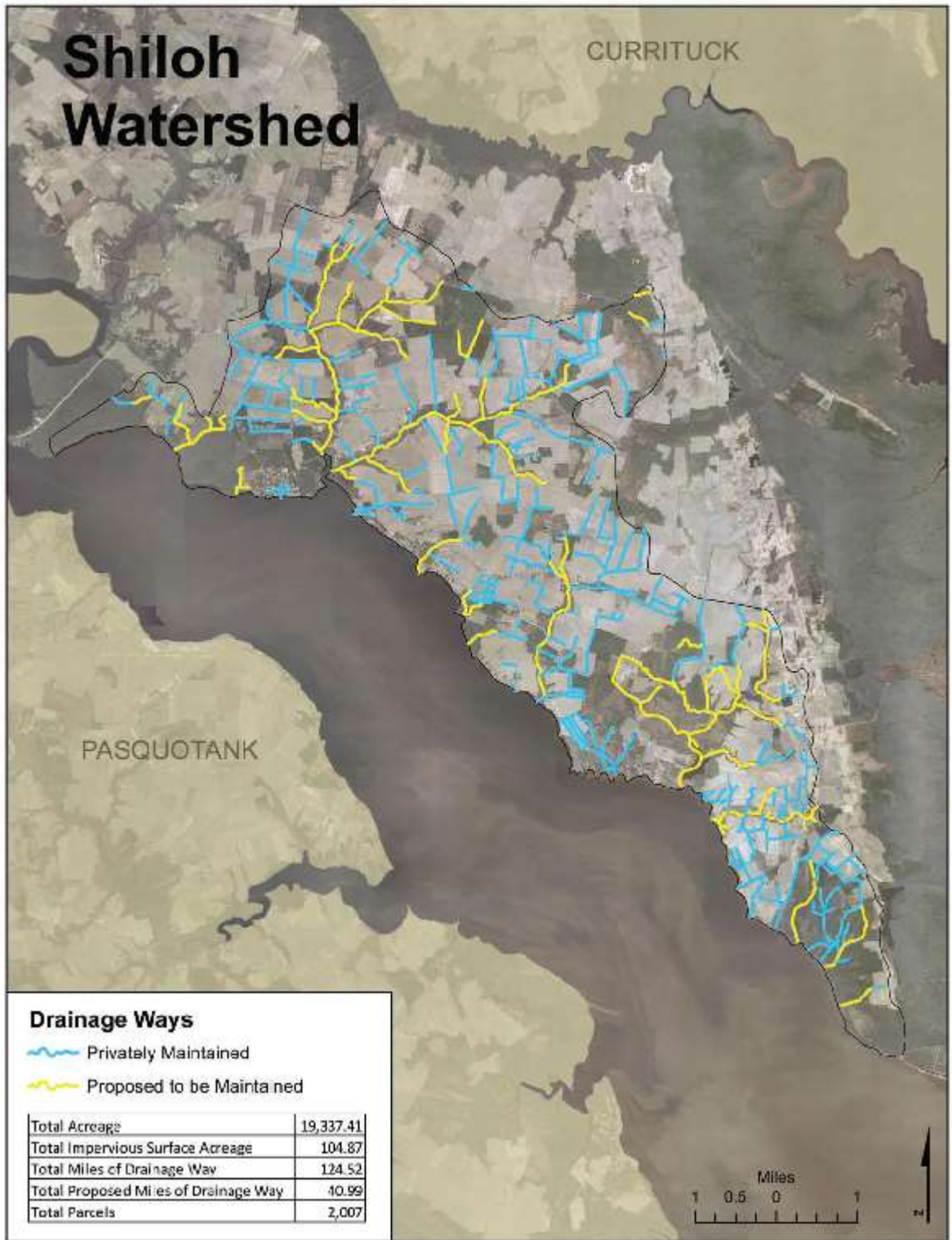
783

Parcel Size	Parcels	# GAU
Less than 2 acres	831	831
2 to 5 acres	155	310
5 to 10 acres	84	252
10 to 100 acres	232	928
Over 100 acres	40	200
Total	1342	2521

	Parcels	ERUs
Single family residential	955	955
Non single family residential	502	1835.1
Total	1342	1237.3

784

780



789

SHILOH WATERSHED RATE ANALYSIS

Costs	Total	FCPA	IA	GA
Billing, Collections, etc	\$ 1,003.50	\$ 1,003.50	\$ -	\$ -
Data Maintenance & GIS Mapping	\$ 881.00		\$ 704.80	\$ 176.20
S & W Conservation	\$ 5,318.10		\$ -	\$ 5,318.10
Utility Implementation				
Capital Improvement Projects			\$ -	\$ -
Maintenance Creeks & ditches	\$ 43,285.44		\$ 4,328.54	\$ 38,956.90
Purchase Easements	\$ 22,060.07		\$ 2,206.01	\$ 19,854.07
Outfall Water Quality Monitoring	\$ 5,000.00		\$ 4,500.00	\$ 500.00
Floodplain Program	\$ 2,363.43		\$ 2,127.09	\$ 236.34
Legal Fees	\$ 2,770.95	\$ 2,770.95	\$ -	\$ -
Stormwater Plan Review			\$ -	\$ -
Public Education & Involvement	\$ 1,385.48	\$ 1,385.48	\$ -	\$ -
Planning		\$ -	\$ -	\$ -
Total	\$ 84,067.97	\$ 5,159.93	\$ 13,866.44	\$ 65,041.60

790

791 **GROSS ACREAGE UNITS (GAUs)**

795 **EQUIVALENT RESIDENTIAL UNITS (ERUS)**

792 **\$ 20.28**

796 **\$ 8.91**

793

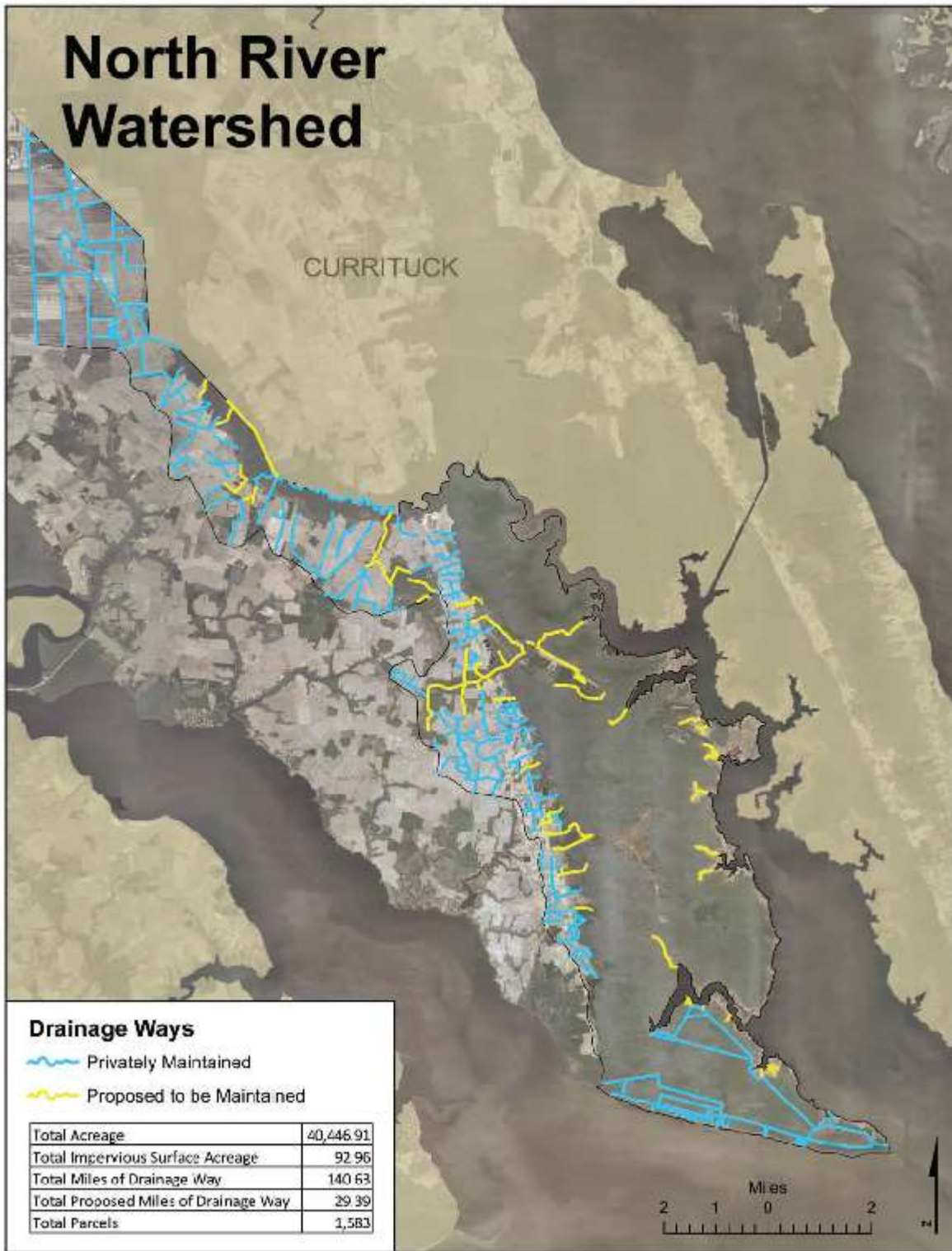
797

Parcel Size	Parcels	# GAU
Less than 2 acres	1365	1365
2 to 5 acres	187	374
5 to 10 acres	122	366
10 to 100 acres	291	1164
Over 100 acres	42	210
Total	2007	3479

	Parcels	ERUs
Single family residential	1394	1394
Non single family residential	613	294.3
Total	2007	1688.3

798

794



NORTH RIVER WATERSHED RATE ANALYSIS

Costs	Total	FCPA	IA	GA
Billing, Collections, etc	\$ 791.50	\$ 791.50	\$ -	\$ -
Data Maintenance & GIS Mapping	\$ 881.00		\$ 704.80	\$ 176.20
S & W Conservation	\$ 5,318.10		\$ -	\$ 5,318.10
Utility Implementation				
Capital Improvement Projects			\$ -	\$ -
Maintenance Creeks & ditches	\$ 31,035.84		\$ 3,103.58	\$ 27,932.26
Purchase Easements	\$ 15,817.16		\$ 1,581.72	\$ 14,235.45
Outfall Water Quality Monitoring	\$ 5,000.00		\$ 4,500.00	\$ 500.00
Floodplain Program	\$ 2,363.43		\$ 2,127.09	\$ 236.34
Legal Fees	\$ 2,185.56	\$ 2,185.56	\$ -	\$ -
Stormwater Plan Review			\$ -	\$ -
Public Education & Involvement	\$ 1,092.78	\$ 1,092.78	\$ -	\$ -
Planning		\$ -	\$ -	\$ -
Total	\$ 64,485.37	\$ 4,069.84	\$ 12,017.19	\$ 48,398.35

GROSS ACREAGE UNITS (GAUs)

\$ 15.55

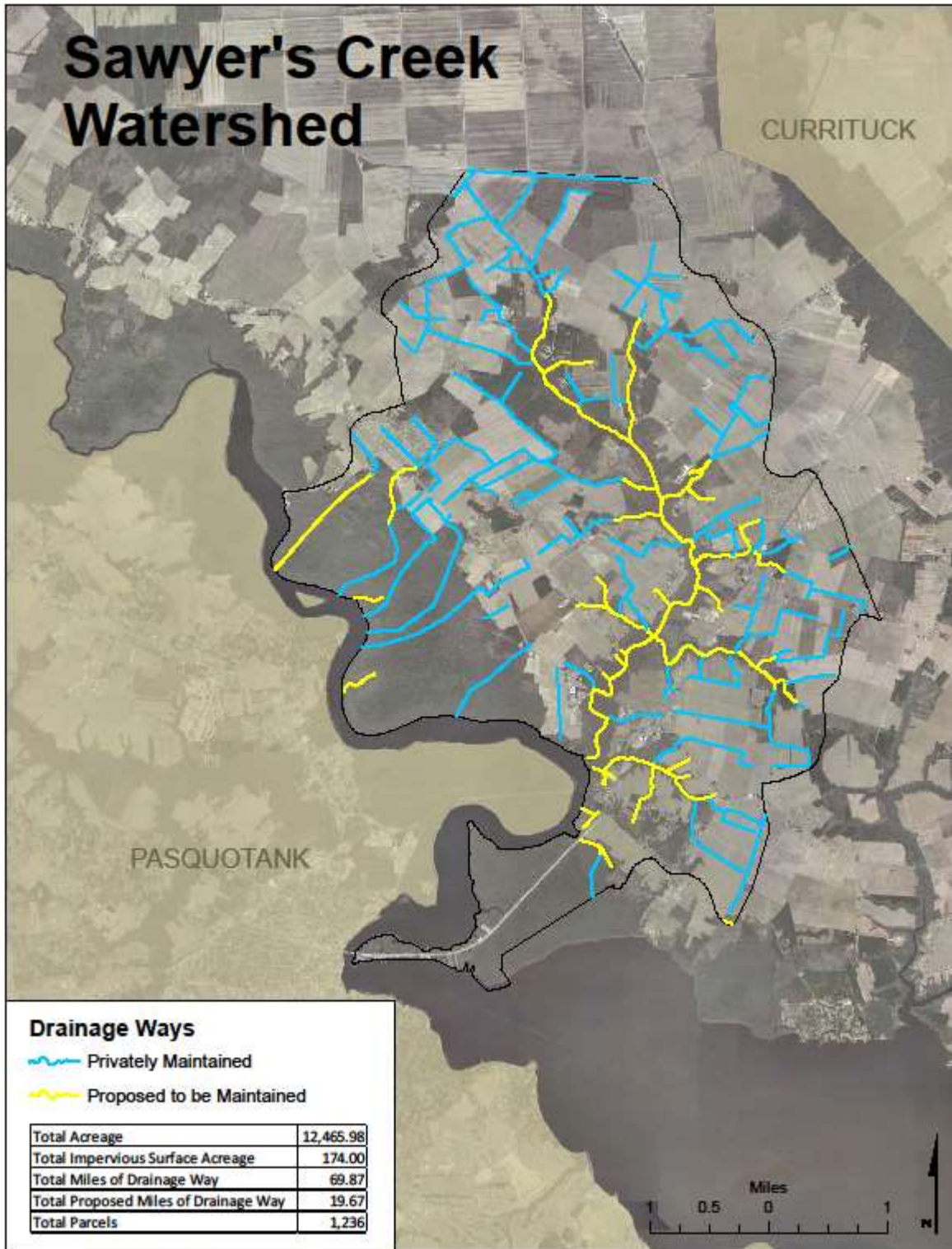
Equivalent Residential Units (ERUs)

\$ 10.17

Parcel Size	Parcels	# GAU
Less than 2 acres	853	853
2 to 5 acres	127	254
5 to 10 acres	212	636
10 to 100 acres	322	1288
Over 100 acres	69	345
Total	1583	3376

	Parcels	ERUs
Single family residential	548	548
Non single family residential	1035	734
Total	1583	1282

APPENDIX E



1

2

SAWYERS CREEK WATERSHED RATE ANALYSIS

Costs	Total	FCPA	IA	GA
Billing, Collections, etc	\$ 618.00	\$ 618.00	\$ -	\$ -
Data Maintenance & GIS Mapping	\$ 881.00		\$ 704.80	\$ 176.20
S & W Conservation	\$ 5,318.10		\$ -	\$ 5,318.10
Utility Implementation				
Capital Improvement Projects			\$ -	\$ -
Maintenance Creeks & ditches	\$ 20,771.52		\$ 2,077.15	\$ 18,694.37
Purchase Easements	\$ 10,586.04		\$ 1,058.60	\$ 9,527.43
Outfall Water Quality Monitoring	\$ 5,000.00		\$ 4,500.00	\$ 500.00
Floodplain Program	\$ 2,363.43		\$ 2,127.09	\$ 236.34
Legal Fees	\$ 1,706.48	\$ 1,706.48	\$ -	\$ -
Stormwater Plan Review			\$ -	\$ -
Public Education & Involvement	\$ 853.24	\$ 853.24	\$ -	\$ -
Planning		\$ -	\$ -	\$ -
Total	\$ 48,097.80	\$ 3,177.71	\$ 10,467.64	\$ 34,452.44

GROSS ACREAGE UNITS (GAUs)

\$ 17.23

EQUIVALENT RESIDENTIAL UNITS (ERUs)

\$ 7.18

Parcel Size	Parcels	# GAU
Less than 2 acres	814	814
2 to 5 acres	140	280
5 to 10 acres	82	246
10 to 100 acres	171	684
Over 100 acres	29	145
Total	1236	2169

	Parcels	ERUs
Single family residential	682	682
Non single family residential	554	898.1
Total	1236	1580.1

1 **APPENDIX F**

2 **MASTER FILE DATA SOURCES**

3 **PIN**

4 The Property Identification Number is a unique eighteen digit number derived from geographic
5 coordinate values and is assigned to each parcel in the county for the purpose of its identification. This
6 number is also used to join the GIS parcel data records with the tax parcel data records.

7 GIS parcel data: \\gis2003\gis\ESRI\Camden\CamdenGDB.gdb\Parcels_Master tax parcel data: OLE DB
8 Connection (Pearsons Tax)

9 **ELU**

10 Areas of Existing Land Use were determined using aerial imagery, land use zones and tax information.
11 Parcels were assigned an ELU attribute value based on these areas. All possible values include
12 Apartments, Church, Commercial, Farm Use or Wooded with House on Property, Farm with No Housing,
13 Fire Station, Government, Industrial, Manufactured, Mining, Mobile Home Park, School, Single Family
14 and Vacant Land.

15 ELU data: \\gis2003\gis\ESRI\Camden\CamdenGDB.gdb\Parcels_Master

16 **Total Acres**

17 GIS was used to calculate the area of each parcel in acres. GIS was used to calculate the info

18 **Total SqFt**

19 GIS was used to calculate the area of each parcel in square feet. Same as above?

20 **Imp SqFt**

21 Impervious surface areas were delineated through a visual examination of aerial imagery. To qualify, the
22 area must appear as gravel, driveways, sidewalks, rooftops, etc. GIS was used to identify the intersection
23 of parcels and impervious surface areas and then calculate the total areas of impervious surface
24 associated with each parcel impervious surface data:
25 <\\gis2003\gis\ESRI\Camden\CamdenGDB.gdb\ImperviousSurface>

26 **Drain Dist**

27 Drainage Districts were identified according to sub-watersheds or Hydrologic Units established by the
28 United States Geological Survey except for Joys Creek Drainage District which is identified according to
29 the established Joys Creek Watershed District. The Drainage Districts are listed below along with their
30 corresponding HUCs (Hydrologic Unit Codes). Parcels are considered as a part of the Drainage District in
31 which their geometric center lies. Some exceptions were made on the south side of the causeway (US
32 158 W).

33 North River- 030102051001, 030102051002, 030102051003Shiloh- 030102050709, 030102050708

34 Sawyers Creek- 030102050706, 030102050705

35 South Mills- 030102050606, 030102051102, 030102050701, 030102050703, 030102050704

36 **GA Tier**

37 Each parcel was assigned to a Gross Acreage Tier of 1-5. See below for tier qualification information.

38 Tier 1: <=2 acres OR 0 up to and including 2

39 Tier 2: >2 and <=5 acres OR 2.0000000001 up to and including 5

40 Tier 3: >5 and <=10 acres OR 5.0000000001 up to and including 10

41 Tier 4: >10 and <=100 acres OR 10.0000000001 up to and including 100

42 Tier 5: >100 acres OR 100.0000000001 to infinity

43 **Residential**

Status

44 Residential Status for each parcel is based on its ELU value. Parcels with an ELU value of 'Manufactured'
45 or 'Single Family' have a Residential Status of 'YES' and the rest have 'NO.'

46 **Name1**

47 This is simply Name1 from each tax parcel's tax data.

48 **Name2**

49 This is simply Name2 from each tax parcel's tax data.

50 **Taxable Val**

51 This is simply TaxableValue from each tax parcel's tax data.

52 **Assessed Val**

53 This is simply AssessedValue from each tax parcel's tax data.

54

55

56

APPENDIX G

57

EXAMPLES OF PRIVATE LEGISLATION FOR COLLECTION OF STORMWATER FEES

S.L. 2011-109

Page 1 of 1

GENERAL ASSEMBLY OF NORTH CAROLINA
SESSION 2011

SESSION LAW 2011-109
SENATE BILL 155

AN ACT TO ALLOW THE TOWNS OF GARNER, KNIGHTDALE, MORRISVILLE, WENDELL,
AND ZEBULON AND THE CITIES OF DURHAM AND WINSTON-SALEM TO COLLECT
DELINQUENT STORMWATER UTILITY FEES IN THE SAME MANNER AS THEY MAY
COLLECT DELINQUENT PERSONAL AND REAL PROPERTY TAXES.

The General Assembly of North Carolina enacts:

SECTION 1. Section 4 of S.L. 2005-441 reads as rewritten:

"SECTION 4. This act is effective when it becomes law and applies to stream-clearing activities commenced on or after that date. Section 3 of this act applies only to the Cities of Durham and Winston-Salem, the Towns of Garner, Kenersville-Kenersville, Knightdale, Morrisville, Wendell, and Zebulon, and the Village of Clemmons."

SECTION 2. This act is effective when it becomes law.

In the General Assembly read three times and ratified this the 8th day of June, 2011.

s/ Walter H. Dalton
President of the Senate

s/ Thom Tillis
Speaker of the House of Representatives

58

<http://www.ncga.state.nc.us/enactedlegislation/sessionlaws/html/2011-2012/sf2011-109.html> 11/8/2012

59

GENERAL ASSEMBLY OF NORTH CAROLINA
SESSION 2011

SESSION LAW 2012-55
HOUSE BILL 1207

AN ACT TO ALLOW GRANVILLE COUNTY, PERSON COUNTY, THE CITY OF CREEDMOOR, THE TOWN OF BURNER, AND THE TOWN OF SEEM TO COLLECT DELINQUENT STORMWATER UTILITY FEES IN THE SAME MANNER AS DELINQUENT PERSONAL AND REAL PROPERTY TAXES.

Whereas, water quality standards mandated by State and federal law are requiring that local governments develop more detailed, advanced, and costly stormwater programs; and

Whereas, effective stormwater management should be provided to protect, to the extent practicable, the citizens from the loss of life and property damage from flooding; and

Whereas, aging stormwater conveyance systems and increasing demand upon those systems from development require that local governments engage in long-term planning; and

Whereas, the construction, operation, and maintenance of stormwater conveyance systems requires long-term planning and stable and adequate funding; and

Whereas, it is often most efficient to bill and collect rents, rates, fees, charges, and penalties for stormwater management programs and structural and natural stormwater and drainage systems in the same manner as property taxes; Now, therefore,

The General Assembly of North Carolina enacts:

SECTION 1.(a) G.S. 153A-277(a1) is amended by adding a new subdivision to read:

"(4) A county may adopt an ordinance providing that any fee imposed under this subsection may be billed with property taxes, may be payable in the same manner as property taxes, and, in the case of nonpayment, may be collected in any manner by which delinquent personal or real property taxes can be collected. If an ordinance states that delinquent fees can be collected in the same manner as delinquent real property taxes, the fees are a lien on the real property described on the bill that includes the fee."

SECTION 1.(b) G.S. 153A-277(c) reads as rewritten:

"(c) Except as provided in subsections (a1) and (d) of this section and G.S. 153A-293, rents, rates, fees, charges, and penalties for enterprisory services shall be legal obligations of the person contracting for them, and are shall in no case be a lien upon the property or premises served, served and, except as provided in subsection (c) of this section, are legal obligations of the person contracting for them, provided that no contract shall be necessary in the case of structural and natural stormwater and drainage systems."

SECTION 1.(c) This section applies only to the Counties of Granville and Person.

SECTION 2. Section 4 of S.L. 2005-44, as amended by S.L. 2011-109, reads as rewritten:

"SECTION 4. This act is effective when it becomes law and applies to stream-clearing activities commenced on or after that date. Section 3 of this act applies only to the Cities of Creedmoor, Durham and Winston-Salem, the Towns of Burner, Garner, Kernersville, Knightdale, Morrisville, Seem, Wendell, and Zebulon, and the Village of Clemmons."

SECTION 3. This act is effective when it becomes law.

In the General Assembly read three times and ratified on the 21st day of June, 2012.

<http://www.ncga.state.nc.us/enactedlegislation/sessionlaws/html/2011-2012/sl2012-55.html> 11/8/2012

s/ Walter H. Dalton
President of the Senate

s/ Thom Tillis
Speaker of the House of Representatives

**GENERAL ASSEMBLY OF NORTH CAROLINA
SESSION 2005**

**SESSION LAW 2005-441
HOUSE BILL 1029**

AN ACT FACILITATING THE ESTABLISHMENT OF LOCAL GOVERNMENT PROGRAMS TO CLEAR STREAMS BY CLARIFYING LOCAL GOVERNMENT LIABILITY FOR SUCH ACTIONS AND TO ALLOW THE VILLAGE OF CLEMMONS AND THE TOWN OF KERNERSVILLE TO COLLECT DELINQUENT STORMWATER UTILITY FEES IN THE SAME MANNER AS IT MAY COLLECT DELINQUENT PERSONAL AND REAL PROPERTY TAXES.

Whereas, the clearing of obstructions in streams, such as dead trees, fallen tree limbs, root balls, underbrush, and trash and debris furthers the health, safety, and welfare of the State's citizens by allowing such streams to function more efficiently to remove stormwater, thus reducing flooding; and

Whereas, local governments are deterred from engaging in stream-clearing activities by the possibility that they will become legally responsible for regular stream clearing, or the possibility that they will become legally responsible for the impact on private properties of natural events such as flooding, which have never been the legal responsibility of local governments; and

Whereas, many private landowners do not have the resources to clear obstructions from the streams that are located on their property, and it is in the public interest to facilitate the establishment of stream-clearing programs by local governments; Now, therefore,

The General Assembly of North Carolina enacts:

SECTION 1. Article 6 of Chapter 153A of the General Statutes is amended by adding a new section to read:

§ 153A-140.1. Stream-clearing programs.

(a) A county shall have the authority to remove natural and man-made obstructions in stream channels and in the floodway of streams that may impede the passage of water during rain events.

(b) The actions of a county to clear obstructions from a stream shall not create or increase the responsibility of the county for the clearing or maintenance of the stream, or for flooding of the stream. In addition, actions by a county to clear obstructions from a stream shall not create in the county any ownership in the stream, obligation to control the stream, or affect any otherwise existing private property right, responsibility, or entitlement regarding the stream. These provisions shall not relieve a county for negligence that might be found under otherwise applicable law.

(c) Nothing in this section shall be construed to affect existing rights of the State to

s/ Walter H. Dalton
President of the Senate

s/ Thom Tillis
Speaker of the House of Representatives

control or regulate streams or activities within streams. In implementing a stream-clearing program, the county shall comply with all requirements in State or federal statutes and rules."

SECTION 2. Article 8 of Chapter 160A of the General Statutes is amended by adding a new section to read:

"§ 160A-193.1. Stream-clearing programs.

(a) A city shall have the authority to remove natural and man-made obstructions in stream channels and in the floodway of streams that may impede the passage of water during rain events.

(b) The actions of a city to clear obstructions from a stream shall not create or increase the responsibility of the city for the clearing or maintenance of the stream, or for flooding of the stream. In addition, actions by a city to clear obstructions from a stream shall not create in the city any ownership in the stream, obligation to control the stream, or affect any otherwise existing private property right, responsibility, or entitlement regarding the stream. These provisions shall not relieve a city for negligence that might be found under otherwise applicable law.

(c) Nothing in this section shall be construed to affect otherwise existing rights of the State to control or regulate streams or activities within streams. In implementing a stream-clearing program, the city shall comply with all requirements in State or federal statutes and rules."

SECTION 3.(a) G.S. 160A-314(a1) reads as rewritten:

- "(a1) (1) Before it establishes or revises a schedule of rates, fees, charges, or penalties for stormwater management programs and structural and natural stormwater and drainage systems under this section, the city council shall hold a public hearing on the matter. A notice of the hearing shall be given at least once in a newspaper having general circulation in the area, not less than seven days before the public hearing. The hearing may be held concurrently with the public hearing on the proposed budget ordinance.
- (2) The fees established under this subsection must be made applicable throughout the area of the city. Schedules of rates, fees, charges, and penalties for providing stormwater management programs and structural and natural stormwater and drainage system service may vary according to whether the property served is residential, commercial, or industrial property, the property's use, the size of the property, the area of impervious surfaces on the property, the quantity and quality of the runoff from the property, the characteristics of the watershed into which stormwater from the property drains, and other factors that affect the stormwater drainage system. Rates, fees, and charges imposed under this subsection may not exceed the city's cost of providing a stormwater management program and a structural and natural stormwater and drainage system. The city's cost of providing a stormwater management program and a structural and natural stormwater and drainage system includes any costs necessary to assure that all aspects of stormwater quality and quantity are managed in accordance with federal and State laws, regulations, and rules.
- (3) No stormwater utility fee may be levied under this subsection whenever two or more units of local government operate separate stormwater management programs or separate structural and natural stormwater and drainage system services in the same area within a county. However, two or more units of local

government may allocate among themselves the functions, duties, powers, and responsibilities for jointly operating a stormwater management program and structural and natural stormwater and drainage system service in the same area within a county, provided that only one unit may levy a fee for the service within the joint service area. For purposes of this subsection, a unit of local government shall include a regional authority providing stormwater management programs and structural and natural stormwater and drainage system services.

(4) A city may adopt an ordinance providing that any fee imposed under this subsection may be billed with property taxes, may be payable in the same manner as property taxes, and, in the case of nonpayment, may be collected in any manner by which delinquent personal or real property taxes can be collected. If an ordinance states that delinquent fees can be collected in the same manner as delinquent real property taxes, the fees are a lien on the real property described on the bill that includes the fee.

SECTION 3.(b) G.S. 160A-314(c) reads as rewritten:

"(c) Except as provided in subsections (a1) and (d) of this section and G.S. 160A-314.1, rents, rates, fees, charges, and penalties for enterprisory services shall be legal obligations of the person contracting for them, and shall in no case be a lien upon the property or premises served, provided that no contract shall be necessary in the case of structural and natural stormwater and drainage systems."

SECTION 4. This act is effective when it becomes law and applies to stream-clearing activities commenced on or after that date. Section 3 of this act applies only to the Town of Kernersville and the Village of Clemmons.

In the General Assembly read three times and ratified this the 23rd day of August, 2005.

s/ Beverly E. Perdue
President of the Senate

s/ James B. Black
Speaker of the House of Representatives

s/ Michael F. Easley
Governor

Approved 3:10 p.m. this 27th day of September, 2005

<http://www.ncga.state.nc.us/EnactedLegislation/SessionLaws/HTML/2005-2006/SL2005-...> 11/8/2012

Appendix H

**ORDINANCE ESTABLISHING A STORMWATER MANAGEMENT UTILITY
FOR CAMDEN COUNTY**

BE IT ORDAINED by the Camden County Board Commissioners (the “Board”) as follows:

Section 1. Findings.

The Board does hereby find that:

- (a) Stormwater runoff is a critical concern for Camden County due to the potential for flood damage to residential and commercial structures and productive agricultural land as well as its potential pollutant damage to the surrounding creeks, rivers, and sound.
- (b) Water quality standards by state and federal law requiring that local governments develop more detailed, advanced, and costly stormwater programs are being mandated in an ever increasing number of cities and counties in North Carolina.
- (c) Heretofore maintenance of conveyances has been the sole responsibility of private property owners, with the exception of road side ditches maintained by the NCDOT, with no concern for the overall performance of the natural water courses and manmade ditches and canals that make up the stormwater system.
- (d) Effective stormwater management should be provided to protect, to the extent practicable, the citizens of the County from the loss of life and property damage from flooding.
- (e) Chapter 153A, Article 15 of the North Carolina General Statutes, authorizes the County to acquire, construct, establish, enlarge, improve, extend, maintain, own, operate, and contract for the operation of Stormwater Management Programs designed to protect water quality by controlling the level of pollutants in, and the quantity and flow of, stormwater and structural and natural stormwater and Drainage Systems of all types.
- (f) The establishment of a Stormwater Management Utility that would be accounted for as a separate enterprise fund and would facilitate the provision of a Stormwater Management Program is reasonable and in the public interest.
- (d) North Carolina General Statute 153A-277 authorizes Camden County to establish and revise, from time to time, a schedule of rates and charges to fund the Stormwater Management Program activities including both structural and natural stormwater conveyance and Drainage System services provided by the Stormwater Management Utility.

Section 2. Purpose.

A Stormwater Management Utility is hereby created as an identified fiscal and accounting fund for the purpose of comprehensively addressing the Stormwater management needs of the County. The County's Stormwater management needs are met herein (1) through programs designed to protect and manage water quality and quantity by controlling the level of pollutants in Stormwater runoff, and the quantity and rate of Stormwater received and conveyed by structural and natural Stormwater and Drainage Systems of all types, (2) by establishing a schedule of charges, (3) by defining the control, collection, and disbursal of funds, and (4) by setting forth penalties, methods of appeals and exemptions.

Section 3. Definitions.

114 For the purpose of this Article, the following words, terms, and phrases shall have the meanings
115 given to them in this section, except where the context clearly indicates a different meaning:
116

117 *Developed land* shall mean a land parcel altered from its Natural State.
118

119 *Drainage System* shall mean natural and structural channels, swales, ditches, swamps, rivers,
120 streams, creeks, wetlands, branches, reservoirs, ponds, drainage ways, inlets, catch basins,
121 gutters, pipes, culverts, bridges, head walls, storm sewers, lakes, and other physical works,
122 properties, and improvements that transfer, control, convey or otherwise influence the movement
123 of storm water runoff.
124

125 *Equivalent Residential Unit* (ERU) is a unit of measure of impervious surface (in square feet)
126 that represents the impervious surface area on the average Single Family Residential Parcel in
127 the underlying jurisdiction as a unit of comparison. ERU shall mean for the purposes of this
128 Ordinance 4,500 square feet of impervious surface.

129 *Gross Parcel Area* shall mean the property area contained within the legally described
130 boundaries of a property or the total lot size of a property, in acres.

131 *Impervious Surface* shall mean developed areas of land that prevent or significantly impede the
132 infiltration of Stormwater into the soil. Typical Impervious Surfaces include, but are not limited
133 to: roofs, sidewalks, walkways, patios, , private driveways, parking lots, access extensions, alleys
134 and other paved, engineered, compacted or gravel surfaces containing materials that prevent or
135 significantly impede the natural infiltration of Stormwater into the soil. Impervious Surface Area
136 is synonymous with *Built Upon Area* (“BUA”) as defined by the North Carolina Department of
137 Environment and Natural Resources.
138

139 *Natural State* shall describe existing Undeveloped Land where the soil and vegetation
140 characteristics have not been substantially modified or disturbed by human activities and the
141 hydrologic function is in an unaltered or natural condition.
142

143 *Service Area* shall mean all land within Camden County and will be divided based on the
144 topography and outfalls, into 5 watershed subareas as shown in Exhibit A as South Mills, Joys
145 Creek, Sawyers Creek, Shiloh, and North River watersheds.
146

147 *Service Charge* shall mean a Stormwater management service charge, applicable to a land parcel,
148 which generally reflects the impact on or demand for Stormwater management services provided
149 by the County to properly control and manage Stormwater runoff quantity and/or quality
150 associated with the land parcel. The Service Charge will vary from one land parcel to another
151 based on the Impervious Surface and Gross Parcel Areas. The Service Charge may vary for the
152 same class of service in different areas of the Service Area and may vary according to classes of
153 service.
154

155 *Single Family Residential Parcel* means a parcel with a single family residential structure used as
156 a single family dwelling and whose primary use is as a single family residence.
157

158 *Stormwater* shall mean the runoff from precipitation that travels over Natural State or Developed
159 Land surfaces and enters a Drainage System.
160

161 *Stormwater Manager.* A person working for or on behalf of the County to administer the
 162 Stormwater Management Program

163

164 *Stormwater Management Program* shall mean an identified set of measures and activities
 165 designed s to reduce and/or manage stormwater quantity by controlling velocity, volume, and
 166 rate – and to protect, restore and/or manage stormwater quality by controlling and/or reducing
 167 pollutant.

168

169 *Stormwater Management Utility* shall mean an organizational structure that is responsible for
 170 funding, administering, and operating the County’s Stormwater Management Program, and that
 171 is supported through a rate structure based on the Impervious Surface Area and Gross Area
 172 found on land parcels located within the Service Area.

173

174 *Undeveloped Land* shall mean all land that is not altered from its Natural State.

175

176 **Section 4. Establishment of a Stormwater Management Utility and Stormwater**
 177 **Management Enterprise Fund.**

178

179 (a) There is hereby established a Camden County Stormwater Management Utility that shall be
 180 responsible for implementing, operating, and administering the County's Stormwater
 181 Management Program as defined herein.

182

183 (b) There is hereby established a Camden County Stormwater Management Enterprise Fund
 184 for the purpose of dedicating and protecting funding applicable to the responsibilities of the
 185 Stormwater Management Utility including, but not limited to, rents, rates, fees, charges,
 186 and penalties as may be established after due notice having been given and a public hearing
 187 held by the Board. Funding may also include other funds transferred or allocated to the
 188 Stormwater Management Utility by the Board. All revenues and receipts of the
 189 Stormwater Management Utility shall be placed in the Stormwater Management Enterprise
 190 Fund and all expenses of the Stormwater Management Utility shall be paid from the
 191 Stormwater Management Enterprise Fund, except that other revenues, receipts, and
 192 resources not accounted for in the Stormwater Management Enterprise Fund may be
 193 applied to Stormwater management activities as deemed appropriate by the Board. The
 194 Stormwater Management Enterprise Fund accounting shall include the revenues and
 195 expenses attributed to each watershed subarea as separate departments and non inter-
 196 departmental transfers shall be permitted without the consent of the respective watershed
 197 committees and approval by the Board of Commissioners.

198

199 **Section 5. Jurisdiction.**

200

201 The jurisdiction of the Stormwater Management Utility shall extend throughout the Service
 202 Area.

203

204 **Section 6. Rate Structure.**

205

206 (a) Every parcel within the Service Area shall be subject to a Stormwater Management Utility
 207 Service Charge derived from the rate structure described below. The rate structure to
 208 distribute the cost of services associated with the operation, repair, improvement and
 209 maintenance of public Drainage Systems and facilities through a schedule of rates, fees,

210 charges, and penalties related to the operation of a Stormwater Management Utility and
 211 Stormwater Management Enterprise Fund as established in Section 4 shall be based on the
 212 following 3 rate components:

- 213
- 214 1. *Fixed Charge Per Parcel* based on account existence which directly relates to certain
 215 administrative, billing, collections, public outreach, and other charges as may be
 216 allocated on a per parcel basis.
 217
 - 218 2. *Gross Parcel Area* on a given land parcel, which is related to quantity of runoff and
 219 total pollutant loading of stormwater runoff discharged from that land parcel. The
 220 gross area of parcels will be fall into 5 tiers of parcel size and will be assigned Gross
 221 Area Units (GAUs) as follows:
 222
 - 223 i. A parcel of 0 to <2 acres in gross area is 1 GAU.
 - 224 ii. A parcel of 2 to <5 acres in gross area is 2 GAUs.
 - 225 iii. A parcel of 5 to <10 acres in gross area is 3 GAUs.
 - 226 iv. A parcel of 10 to <100 acres in gross area is 4 GAUs.
 - 227 v. parcel of 100 or greater acres in gross area is 5 GAUs.
 - 228 3. *Impervious Surface Area* on a given land parcel, which directly relates to the volume,
 229 rate and pollutant loading of Stormwater runoff discharged from that land parcel to
 230 the County's structural and natural Drainage Systems and facilities. An Impervious
 231 Area Units Charge for stormwater costs shall be allocated to impervious area on an
 232 ERU basis. *Impervious Surface Area rates will apply to each unit or part thereof of*
 233 *impervious area.*
 234
 - 235 i. Based on an analysis by the County upon the enactment of this
 236 Ordinance of Impervious Surface Area on properties throughout the
 237 County, an Impervious Surface Area of 4,500 square feet is hereby
 238 designated as one (1) ERU.
 239
- 240
- 241 (b) Each Single Family Residential Parcel shall be charged for one (1) ERU of impervious
 242 area.
 - 243 (c) Each residential unit in a townhome, condominium, or other multifamily structure with
 244 individual unit ownership and duplexes shall be billed for one (1) ERU of impervious area.
 - 245 (d) There will be no Impervious Area Units Charge for land parcels with fewer than 450
 246 square feet of Impervious Surface Area.
 247

248 **Section 7. Schedule of Fees and Charges.**

249

250 The schedule of rates, fees, charges, and penalties related to this Ordinance shall be adopted after
 251 notice and a public hearing as required by N.C. Gen. Stat. §153A-277. As set out in N.C. Gen.
 252 Stat. §153A-277, the hearing may be held concurrently with the public hearing on the County's
 253 proposed budget. The schedule of rates, fees, charges, and penalties shall apply to all land
 254 parcels within the Service Area, except as may be altered by credits or exemptions provided in
 255 this Article.
 256

257 **Section 8 Billing and Collection**

258

259 (a) *Method of billing.* Billing and collection of the Stormwater Management Utility Service
 260 Charges for Stormwater management services and facilities shall be billed with property
 261 taxes under the general administration of the County Manager and shall be payable in the
 262 same manner as property taxes.
 263

264 *Delinquencies.* Stormwater Management Utility Service Charge billings that are not paid within
 265 the time allowed for the payment of property taxes shall be collected by any remedy provided by
 266 law for collecting and enforcing private debts or in any other manner authorized by law.

267 (c) *Application of payment.* Payment will be applied to a customer's bill in the following
 268 order:

- 269 1. Civil penalties assessed pursuant to this Ordinance.
- 270 2. Stormwater Management Utility Service Charge.

271
 272 (d) *Appeal of disputed bills and adjustments.* If any citizen wishes to dispute a Stormwater
 273 Utility Service Charge billing or any other rents, rates, fees, charges, or penalties adopted
 274 pursuant to this Article, that citizen must submit a written appeal within 60 days from the
 275 date of billing, stating the reasons for the appeal, and providing information pertinent to
 276 the calculation of the billed charge. A timely appeal shall stay the penalty deadlines. An
 277 appeal of a disputed bill shall be filed with the Stormwater Manager for review and
 278 disposition. The appeal will follow a three step process as follows:
 279

- 280 1. Over the shoulder appeals – Property owners are welcome to visit the Planning
 281 Department and view their own individual properties to see what was drawn and
 282 measured as impervious surface. Obvious errors will be corrected administratively.
- 283 2. Formal Appeal - Contested areas will be identified and the owner may complete a
 284 petition form and pay a fee to initiate a formal appeal. Upon a formal appeal
 285 Stormwater Manager will visit the property and physically measure impervious
 286 surfaces. The staff measurement will be used to correct the calculation whether there
 287 is a decrease of increase.
- 288 3. Final Appeal - If the owner still contests the measurement, the owner may submit a
 289 survey performed and sealed by a NC licensed professional a surveyor or engineer, or
 290 landscape architect. The surveyor shall use the definition of impervious surface from
 291 the state Division of Water Quality.
 292 a.
 293

294 **Section 9. Disposition of Service Charges and Fees.**

295
 296 (c) Stormwater Management Utility Service Charge and fee revenues shall be assigned and
 297 dedicated solely to the Stormwater Management Enterprise Fund in the County budget
 298 and accounting system, which shall be and remain separate from other funds, and shall be
 299 used only to fund identified Stormwater Management Program activities. The services
 300 charges and fees paid to and collected by virtue of the provision of this Article shall not
 301 be used for general or other governmental or proprietary purposes of the County, except
 302 to pay for costs incurred by the County in rendering services associated with the
 303 Stormwater Management Utility. The Stormwater Management Enterprise Fund
 304 accounting shall include the revenues and expenses attributed to each watershed subarea
 305 as separate departments and inter-departmental transfers shall be permitted without the
 306 consent of the respective watershed committees and approval by the Board of
 307 Commissioners.

308
309 **Section 10. Exemptions and Credits Applicable to Stormwater Management Service**
310 **Charges.**

311
312 (a) *Statement of Policy.* Except as provided in this section, no public or private property shall
313 be exempt from Stormwater Management Service Charges or receive a credit or offset
314 against such Stormwater Management Service Charges. No exemption or reduction in
315 Stormwater Management Service Charges shall be granted based on the age, tax or
316 economic status, race, or religion of the customer, or other condition unrelated to the cost
317 of providing stormwater services and facilities.

318
319 (b) *Exemptions.* No public or private property shall be exempt from Stormwater Management
320 Utility Service Charges, with the following exceptions:

321
322 1. Publically dedicated roads, streets, greenways, sidewalks and other publically
323 dedicated rights of way and easements for vehicular or pedestrian traffic that are
324 available for use by the general public for transportation purposes, shall be
325 exempt from County Stormwater Management Utility Service Charges. This
326 exemption shall not apply to internal site roadways within public facilities.

327
328 2. Railroad rights-of-way used or formerly used for trackage shall be exempt from
329 County Stormwater Management Utility Service Charges. This exemption shall
330 not be construed to apply to railroad stations, maintenance buildings, or other
331 developed land used for railroad purposes.

332
333 (c) *Credits.* The following credits may be allowed upon adoption of a Credit Application
334 Instruction Manual by the Board:

335
336 1. Non single family residential parcels that provide measures to mitigate the
337 impacts of runoff on the Stormwater system may be eligible for one or more
338 credits to the Impervious Area Units or the Gross Acre Units Charge portions of
339 the Stormwater Management Utility Service Charge, proportional to the extent
340 those measures address the impacts of peak discharge and total runoff volume
341 from the site.

342
343 2. The Credit Application Instruction Manual may be approved by the Board and
344 placed on file with the County Clerk at which time it shall be followed in
345 establishing applicable credits to a customer's Impervious Area Units Charge or
346 Gross acre Units portion of the Stormwater Management Utility Service Charge.

347
348 3. Each credit allowed against a portion of the Stormwater Management Utility
349 Service Charge shall be conditioned on continuing compliance with the
350 performance standards set forth in the Credit Application Instruction Manual
351 and/or the applicable standards set out in the County's Land Development
352 Ordinance existing at the time of construction of such facilities and may be
353 rescinded for noncompliance with those standards.

354

- 4. Each credit for which a customer applies shall be subject to review and approval by the Stormwater Manager. The Stormwater Manager may approve or reject any application for a credit in whole or in part.

Section 11. Miscellaneous.

(a) This Ordinance supersedes all other County ordinances, or parts of ordinances in conflict herewith.

(b) Any part or provision of this Ordinance found by a court of competent jurisdiction to be in violation of the Constitution or laws of the United States or of the State of North Carolina is hereby deemed severable and shall not affect the validity of the remaining provisions of the Ordinance.

(c) This Ordinance shall become effective upon adoption.

This the ___ day of _____, 2013.

CAMDEN COUNTY
BOARD OF COMMISSIONERS

Garry Meiggs., Chairman

Attest:

Ashley Honaker

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 4.A

New Business

Meeting Date: June 3, 2013
Attachments: 1 (9 Pages)
Submitted By: Administration

ITEM TITLE: FY 2013-2014 Budget Message

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____

VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

In accordance with NCGS 159-11, the County Manager will read the FY 2013-2014 Budget Message.

RECOMMENDATION:

No action needed.

FY 2013-2014 County Manager's Budget Message

June 3, 2013

To: The Camden County Board of Commissioners
Garry Meiggs, Chair
Mike McLain, Vice Chair
Sandy Duckwall, Commissioner
Randy Krainiak, Commissioner
Clayton Riggs, Commissioner

In accordance with General Statute 159-11, I hereby submit to you for your consideration the proposed FY 2013-2014 budget for Camden County. A copy of the recommended budget has been filed with the Clerk to the Board and is available for public review and comment. One of the critical purposes of this document is to encourage open dialogue, questions, and public deliberation as it relates to how best citizen tax dollars can be used to serve the community. This is especially true this year due to the impacts of the lingering recession and slow economic recovery in North Carolina.

The FY 2013-2014 budget was prepared in accordance with the North Carolina Local Government and Budget Fiscal Control Act. In addition, while developing the budget the following priorities were taken into consideration:

- Maintain the existing Ad Valorem tax rate.
- Develop and adequately fund the new Camden County Public Library.
- Reduce departmental operating expenses wherever possible.
- Maintain a healthy reserve fund balance in accordance with the financial policies outlined in Resolution 2007-05-04.
- Continue to provide outstanding government services at adequate levels.

Fiscal Year 2013-2014 will again be a challenging year for the County due to the extended slow economic recovery the country finds itself in. Data collected by the North Carolina Association of County Commissioners projects continued slow statewide growth in the range of 2-3 percent in FY 2013-2014, which will be highly dependent upon our local economic climate, housing starts, and state tax reform efforts. Due to prudent financial management policies adhered to by the Board of Commissioners over the past several years the County is well positioned to weather these difficult times without adverse impact on service delivery or endangering the healthy financial condition and future of the County. During the months leading up to the budget process the uncertainty of various state funding streams for a variety of local services remains a concern

for all local governments.

The proposed budget reflects the continued fiscally conservative process of realistically forecasting future revenues and maintaining expenditures at a modest level to ensure the delivery of quality service to our customers. At the department level, identification of innovative practices and the greater use of technology solutions were encouraged as a way to reduce operating expenses and improve customer service. This method of financial management has strengthened the County and led to the creation of a healthy fund balance to safeguard the operational responsibilities in the event of worsening economic trends, natural disaster, or other emergency situations.

The Board of Commissioners remains resolute in their commitment to resist the OLF facility and supports the utilization of some of the County reserves to cover the legal and other related costs of these efforts. These are the times when local government must use a portion of their financial resources to make it through challenging economic times. This is exactly the purpose of building and maintaining these reserve funds.

General Fund Expenditures

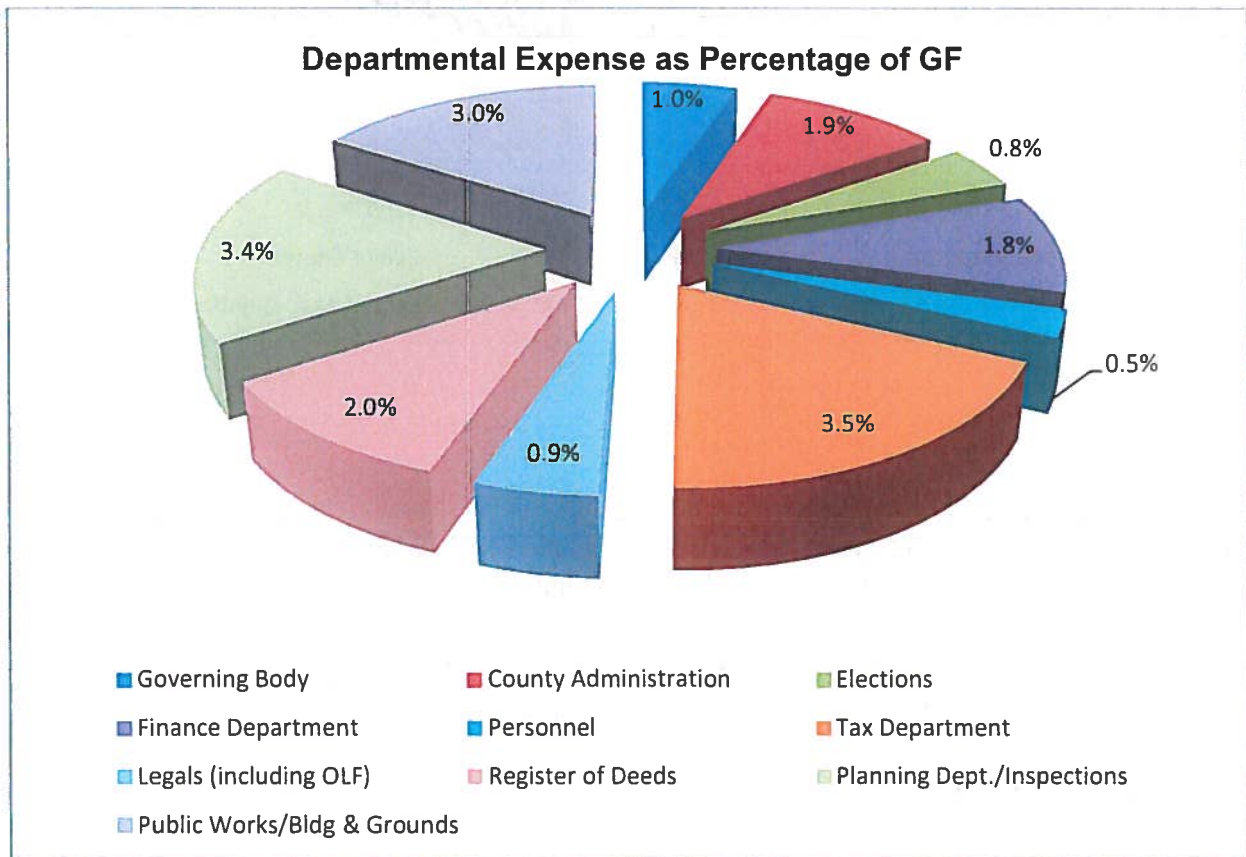
Below is a list of some of the major Departmental and Special Appropriation expenditures being proposed for FY 2013-2014. Also included is a chart illustrating these expenses as a percentage of overall General Fund expenditures.

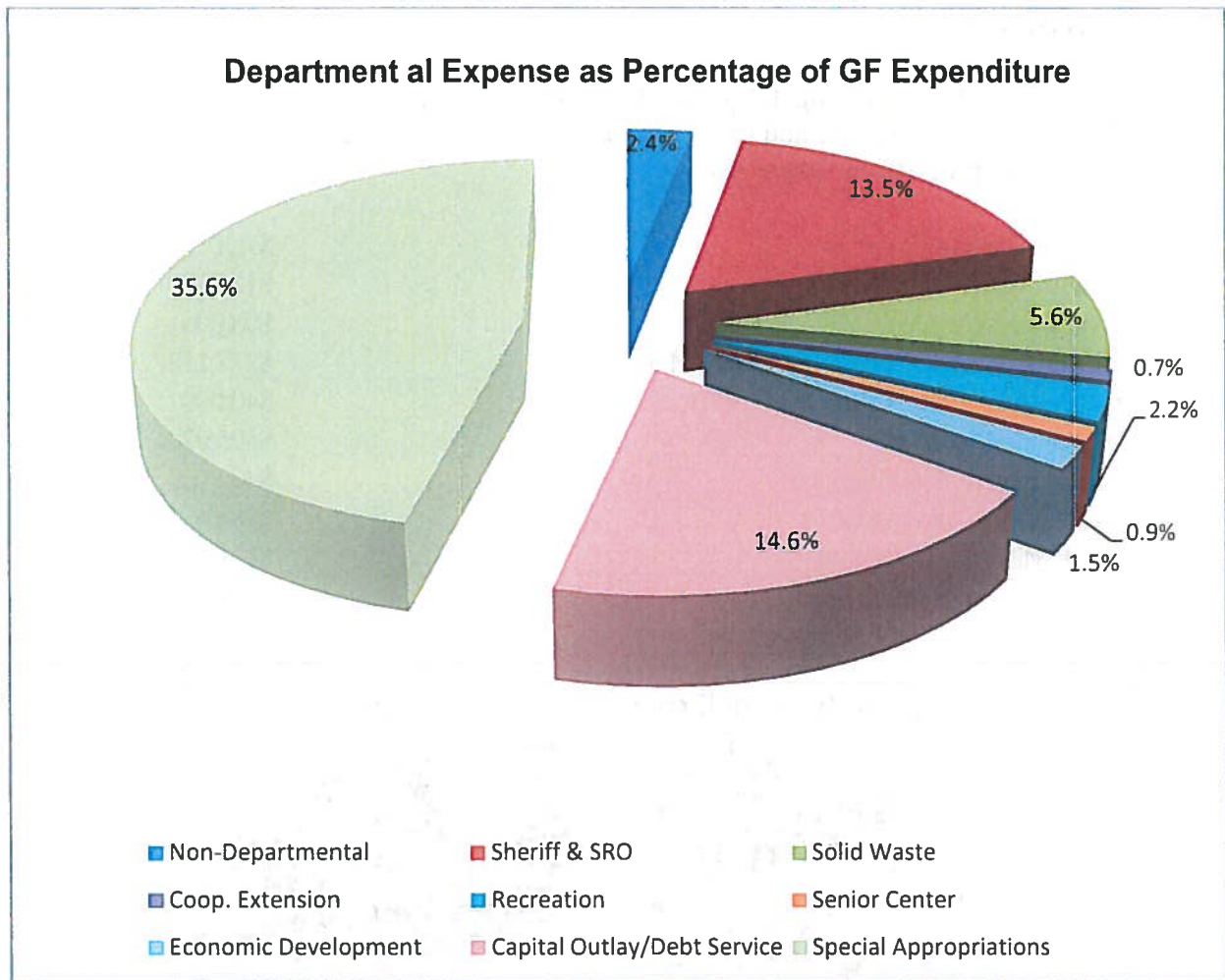
Governing Body	\$113,294
County Administration	\$226,180
Elections	\$92,313
Finance Department	\$205,193
Personnel	\$60,837
Tax Department	\$410,211
Legal (including OLF)	\$105,000
Register of Deeds	\$233,041
Planning Department/Inspections	\$398,622
Public Works/Building & Grounds	\$355,361
Sheriff & SRO	\$1,574,484
Extension	\$84,272
Recreation	\$252,373
Senior Center	\$122,653
Solid Waste	\$650,510
Non-Departmental	\$282,250
Economic Development	\$158,070
Capital Outlay/Debt Service	\$1,701,969
Library	\$186,585
JCPC	\$67,080
Soil & Water Conservation	\$63,736

Special Appropriations

In the FY2013-2014 budget, Special Appropriations expenditures total \$4,180,954 or 35.7% of total General Fund expenses. The list below highlights some of the major Special Appropriations expenses.

School Current Expense	\$1,703,000
School Capital Outlay	\$150,000
Pasquotank/Camden EMS	\$98,000
Central Communications/Emergency Mgnt.	\$217,158
College of the Albemarle	\$40,000
Albemarle District Jail	\$405,920
Department of Social Services	\$400,000
CH & S Fire Commission	\$284,432
South Mills Fire Commission	\$171,796
School Capital Reserve Fund	\$420,793





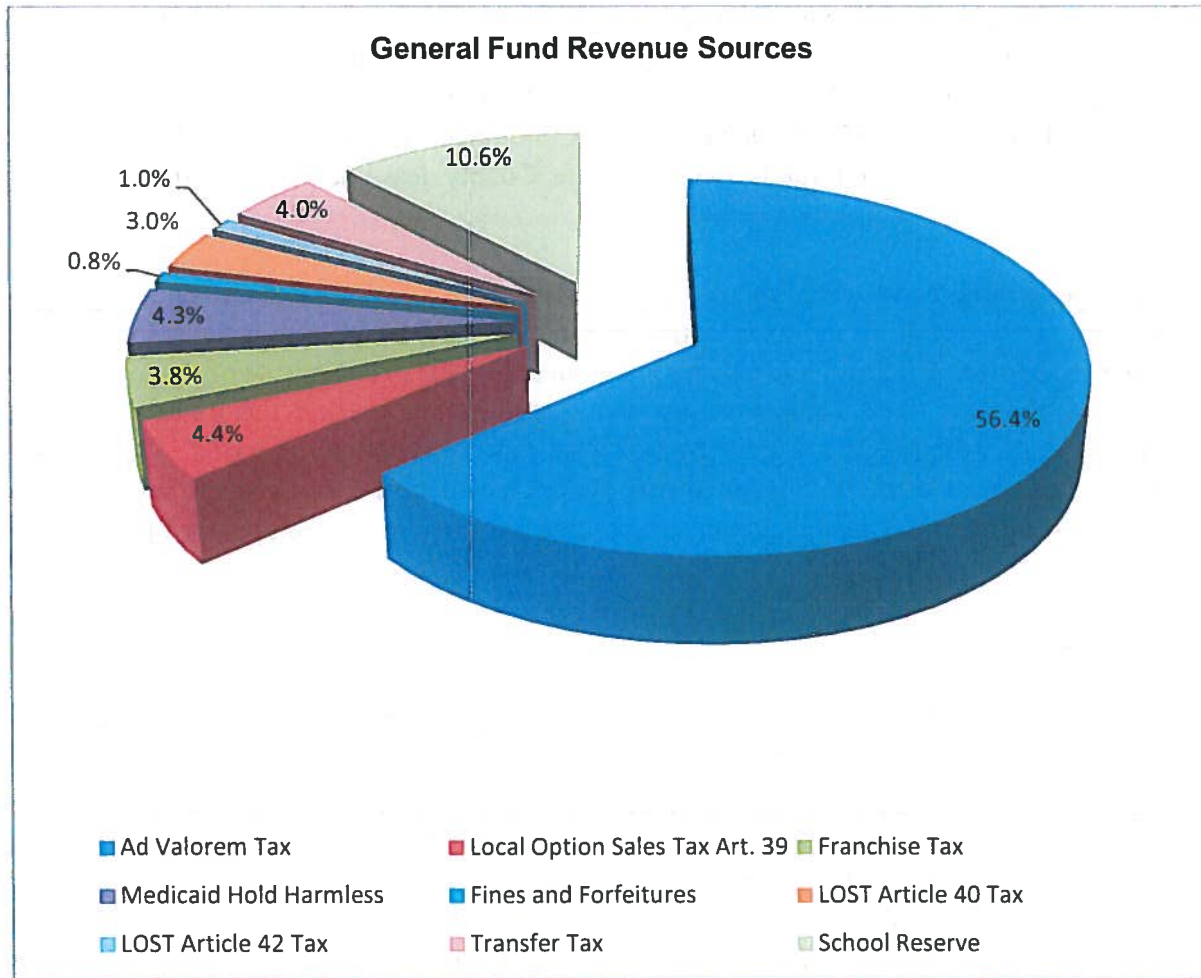
Compared to the current year adopted budget of \$11,343,126, the proposed budget is \$11,708,988 or a 3% increase. The increase is due primarily to fully funding the Camden County School System's Current Expense request. In order to meet this request in FY13/14, the proposed budget appropriates an additional \$300,000 from the General Fund. In FY12/13, this \$300,000 was appropriated from Fund 50 (NSF/Penalties) School Fund.

General Fund Revenues

Below is a listing of the major General Fund revenue sources, as well as a chart illustrating the individual revenue source as a percentage of overall General Fund revenue.

Ad Valorem Tax	\$6,594,664
Local Option Sales Tax (Art. 39)	\$510,000

Franchise Tax	\$445,000
Medicaid Hold Harmless	\$500,000
Fines and Forfeitures	\$90,000
LOST Article 40 Tax	\$350,000
LOST Article 42 Tax	\$120,000
Special Revenue Fund (Tax Transfer In)	\$461,122
From School Reserve Fund	\$1,240,847



Planning for Camden's Future

The year-long Comprehensive Planning process was completed in FY 2012-2013. Working with our consulting group Clarion Associates, this year-long exercise successfully engaged Camden residents and business owners in the development of a long range plan which will serve as a guide for smart, controlled growth and development throughout the County for the next two decades.

There are many positive developments taking place now in the County and it is important to continue the momentum we have achieved through fiscally conservative budgeting and proper long range planning for our future needs. Camden has been the beneficiary of nearly \$5 million in outside grant funding from the Golden Leaf Foundation, the Clean Water Management Trust Fund, the NC Rural Center, the NC Department of Commerce, and the NC DOT during the past four years. All of these grant funds have cost the County less than \$300,000 in matching requirements.

Following the installation of water and sewer improvements at the Camden Eco-Industrial Park in 2011-2012, construction of the main entrance boulevard and first phase interior roads of the Park began in October 2012 and will be completed in June 2013. This phase of development in the Park is critical as the County continues to aggressively market the many economic opportunities and advantages to locating new business interests in Camden. The success of the Eco-Industrial Park will result in the generation of new tax revenues, lessening the County's reliance upon residential property taxes and creating new employment opportunities for our citizens.

Major Concerns

Major factors that must be kept in the forefront of the County's financial thinking during the next two years are the following:

In light of the current anemic economic recovery, the County must continue to explore ways to diversify its revenue streams through the attraction of commercial investment. For many years, the County has relied heavily upon residential property taxes as a means of meeting its operating expenses, and there is real concern that a decline in valuation will have a significant negative impact on revenues.

The County needs to remain focused on the area of economic development as this is the key to increasing revenues, expanding and diversifying the tax base, and making the wastewater system financially self-supporting. Very significant progress has been made on the development of the Camden Eco-Industrial Park and infrastructure along US17 North. This same focus is needed on the US158 corridor and the planned expansion of the water and wastewater system there.

In this climate of declining state revenues for schools, attention must be given to the needs of the local system and how best to maintain the many accomplishments of recent years. The Board

must always be cognizant of the situation with the low-wealth funding as well as the capital needs of the system.

Attention must remain focused on the continued decline of revenue generation from the land transfer tax which is the major funding mechanism for the County Capital Reserve Fund. Without a steady flow of revenue the County will not be able to take on new CIP projects or adequately fund the debt service obligations for already completed projects.

Funds

General Fund

The 2013-2014 Fiscal Year Budget is presented with a recommendation of keeping the Ad Valorem tax rate at the current level of \$.59. With the \$.59 per \$100 valuation and a 96.79% collection rate on the real and personal property and 86.91% collection rate on vehicles, one cent of tax equals \$115,079.

This year's General Fund Budget is \$11,708,238 which represents a 3% increase from last year's budget.

South Camden Water & Sewer District

The Reverse Osmosis Water Treatment Plant has been operating since October of 2002 and effectively provides a valuable service the County. As you are aware the expansion of the plant is now completed. This expansion of the capacity, has built redundancy into the production system to ensure an adequate supply of water will be available in future years as the County continues to grow and attract new commercial development. This project is financed with a zero-interest loan from the State Revolving Loan Fund.

While the Wastewater System has been fully operational since January of 2008, modifications in the amount of approximately \$450,000 were required during FY 2011-2012 to ensure compliance with state guidelines. These modifications were necessary to correct design flaws within the plant.

Other infrastructure expansion projects will be contingent upon receiving grant funding applied for from the NC Rural Center and the Clean Water Management Trust Fund. In 2011 the County received a Rural Center Grant of \$649,875 to be used for providing additional wastewater service for the South Mills Village Area and the Dismal Swamp Canal Welcome Center. Additionally the County has received \$864,100 from the Clean Water Management Trust Fund. Project construction for the South Mills Wastewater Collection System began in February 2013 and is scheduled for completion in November 2013.

Courthouse/Shiloh Fire Commission

The fire tax is recommended to remain at a contribution equal to \$.05 per \$100 valuation this year. This amount includes a \$.01 fire tax plus an additional contribution equivalent to \$.04. The new facility located in Shiloh was completed in late June of 2012.

South Mills Fire Commission

The fire tax is recommended to remain at a contribution equal to \$.05 per \$100 valuation this year. This amount includes a \$.01 fire tax plus an additional contribution equivalent to \$.04. The Commission is pleased with the new Fire Station on Keeter Barn Road that was completed in 2011. Funds are budgeted in FY 13/14 for the purchase of a used pumper truck and required equipment in order to activate the fire station on McBride Street in South Mills.

Department of Social Services

The county contribution for FY 13/14 has decreased by \$97,259 through the use of department fund balance.

Joyce Creek Drainage District

A \$.02 per \$100 valuation tax rate is recommended for the district again this year. Expenses include ditch maintenance as well as some reserve for natural disaster/storm cleanup.

Community Park Trust Fund

Modest amounts are budgeted to maintain the Senior Trail, the Dismal Swamp Trail, and the Shiloh Boat Landing.

Revaluation Reserve Fund

No contribution to this fund was required for FY13/14 due to adequate fund reserves from previous contributions. The next revaluation is currently underway and scheduled to be completed in 2014.

County Capital Reserve Fund

The funding for this fund comes from the \$.01 land transfer tax which is levied on all land sales. With the slowed economy projected revenues for FY 2013-2014 are only \$175,000. Debt service payments in the amount of \$461,122 are for the courthouse renovations, the Noblitt and Morrisette properties, and the Albemarle District Jail.

School Capital Reserve Fund

With changes being made at the state level in the sales tax portion used to support this fund, the County must be concerned about maintaining adequate funds in the future to cover all of the existing debt service on completed school projects. In FY 13/14, the County General Fund is contributing \$420,793 in order to fund debt service payments for prior school construction projects. On a positive note, this is the last year of scheduled debt service payment of \$544,605 for the QZAB I school construction loan.

FY 2012-2013 Budget Summary

The recommended FY 2013-2014 budget will meet the County's needs in a responsible manner while navigating the current sluggish economic waters. This budget allows the County to move forward with the funding of departmental priorities, modest capital needs, dealing with the threat of the OLF, payment of annual debt service, the provision of quality healthcare benefits for the County staff, the development of the Eco-Industrial Park and the County's overall economic development efforts.

In the midst of a slowly recovering economy, the County must not shy away from realistic and viable opportunities which will assist in the generation of new tax base growth, increased revenues and the creation of quality jobs for our residents. It has been my goal to develop a sound budget focused on providing high-quality service that our customers deserve while at the same time adhering to prudent fiscal management.

This budget appropriates \$146,937 of reserve funds to balance revenues with expenditures. With this modest amount of fund balance being appropriated, it would be extremely unlikely for these funds to be used by the end of the fiscal year. This is the same practice as used in recent years and only twice in the past fourteen years has a portion of the fund balance appropriated actually been used.

I wish to thank all of the department heads for their support and cooperation in helping to complete this budget process and applaud their hard work to make Camden County an organization that provides high quality services in a professional environment. Special thanks go to the Finance Department staff for lending their expertise and assistance in the development of this budget.

Respectfully submitted,



Michael R. Renshaw
Budget Officer/County Manager

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 4.B

New Business

Meeting Date: June 3, 2013
Attachments: 6 (16 Pages)
Submitted By: Planning Department

ITEM TITLE: Request Amendment to ACADEMI-Special Use Permit (UDO 2009-03-02) For Outdoor Firing Range Facility

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

Planning staff received a letter request from ACADEMI dated May 20, 2013 (Attachment A) to amend condition 14 of their Special Use Permit (Attachment B) for their outdoor firing range facility to increase the amount of storage of explosives on site from 100 pounds to 1500 pounds. In accordance with Article 151.515 - Amendments to and Modification of Permits (Attachment C) staff is considering the request a major modification requiring the approval of the permit issuing authority without a formal application, public hearing or payment of additional fees.

Ordinance language (Attachment D) on Specific Standards for outdoor firing ranges - Article 151.347 (S) were amended for all outdoor firing ranges (sub paragraph 17 applies to this request). The amendment states that any storage of explosives must meet the Bureau of Alcohol, tobacco, Firearms and Explosives storage and stand-off safety standards (Attachment E). Aerial photo of complex (Attachment F) reflects the location of storage facility and the distances from areas listed in Attachment E.

RECOMMENDATION:

Staff is recommending approval of amending condition 14 of Special Use Permit (UDO 2009-03-02) to allow for up to 1500 pounds of explosives to be stored on site.



PO BOX 1029 MOYOCK, NC 27958 | INFO@ACADEMI.COM | T (252) 435-2488 | F (252) 435-6388

Dave Parks
Permit Officer/Flood and Zoning Administrator
Camden County Planning Department

May 20, 2013

Dear Dave,

Per your telephone conversation with ACADEMI Director of Facilities Doug Cherrix on Thursday, May 16, this letter shall serve as a request from ACADEMI to amend its Special Use Permit issued by the Camden County Board of Commissioners on January 6, 1997, as amended on May 18, 2009. ACADEMI hereby requests that Condition #14 of Special Use Permit 2009-03-02 be amended to increase the maximum amount of explosives that may be stored on site from 100 pounds to 1500 pounds. Attached are three documents to support this request:

- Relevant portions of regulations issued by the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) relevant to the storage of explosives in approved facilities.
- Two maps showing the relevant distances between ACADEMI's explosives storage facilities and other landmarks.

If you should have any questions or concerns, please feel free to contact Doug Cherrix or me.

Sincerely,

A handwritten signature in black ink that reads 'Katherine F. McKenzie'.

Katherine F. McKenzie

A handwritten letter 'A' enclosed within a hand-drawn circle.

Camden County, NC Code of Ordinances

**TITLE XV: LAND USAGE / CHAPTER 151: UNIFIED DEVELOPMENT /
CONDITIONAL AND SPECIAL USES / § 151.347 SPECIFIC STANDARDS.**

(Ord. passed 12-15-97; Am. Ord. passed 3-21-00; Am. Ord. passed 4-2-01; Am. Ord. 2002-08-01, passed 8-5-02; Am. Ord. 2003-04-01, passed 5-5-03; Am. Ord. 2006-01-02, passed 5-1-06; Am. Ord. 2006-09-02, passed 11-20-06; Am. Ord. 2007-09-01, passed 9-17-07; Am. Ord. 2009-04-01, passed 5-4-09; Am. Ord. 2010-02-01, passed 3-1-10; Am. Ord. 2010-09-01, passed 11-1-10; Am. Ord. 2011-02-01, passed 4-4-11)

Filed in Camden County, NC
 on May 27 2009, at 08:50:20 AM
 by Peggy C. Kight
 Register of Deeds
Book 276 Page 3

Filed: _____

**AN ORDER GRANTING A
 SPECIAL USE PERMIT
 BY THE BOARD OF COMMISSIONERS
 CAMDEN, NORTH CAROLINA**

UDO 2009-03-02

The Board of Commissioners for County of Camden, North Carolina, having held a public hearing on Monday, May 18, 2009 to consider a request for amendments from E & J Holdings to their Conditional Use Permit issued January 6, 1997 and having heard all of the evidence presented at the hearing makes the following FINDINGS OF FACT and draws the following CONCLUSIONS:

It is the Board's CONCLUSION that the permit be reissued as a Special Use Permit subject to certain conditions listed below.

This CONCLUSION is based upon the following FINDINGS OF FACT:

**Special Use Permit
 E & J Holdings
 Findings of Facts**

1. **Name of Applicant:** E & J Holdings
2. **Agent for Applicant:** Danielle Esposito
3. **Address of Applicant:** P.O. Box 1029, Moyock, NC 27958
4. **File Reference:** CUP issued by BOA January 6, 1997 (See attached minutes)
5. **PIN:** 01-8929-00-34-2503/02-8929-00-91-0579
6. **Street Address of Property:** USA Bldg 105 Blackwater Drive
7. **Location of Property:** South Mills/Courthouse Township



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8. **Flood Zone:** C in 1997, Flood Zone X current.
9. **Zoning District(s):** General Use at application and currently Light Industrial (I-1)
10. **Is a Zoning Change required for the Proposed Use?** No
11. **General Description of the Proposal:** Outdoor firing range facilities
12. **Use Classification:** Section 7.07 (C) Conditional Uses (Zoning Ordinance adopted October 19, 1993)/Article 151.347(S) current ordinance.
13. **Date of Application Received by County:** December 16, 1996
14. **Application Fee Paid:** \$100.00
15. **Documents Received Upon Filing Application or otherwise included:**
 - A. Application
 - B. Sight Plan
 - C. Deed
 - D. Tax Map
16. **Adjacent Property Use:** Agriculture
17. **Existing Land Use:** Agriculture
18. **Lot size:** Approximately 428 acres.

On May 18, 2009 the Camden County Board of Commissioners approved on a 5-0 vote to re-issue as a Special Use Permit with the following conditions:

1. The applicant must strictly abide by all requirements of the Unified Development Ordinance of Camden County, North Carolina, and must also strictly comply with all other local, state, and federal ordinances, laws, rules and regulations as one or more ordinances, laws, rules and regulations may apply to this development.
2. Reputable firm designing the facility. **(Original permit condition – BOA approved 1/6/1997)**
3. Camden County FFA and law enforcement agencies to use these facilities free of charge. **(Original permit condition – BOA approved 1/6/1997)**
4. There shall be no dogs used for hunting. **(Original permit condition – BOA approved 1/6/1997)**
5. Designed in accordance with all Camden County, State of North Carolina and Federal Building Codes. **(Original permit condition – BOA approved 1/6/1997)**
6. Weapons type restrictions shall include machine guns (defined as any firearm capable of firing multiple rounds with one trigger pull up) subject to the physical constraints of the property, for use only by any law enforcement, military, federal agency, or any group duly authorized to use these style weapons. **(Approved by BOC 5/18/2009)**
7. Permitted up to 60 ranges and that any future requests shall be addressed in blocks of ten (10). **(Approved by BOC 11/20/2006)**
8. Paintball activities authorized for Federal and Governmental agencies only. **(Approved by BOA 8/20/2002)**
9. No business access through George Wood Farms, Inc. property (where the present right of way exists). **(Original permit condition – approved 1/6/1997)**
10. Military and law enforcement type activities or maneuvers, including firings and infiltration course type training, shall be permitted for law enforcement, military or federal agency groups only. **(Approved by BOC 5/18/2009)**

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- 11. No unit tactics shall be taught to civilian groups. **(Original permit condition – BOA approved 1/6/1997)**
- 12. No training or fire arms use shall be taught to convicted felons. **(Original permit condition – BOA approved 1/6/1997)**
- 13. Hours of operations shall be from 7:00 AM to 10:00 PM daily. **(Ordinance language Under Specific Standards for shooting range facilities set the hour of operations. That language was amended and approved by BOC on 11/20/2006 to set hours of operations as a condition of permit).**
- 14. Concussion type explosives shall be permitted for use by law enforcement, military or federal agency group duly authorized to use these types of explosives. The maximum amount of explosives on site at any one time shall not exceed 100 pounds stored and 10 pounds utilized during any one evolution. **(Approved by BOC 5/18/2009)**
- 15. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this special use permit shall be voided and have no effect.

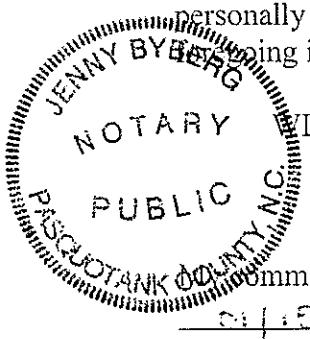
IN WITNESS WHEREOF, the County has caused this Special Use Permit to be issued in its name, and the undersigned, being all of the property owners/applicants of the property above described, do hereby accept this Special Use Permit together with all its conditions as binding on them, their successors and their assigns in interest.

I, Danielle Esposito (Vice President) Agent for Applicant of the above-identified property do hereby acknowledge receipt of this Order authorizing the issuance of a Special Use Permit. The undersigned owner/applicant does further acknowledge that no work may be done pursuant to the Special Use Permit except in accordance with all of its conditions and requirements and that all restrictions shall be binding upon them, their assigns, and their successors in interest.

Danielle Esposito
Danielle Esposito, Vice President, Agent for Applicant/Property Owner

NORTH CAROLINA
CAMDEN COUNTY

I, Jenny Byberg, a Notary Public in and for said state and county, do hereby certify that Danielle Esposito, Agent for Applicant/Property Owner, personally appeared before me this day and acknowledged the due execution of the foregoing instrument.



WITNESS my hand and notarial seal the 20 day of May, 2009.

Jenny Byberg
Notary Public

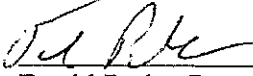
My commission expires: 01/15/2012

COUNTY OF CAMDEN

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ATTEST:

I, David Parks, Permit Officer, Camden County, do hereby acknowledge receipt of this Order authorizing the issuance of a Special Use Permit. The undersigned individual does further acknowledge that no work may be done pursuant to the Special Use Permit except in accordance with all of its conditions and requirements and that all restrictions shall be binding upon them, their assigns and their successors in interest.



David Parks, Permit Officer

Camden County, NC Code of Ordinances

TITLE XV: LAND USAGE / CHAPTER 151: UNIFIED DEVELOPMENT / ZONING, SPECIAL USE AND CONDITIONAL USE PERMITS / § 151.515 AMENDMENTS TO AND MODIFICATIONS OF PERMITS.**§ 151.515 AMENDMENTS TO AND MODIFICATIONS OF PERMITS.**

(A) Minor changes from the permit, including approved plans, issued by the Board of Commissioners, the Board of Adjustment or the Administrator are permissible and the Administrator may authorize minor changes. A change is minor if it has no discernible impact on neighboring properties, the general public or those intended to occupy or use the proposed development. Examples of minor changes are reduction in density, increase of open space, slight lot line realignments, slight relocation of streets and changes that have no substantial impact on neighboring properties. This is not intended to be an all-inclusive listing.

(B) Major design modifications or changes in permits, including approved plans, are permissible with the approval of the permit issuing authority. The permission may be obtained without a formal application, public hearing or payment of any additional fee. For purposes of this section, major design modifications or changes are those that have substantial impact on neighboring properties, the general public or those intended to occupy or use the proposed development, increase in density, decrease of open space, major shifting of lot lines and major shifting of streets. This is not intended to be an all-inclusive listing.

(C) All other requests for changes in approved plans will be processed as new applications. If the requests are required to be acted upon by the Board of Commissioners or Board of Adjustment, new conditions may be imposed in accordance with § 151.510, but the applicant retains the right to reject additional conditions by withdrawing his or her request for an amendment and may then proceed in accordance with the previously issued permit.

(D) The Administrator shall determine whether amendments to and modifications of permits fall within the categories set forth above in division (A) through (C) above.

(E) A developer requesting approval of changes shall submit a written request for the approval to the Administrator, which request shall identify the changes. Approval of all changes must be given in writing.

Camden County, NC Code of Ordinances

**TITLE XV: LAND USAGE / CHAPTER 151: UNIFIED DEVELOPMENT /
CONDITIONAL AND SPECIAL USES / § 151.347 SPECIFIC STANDARDS.**

(S) The following minimum development standards shall apply to commercial shooting ranges which utilize firearms:

- (1) Use is only permitted with the issuance of a special use permit.
- (2) The use is allowed within the I-1 and I-2 districts with the issuance of a special use permit.
- (3) The design criteria cited in the Military Handbook - Range Facilities and Miscellaneous Training Facilities Other Than Buildings (MIL-HDBK-1027/3B), as amended or superseded or the National Rifle Association Range Manual, as amended or superseded shall be met. For those ranges constructed in accordance with the National Rifle Association Range Manual, the downrange safety area shall not apply, but the permit holder shall provide documentation of approval of the ranges by the NRA-sponsored team of inspectors annually.
- (4) The proposed shooting range shall be reviewed by and comments received from the County Sheriff's Department.
- (5) Hours of firing activities and number of ranges shall be set as conditions of the Special Use Permit.
- (6) Alcohol consumption shall be prohibited before and during range operations, but shall be allowed after the range is closed provided proper permits are obtained.
- (7) The adjacent areas to the proposed range shall be predominantly undeveloped.
- (8) All areas within the proposed range, including, but not limited to firing area(s), backstops, downrange safety zones, parking and accessory areas and the like shall be under uniform control or ownership. The downrange safety area shall be essentially fan-shaped, with its vertex being 100 meters each side of the end firing point and extending to the maximum range of the type of firearm being used as shown on Table 4 of the MIL-HDBK-1027/3B, ten degrees from the firing line, plus an additional 100 meters running parallel to the ten degree line, as shown in Figure 2.2-1 of MIL-HDBK-1027/3B or as approved in accordance with the NRA manual and inspections per division (S)(3) above. The safety area shall not encompass any public right-of-way or other property not owned by range operator or owner.
- (9) The operators of an outdoor range must provide proof of coverage by adequate accident and liability insurance. A minimum coverage of \$2,000,000 shall be established.
- (10) The site or area used as a shooting range shall be enclosed by a six-foot high fence or otherwise restricted by natural physical features (such as swamps, bodies of water,

Camden County, NC Code of Ordinances

and the like) so that access to the site is controlled to insure the safety of patrons, spectators and the public at large. Warning signs shall be posted along the fence every 100 feet.

(11) All shooting stations and backstops, when utilized, shall be at least 900 feet from any property line regardless of the direction of fire unless the applicant can provide noise or safety test evidence to show that a lesser distance may be acceptable.

(12) All parking areas, vehicle accommodation areas, driveways and the like shall meet standards for parking as stated in this chapter.

(13) Weapon types will be restricted to pistol, rifle and shotgun or similar unless authorized in accordance with division (S)(19) below. No automatic assault type weapon shall be used by the general public, but will be allowed by any law enforcement, military or federal agency group, or any holder of a Federal Firearms License of a class and type that authorizes NFA weapons, duly authorized to use these style weapons. Limits on caliber size shall be in accordance with the MIL-HDBK-1027/3B/ or National Rifle Association Range Manual subject to the physical constraints of the property.

(14) No concussion type of explosives shall be permitted unless authorized in accordance with division (S)(19) below.

(15) No military, para-military or militia type activities or maneuvers, including, but not limited to hand-to-hand combat training, swamp or guerrilla warfare techniques, no incendiary type firings, infiltration course type training and the like be permitted unless authorized in accordance with division (S)(19) below.

(16) All actual firing activities will be directed toward either moving or stationary targets only.

* (17) Any overnight or temporary storage of weapons, ammunition and/or explosives must meet the Bureau of Alcohol, Tobacco, Firearms and Explosives storage and stand-off safety standards.

(18) Each commercial firing range shall be posted indicating the allowable caliber of weapon allowed and any other applicable rules.

(19) Any commercial firing range activity not specifically mentioned within the foregoing shall be prohibited unless set as a condition of the special use permit.

U.S. Department of Justice
Bureau of Alcohol, Tobacco, Firearms and Explosives
Enforcement Programs and Services

ATF

Federal Explosives Law and Regulations

2012



E

§ 555.218 Table of distances for storage of explosive materials.

Quantity of Explosives		Distances in feet							
Pounds over	Pounds not over	Inhabited buildings		Public highways with traffic volume 3000 or fewer vehicles/day		Passenger railways-public highways with traffic volume more than 3,000 vehicles/day		Separation of magazines	
		Barricaded	Unbarricaded	Barricaded	Unbarricaded	Barricaded	Unbarricaded	Barricaded	Unbarricaded
0	5	70	140	30	60	51	102	6	12
5	10	90	180	35	70	64	128	8	16
10	20	110	220	45	90	81	162	10	20
20	30	125	250	50	100	93	186	11	22
30	40	140	280	55	110	103	206	12	24
40	50	150	300	60	120	110	220	14	28
50	75	170	340	70	140	127	254	15	30
75	100	190	380	75	150	139	278	16	32
100	125	200	400	80	160	150	300	18	36
125	150	215	430	85	170	159	318	19	38
150	200	235	470	95	190	175	350	21	42
200	250	255	510	105	210	189	378	23	46
250	300	270	540	110	220	201	402	24	48
300	400	295	590	120	240	221	442	27	54
400	500	320	640	130	260	238	476	29	58
500	600	340	680	135	270	253	506	31	62
600	700	355	710	145	290	266	532	32	64
700	800	375	750	150	300	278	556	33	66
800	900	390	780	155	310	289	578	35	70
900	1,000	400	800	160	320	300	600	36	72
1,000	1,200	425	850	165	330	318	636	39	78
1,200	1,400	450	900	170	340	336	672	41	82
1,400	1,600	470	940	175	350	351	702	43	86
1,600	1,800	490	980	180	360	366	732	44	88
1,800	2,000	505	1,010	185	370	378	756	45	90
2,000	2,500	545	1,090	190	380	408	816	49	98
2,500	3,000	580	1,160	195	390	432	864	52	104
3,000	4,000	635	1,270	210	420	474	948	58	116
4,000	5,000	685	1,370	225	450	513	1,026	61	122
5,000	6,000	730	1,460	235	470	546	1,092	65	130
6,000	7,000	770	1,540	245	490	573	1,146	68	136
7,000	8,000	800	1,600	250	500	600	1,200	72	144
8,000	9,000	835	1,670	255	510	624	1,248	75	150
9,000	10,000	865	1,730	260	520	645	1,290	78	156
10,000	12,000	875	1,750	270	540	687	1,374	82	164
12,000	14,000	885	1,770	275	550	723	1,446	87	174
14,000	16,000	900	1,800	280	560	756	1,512	90	180
16,000	18,000	940	1,880	285	570	786	1,572	94	188
18,000	20,000	975	1,950	290	580	813	1,626	98	196
20,000	25,000	1,055	2,000	315	630	876	1,752	105	210
25,000	30,000	1,130	2,000	340	680	933	1,866	112	224
30,000	35,000	1,205	2,000	360	720	981	1,962	119	238
35,000	40,000	1,275	2,000	380	760	1,026	2,000	124	248
40,000	45,000	1,340	2,000	400	800	1,068	2,000	129	258
45,000	50,000	1,400	2,000	420	840	1,104	2,000	135	270
50,000	55,000	1,460	2,000	440	880	1,140	2,000	140	280
55,000	60,000	1,515	2,000	455	910	1,173	2,000	145	290
60,000	65,000	1,565	2,000	470	940	1,206	2,000	150	300
65,000	70,000	1,610	2,000	485	970	1,236	2,000	155	310
70,000	75,000	1,655	2,000	500	1,000	1,263	2,000	160	320
75,000	80,000	1,695	2,000	510	1,020	1,293	2,000	165	330
80,000	85,000	1,730	2,000	520	1,040	1,317	2,000	170	340
85,000	90,000	1,760	2,000	530	1,060	1,344	2,000	175	350
90,000	95,000	1,790	2,000	540	1,080	1,368	2,000	180	360
95,000	100,000	1,815	2,000	545	1,090	1,392	2,000	185	370
100,000	110,000	1,835	2,000	550	1,100	1,437	2,000	195	390
110,000	120,000	1,855	2,000	555	1,110	1,479	2,000	205	410
120,000	130,000	1,875	2,000	560	1,120	1,521	2,000	215	430
130,000	140,000	1,890	2,000	565	1,130	1,557	2,000	225	450
140,000	150,000	1,900	2,000	570	1,140	1,593	2,000	235	470
150,000	160,000	1,935	2,000	580	1,160	1,629	2,000	245	490
160,000	170,000	1,965	2,000	590	1,180	1,662	2,000	255	510
170,000	180,000	1,990	2,000	600	1,200	1,695	2,000	265	530
180,000	190,000	2,010	2,010	605	1,210	1,725	2,000	275	550
190,000	200,000	2,030	2,030	610	1,220	1,755	2,000	285	570
200,000	210,000	2,055	2,055	620	1,240	1,782	2,000	295	590
210,000	230,000	2,100	2,100	635	1,270	1,836	2,000	315	630
230,000	250,000	2,155	2,155	650	1,300	1,890	2,000	335	670
250,000	275,000	2,215	2,215	670	1,340	1,950	2,000	360	720
275,000	300,000	2,275	2,275	690	1,380	2,000	2,000	385	770

Table: American Table of Distances for Storage of Explosives (December 1910), as Revised and Approved by the Institute of Makers of Explosives—July, 1991.

Notes to the Table of Distances for Storage of Explosives

(1) Terms found in the table of distances for storage of explosive materials are defined in § 555.11.

(2) When two or more storage magazines are located on the same property, each magazine must comply with the minimum distances specified from inhabited buildings, railways, and highways, and, in addition, they should be separated from each other by not less than the distances shown for "Separation of Magazines," except that the quantity of explosives contained in cap magazines shall govern in regard to the spacing of said cap magazines from magazines containing other explosives. If any two or more magazines are separated from each other by less than the specified "Separation of Magazines" distances, then such two or more magazines, as a group, must be

considered as one magazine, and the total quantity of explosives stored in such group must be treated as if stored in a single magazine located on the site of any magazine of the group, and must comply with the minimum of distances specified from other magazines, inhabited buildings, railways, and highways.

(3) All types of blasting caps in strengths through No. 8 cap should be rated at 1 ½ lbs. (1.5 lbs.) of explosives per 1,000 caps. For strengths higher than No. 8 cap, consult the manufacturer.

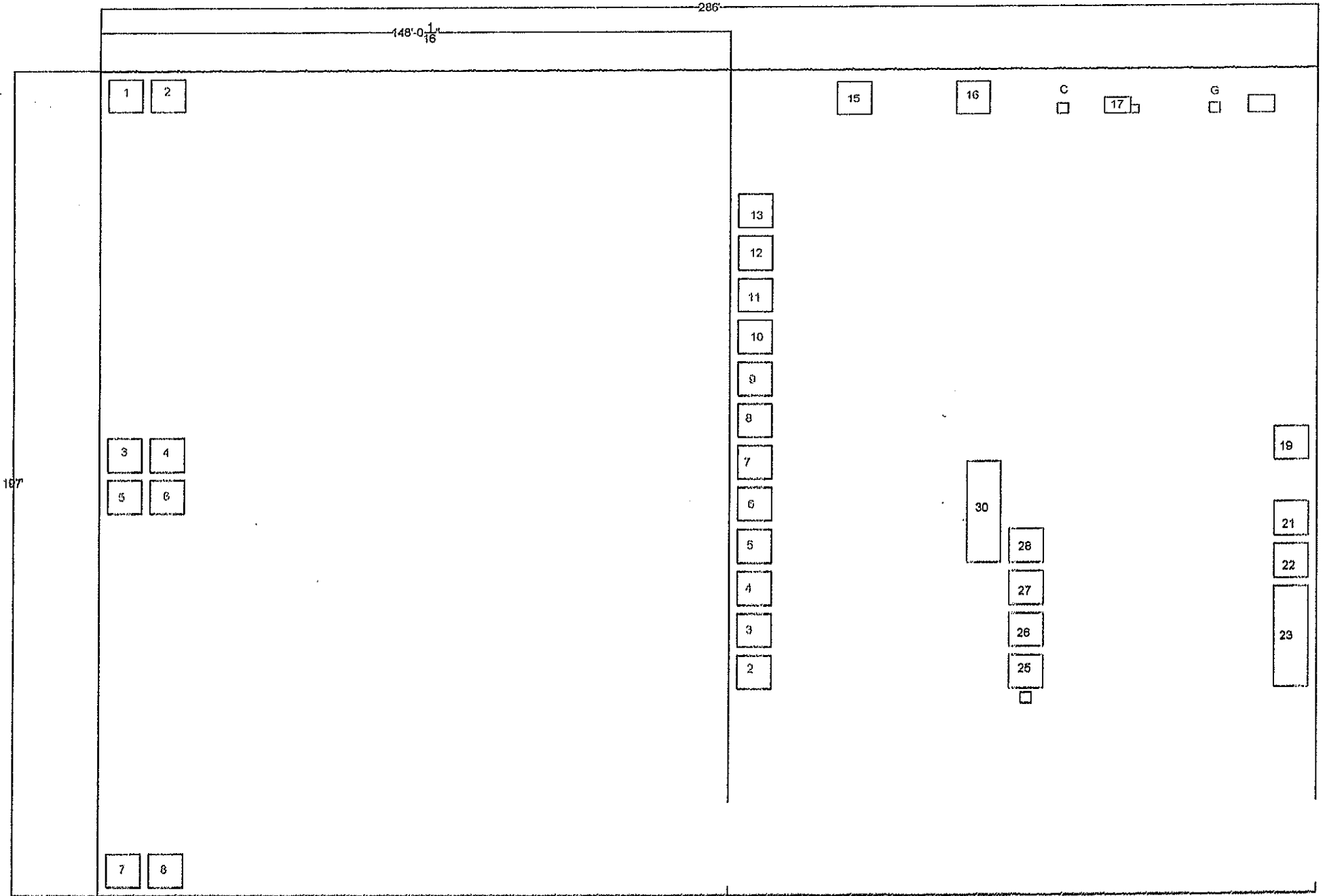
(4) For quantity and distance purposes, detonating cord of 50 or 60 grains per foot should be calculated as equivalent to 9 lbs. of high explosives per 1,000 feet. Heavier or lighter core loads should be rated proportionately.

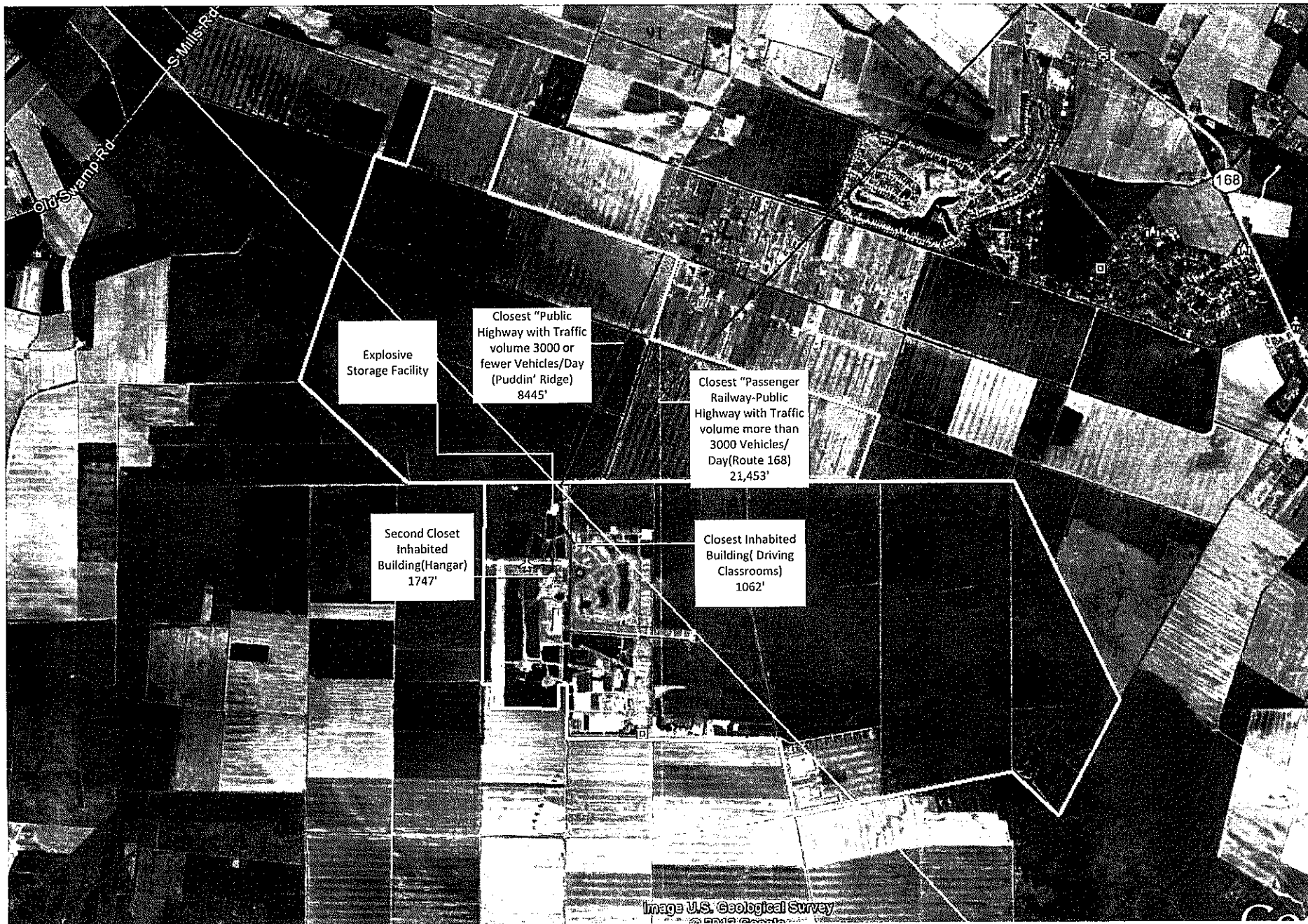
[T.D. ATF--87, 46 FR 40384, Aug. 7, 1981, as amended by T.D. ATF--400, 63 FR 45003, Aug. 24, 1998; T.D. ATF--446, 66 FR 16602, Mar. 27, 2001; T.D. ATF--446a, 66 FR 19089, Apr. 13, 2001]

§ 555.219 Table of distances for storage of low explosives.

Pounds		From Inhabited building distance (feet)	From public railroad and highway distance (feet)	From above ground magazine (feet)
Over	Not over			
0	1,000	75	75	50
1,000	5,000	115	115	75
5,000	10,000	150	150	100
10,000	20,000	190	190	125
20,000	30,000	215	215	145
30,000	40,000	235	235	155
40,000	50,000	250	250	165
50,000	60,000	260	260	175
60,000	70,000	270	270	185
70,000	80,000	280	280	190
80,000	90,000	295	295	195
90,000	100,000	300	300	200
100,000	200,000	375	375	250
200,000	300,000	450	450	300

Table: Department of Defense Ammunition and Explosives Standards, Table 5-4.1 Extract; 4145.27 M, March 1969





F

Closest "Public Highway with Traffic Volume 3000 or fewer Vehicles/Day (Puddin' Ridge) 8445'

Closest "Passenger Railway-Public Highway with Traffic Volume more than 3000 Vehicles/Day (Route 168) 21,453'

Explosive Storage Facility

Closest "Inhabited Building" (Driving Track Classroom) 1062'

Second Closest "Inhabited Building" (Hangar) 1747'

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 4.C

New Business

Meeting Date: June 3, 2013
Attachments: 2 (5 Pages)
Submitted By: Tax Administration

ITEM TITLE: Monthly Tax Report

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

The April 2013 Monthly Tax Report

RECOMMENDATION:

Review & Approve.

**MONTHLY REPORT OF THE TAX ADMINISTRATOR TO THE
CAMDEN COUNTY BOARD OF COMMISSIONERS**

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2012	278,985.53	111,609.59
2011	102,030.85	26,711.05
2010	50,808.70	17,007.54
2009	19,939.26	15,411.95
2008	15,748.60	10,938.87
2007	11,247.69	10,515.77
2006	4,866.31	14,954.35
2005	2,712.89	27,274.57
2004	1,111.91	12,311.96
2003	959.38	11,267.40

TOTAL REAL PROPERTY TAX UNCOLLECTED	488,411.12
TOTAL PERSONAL PROPERTY UNCOLLECTED	258,003.05
TEN YEAR PERCENTAGE COLLECTION RATE	98.90%
COLLECTION FOR 2013 vs. 2012	91,451.04vs.95,521.52

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2012	94.47%
2011	98.17%
2010	99.10%

THIRTY LARGEST UNPAID ACCOUNTS

SEE ATTACHMENT "A"

THIRTY OLDEST UNPAID ACCOUNTS

SEE ATTACHMENT "B"

EFFORTS AT COLLECTION IN THE LAST 30 DAYS**ENDING April ,2013
BY TAX ADMINISTRATOR**

179 NUMBER DELINQUENCY NOTICES SENT

102 FOLLOWUP REQUESTS FOR PAYMENT SENT

4 NUMBER OF WAGE GARNISHMENTS ISSUED

8 NUMBER OF BANK GARNISHMENTS ISSUED

17 NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR
TO DELINQUENT TAXPAYER

0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)

11 PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF
TAX ADMINISTRATOR

0 NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO
COUNTY ATTORNEY

0 NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR
COLLECTION (I.D. AND STATUS)

0 REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS

0 NUMBER OF JUDGMENTS FILED

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8923-00-19-3774.0000	24,039.72	2	HALSTEAD VENTURE PARTNERS, LLC	CAMDEN	431 158 US W
R	01-7081-00-20-6045.0000	11,175.44	1	SEVEN FINANCIAL MANAGEMENT	SOUTH MILLS	176 CULPEPPER RD
R	03-8971-00-12-0477.0000	10,728.66	3	GILBERT WAYNE OVERTON &	SHILOH	187 THOMAS POINT RD
R	02-8935-02-76-5639.0000	8,247.00	2	SHEILA RIGGS EDWARDS	CAMDEN	255 158 US E
R	01-7979-00-61-7358.0000	8,242.50	2	POTOMAC TIMBER INVESTMENTS #17	SOUTH MILLS	HORSESHOE RD
R	01-7989-00-01-1714.0000	7,239.96	6	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8953-03-12-3791.0000	7,058.25	4	KIMBERLEE SAWYER	SHILOH	113 GLEN DR
R	01-7989-03-30-8984.0000	6,676.00	6	WILLIE LAVERNE TURNER	SOUTH MILLS	102 HORSESHOE RD
R	03-8899-00-45-2682.0000	6,120.64	6	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8952-00-95-8737.0000	6,094.37	9	AUDREY TILLET	SHILOH	171 NECK RD
R	02-8935-02-76-2934.0000	5,956.74	2	EFFIE PAULINE CREEKMORE	CAMDEN	258 158 US E
R	03-8961-00-69-3519.0000	5,911.93	6	MARIETTA EVANS	SHILOH	137 RAYMON'S CREEK RD
R	02-8934-01-28-3368.0000	5,745.39	1	KMG CAMDEN SQUARE, LLC	CAMDEN	133 158 US W
R	02-8944-00-31-2148.0000	5,195.70	3	CARL HARRINGTON	CAMDEN	150 SAND HILLS RD
R	01-7080-00-49-5646.0000	5,151.70	2	JANICE L CALDWELL	SOUTH MILLS	199 CULPEPPER RD
R	01-7998-01-08-8621.0000	4,972.55	2	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 HWY N
R	01-8907-00-36-9801.0000	4,349.84	1	GARY B. COLLIER	SOUTH MILLS	LAKE RD
R	01-7989-00-12-0137.0000	3,884.87	6	BERTIE TAYLOR HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8962-00-56-7217.0000	3,765.62	6	TONYA HUGHES HARRIS	SHILOH	253 WICKHAM RD
R	02-8935-04-63-0820.0000	3,725.77	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	02-8934-03-20-9727.0000	3,636.88	1	LAM VAN NGO & DUONG T. TRUONG	CAMDEN	158 CHANTILLY RD
R	02-8945-00-41-2060.0000	3,628.18	6	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	03-8962-00-55-2255.0000	3,605.57	1	VERNON L. & EDITH W. SYLVESTER	SHILOH	453 NECK RD
R	01-7979-00-94-6193.0000	3,598.20	4	HERSEY LYN BARBER	SOUTH MILLS	214 HORSESHOE RD
R	02-8945-00-54-1099.0000	3,438.36	3	GERTIE LEE & JONOLA T ROUNTREE	CAMDEN	263 BELCROSS RD
R	03-8961-00-58-4506.0000	3,357.23	1	WARREN DEAN RIGGS	SHILOH	110 DRIFTWOOD DR
R	03-8965-00-13-1025.0000	3,298.74	3	SHARON EVANS MUNDEN	SHILOH	556 TROTMAN RD
R	03-8953-04-81-9832.0000	3,023.63	3	MAIDIA S. CECIL HEIRS	SHILOH	113 TROTMAN RD
R	02-8935-03-42-2055.0000	3,003.66	2	JOYCE G. MOORE	CAMDEN	144 GUMBERRY RD
R	01-7997-00-75-4295.0000	2,977.30	1	JACKIE E. BAILEY, JACQUELINE	SOUTH MILLS	100 ROBIN CT W

05/01/13 08:13:32

Delinquencies Top-30 Unpaid

Attachment "A"

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	03-8899-00-45-2682.0000	9	6,120.64	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8952-00-95-8737.0000	9	6,094.37	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7989-00-12-0137.0000	9	3,884.87	BERTIE TAYLOR HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8962-00-56-7217.0000	9	3,765.62	TONYA HUGHES HARRIS	SHILOH	253 WICKHAM RD
R	03-8943-04-93-8214.0000	9	1,848.36	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7090-00-60-5052.0000	9	926.12	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	9	566.99	MARIE MERCER	CAMDEN	IVY NECK RD
R	03-9809-00-45-1097.0000	9	242.63	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	01-7090-00-95-5262.0000	9	215.04	JOHN F. SAWYER HEIRS	SOUTH MILL	OLD SWAMP RD
R	03-8980-00-61-1968.0000	9	173.82	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-9809-00-17-2462.0000	9	111.51	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	03-8961-00-69-3519.0000	8	5,911.93	MARIETTA EVANS	SHILOH	137 RAYMON'S CREEK RD
R	01-7998-01-08-8621.0000	8	4,972.55	WILLIE L. TURNER ETAL	SOUTH MILLS	1289 343 NC N
R	02-8945-00-41-2060.0000	8	3,628.18	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	01-7999-00-32-3510.0000	8	1,542.92	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	02-8936-00-24-7426.0000	8	507.86	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7989-03-30-8984.0000	7	6,676.00	WILLIE LAVERNE TURNER	SOUTH MILLS	102 HORSESHOE RD
R	02-8936-00-00-8926.0000	7	2,734.32	ODELL TRAFTON	CAMDEN	215 SCOTLAND RD
R	02-8943-01-47-1120.0000	7	2,188.82	EMILY FORBES CRAIN	CAMDEN	104 C ST
R	03-8953-03-03-0111.0000	7	1,711.91	DEBORAH NEWTON CARTER	SHILOH	100 CAMDEN AVE
R	01-7999-00-12-8596.0000	7	1,251.84	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	03-8965-00-62-8349.0000	7	1,241.02	JAMES R. WILLIAMS	SHILOH	SANDY HOOK RD
R	01-7989-04-60-1954.0000	7	859.60	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8899-00-07-8529.0000	7	298.08	PAUL ALLAIRE	SHILOH	SNAPDRAGON
R	03-8899-00-37-0046.0000	7	124.32	ELIZABETH LONG	SHILOH	HIBISCUS
R	01-7989-00-01-1714.0000	6	7,239.96	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8972-00-56-9710.1000	6	2,951.70	JAMES D. FORBES II	SHILOH	127 ALDER BRANCH RD
R	02-8944-00-14-2949.0000	6	2,771.10	RUBY BAUM BARNES	CAMDEN	304 343 HWY S
R	01-7080-00-62-1977.0000	6	2,630.58	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	01-7989-04-60-0149.0000	6	2,243.97	CHARLES TURNER	SOUTH MILLS	111 COMMUNITY DR

05/01/13 08:13:33

Delinquencies Top-30 Oldest

Attachment "B"

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 5.A

Board Appointment

Meeting Date: June 3, 2013
Attachments: 1 (4 Pages)
Submitted By: Administration

ITEM TITLE: Agriculture Advisory Board
 Appointments

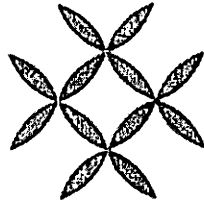
MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

Attached are volunteer forms for Clarann Mansfield, Abner Wayne Staples, Don Lee Keaton, and Sim Williams.

RECOMMENDATION:

Staff is recommending appointing the aforementioned to the Camden County Agriculture Advisory Board.



Application for Citizen Service - Volunteer Form

If you are a citizen of Camden County and would like to serve on one of the County's boards or commissions, please complete this application and return it to the County Manager's Office, 330 East HWY 158, mail to P.O. Box 190, Camden, North Carolina 27921 or e-mail mrenshaw@camdencountync.gov.

Name, Clarann C Mansfield

Mailing Address 831 North Hwy 343, Camden NC 27921

Township you live in: South Mills,

Telephone (home) 252-771-2400 (business), 252-338-6363 x107

Email address cmansfield@camdencountync.gov

Are you a registered voter? Yes No

Have you ever been convicted of a felony? Yes No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission:

- 1) Life long resident of Camden County
- 2) Retired Farmer's wife
- 3) Finance Officer of Camden County
- 4) Tax payer and owner of property (approx. 500 A.)

Board or Commissions upon which you are interested in serving: (List on opposite side)

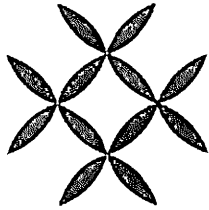
Ag. Advisory Board

As a member of a Board or Commission, you will be expected to attend at least 75% of the meetings. Please note the by-laws of some Boards and Commissions limit the number of terms served. This application is a notification of your interest to serve on a Board or Commission to be considered by the Board of Commissioners when a vacancy occurs. Thanks for your interest in Camden County Government.

Signature Clarann C Mansfield Date 5-7-13

VAD

Ag₁₀₁ Advisory Board



Application for Citizen Service - Volunteer Form

If you are a citizen of Camden County and would like to serve on one of the County's boards or commissions, please complete this application and return it to the County Manager's Office, 330 East HWY 158, mail to P.O. Box 190, Camden, North Carolina 27921 or e-mail mrenshaw@camdencountync.gov.

Name, Sim Williams

Mailing Address 1062 N.C. Highway 343 South, Shiloh 27974

Township you live in: Shiloh

Telephone (home) 252 340-1944 (business),

Email address Sim Williams 59 @ Gmail.com

Are you a registered voter? Yes No

Have you ever been convicted of a felony? Yes No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission:

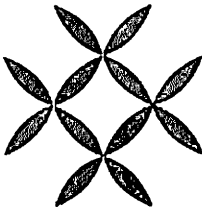
Sim is actively engaged in farming

Board or Commissions upon which you are interested in serving: (List on opposite side)

Ag. Advisory Board

As a member of a Board or Commission, you will be expected to attend at least 75% of the meetings. Please note the by-laws of some Boards and Commissions limit the number of terms served. This application is a notification of your interest to serve on a Board or Commission to be considered by the Board of Commissioners when a vacancy occurs. Thanks for your interest in Camden County Government.

Signature Sim Williams Date 5-9-13



Application for Citizen Service - Volunteer Form

If you are a citizen of Camden County and would like to serve on one of the County's boards or commissions, please complete this application and return it to the County Manager's Office, 330 East HWY 158, mail to P.O. Box 190, Camden, North Carolina 27921 or e-mail mrenshaw@camdencountync.gov.

Name, Don Lee Keaton

Mailing Address 103 Connor Farm Rd

Township you live in: South Mills

Telephone (home) 252-207-3787 (business),

Email address dkeaton57@gmail.com

Are you a registered voter? Yes No

Have you ever been convicted of a felony? Yes No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission:

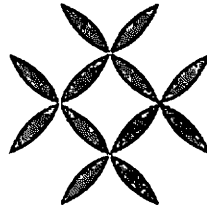
B.S. Degree in agriculture Engineering @ N.C. State

Board or Commissions upon which you are interested in serving: (List on opposite side)

V.A.D. - Ag. Advisory Board

As a member of a Board or Commission, you will be expected to attend at least 75% of the meetings. Please note the by-laws of some Boards and Commissions limit the number of terms served. This application is a notification of your interest to serve on a Board or Commission to be considered by the Board of Commissioners when a vacancy occurs. Thanks for your interest in Camden County Government.

Signature Don Lee Keaton Date 5-17-13



Application for Citizen Service - Volunteer Form

If you are a citizen of Camden County and would like to serve on one of the County's boards or commissions, please complete this application and return it to the County Manager's Office, 330 East HWY 158, mail to P.O. Box 190, Camden, North Carolina 27921 or e-mail mrenshaw@camdencountync.gov.

Name, Abner Wayne Staples

Mailing Address 1381 S. 343 Shiloh, N.C. 27974

Township you live in: Shiloh

Telephone (home) 336-4586 (business), 336-2612

Email address

Are you a registered voter? Yes No

Have you ever been convicted of a felony? Yes No

Please identify any talent, interest, skill, experience or educational preparation which might be helpful to a board or commission:

Actively Engaged in crop production
Shiloh District

Board or Commissions upon which you are interested in serving: (List on opposite side)

Voluntary Ag. District - Ag. Advisory Board

As a member of a Board or Commission, you will be expected to attend at least 75% of the meetings. Please note the by-laws of some Boards and Commissions limit the number of terms served. This application is a notification of your interest to serve on a Board or Commission to be considered by the Board of Commissioners when a vacancy occurs. Thanks for your interest in Camden County Government.

Signature Abner Wayne Staples Date May 10 2013

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 6.A

Consent Agenda

Meeting Date: June 3, 2013
Attachments: 2 (35 Pages)
Submitted By: Administration

ITEM TITLE: Draft Minutes

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

1. April 15, 2013
2. May 6, 2013

RECOMMENDATION:

Review & Approve.

Camden County Board of Commissioners
Regular Meeting
April 15, 2013
6:00 P.M. – Closed Session
7:00 P.M. - Special Meeting
Historic Courtroom, Courthouse Complex
Camden, North Carolina

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on Monday, April 15, 2013 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

Chairman Garry Meiggs,
Vice Chairman Michael McLain, and
Commissioners Randy Krainiak, and Clayton Riggs.

Also attending were County Manager Mike Renshaw, and Clerk to the Board Ashley R. Honaker. Present for purposes of making a presentation(s) or providing supporting information for agenda items were the following persons: Fire Chief Kirk Jennings, Soil & Water Tech Brian Lannon, Dan Porter- Planning Director, Dave Parks- Permitting Officer, and Lisa Anderson- Tax Administrator.

1. Closed Session, 6:00 P.M. Pursuant to G.S. 143-318.11(a)(3) - Consultation with Attorney to discuss potential litigation;

Commissioner Randy Krainiak made a motion to go into closed session pursuant to G.S. 143-318.11(a)(3) for consultation with attorney. At 6:02 P.M., the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; No Commissioner absent; and no Commissioner not voting.

The Commissioners entered closed session at 6:02 P.M.

Commissioner Sandra Duckwall made a motion to come out of closed session at 6:40 P.M., the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Chairman Garry Meiggs recessed the Board at 6:40 P.M.

Regular Session, 7:00 P.M.

Chairman Garry Meiggs called to order the April 15, 2013 meeting of the Camden County Board of Commissioners at 7:00 PM.

Invocation and Pledge of Allegiance

Commissioner Sandra Duckwall gave the invocation, and led the Pledge of Allegiance.

Public Comments

None.

Consideration of Agenda

Commissioner Sandra Duckwall made a motion to approve the agenda as Presented. At 7:01PM, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Public Hearing

Commissioner Clayton Riggs made a motion to go into Public Hearing. At 7:02pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

*Item 3.A- Ordinance No 2013-04-01; Creation of Chapter 155
(Voluntary Agriculture Districts) to the Camden County Code of Ordinances*

Soil & Water Technician Brian Lannon came before the Board to present the following information:

- Camden County seeks to establish Voluntary Agricultural Districts to protect and preserve agricultural lands and activities.
- An Agriculture Advisory Board appointed by the Board of Commissioners will make recommendations to the board approving or disapproving applications of landowners for enrollment of qualified farmland, horticultural land, or forestland into a district.
- Landowners will sign a voluntary 10 year Conservation Agreement with Camden County to preserve and protect parcels from non-farm uses.
- The agreement may be terminated with thirty (30) days written notice.

Vice Chairman McLain made statement that he disagreed with the language of section 155.07

County Manager Renshaw stated that staff would work together to amend the language.

Commissioner Sandra Duckwall made a motion to come out of public hearing. At 7:13pm, the motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak, voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

New Business

Item 4.A- Shiloh- Courthouse VFD Six Mile Map

Fire Chief Kirk Jennings came before the Board to explain that For the past several months he has been working to establish a six mile fire district boundary for the Shiloh-Courthouse VFD. This process has involved extensive negotiations and discussions with the volunteer fire departments of neighboring jurisdictions in the creation of automatic aid agreements. In order to initiate the process of State approval of this new six mile boundary, the Board of Commissioners are required to first approve the newly redrawn boundary map.

Commissioner Sandra Duckwall made a motion to approve the newly drawn Shiloh-Camden VFD six mile boundary map. At 7:21pm, the motion passed 5-0, with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioners voting no; no Commissioners absent; no Commissioners not voting.

Item 4.B- Monthly Tax Report

Tax Administrator Lisa Anderson presented the Board the March 2013 Monthly Tax Report.

Commissioner Clayton Riggs made a motion to approve the monthly tax report as presented. At 7:24pm, the motion passed 5-0, with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioners voting no; no Commissioners absent; no Commissioners not voting.

Item 4.C- Public Schools Building Capital Fund, ADM Drawdown Application

County Manager Renshaw explained to the Board that During its regular meeting on April 11, 2013 the Camden Public Schools Board of Education approved the attached ADM Fund drawdown application.

This drawdown of available ADM funds was at the request of the County Manager during a FY13/14 budget meeting with School Superintendent Hawkins on March 27, 2013. The ADM funds made available through this drawdown application will be used to offset the funding shortfall in the School Capital Reserve Fund for school loan debt service obligations.

In addition to the requested drawdown of remaining ADM funds amounting to \$138,719.77, the Board of Education has also approved providing the matching funds amount of \$46,000 to be funded entirely from the Camden County Schools Local Current Expense Fund Balance.

Commissioner Riggs made a motion to approve the application as presented. At 7:26pm, the motion passed 5-0, with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioners voting no; no Commissioners absent; no Commissioners not voting.

Board Appointments

Item 5.A- Library Board of Trustees

County Manager Renshaw expressed that staff recommends appointing Nell Morrison, Reed Adams, Gwen Wescott, Anita Cuthrell, Beatrice Ferebee, & Wendy Mcpherson to the Camden Library Board of Trustees.

Vice Chairman McLain made a motion to appoint the volunteers as presented. At 7:27pm, the motion passed 5-0, with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioners voting no; no Commissioners absent; no Commissioners not voting.

Consent Agenda

Commissioner Clayton Riggs made a motion to approve the consent agenda as presented. At 7:28pm the motion passed 5-0, with Chairman Garry Meiggs, Vice Chairman Michael McLain, and Commissioners Sandra Duckwall, Clayton Riggs, and Randy Krainiak voting aye; no Commissioners voting no; no Commissioners absent; no Commissioners not voting.

A. Draft Minutes- April 1, 2013

B. Budget Amendments

**2012-13-BA020
 CAMDEN COUNTY BUDGET AMENDMENT**

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2013.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
106110-521000	Rental of Building	\$ 7,218.00	
106110-566000	Capital Outlay Inventory	\$ 69,021.00	
106110-574000	Capital Outlay	\$ 96,040.00	
Revenues:			
10399400-439900	Fund Balance Appropriated	\$172,279.00	

Additional needs for startup of Library.

This will result in a decrease of \$.00 in the Contingency of the General Fund.

Balance in Contingency \$39,928.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 15th day of April, 2013.

 Clerk to Board of Commissioners

 Chairman, Board of Commissioners

**2012-13-BA021
 CAMDEN COUNTY BUDGET AMENDMENT**

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2013.

Section 1. To amend the Social Services Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
528000-572100	State-In Home		\$836.00
528000-525000	Day Care	\$84,839.00	
Revenues:			
52330610-434859	State-In Home		\$836.00
52330610-434834	Day Care	\$84,839.00	

This will result in a decrease of \$.00 in the Contingency of the General Fund.

Balance in Contingency \$39,928.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 15th day of April, 2013.

 Clerk to Board of Commissioners

 Chairman, Board of Commissioners

**2012-13-BA022
 CAMDEN COUNTY BUDGET AMENDMENT**

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2013.

Section 1. To amend the Dismal Swamp Visitor Center Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
606000-503000	Part Time Salaries	\$2,179.00	
606000-512000	Printing		\$1,933.00
606000-535010	Special Projects		\$ 246.00

This will result in a decrease of \$.00 in the Contingency of the General Fund.

Balance in Contingency \$39,928.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 15th day of April, 2013.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

D. Tax Refunds Pickups, & Releases

<u>Name</u>	<u>Amount</u> <u>Reason</u>	<u>Type.</u> <u>No.</u>
Lindsey Warren Hewitt	104.44 Turned in plates	Refund15557 V-67349-12
Ryan Wilbur Bailey	133.00 Military Exempt	Release/15572 V-68004-12
Melissa Diane Oldland	102.48 Military Exempt	Release/15568 V-68489-12
Melissa Diane Oldland	102.48 Military Exempt	Release/15567 V-68488-12
Jo Ann Mansfield	100.38 Released to Currituck Cnty.	Release/15561 V-68698-12
Ronald McCoy Wilson	177.91 Released to Currituck Cnty.	Release/15555 V-68796-12
Kimberlee Sawyer	478.50 Foreclosure Fee	Pick-Up/15552 R-64694-12
Dannielle Sunshine Newton	140.93 Military Exempt	Release/15584 V-64500-12
Regina Jordan Russell	198.31 Turned in plates	Release/15585 V-68515-12

E. Volunteer Forms

- F. Resolution 2013-04-03; Supporting The Second Amendment Right Of The People To Keep And Bear Arms And To Request Legislation To Exempt Certain Records Of The Sheriff's Office From The Public Records Act

**RESOLUTION 2013-04-03
TO SUPPORT THE SECOND AMENDMENT RIGHT OF THE
PEOPLE TO KEEP AND BEAR ARMS AND TO REQUEST LEGISLATION TO
EXEMPT CERTAIN RECORDS OF THE SHERIFF'S OFFICE FROM THE
PUBLIC RECORDS ACT**

WHEREAS, the Sheriff's Office in each county in the State of North Carolina is required to maintain records of the handgun purchase permits issued by the Sheriff's Office pursuant to N.C. Gen. Stat§ 14-405 and concealed carry permits issued pursuant to N.C. Gen Stat. § 14-415.17; and

WHEREAS, these records include information such as name, address, age and other information as may be requested by the Sheriff's Office; and,

WHEREAS, the Camden County Board of Commissioners finds and declares that it is in the best interest of the citizens of the County and the State of North Carolina to prevent public access to this information; and

WHEREAS, the Camden County Board of Commissioners supports the Second Amendment right of the people to keep and bear Arms; and

WHEREAS, the Camden County Board of Commissioners recommends and supports legislation which exempts handgun purchase permits and concealed carry permits from the list of records of Sheriffs Offices which are accessible by the public at large.

NOW, THEREFORE, BE IT RESOLVED that the Camden County Board of Commissioners hereby goes on record supporting the Second Amendment right of the people to keep and bear Arms; and

BE IT FUTHER RESOLVED that the Camden County Board of Commissioners hereby requests that the Bertie County delegation to the North Carolina General Assembly introduce and support legislation to exempt handgun purchase permits and concealed carry permits from the records of Sheriffs Offices that are accessible by the public at large.

BE IT FUTHER RESOLVED that copies of this resolution be forwarded to all Federal and State representatives representing Camden County, the North Carolina Association of County Commissioners, and to the other 99 NC counties.

Garry Meiggs, Chairman

Ashley Honaker, Clerk

G. Public School Building Capital Fund, North Carolina Education Lottery Application

**APPLICATION
PUBLIC SCHOOL BUILDING CAPITAL FUND
NORTH CAROLINA EDUCATION LOTTERY**

Approved: _____

Date: _____

County: Camden

Contact Person: Melvin Hawkins

LEA: 150

Title: Superintendent

Address: 174 North Highway 343 Camden, NC

Phone: 252-335-0831

Project Title: Grandy Primary Kitchen Renovation

Location: Grandy Primary School

Type of Facility: School Cafeteria/Kitchen

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Building Capital Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

- (3) No county shall have to provide matching funds...
- (4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.
- (5) A county may not use monies in this Fund to pay for school technology needs.

As used in this section, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include central administration, maintenance, or other facilities. **Applications must be submitted within one year following the date of final payment to the Contractor or Vendor.**

Short description of Construction Project: to prepare drawings of an expansion of the existing kitchen area of the school to meet the needs of the growing population of the school.

Estimated Costs:

Purchase of Land	_____	\$	_____
Planning and Design Services	_____		53,000.00
New Construction	_____		_____
Additions / Renovations	_____		_____
Repair	_____		_____
Debt Payment / Bond Payment	_____		_____
TOTAL	_____	\$	53,000.00

Estimated Project Beginning Date: 05/01/2013 Est. Project Completion Date: 06/30/2013

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.


The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 53,000.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature — Chair, County Commissioners)

(Date)

(Signature — Chair, Board of Education)

(Date)

 4/11/13

H. Task Order #1, Construction Administration Agreement for South Mills
Wastewater Collection System Construction Project

EXHIBIT B

TASK ORDER NO. 1

BETWEEN
OWNER AND ENGINEER
FOR PROFESSIONAL ENGINEERING SERVICES

FURTHER DESCRIPTION OF BASIC ENGINEERING SERVICES
AND RELATED MATTERS

This Task Order is hereby included as an addition to and incorporated as part of the Agreement for Engineering Services dated December 13, 2010, between CAMDEN COUNTY (OWNER) and MCGILL ASSOCIATES, P.A. (ENGINEER) for professional engineering services.

1. Project Title:
"Camden County – New Wastewater Collection System to Serve South Mills, NC"
2. Project Description:
Provide Construction Administration services including on-site construction observation for the construction of the South Mills Sewer system and the US Hwy 17 Rest Area.
3. The Basic Services of the ENGINEER for this Task Order are as follows:
Construction phase services will include reviewing and approving shop drawings, reviewing and approving pay applications, preparing as-built drawings and scheduling a preconstruction conference with the owner, contractor and all other applicable parties. We will provide a Construction Field Representative (CFR) to observe the progress and quality of the executed work and determine in general if the work is proceeding in accordance with the Contract Documents. A field report will be prepared and forwarded to the Owner for review after all monthly construction meeting and site visits.

- 4. The Responsibilities of the OWNER are as follows:
The Owner shall designate a representative authorized to act in his behalf with respect to the Project. The Owner or his representative shall examine documents submitted by McGill Associates and shall render decisions pertaining thereto promptly, to avoid unreasonable delay in the progress of the construction.

- 5. The Time Period for the performances of the ENGINEER is as follows:
During active construction and the closeout procedure after construction has been completed.

- 6. The Method of Payment for services rendered by the ENGINEER shall be set forth as follows:
Lump Sum fee of \$153,800.00, billed monthly as work progresses.

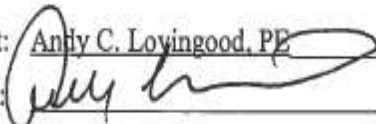
- 7. The OWNER has established the following special provision and/or other consideration or requirements in respect to Task Order No. 1.
None.

IN WITNESS WHEREOF, the parties have executed this Task Order on this, the _____ day of _____, 20__.

CAMDEN COUNTY

McGILL ASSOCIATES, P.A.

Print: _____
 Sign: _____
 Title: _____
 Date: _____

Print: Andy C. Lovingood, PE
 Sign: 
 Title: Vice President
 Date: _____

Commissioner's Report

Vice Chairman Michael McLain stated that the Tarwheel was on April 27, 2013, and that Paddle for the Border was May 4, 2013.

County Managers Report

No Report.

Any other Questions or comments?

None

Meeting Adjourned

At 7:34pm, Chairman Garry Meiggs asked if there were any other matters to come before the Board of Commissioners, hearing none, she declared the meeting adjourned.

Chairman Garry Meiggs
Camden County Board of Commissioners

ATTEST:

Ashley Honaker
Clerk to the Board

Camden County Board of Commissioners
Regular Meeting
May 6, 2013
7:00pm - Regular Meeting
Historic Courtroom, Courthouse Complex
Camden, North Carolina

MINUTES

The regular meeting of the Camden County Board of Commissioners was held on Monday, May 6, 2013 in the Historic Courtroom, Camden, North Carolina. The following Commissioners were present:

Chairman Garry Meiggs,
Vice Chairman Michael McLain,
Randy Krainiak, Sandra Duckwall,
and Clayton Riggs

Also attending were County Manager Mike Renshaw and Assistant Clerk to the Board Amy Barnett. Present for purposes of providing supporting information for agenda items were the following persons: Ed Wesiel, Thomas D. Tarrants, and Tommy Banks (Public Comments section); Dan Porter (Old Business #1); Brian Lannon (Old Business #2); Captain (Ret.) Al Keith, USCG, and Cadet Cameron Perry (New Business #1); ?????? (New Business #2).

Regular Session, 7:00 P.M.

Chairman Garry Meiggs called to order the May 6, 2013 meeting of the Camden County Board of Commissioners at 7:00 PM.

Invocation and Pledge of Allegiance

Commissioner Randy Krainiak gave the invocation, and led the Pledge of Allegiance.

Public Comments

Mr. Edward Wesiel, of Beechnut Avenue South Mills NC, came before the board to express concerns regarding fire protection in South Mills. Specifically, the move of the Fire Station from Halstead Street to Keeter Barn Road. His concerns relate to the available residential coverage by the Fire Department and the ensuing homeowner insurance rate increases that have been seen in the area due to the move. He stated that the move has affected all residents who are now outside of the Fire District. He and Mr. Thomas Tarrants were representing a group of approximately 20 members of the community, who were also present at the meeting, and yielded their 3 minutes so that Mr. Wesiel and Mr. Tarrants could speak at length regarding this issue. Mr. Wesiel further stated that the move of the Fire Station has affected residential budgets, rental rates, and resale values of homes.

Mr. Wesiel gave handouts to the Assistant Clerk to the Board to be given to the board members. The handout was titled "Requirements to Meet the 9S Rating for Initial Certification / Re-Inspection of Fire Departments in North Carolina". In this document, under Personnel subsection D, was highlighted 'substation'. At this time, Mr. Wesiel yielded the floor to another individual who continued speaking on this subject.

Mr. Thomas Tarrants, of Robin Drive South Mills NC, asked the Commissioners to consider the creation of a substation in the still existing building wherein the Fire Station used to reside. Mr. Tarrants went over the information included in the handout, pertaining to re-initialization of the old fire station to create a substation of the new South Mills Fire Station. The document states that it requires 20 individuals, and 2 apparatuses (fire trucks - one pump truck and one engine). He stated his belief that Camden County has the personnel and equipment to do this. He also stated that he had already been in contact with Fire Chief Tommy Banks regarding this, and that Mr. Banks indicated to him a willingness to look into this matter. Mr. Tarrants went on to say that the NC Fire Marshal's Office is open to working with the community toward the reinstatement of the old fire station as a substation once the trucks are in place. Mr. Tarrants asked for those present at the meeting who were affected by this to stand up, approximately 20 of the 30-35 persons present stood up.

Mr. Tarrants stated that those present who stood represent a small group of the approximately 130 households that are affected by this issue. Mr. Tarrants requested that the Board of Commissioners in cooperation with the County Manager, Fire Chief Banks, and the Department of Insurance Office of Fire Marshal assist the community in resolving this issue as quickly as possible. Mr. Tarrants re-iterated that the insurance rates for households outside of the fire district have and will continue to increase until such time as they are once again inside a fire district.

County Manager Michael Renshaw asked Fire Chief Tommy Banks to address the comments made by Mr. Wesiel and Mr. Tarrants. Fire Chief Banks stated that the reason the fire station moved was because it was 'land locked' and did not have the land available to grow and expand for the future. Prior to the move, an evaluation was done to see what would be gained and what would be lost. 110 homes that were class 10 (not in a fire district) were added to the fire district. About 70 homes that were in the fire district became class 10 due to the move. Mr. Banks stated that some of the 130 homes that Mr. Tarrants spoke of have always been class 10, even when the fire station was at it's old address.

Mr. Banks stated that to resolve this issue, a tanker and a pumper would need to be stationed at the old station. Mr. Banks went on to say that the Fire Department only has 2 pumpers, and does not want to move one of them. He cited 2 reasons for this:

- The new station is more centrally located, which makes it easier for the volunteer firemen to get to the station when a call comes in.
- Geographically speaking, as it relates to call volume, the new station is more centrally located in relation to the calls that the fire department has received.

Mr. Banks added that in relation to the departmental budget for the South Mills Fire Department, he would have to see if there is money available for purchase of a new or used pumper if the old station were to be utilized as a substation. He stated that costs for a pumper would likely range between \$50,000 to \$100,000.

Mr. Banks further stated that if the old station is put back in service, the minimum membership of volunteer fire fighters is 28, and not 20 as previously spoken about. Mr. Banks went on to say that since the move to the new location, there has been an influx of new members, but that participation remains about the same. Mr. Banks does not feel confident that there would be adequate participation nor budget availability to staff a substation both in terms of personnel and in equipment.

Mr. Banks indicated that he is willing to work with the community whose homes are in the class 10 area (outside the 5-6 mile radius of a fire station) toward a solution to this, however he also indicated that it is not going to be an easy fix, nor an immediate one.

Chairman Gary Meiggs commented to those present that the Board of Commissioners has to look at what affects the most citizens, and that the issues brought forth will be looked into.

County Manager Mike Renshaw commented to the board that he would get with Chief Banks and put together some numbers relating to alternatives [costs, etc.] and bring those before the board at the upcoming work session scheduled for May 20-21, 2013.

Consideration of Agenda

Commissioner Sandra Duckwall made a motion to approve the agenda as presented. The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Randy Krainiak, Sandra Duckwall, and Clayton Riggs voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Old Business

3.A - Ordinance No. 2013-02-01; Amendment to Chapter 151 (Unified Development Ordinance) of the Camden County Code of Ordinances

Dan Porter, Director of Planning, spoke briefly regarding this item:

- A public hearing was held on April 1, 2013
- Subject of public hearing was moving water tap from final plat to building permit stage of development
- After some research, Planning Staff has reconsidered its position regarding this amendment request, and now recommends that this amendment not move forward
- Water obligation and collection of fees should be close to each other.
- If this amendment were to be approved, it would raise the perceived cost of a building permit, which might cause some contractors to shy away from projects in Camden County

County Manager Michael Renshaw stated that he was also undecided on this issue. His chief concern centered around the time frame in which the county would receive the collection of water tap fees. He referenced the current fund balances and that it would be better if the fees were collected up front rather than at building permit. He recommended against approving the amendment. He further stated that if this were to be approved, then there was potential for final plats to be approved, but remain un-built due to the costs at building permit.

Commissioner Randy Krainiak stated that he would like to seek opinions from others in the building field on this.

Commissioner Clayton Riggs made a motion to reject Ordinance No. 2013-02-01, Amendment to Chapter 151 (Unified Development Ordinance) of the Camden County Code of Ordinances until such time as it may be of benefit to the county. The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Randy Krainiak, Sandra Duckwall, and Clayton Riggs voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

3.B - Ordinance No. 2013-04-01; Amendment to Chapter 155 (Voluntary Agricultural Districts) to the Camden County Code of Ordinances

County Manager Mike Renshaw stated that there was a public hearing held on April 1, 2013 regarding this item. He mentioned section 155.07, wherein additional proposed amended text has been added (red text). The added text deals with water connections and special assessments. He feels that the added text captures the discussion that the commissioners had back on April 1st.

He went on to speak about the "intent to sell" section of the proposed amendment. There was a brief discussion between the Board and Dan Porter, Director of Planning, regarding this phrase. Commissioner Riggs suggested changing the line as follows:

"...until such time as the residential portion of the property is subdivided ~~with~~ or the landowner has the intent to sell."

This would have the effect of saying that water connection is required: (1) when the residential portion is subdivided; OR (2) the landowner has the intent to sell such portion. Water connection would not be required if the land is maintained as non-residential after subdivision by the owner and not sold.

Brian Lannon, Camden County Soil and Water Conservationist, added that the agreement to be part of the voluntary agricultural district is with the land owner, so when such a property is sold the new owner would have to apply to become part of the voluntary agricultural district.

At this time, Commissioner Sandra Duckwall made a motion to approve *Ordinance No. 2013-04-01; Amendment to Chapter 155 (Voluntary Agricultural Districts) to the Camden County Code of Ordinances* with the proposed change, changing the word "with" to "or". The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Randy Krainiak, Sandra Duckwall, and Clayton Riggs voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

New Business

Item 4.A - US Coast Guard Junior Leadership Program - Annual Leadership Camp

Captain Al Keith (USCG Retired) and Cadet Cameron Perry came before the board to request a donation from the Board of Commissioners in the amount of \$774 to assist with transportation costs associated with the US Coast Guard Junior Leadership Program's Annual Leadership Camp. These funds would assist in transportation of 25 cadets.

Commissioner Riggs made a motion to direct Camden County Finance Officer, Clarann Mansfield to see if there are funds available in the budget, and grant the donation request if there are funds available. The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Randy Krainiak, Sandra Duckwall, and Clayton Riggs voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

After the vote was taken, Captain Keith and Cadet Perry presented the Board with a Certificate of Appreciation for everything the Board has done in the past in support of the Junior Leadership Program.

Item 4.B - Hwy 158 Sewer Extension Feasibility Proposal, McGill Associates

County Manager Mike Renshaw spoke regarding this item:

- At the March 18, 2013 Capital Improvement Plan work session, Andy Lovingood and Bill Cowan with McGill Associates discussed extending sewer along 158 from its current location down to Country Club Road.
- This particular proposal has been identified in the 2013 Capital Improvement Plan
- At the April CEDC meeting, the CEDC recommended that funding be appropriated for this study.
- There are developable tracks along 158 for this purpose
- In the board packet is a letter from Mr. Lovingood regarding preparation of a feasibility study, including a cost estimate for this study.
- Recommendation is to fund this study (\$12,500).
- Camden Economic Development Commission has funds in their budget that can be utilized to fund this study.

Commissioner Randy Krainiak asked what the costs involved in extending the sewer as described would be. County Manager Mike Renshaw responded saying that is what the study will show. Mr. Renshaw added that the study would take approximately 3 months to complete.

Chairman Garry Meiggs indicated a desire for the study to take less time.

Commissioner Randy Krainiak made a motion to "Proceed with the Feasibility Study in an expeditious manner". The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Randy Krainiak, Sandra Duckwall, and Clayton Riggs voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Board Appointments

Item 5.A. COA Board of Trustees - Dr. W. Roger Lambertson Re-Appointment

Sandra Duckwall made a motion to re-appoint Dr. W. Roger Lambertson to represent Camden County on the COA Board of Trustees. The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Randy Krainiak, Sandra Duckwall, and Clayton Riggs voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

Consent Agenda

Item 6 Consent Agenda

Sandra Duckwall made a motion to approve the consent agenda. The motion passed 5-0 with Chairman Garry Meiggs, Vice Chairman Michael McLain, Commissioners Randy Krainiak, Sandra Duckwall, and Clayton Riggs voting aye; no Commissioner voting no; no Commissioner absent; and no Commissioner not voting.

A. Budget Amendments - 2012-13-BA023 through BA024

**2012-13-BA023
 CAMDEN COUNTY BUDGET AMENDMENT**

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2013.

Section 1. To amend the Water/Sewer Upgrade Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
237200-574000	Capital Outlay	\$55,000.00	
237200-599900	Fund Reserves		\$55,000.00

Purchase of property for additional wells.

This will result in a decrease of \$0.00 in the Contingency of the General Fund

Balance in Contingency \$39,928.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 6th day of May, 2013.

 Clerk to Board of Commissioners

 Chairman, Board of Commissioners

2012-13-BA024
CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2013.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
106110-574000	Capital Outlay	\$18,000.00	
Revenues:			
10399400-439900	Fund Balance Appropriated	\$18,000.00	

This will result in a decrease of \$0.00 in the Contingency of the General Fund

Balance in Contingency \$39,928.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 6th day of May, 2013.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

B. Estimated Tax Values for 2013

TO: CAMDEN COUNTY BOARD OF COMMISSIONERS

THE FOLLOWING IS THE ESTIMATED PROPERTY VALUE OF CAMDEN COUNTY:

	<u>Real</u>	<u>Personal</u>	<u>Vehicles</u>	<u>Total</u>
South Mills	399,256,580	11,938,947	30,061,827	441,257,354
Courthouse	404,719,493	16,813,618	36,442,834	457,975,945
Shiloh	248,329,291	3,867,290	19,273,725	271,470,306
 Subtotal of County				 1,170,703,605
 Estimated Utilities				 16,730,580
Total of County				1,187,434,185

FROM _____
LISA S. ANDERSON (TAX ADMINISTRATOR) DATE

TAX RATE COUNTY _____ FIRE _____ TOTAL= _____

Joyce Creek District	<u>Real</u>	<u>Personal</u>	<u>Vehicles</u>	<u>Total</u>
	230,576,329	3,105,566	19,621,820	253,303,715

JOYCE CREEK WATERSHED IMPROVEMENT TAX _____

GARRY W. MEIGGS, CHAIRMAN DATE

C. Tax Refunds, Pickups, & Releases

<u>Name</u>	<u>Amount</u> <u>Reason</u>	<u>Type.</u> <u>No.</u>
Cheryl Staples Bartlett	123.69 Turned in plates	Release/15597 V-68826-12
Nicholas Alexander Rhodes	160.08 Military exempt	Release/15599 V-64969-12
Hunter Matthew Mizelle	113.04 Release to Currituck County	Release/15626 V-69713-12
Ana Zenaida Garcia Alvarez	105.36 Currituck released to Camden	Pick Up/15606 V-69795-12
Shelby Harris Mansfield	162.12 Currituck released to Camden	Pick Up/15604 V-69797-12
George Burton Vogt, Jr.	102.05 Pasquotank released to Camden	Pick Up/15603 V-69794-12

ACS Tax System
4/23/13 16:37:00

REFUNDS OVER \$100.00
Refunds to be Issued by Finance Office

CAMDEN COUNTY

Page 1

Refunds	Remit To:	Reference:	Drawer/Transaction Info:
104.44	HEWITT, LINDSEY WARREN 406 SUSSEX DRIVE PORTSMOUTH VA 23707	2012 V 0041819 TAGS TURNED IN	20130423 99 196225
104.44	Total Refunds		***

SUBMITTED BY Lisa S. Anderson DATE 4-24-13
 Lisa S. Anderson, Tax Administrator Camden Co.

APPROVED BY _____ DATE _____
 Garry Meiggs, Chairman of Board of Comm. Camden Co.

D. Tax Authorization to Collect

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County (Jan. Ren.) Due 05/01/13

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
19,302.72	19,850.44	9,386.37	48,539.53

Witness my hand and official seal this _____ day of _____

Chairman, Camden County Board of Commissioners

Attest:

Clerk to the Board of Commissioners of Camden County

This is to certify that I have received the tax receipts and duplicates for collection in the amounts as listed herein.

Tax Administrator of Camden County

E. School Budget Amendments

Budget Amendment



Camden County Schools Administrative Unit

Capital Outlay Fund

The Camden County Board of Education at a meeting on the 11th day of April, 2013, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2013.

Code Number	Description of Code	Amount	
		Increase	Decrease
9100	Category I Projects		0.00
Explanation:			
	Total Appropriation in Current Budget	\$	457,227.00
	Amount of Increase / (Decrease) of Above Amendment		.00
	Total Appropriation in Current Amended Budget	\$	457,227.00

Passed by majority vote of the Board of Education of Camden County Schools on the 11 th day of April 2013.  _____ Chairman, Board of Education  _____ Secretary, Board of Education	We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes in the minutes of said Board, this ____ day of _____ 2____. _____ Chairman, Board of County Commissioners _____ Clerk, Board of County Commissioners
--	--

BUDGET AMENDMENT
April 11, 2013


4. Capital Outlay Fund

A. We have reviewed our budget and must increase to cover the cost of painting/ floor covering and door lock upgrades. We will transfer the funds from the Field House renovation. We request your approval of the following amendment.

Category I Projects

9112.077.529	Painting/Floor Covering	\$ +	3,175.00
9129.077.529	Field House Renovation	-	3,177.00
9131.077.529	Door & Lock Upgrades	+	<u>2.00</u>
Total – Category I Projects		\$ +	.00

Passed by majority vote of the Board of Education of Camden County on the 11th day of April, 2013.



Chairman, Board of Education



Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

State Public School Fund

The Camden County Board of Education at a meeting on the 11th day of April, 2013, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2013.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs	350.00	
Explanation:			
Total Appropriation in Current Budget		\$ 12,775,346.00	
Amount of Increase/Decrease of Above Amendment			+350.00
Total Appropriation in Current Amended Budget		\$ 12,775,696.00	

Passed by majority vote of the Board of Education of Camden County on the 11th day of April 2013.


 Chairman, Board of Education


 Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.

 Chairman, Board of County Commissioners

 Clerk, Board of County Commissioners

BUDGET AMENDMENT
April 11, 2013

1. State Public School Fund

A. We have reviewed this program area and we must increase our budget for funds received for substitutes. We request your approval of the following amendment.

<u>Non-Instructional Support</u>			
5110.003.162	Substitute Pay	\$ +	350.00
Total – Non-Instructional Support		\$ +	350.00
3100 Revenue – State Public School Fund		\$ -	350.00

Passed by majority vote of the Board of Education of Camden County on the 11th day of April 2013.



Chairman, Board of Education



Secretary, Board of Education

Budget Amendment



Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 11th day of April, 2013, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2013.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Curricular Services	1,457.45	
Explanation: Additional funds received for USCG Jr. Leadership Program			
	Total Appropriation in Current Budget		\$ 1,438,711.00
	Amount of Increase/Decrease of Above Amendment	1,457.45	
	Total Appropriation in Current Amended Budget		\$ 1,440,168.45

Passed by majority vote of the Board of Education of Camden County on the 11 th day of April 2013.  _____ Chairman, Board of Education  _____ Secretary, Board of Education	We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20____. _____ Chairman, Board of County Commissioners _____ Clerk, Board of County Commissioners
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BUDGET AMENDMENT
April 11, 2013

8. Other Local Current Expense Fund

A. We must increase our budget for the current year to reflect the additional funds received for the USCG Jr. Leadership Program. We request your approval of the following amendment.

<u>USCG Jr. Leadership Program</u>		
5110.301.333	Field Trips	\$ + 1,457.45
Total – Carol M. White PEP Grant		\$ + 1,457.45 =====
3700.301	Revenue – USCG Jr. Leadership Prog	\$ - 1,457.45 =====

Passed by majority vote of the Board of Education of Camden County on the 11th day of April 2013.



Chairman, Board of Education



Secretary, Board of Education

F. Resolution 2013-05-01; Opposing Governor McCrory and the General Assembly Closing and Consolidating NC Highway Patrol Communications Center

RESOLUTION 2013-05-01
OPPOSING GOVERNOR MCCRORY AND THE GENERAL ASSEMBLY CLOSING
AND CONSOLIDATING NC HIGHWAY PATROL COMMUNICATIONS CENTERS

WHEREAS, Governor Pat McCrory proposes closing three of eight NC Highway Patrol communication centers and consolidating them with the Raleigh office; and

WHEREAS, in an effort to control costs, plans are to close the State Highway Patrol stations in Williamston, as well as stations in Asheville and Greensboro; and

WHEREAS, the State Highway Patrol has more than 1,600 troopers who cover 78,000 miles in North Carolina roadways, enforcing the state's traffic laws, guiding traffic during hurricane evacuations, rerouting traffic around hazardous chemical spills, and standing ready, should any act of terrorism occur; and

WHEREAS, the Williamston Highway Patrol Communication Center (Troop A), alone, processes 600 incoming calls daily (219,000 annually), serves 20 counties (Martin, Pitt, Beaufort, Washington, Tyrrell, Hyde, Dare, Currituck, Jones, Lenoir, Carteret, Craven, Pamlico, Hertford, Bertie, Gates, Chowan, Perquimans, Pasquotank, Camden) and dispatches to 180 troopers; and

WHEREAS, the Highway Patrol Communication Center has been remodeled and upgraded to house the latest equipment and technology; and

WHEREAS, the Highway Patrol Communication Center is a key employment center for our community;
And

WHEREAS, although it has been suggested revenue may be saved through consolidation, a higher turnover of state jobs often occur in metropolitan areas, and the consolidation could actually end-up costing more, due to personnel costs associated with employee turnover rates; and

WHEREAS, there is the concern that lives will be lost due to delayed response time caused by operators in a communication center centralized in Raleigh becoming overloaded and being unfamiliar with the area.

NOW, THEREFORE BE IT RESOLVED, the Camden County Board of Commissioners strongly appeal to Governor McCrory to reconsider his recommendation to members of the General Assembly to close the NC Highway Patrol communications centers in Williamston as well as in Asheville and Greensboro to balance the state budget.

ADOPTED, this the 6th day of May 2013.

Garry Meiggs, Chairman of the Board

ATTEST:

Ashley Honaker, Clerk to the Board

G. Set Public Hearing; FY 2013-2014 Budget Hearing

PUBLIC NOTICE

Pursuant to NCGS 159-12 (b), the Camden County Board of Commissioners will hold a public hearing on Monday, June 10, 2013 at 7:00 p.m., or as soon as the agenda allows, in the upstairs Historic Courthouse, 117 North NC 343, Camden, NC for the purpose of receiving public input regarding the Fiscal Year 2013-2014 Budget which has been submitted to the Board of Commissioners.

Ashley Honaker
Clerk to the Board

Please run the above announcement in the Daily Advance on May30 in the legal section of the newspaper.

Charge to Camden County Account 2100210

H. Amendment to the County Management Records Retention and Disposition Schedule

**County Management
Records Retention and Disposition Schedule**

The records retention and disposition schedule and retention periods governing the records series listed herein are hereby approved. In accordance with the provision of Chapters 121 and 132 of the *General Statutes of North Carolina*, it is agreed that the records do not and will not have further use or value for official business, research, or reference purposes after the respective retention periods specified herein and are authorized to be destroyed or otherwise disposed of by the agency or official having custody of them without further reference to or approval of either party to this agreement. The local government agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of destruction. Confidential records will be destroyed in such a manner that the records cannot be practicably read or reconstructed. However, records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule. *Public records, including electronic records, not listed in this schedule are not authorized to be destroyed.*

This local government agency and the Department of Cultural Resources agree that certain records series possess only brief administrative, fiscal, legal, research, and reference value. These records series have been designated by retention periods which allow these records to be destroyed when *"administrative value ends."* The local government agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction *"destroy when administrative value ends."* If a county does not establish internal policies and retention periods, the county is not complying with the provisions of this retention schedule and is not authorized by the Department of Cultural Resources to destroy the records with the disposition instruction *"destroy when administrative value ends."*

The local government agency and the Department of Cultural Resources concur that the long-term and/or permanent preservation of electronic records require additional commitment and active management by the agency. The agency agrees to comply with all policies, standards, and best practices published by the Department of Cultural Resources regarding the creation and management of electronic records.

It is further agreed that these records may not be destroyed prior to the time periods stated; however, for sufficient reason they may be retained for longer periods. This schedule is to remain in effect from the date of approval until it is reviewed and updated.

APPROVAL RECOMMENDED

Chief Administrative Officer/
County Manager


Sarah E. Koonts, Director
Division of Archives and Records

APPROVED

Chairman, Bd. County Commissioners


Susan W. Kluttz, Secretary
Department of Cultural Resources

County: _____

April 15, 2013

I. Set Public Hearing; Stormwater Utility Ordinance

J. South Mills Sewer Billing Agreement

Commissioner's Report

Commissioner Meiggs:

- Tarheel Run Bike Ride was a great success as was Paddle for the Boarder which had 300+ paddlers.

Commissioner Riggs:

- Potato Festival is 18th of May. The Board of Commissioners will be peeling potatoes at the festival.

County Manager's Report

Michael Renshaw:

- Library construction is 70% complete and interviews for positions will be held on May 14 and May 16, 2013
- Memorial Day Celebration will be held May 24, 2013 at 7:30 AM. The VFW will provide a gun salute. USCG Cadets will raise the flag.

Information, Reports, & Minutes From Other Agencies

The following items were included in the board packet: Sales Tax Collection, and ECBH Finance Committee & Area Board Packet. There were no additional items presented to the board.

Other Matters

There were no other matters to be brought before the board.

Adjournment

Hearing no other matters, at 8:00, Chairman Garry Meiggs declared the meeting adjourned.

Chairman Garry Meiggs
Camden County Board of Commissioners

ATTEST:

Amy D. Barnett
Assistant Clerk to the Board

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 6.B

Consent Agenda

Meeting Date: June 3, 2013
Attachments: 7 (7 Pages)
Submitted By: Finance Department

ITEM TITLE: Budget Amendments

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

- | | |
|---------------|--|
| 2012-13-BA025 | Refinancing additional interest |
| 2012-13-BA026 | Recording insurance revenue and purchase of new auto |
| 2012-13-BA027 | Recording of SHIP Grant |
| 2012-13-BA028 | Redistribution of funds |
| 2012-13-BA029 | Move to Fund 55 |
| 2012-13-BA030 | ECO Fund |
| 2012-13-BA031 | Upgrade security system |

RECOMMENDATION:

Review & Approve.

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2013.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
106820-585000	H.S. Upgrade	\$906.00	
109990-500000	Contingency		\$906.00

Due to refinancing additional interest had to be paid.

This will result in a decrease of \$906.00 in the Contingency of the General Fund

Balance in Contingency \$39,022.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 3rd day of June, 2013.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2013.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
105100-574103	Capital Outlay Vehicle	\$20,392.00	
109990-500000	Contingency		\$9,924.00
Revenues:			
10330510-402002	Insurance	\$10,468.00	

Recording auto insurance revenues and purchase of new auto.

This will result in a decrease of \$9,924.00 in the Contingency of the General Fund

Balance in Contingency \$29,098.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 3rd day of June, 2013.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2013.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
106050-537500	SHIIP Grant Expense	\$1,000.00	
Revenues:			
10360400-434837	SHIIP Grant	\$1,000.00	

Record SHIIP Grant

This will result in a decrease of \$0.00 in the Contingency of the General Fund

Balance in Contingency \$29,098.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 3rd day of June, 2013.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2013.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
106110-502000	Salaries		\$5,500.00
106110-507000	Retirement	\$ 70.00	
106110-506000	Health Insurance		\$1,050.00
106110-545000	Contracted Services	\$4,000.00	
106110-566000	Capital Outlay Inventory	\$2,480.00	

Redistribution of funds needed.

This will result in a decrease of \$0.00 in the Contingency of the General Fund

Balance in Contingency \$29,098.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 3rd day of June, 2013.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2013.

Section 1. To amend the General Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
104940-562100	Economic Incentive		\$51,566.00
106900-597550	ECO Development Fund	\$51,566.00	

Move to Fund 55.

This will result in a decrease of \$0.00 in the Contingency of the General Fund

Balance in Contingency \$29,098.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 3rd day of June, 2013.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2013.

Section 1. To amend the Eco Development Project Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
554940-562100	ECO Incentives	\$51,566.00	
Revenues:			
55330494-439710	County Contribution	\$51,566.00	

This will result in a decrease of \$0.00 in the Contingency of the General Fund

Balance in Contingency \$29,098.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 3rd day of June, 2013.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

CAMDEN COUNTY BUDGET AMENDMENT

BE IT ORDAINED by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2013.

Section 1. To amend the Dismal Swamp Visitors Center Fund as follows:

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
Expenses:			
606000-502000	Salaries		\$1,553.00
606000-515100	Security	\$1,553.00	

Upgrade of security system.

This will result in a decrease of \$0.00 in the Contingency of the General Fund

Balance in Contingency \$29,098.00.

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, and to the Budget Officer and the Finance Officer for their direction. Adopted this 3rd day of June, 2013.

Clerk to Board of Commissioners

Chairman, Board of Commissioners

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 6.C

Consent Agenda

Meeting Date: June 3, 2013
Attachments: 1 (1 Pages)
Submitted By: Tax Administration

ITEM TITLE: Tax Collection Report

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

April 2013 Tax Collection Report

RECOMMENDATION:

Review & Approve.

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 6.D

Consent Agenda

Meeting Date: June 3, 2013
Attachments: 1 (2 Pages)
Submitted By: Tax Administration

ITEM TITLE: Tax Refunds, Pickups, & Releases

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

Refunds, Pickups, & Releases.

RECOMMENDATION:

Review & Approve.

<u>Name</u>	<u>Amount</u>	<u>Type.</u>
	<u>Reason</u>	<u>No.</u>
Scott David Sigmon	109.74 Military Exempt	Release/15670 V-69097-12
Scott David Sigmon	256.38 Military Exempt	Release/15668 V-69094-12
Edward Thomas Kobiela	150.10 Military exempt	Release/15654 V-67361-12
Government National Mortgage Association	300.00 Code Enforcement	Pick-Up/15223 R-61609-12
Charlotte Yvonne balance	255.59 Foreclosure Fee	Pick-Up/15588 R-52844-11
Milton J. Gregory	255.75 Foreclosure Fee	Pick-Up/15589 R-54848-11
Deborah Newton Carter	261.50 Foreclosure Fee	Pick-Up/15590 R-46787-10
Brian & Deborah Malcolm	272.36 Foreclosure Fee	Pick-Up/15591 R-49319-10
William David Hall, Jr.	1,989.95 Roll Back Tax	Pick-Up/15646 01891700108965
Jodi Ann Valcourt	156.35 Military exempt	Release/15683 V-45817-09
Wilbert Harvey Roberts	162.12 Released to Currituck Cnty.	Release/15704 V-70654-12
Star Services, Inc.	113.04 Received from Perquimans Cnty.	Pick-Up/15708 V-70710-12
Emily Forbes Crain	261.18 Foreclosure Fee	Pick-Up/15709 R-60720-12
Fred Finley	550.25 Foreclosure Fee	Pick-Up/15710 R-54414-11

<u>Name</u>	<u>Amount</u>	<u>Type.</u>
	<u>Reason</u>	<u>No.</u>
Charlene S. Nicholson	255.59 Foreclosure Fee	Pick-Up/15711 R-63640-12
Marietta Evans	571.68 Foreclosure Fee	Pick-Up/15712 R-61138-12
Hersey Lyn Barber	261.18 Foreclosure Fee	Pick-Up/15713 R-59704-12
Lottie Midyette	259.20 Correct Front Foot	Pick-Up/15716 R-36148-08
Lottie Midyette	259.20 Correct Front Foot	Pick-Up/15717 R-42953-09
Lottie Midyette	259.20 Correct Front Fee	Pick-Up/15719 R-49752-10
Lottie Midyette	259.20 Correct Front Foot	Pick-Up/15721 R-56559-11
Lottie Midyette	259.20 Correct Front Fee	Pick-Up/15720 R-63367-12

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 6.E
Consent Agenda
Meeting Date: June 3, 2013
Attachments: 1 (1 Pages)
Submitted By: Tax Administration
ITEM TITLE: Tax Authorization to Collect

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

February 2013 Renewals.

RECOMMENDATION:

Review & Approve.

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County (Feb. Ren.) Due 06/01/13

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon personal property of the respective taxpayers in the County of Camden, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell personal property of such taxpayers for and on account thereof, in accordance with the law.

SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
14,879.94	16,008.87	9,922.29	40,811.10

Witness my hand and official seal this _____ day of _____

Chairman, Camden County Board of Commissioners

Attest:

Clerk to the Board of Commissioners of Camden County

This is to certify that I have received the tax receipts and duplicates for collection in the amounts as listed herein.

Tax Administrator of Camden County

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 6.F

Consent Agenda

Meeting Date: June 3, 2013

Attachments: 1 (1 Pages)

Submitted By: Administration

**ITEM TITLE: Proclamation; NC Domestic Violence
Proclamation 100 Day**

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

**Proclamation against Domestic Violence as presented to the County by
'Mothers On A Mission Domestic Violence Organization'**

RECOMMENDATION:

Review & Approve.

*Board of Commissioners
County of Camden
North Carolina*

North Carolina Domestic Violence Proclamation 100 Day

WHEREAS, the County of Camden is concerned about the issues of domestic and teen dating violence in the state of North Carolina, and,

WHEREAS, statistics show that on average, 3 women are murdered by their intimate partners every day, and,

WHEREAS, 95% – 97% of severe domestic violence occurs against women of all ages, races, religions and socioeconomic status, and,

WHEREAS, battering is the leading cause of injury or hospitalization for women, and

WHEREAS, the National Coalition Against Domestic Violence reports that more than 9 times as many women are murdered by a man they know than are killed by strangers, and,

WHEREAS, statistics show that our youth are enduring dating violence as early as age 13 and show that half of reported date rapes occur among teenagers, and,

WHEREAS, surveys show that only 33% of teenagers who are in an abusive relationship ever tells anyone, and,

WHEREAS, there were 63 domestic violence homicides in the state of North Carolina in the year 2012 and there has been 10 domestic violence homicides in North Carolina in 2013 as of March 15, 2013, and,

WHEREAS, sexual abuse is also a form of domestic violence, and,

WHEREAS, we believe that educating our communities on the issues of domestic and teen dating violence is imperative, and,

WHEREAS, Mothers On A Mission Domestic Violence Organization is dedicated to educating the state of North Carolina on the issue of Domestic and Teen Dating Violence, and,

WHEREAS, Mothers On A Mission has dedicated ***Saturday June 15, 2013*** to a statewide educational event on the issues of domestic and teen dating violence, and will set up radio and television interviews, and workshops across North Carolina.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Camden County, NC, hereby officially proclaim ***Saturday June 15, 2013 as***

“North Carolina Domestic Violence Proclamation 100 Day”

IN WITNESS WHEREOF, I have hereunto set my hand

And caused to be affixed the Seal of the County of

Camden, North Carolina this, the ____ day of _____, 2013

Chairman

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

MOTION MADE
BY:
S. Duckwall _____
G. Meiggs _____
M. McLain _____
R. Krainiak _____
C. Riggs _____
NO MOTION _____
VOTE:
S. Duckwall _____
G. Meiggs _____
M. McLain _____
R. Krainiak _____
C. Riggs _____
ABSENT _____
RECUSED _____

Item Number: 6.G

Consent Agenda

Meeting Date: June 3, 2013

Attachments: 1 (2 Pages)

Submitted By: Administration

**ITEM TITLE: Resolution 2013-06-01; Loggerhead
Turtles**

SUMMARY:

**Resolution opposing the US Fish & Wildlife Service's Proposed Designation
of Critical Habitat for the Loggerhead Sea Turtle.**

RECOMMENDATION:

Review & Approve.

BOARD OF COMMISSIONERS

GARRY W. MEIGGS
Chairman

P. MICHAEL MCLAIN
Vice Chairman

SANDRA J. DUCKWALL
CLAYTON D. RIGGS
RANDY KRAINIAK



MICHAEL RENSHAW
County Manager

ASHLEY HONAKER
Clerk to the Board

JOHN S. MORRISON
County Attorney

Resolution 2013-06-01
Opposing the United States Fish & Wildlife Service's Proposed
Designation of Critical Habitat for the Northwest Atlantic Ocean Distinct
Population Segment of the Loggerhead Sea Turtle

Whereas, On March 25, 2013 nearly thirty-five years after listing the loggerhead sea turtle as threatened, the United States Fish and Wildlife Service (USF&WS) proposed to designate 740 miles of shoreline in six states as critical habitat, including 96 miles in North Carolina and the entire shoreline of Bogue Banks, located in Carteret County, and

Whereas, designation of critical habitat would impact a wide variety of coastal projects involving federal action (activities or programs of any kind authorized, funded, or carried out, in whole or in part, by federal agencies), including, but not limited to, coastal and inlet management activities, such as dredging and beach renourishment permitted, funded or implemented by the United States Army Corps of Engineers and hurricane recovery activities funded by the Federal Emergency Management Agency (FEMA), and

Whereas, the USF&WS's specifically disclosed that special management considerations will be necessitated to address the following 12 threats to critical habitat that are quoted as follows; recreational beach use, beach driving, predation, beach sand placement activities, in-water shoreline alterations, coastal development, artificial lighting, beach erosion, climate change, habitat obstructions, human-caused disasters, and military testing and training activities, and

Whereas, the special management considerations that will be required for the 12 threats identified by the USF&WS will likely include other federal actions such as the implementation of the Nation Flood Insurance Program, implementation of building codes, federal grants for public access and infrastructure improvements, and more, and

Whereas, these special management considerations therefore will unnecessarily and negatively impact the local, State, and federal economies; and the public's access and enjoyment of the beach, and

Whereas, despite these far reaching impacts on the federal, state, and local economy, the USF&WS failed to include an economic analysis at the time of its proposed designation as stipulated in the Endangered Species Act, and

Whereas, not only would designation of critical habitat for the loggerhead sea turtle result in more regulatory hurdles for federal coastal projects, the USF&WS ignored other successful measures already in place as coastal governments such as Carteret County have constructed and maintain active shore damage reduction projects, which not only provide protection of and benefits to public and private infrastructure, small businesses, the tourism industry, public recreation, and state and local tax bases; but also maintain and enhance habitat for loggerhead sea turtles, and

BOARD OF COMMISSIONERS

GARRY W. MEIGGS
Chairman

P. MICHAEL MCLAIN
Vice Chairman

SANDRA J. DUCKWALL
CLAYTON D. RIGGS
RANDY KRAINIAK



MICHAEL RENSHAW
County Manager

ASHLEY HONAKER
Clerk to the Board

JOHN S. MORRISON
County Attorney

Whereas, these costal storm damage reduction projects are conducted pursuant to stringent federal and state regulations that ensure habitat for threatened and endangered species, including the loggerhead sea turtle, is protected before, during and after these events, and

Whereas, local volunteers, in coordination with the North Carolina Wildlife Resources Commission, also conduct a sea turtle management program whereby sea turtle activity is monitored daily during nesting season, and volunteers assist in protecting nesting sites and during hatching and assist in tending to and collecting data with respect to stranded turtles, and

Whereas, if critical habitat is designated, some of these existing and successful programs will be burdened with additional and unnecessary regulations, and therefore will become more costly, which will increase the threat to the loggerhead sea turtle and its habitat.

NOW, therefore, be it resolved NC 20, Inc. is strongly opposed to the USF&WS's proposed designation of loggerhead sea turtle critical habitat along the shorelines of Bogue Banks as set forth as set forth in Document Number 2013- 06458 of the Federal register and will work with State and federal resource officials and elected representatives to ensure the proposed designation is in no manner included in the final rule.

Be it further resolved the designation of critical habitat thirty-five years after the listing of the loggerhead sea turtle is the wrong management tool for the conservation of the species and NC 20, Inc. will continue to support the protection and recovery of the loggerhead sea turtle by utilizing effective management guidelines and rules currently in place, while evaluating new practices as they develop.

Garry Meiggs- Chairman

ATTEST:

Ashley Honaker- Clerk

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

MOTION MADE
BY:
S. Duckwall _____
G. Meiggs _____
M. McLain _____
R. Krainiak _____
C. Riggs _____
NO MOTION _____
VOTE:
S. Duckwall _____
G. Meiggs _____
M. McLain _____
R. Krainiak _____
C. Riggs _____
ABSENT _____
RECUSED _____

Item Number: 6.H

Consent Agenda

Meeting Date: June 3, 2013
Attachments: 2 (5 Pages)
Submitted By: Planning Department

ITEM TITLE: Set Public Hearing; Ordinance No. 2013-05-01; Amendment to Article 151.347 (Specific Standards) for Accessory Apartments

SUMMARY:

See attached letter from County Attorney John Morrison dated March 13, 2013. Ordinance amendment went to the Planning Board on May 15, 2013 and was approved on a 5-0 vote.

RECOMMENDATION:

Set public hearing for June 17, 2013.

Ordinance No. 2013-05-01

**An Ordinance
Amending the Camden County
Code of Ordinances**

Camden County, North Carolina

BE IT ORDAINED BY THE CAMDEN COUNTY BOARD OF COMMISSIONERS as follows:

Article I: Purpose

The purpose of this Ordinance is to amend Chapter 151 of the Camden County Code of Ordinances of Camden County, North Carolina, which was originally adopted by the County Commissioners on December 15, 1997, and subsequently amended and as otherwise incorporated into the Camden County Code.

Article II. Construction

For purposes of this Ordinance, underlined words (underline) shall be considered as additions to existing Ordinance language and strikethrough words (~~strikethrough~~) shall be considered deletions to existing language. New language of proposed ordinance shall be shown in italics (*italics*) and underlined.

Article III. Amend Chapter 151 as amended of the Camden County Code which shall read as follows:

CHAPTER 151: UNIFIED DEVELOPMENT

§ 151.347 SPECIFIC STANDARDS.

(J) The following standards shall apply to all accessory apartments located within Camden County.

(1) If the property for which the application for the accessory apartment is being made is subject to restrictive covenants prohibiting more than one dwelling unit per lot, that evidence shall serve as prima facie evidence of incompatibility with the surrounding neighborhood resulting in denial of the permit.

(2) No manufactured housing shall be utilized as an accessory apartment.

(3) Accessory apartments shall be detached from the principal dwelling.

48 ~~— (4) The deed to the property shall be amended stating~~
 49
 50 Camden County has granted to the Grantor pursuant to Article 151.334 of the Unified
 51 Development Ordinance, the right to maintain an accessory apartment on the premises in
 52 accordance with the regulations and ordinances of the county. As a requirement for obtaining
 53 this use, the Grantor does hereby declare this property shall be subject to the following
 54 declaration, which shall run with the land permanently. This declaration shall be enforceable by
 55 Camden County by injunction or any other civil remedy in addition to such fines and costs and
 56 other remedies as may be available to the County under its Unified Development Ordinance as
 57 it now exists or may hereafter be amended or replaced by like legislation.

58
 59 Declaration:

60
 61 ~~“The property owner shall reside in either the main dwelling or accessory apartment”.~~
 62

63 ~~— (5) At the County’s request, the property owner shall provide evidence (i.e. power bill,~~
 64 ~~water bill) that reflects compliance with item four (4) above.~~

65
 66 (6 4) Only one accessory apartment shall be permitted per lot.
 67

68 (7 5) Accessory apartment shall not exceed a maximum 40% of the total square feet of the
 69 livable area of the principal structure or 800 square feet whichever is less. Minimum square
 70 footage shall be no less than 400 square feet.
 71

72 (8 6) Where there is no public sanitary sewer service available to the accessory apartment,
 73 the applicant shall provide approval from the Albemarle Regional Health Department prior to
 74 issuance of the Zoning/Building Permit.
 75

76 (9 7) For stormwater purposes total lot coverage shall not exceed 24% of impervious
 77 surfaces.
 78

79 (10 8) The accessory apartment shall not be served by a driveway separate from that
 80 serving the principal dwelling.
 81

82 (11 9) Accessory apartment shall observe a ten (10) foot side setback and the minimum
 83 front setback shall be equal to the front of the dwelling or fifty (50) feet which ever is greater.
 84

85 (12 10) Accessory apartments shall carry the same address as the principal structure
 86 followed by an alpha numeric letter (i.e. 384-A Barnett Street).
 87

88 (13 11) The following building design standards shall apply:
 89

90 (a) Accessory apartment shall be limited to a maximum of two (2) bedrooms and shall
 91 have one full bathroom and kitchen with an optional living room.
 92

93 (b) The exterior of the accessory dwelling shall be compatible with the principal
94 residence in terms of color, siding, roof-pitch, window detailing, roofing materials, and
95 foundation.
96

97

98 Adopted by the Board of Commissioners for the County of Camden this day of , 2013.
99

100

101

102

County of Camden

103

104

Garry Meiggs, Chairman
Board of Commissioners

105

106

107 ATTEST:

108

109

Ashley Honaker
Clerk to the Board

110

111

112

The Twiford Law Firm, P.C.

Russell E. Twiford (Retired)
 John S. Morrison
 Edward A. O'Neal
 H.P. Williams, Jr.
 R. Mark Warren
 Courtney S. Hull
 Christopher H. Rahilly

Attorneys At Law

P.O. Box 669
 111 Currituck Commercial Drive
 Moyock, North Carolina 27958-0669
 Telephone (252) 435-2811
 Telecopier (252) 435-9974

Elizabeth City Office
 203 North Road Street
 Elizabeth City, NC 27907-0099
 Telephone (252) 338-4151
 Telecopier (252) 338-8546

LOOK AT OUR WEBSITE:
www.twifordlaw.com

Please Respond To:
Moyock

March 13, 2013

Camden County Board of Commissioners
 Michael Renshaw, County Manager
 Dan Porter, Director of Planning & Community Development Department
Via Email

Re: *Accessory Apartments*

Dear Clients:

As you will recall in the last year, you passed a land use ordinance to the effect certain property owners could build an accessory apartment connected to or abutting their residence. The purpose of this ordinance was to allow families to provide for children who could not obtain housing of their own and wished to remain in the county. A key provision was the property owner had to either occupy the residence or the apartment. To my knowledge, one or two building permits have been issued in this regard.

Last week Dan brought to my attention a North Carolina Court of Appeals decision from 2008 arising from a very similar ordinance in the City of Wilmington. In that case, the owner challenged the residential requirement. The Court of Appeals overturned the ordinance.

The court reasoned a local government can zone, pursuant to its police power, and statutory authority for land use purposes. It cannot zone regarding ownership.

The Fifth Amendment to the United States Constitution provides government cannot deprive a citizen of property (ownership) without fair compensation. Therefore, zoning cannot affect ownership, it must be related to use only. The Court of Appeals determined the City of Wilmington by requiring an owner to be on his property in order to enjoy the benefits of an accessory apartment, was dealing with ownership rights and not use. In that case, the court noted the City of Wilmington had the authority to approve or disapprove of apartments by zoning authority. When it went so far as to require the owner to remain on the property as a resident, it was dictating rights that normally arise from ownership as opposed to use.

Significantly the court noted its decision was in conflict with cases arising out of the State of New York and the State of Colorado. It was not persuaded by the reasoning of those appellate courts and of course it is not bound by the precedent of other states.

This case does not appear to have been appealed to the Supreme Court of North Carolina nor does there appear to ever have been a ruling from the Supreme Court on this issue.

As the matter now stands, our ordinance is in conflict with the North Carolina Court of Appeals' decision. Though no one has challenged our ordinance and Dan tells me there has been very little activity in this field, it is important you understand our situation. The options are as follows:

1. Do nothing. If the law is never challenged, we can enforce it.
2. In the event the law is challenged, we can defend it. We would surely lose in the Superior Court as it would have to follow existing precedent. We would again almost surely lose in the Court of Appeals in that it has already spoken. The hurdle would be to get the case to the North Carolina Supreme Court. This could indeed be very difficult. Most likely, we would have to persuade the Supreme Court this is a case of such state-wide significance, they should hear it or the Court of Appeals' decision is inconsistent with other legal principals, which have been approved by the Supreme Court. Unless there was a split decision in the Court of Appeals, we do not have an automatic right to get the case to the Supreme Court. They would have to take it or not in their discretion.
3. We can abolish our ordinance. Those persons who have built under it, and I believe that is only one or two, would simply be grandfathered in. We would advise them they could use their apartment without having to reside upon the premises. There should be very little complaint from them as we have enhanced the income producing potential of their property. Others who want the same privilege may be unhappy but we are bound by law.

I suggest we discuss all of this in closed session. I invite you to further confer with Dan or me at your convenience.

Warmest personal regards,

John S. Morrison

John S. Morrison

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 6.I
Consent Agenda
Meeting Date: June 3, 2013
Attachments: 0 (0 Pages)
Submitted By: Administration/ Finance
ITEM TITLE: Set Public Hearing; Capital Improvement Plan FY 13-14

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

Annual Approval.

RECOMMENDATION:

Set public hearing for June 17, 2013.

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 6.J
Consent Agenda
Meeting Date: June 3, 2013
Attachments: 1 (16 Pages)
Submitted By: Finance/ School Board
ITEM TITLE: School Budget Amendments

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

School Budget Amendments.

RECOMMENDATION:

Review & Approve.

Budget Amendment



Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 9th day of May, 2013, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2013.

Code Number	Description of Code	Amount							
		Increase	Decrease						
5100	Regular Instructional Programs		7,758.00						
6100	System-wide Support Services	7,758.00							
6500	Operation Support Services	3,975.00							
6900	Policy, Ldrshp & Pub Relations	525.00							
7100	Community Services		6,282.00						
<p>Explanation: Additional funds received for USCG Jr. Leadership Program</p> <table> <tr> <td>Total Appropriation in Current Budget</td> <td>\$ 1,440,168.45</td> </tr> <tr> <td>Amount of Increase/Decrease of Above Amendment</td> <td>-1,782.00</td> </tr> <tr> <td>Total Appropriation in Current Amended Budget</td> <td>\$ 1,438,386.45</td> </tr> </table>				Total Appropriation in Current Budget	\$ 1,440,168.45	Amount of Increase/Decrease of Above Amendment	-1,782.00	Total Appropriation in Current Amended Budget	\$ 1,438,386.45
Total Appropriation in Current Budget	\$ 1,440,168.45								
Amount of Increase/Decrease of Above Amendment	-1,782.00								
Total Appropriation in Current Amended Budget	\$ 1,438,386.45								

<p>Passed by majority vote of the Board of Education of Camden County on the 9th day of May 2013.</p>  _____ Chairman, Board of Education	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20 ____.</p> _____ Chairman, Board of County Commissioners
 _____ Secretary, Board of Education	_____ Clerk, Board of County Commissioners

BUDGET AMENDMENT
May 9, 2013

8. Other Local Current Expense Fund

- A. We have reviewed the After School Day Care budget and compared it to the After School Day Care revenue and we need to reduce the budget to match the projected revenue and reduce our fund balance appropriated. We request your approval of the following amendment.

After School Day Care

7100.701.178 Salary – Day Care Workers	\$	- <u>6,282.00</u>
--	----	-------------------

Total – After School Day Care	\$	- 6,282.00 =====
-------------------------------	----	---------------------

4910 Revenue – Fund Balance Appropriated	\$	+ 6,282.00 =====
--	----	---------------------

- B. We have reviewed this area of the budget and find that we must transfer funds to cover costs within the budget. We request your approval of the following amendment.

Carol M. White PEP Grant

5113.332.163 Substitute Pay	\$	+ 1,500.00
-----------------------------	----	------------

5113.332.167 Salary –TA as Sub		+ 140.00
--------------------------------	--	----------

5113.332.312 Workshop Expenses		- 1,640.00
--------------------------------	--	------------

5113.332.411 Instructional Supplies		+ 17,096.00
-------------------------------------	--	-------------

5113.332.418 Comp Software & Supplies		- 9,963.00
---------------------------------------	--	------------

5113.332.461 Pur of Non-Cap Equipment		- 1,487.00
---------------------------------------	--	------------

5113.332.462 Pur of Non-Cap Comp Hdwe		- 49,081.00
---------------------------------------	--	-------------

5113.332.541 Pur of Equipment		+ <u>43,435.00</u>
-------------------------------	--	--------------------

Total – Carol M. White PEP Grant	\$	+ .00
----------------------------------	----	-------

- C. We must increase our budget for the current year to reflect the additional funds needed to cover the costs of operating the activity buses. We request your approval of the following amendment.

Operation of Activity Bus

6550.706.171 Activity Bus Driver	\$	+ 4,000.00
----------------------------------	----	------------

6550.706.175 Salary – Transportation Personnel		+ 800.00
--	--	----------

6550.706.319 Drug Testing		- 1,000.00
---------------------------	--	------------

6550.706.331 Cont. Pupil Transportation		+ 500.00
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6550.706.425 Tires & Tubes		+ <u>200.00</u>
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BUDGET AMENDMENT
 Other Local Current Expense Fund
 May 9, 2013, Page 2

Total – Operation of Activity Bus	\$ + 4,500.00
	=====
4890.706 Revenue – Operation of Activity Bus	\$ - 4,500.00
	=====

D. We transfer funds within this program area to meet the needs of the technology department and to cover the cost of the system wide website. We request your approval of the following amendment.

<u>Computer Tech</u>	
5110.905.461 Pur of Non-Cap Equipment	\$ - 1,758.00
5110.905.462 Pur of Non-Cap Comp Hdwe	- 6,000.00
6110.905.311 Contracted Services	+ 7,558.00
6110.905.312 Workshop Expenses	+ 200.00
6510.905.341 Telephone for Telecommunications	- 525.00
6940.905.319 Other Prof & Tech Services	+ <u>525.00</u>
Total – Computer Tech	\$ + .00

Passed by majority vote of the Board of Education of Camden County on the 9th day of May 2013.



 Chairman, Board of Education



 Secretary, Board of Education

Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 9th day of May, 2013, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2013.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		3,795.00
5200	Special Instructional Programs	176.00	
6600	Finance & Human Resources	3,499.00	
6900	Policy, Ldrshp, & Pub Relations	120.00	
Explanation:			
	Total Appropriation in Current Budget		\$ 1,860,998.97
	Amount of Increase/Decrease of Above Amendment		.00
	Total Appropriation in Current Amended Budget		\$ 1,860,998.97

Passed by majority vote of the Board of Education of Camden County on the 9th day of May, 2013



Chairman, Board of Education



Secretary, Board of Education

We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20 ____.

Chairman, Board of County Commissioners

Clerk, Board of County Commissioners

BUDGET AMENDMENT
May 9, 2013

2. Local Current Expense Fund

- A. We have reviewed this area of the budget and find that we must transfer funds to cover the costs within the classroom support area. We request your approval of the following amendment.**

Classroom Support

5110.842.411	Instructional Supplies	\$ - 267.00
5110.842.411.304	Instructional Supplies	- 1,992.00
5110.842.411.310	Instructional Supplies	- 4,000.00
5110.842.411.312	Instructional Supplies	- 2,179.00
5110.842.411.700	Instructional Supplies	- 2,936.00
5110.842.461.312	Pur of Non-Cap Equipment	+ 2,179.00
5110.842.462.304	Pur of Non-Cap Comp Hdwe	+ 2,135.00
5110.842.462.310	Pur of Non-Cap Comp Hdwe	+ 3,837.00
5110.842.462.700	Pur of Non-Cap Comp Hdwe	+ 3,198.00
5210.842.462.700	Pur of Non-Cap Comp Hdwe	<u>+ 25.00</u>
Total – Classroom Support		\$ + .00

- B. We have reviewed this area of the budget and find that we must transfer funds to cover the tutors for the at-risk program area from classroom teachers. We request your approval of the following amendment.**

At Risk Programs

5330.847.121	Salary – Teacher	\$ - 10,000.00
5330.847.198	Salary – Tutor	<u>+ 10,000.00</u>
Total – At Risk Programs		\$ + .00

- C. We have reviewed this area of the budget and find that we must transfer funds to cover the costs within this program area. We request your approval of the following amendment.**

Office of The Superintendent

6940.865.113	Salary – Director of Sec Ed	\$ + 571.00
6940.865.182	Employee Allowances – Taxable	+ 1,800.00
6940.865.211	Emp Soc Sec Costs	+ 110.00
6940.865.221	Emp Retirement Costs	+ 123.00
6940.865.231	Emp Hosp Ins Costs	+ 1,847.00
6940.865.311	Contracted Services	- 13,000.00
6940.865.312	Workshop Expenses	- 400.00
6940.865.313	Advertising Fees	+ 283.00
6940.865.314	Printing & Binding	+ 305.00

BUDGET AMENDMENT

Local Current Expense Fund

May 9, 2013, Page 2

6940.865.327	Rentals	-	100.00
6940.865.341	Telephone	-	200.00
6940.865.341	Postage	-	300.00
6940.865.361	Membership Dues & Fees	+	3,037.00
6940.865.373	Building & Grounds Insurance	+	6,666.00
6940.865.375	Clerical Surety Bonds	-	2,247.00
6940.865.422	Repair Parts – CO cars	+	405.00
6940.865.423	Gas – CO cars	+	800.00
6940.865.459	Other Administrative Costs	+	<u>300.00</u>
Total – Office of The Superintendent		\$ +	.00

- D. We must transfer funds from additional pay to cover costs of personnel in the transition of Personnel Director. We request your approval of the following amendment.

<u>Personnel</u>			
6620.895.113	Salary – Personnel Director	\$ +	3,087.00
6620.895.211	Emp Soc Sec Costs	+	174.00
6620.895.221	Emp Retirement Costs	+	439.00
6620.895.231	Emp Hosp Ins Costs	+	216.00
6620.895.311	Contracted Services	+	579.00
6620.895.312	Workshop Expenses	-	65.00
6620.895.319	Other Professional & Technical Services	-	226.00
6620.895.332	Travel	-	460.00
6620.895.399	Recruiting	-	75.00
6620.895.411	Supplies & Materials	-	<u>170.00</u>
Total – Personnel		\$ +	3,499.00

- E. We have reviewed this area of the budget and find that we must transfer funds to cover substitute and benefits. We request your approval of the following amendment.

<u>Orientation/ILT/PBL</u>			
5110.896.163	Substitute Pay	\$ -	140.00
5110.896.211	Emp Soc Sec Costs	-	11.00
5210.896.163	Substitute Pay	+	140.00
5210.896.211	Emp Soc Sec Costs	+	<u>11.00</u>
Total – Orientation/ILT/PBL		\$ +	.00

BUDGET AMENDMENT
 Local Current Expense Fund
 May 9, 2013, Page 3

- F. We have reviewed this area of the budget and find that we must transfer funds to cover employer paid benefit costs as per contract. We request your approval of the following amendment.

Other Employee Benefits

5110.910.233	Unemployment Ins. Costs	\$ -	120.00
6940.910.239	Hrt/Str/Vision-Emp Ins Costs	+	<u>120.00</u>

Total – Other Employee Benefits	\$ +	.00
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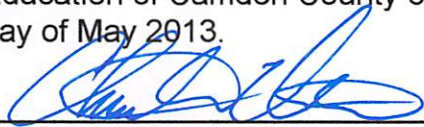
- G. We have reviewed this area of the budget and find that we must transfer funds to cover expenses within the Personnel budget area. We request your approval of the following amendment.

Additional Pay

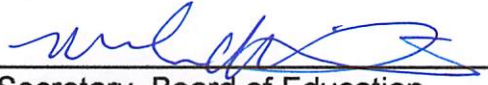
5110.911.181	Supplementary Pay	\$ -	1,099.00
5110.911.184	Longevity Pay	-	2,000.00
5110.911.188	Annual Leave	-	200.00
5110.911.189	Pay – Short Term Disability	-	<u>200.00</u>

Total – Additional Pay	\$ -	3,499.00
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Passed by majority vote of the Board of Education of Camden County on the 9th day of May 2013.



 Chairman, Board of Education



 Secretary, Board of Education

175
Budget Amendment



Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 9th day of May, 2013, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2013.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		7,758.00
6100	System-wide Support Services	7,758.00	
6500	Operation Support Services	3,975.00	
6900	Policy, Ldrshp & Pub Relations	525.00	
7100	Community Services		6,282.00
Explanation: Additional funds received for USCG Jr. Leadership Program			
Total Appropriation in Current Budget		\$ 1,440,168.45	
Amount of Increase/Decrease of Above Amendment		-1,782.00	
Total Appropriation in Current Amended Budget		\$ 1,438,386.45	

<p>Passed by majority vote of the Board of Education of Camden County on the 9th day of May 2013.</p> <div style="text-align: center; margin-top: 20px;">  _____ Chairman, Board of Education </div> <div style="text-align: center; margin-top: 20px;">  _____ Secretary, Board of Education </div>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20 ____.</p> <div style="text-align: center; margin-top: 20px;"> _____ Chairman, Board of County Commissioners </div> <div style="text-align: center; margin-top: 20px;"> _____ Clerk, Board of County Commissioners </div>
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BUDGET AMENDMENT
May 9, 2013

8. Other Local Current Expense Fund

- A. We have reviewed the After School Day Care budget and compared it to the After School Day Care revenue and we need to reduce the budget to match the projected revenue and reduce our fund balance appropriated. We request your approval of the following amendment.

<u>After School Day Care</u>	
7100.701.178 Salary – Day Care Workers	\$ - <u>6,282.00</u>
 Total – After School Day Care	 \$ - 6,282.00 =====
 4910 Revenue – Fund Balance Appropriated	 \$ + 6,282.00 =====

- B. We have reviewed this area of the budget and find that we must transfer funds to cover costs within the budget. We request your approval of the following amendment.

<u>Carol M. White PEP Grant</u>	
5113.332.163 Substitute Pay	\$ + 1,500.00
5113.332.167 Salary –TA as Sub	+ 140.00
5113.332.312 Workshop Expenses	- 1,640.00
5113.332.411 Instructional Supplies	+ 17,096.00
5113.332.418 Comp Software & Supplies	- 9,963.00
5113.332.461 Pur of Non-Cap Equipment	- 1,487.00
5113.332.462 Pur of Non-Cap Comp Hdwe	- 49,081.00
5113.332.541 Pur of Equipment	<u>+ 43,435.00</u>
 Total – Carol M. White PEP Grant	 \$ + .00

- C. We must increase our budget for the current year to reflect the additional funds needed to cover the costs of operating the activity buses. We request your approval of the following amendment.

<u>Operation of Activity Bus</u>	
6550.706.171 Activity Bus Driver	\$ + 4,000.00
6550.706.175 Salary – Transportation Personnel	+ 800.00
6550.706.319 Drug Testing	- 1,000.00
6550.706.331 Cont. Pupil Transportation	+ 500.00
6550.706.425 Tires & Tubes	<u>+ 200.00</u>

BUDGET AMENDMENT
Other Local Current Expense Fund
May 9, 2013, Page 2

Total – Operation of Activity Bus	\$ + 4,500.00
	=====
4890.706 Revenue – Operation of Activity Bus	\$ - 4,500.00
	=====

- D. We transfer funds within this program area to meet the needs of the technology department and to cover the cost of the system wide website. We request your approval of the following amendment.

<u>Computer Tech</u>	
5110.905.461 Pur of Non-Cap Equipment	\$ - 1,758.00
5110.905.462 Pur of Non-Cap Comp Hdwe	- 6,000.00
6110.905.311 Contracted Services	+ 7,558.00
6110.905.312 Workshop Expenses	+ 200.00
6510.905.341 Telephone for Telecommunications	- 525.00
6940.905.319 Other Prof & Tech Services	+ <u>525.00</u>
Total – Computer Tech	\$ + .00

Passed by majority vote of the Board of Education of Camden County on the 9th day of May 2013.



 Chairman, Board of Education



 Secretary, Board of Education

178
Budget Amendment

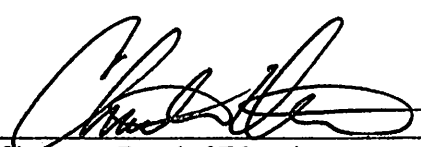

Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 9th day of May, 2013, passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2013.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		3,795.00
5200	Special Instructional Programs	176.00	
6600	Finance & Human Resources	3,499.00	
6900	Policy, Ldrshp, & Pub Relations	120.00	
Explanation:			
Total Appropriation in Current Budget		\$ 1,860,998.97	
Amount of Increase/Decrease of Above Amendment		.00	
Total Appropriation in Current Amended Budget		\$ 1,860,998.97	

<p>Passed by majority vote of the Board of Education of Camden County on the 9th day of May, 2013</p> <div style="text-align: center; margin-top: 20px;">  _____ Chairman, Board of Education </div> <div style="text-align: center; margin-top: 20px;">  _____ Secretary, Board of Education </div>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this _____ day of _____ 20____.</p> <div style="text-align: center; margin-top: 20px;"> _____ Chairman, Board of County Commissioners </div> <div style="text-align: center; margin-top: 20px;"> _____ Clerk, Board of County Commissioners </div>
---	---

BUDGET AMENDMENT
May 9, 2013

2. Local Current Expense Fund

- A. We have reviewed this area of the budget and find that we must transfer funds to cover the costs within the classroom support area. We request your approval of the following amendment.

Classroom Support

5110.842.411	Instructional Supplies	\$ - 267.00
5110.842.411.304	Instructional Supplies	- 1,992.00
5110.842.411.310	Instructional Supplies	- 4,000.00
5110.842.411.312	Instructional Supplies	- 2,179.00
5110.842.411.700	Instructional Supplies	- 2,936.00
5110.842.461.312	Pur of Non-Cap Equipment	+ 2,179.00
5110.842.462.304	Pur of Non-Cap Comp Hdwe	+ 2,135.00
5110.842.462.310	Pur of Non-Cap Comp Hdwe	+ 3,837.00
5110.842.462.700	Pur of Non-Cap Comp Hdwe	+ 3,198.00
5210.842.462.700	Pur of Non-Cap Comp Hdwe	<u>+ 25.00</u>
Total – Classroom Support		\$ + .00

- B. We have reviewed this area of the budget and find that we must transfer funds to cover the tutors for the at-risk program area from classroom teachers. We request your approval of the following amendment.

At Risk Programs

5330.847.121	Salary – Teacher	\$ - 10,000.00
5330.847.198	Salary – Tutor	<u>+ 10,000.00</u>
Total – At Risk Programs		\$ + .00

- C. We have reviewed this area of the budget and find that we must transfer funds to cover the costs within this program area. We request your approval of the following amendment.

Office of The Superintendent

6940.865.113	Salary – Director of Sec Ed	\$ + 571.00
6940.865.182	Employee Allowances – Taxable	+ 1,800.00
6940.865.211	Emp Soc Sec Costs	+ 110.00
6940.865.221	Emp Retirement Costs	+ 123.00
6940.865.231	Emp Hosp Ins Costs	+ 1,847.00
6940.865.311	Contracted Services	- 13,000.00
6940.865.312	Workshop Expenses	- 400.00
6940.865.313	Advertising Fees	+ 283.00
6940.865.314	Printing & Binding	+ 305.00

BUDGET AMENDMENT
Local Current Expense Fund
May 9, 2013, Page 2

6940.865.327	Rentals	-	100.00
6940.865.341	Telephone	-	200.00
6940.865.341	Postage	-	300.00
6940.865.361	Membership Dues & Fees	+	3,037.00
6940.865.373	Building & Grounds Insurance	+	6,666.00
6940.865.375	Clerical Surety Bonds	-	2,247.00
6940.865.422	Repair Parts – CO cars	+	405.00
6940.865.423	Gas – CO cars	+	800.00
6940.865.459	Other Administrative Costs	+	<u>300.00</u>
Total – Office of The Superintendent		\$ +	.00

- D. We must transfer funds from additional pay to cover costs of personnel in the transition of Personnel Director. We request your approval of the following amendment.

<u>Personnel</u>			
6620.895.113	Salary – Personnel Director	\$ +	3,087.00
6620.895.211	Emp Soc Sec Costs	+	174.00
6620.895.221	Emp Retirement Costs	+	439.00
6620.895.231	Emp Hosp Ins Costs	+	216.00
6620.895.311	Contracted Services	+	579.00
6620.895.312	Workshop Expenses	-	65.00
6620.895.319	Other Professional & Technical Services	-	226.00
6620.895.332	Travel	-	460.00
6620.895.399	Recruiting	-	75.00
6620.895.411	Supplies & Materials	-	<u>170.00</u>
Total – Personnel		\$ +	3,499.00

- E. We have reviewed this area of the budget and find that we must transfer funds to cover substitute and benefits. We request your approval of the following amendment.

<u>Orientation/ILT/PBL</u>			
5110.896.163	Substitute Pay	\$ -	140.00
5110.896.211	Emp Soc Sec Costs	-	11.00
5210.896.163	Substitute Pay	+	140.00
5210.896.211	Emp Soc Sec Costs	+	<u>11.00</u>
Total – Orientation/ILT/PBL		\$ +	.00

BUDGET AMENDMENT
Local Current Expense Fund
May 9, 2013, Page 3

- F. We have reviewed this area of the budget and find that we must transfer funds to cover employer paid benefit costs as per contract. We request your approval of the following amendment.

Other Employee Benefits

5110.910.233	Unemployment Ins. Costs	\$ -	120.00
6940.910.239	Hrt/Str/Vision-Emp Ins Costs	+	<u>120.00</u>
Total – Other Employee Benefits		\$ +	.00

- G. We have reviewed this area of the budget and find that we must transfer funds to cover expenses within the Personnel budget area. We request your approval of the following amendment.

Additional Pay

5110.911.181	Supplementary Pay	\$ -	1,099.00
5110.911.184	Longevity Pay	-	2,000.00
5110.911.188	Annual Leave	-	200.00
5110.911.189	Pay – Short Term Disability	-	<u>200.00</u>
Total – Additional Pay		\$ -	3,499.00

Passed by majority vote of the Board of Education of Camden County on the 9th day of May 2013.



 Chairman, Board of Education



 Secretary, Board of Education

**Camden County Board of Commissioners
AGENDA ITEM SUMMARY SHEET**

Item Number: 9.A-D

Consent Agenda

Meeting Date: June 3, 2013
Attachments: 4 (16 Pages)
Submitted By: Finance/ School Board

ITEM TITLE: School Budget Amendments

MOTION MADE	
BY:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
NO MOTION	_____
VOTE:	
S. Duckwall	_____
G. Meiggs	_____
M. McLain	_____
R. Krainiak	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

SUMMARY:

School Budget Amendments.

RECOMMENDATION:

Review & Approve.

**Camden County Sheriff's Office
Monthly News
April 2013
Sheriff Tony Perry**

The Camden County Sheriff's Office compiles statistics monthly. We hope this will inform the public of what is going on in Camden County.

Date	Property Crimes	Breaking & Entering	Larceny	Crimes Against Persons	Animal Control Calls	Assaults	Mental Commit.	Drug Arrests
Current- 04/13	1	2	4	5	27	1	3	2
Last Month-03/13	6	2	1	6	27	0	2	3
Last Year 04/12	3	3	4	4	20	1	1	2

Traffic Offense	Other Arrest	Juvenile Arrest	Total Arrest	Reports	Papers Served	Armed Robbery	Calls Answered	Building Checks
159	34	0	195	237	55	1	944	283
110	12	0	125	170	94	0	1021	346
189	21	0	212	236	136	1	986	181

944 calls answered an average 31.4 per day or 24 hour period.

Calls for Service 2013: 3,871

Calls for Service 2012: 11,853

Calls for Service 2011: 10,527

Training

In-Service Training- All Personnel

24 Hour Sheriff's Office Phone Number 252-338-5046!

05/07/2013 09:08
 sjones

Camden County, NC LIVE
 BALANCE SHEET FOR 2013 10

PG 1
 glbalsht

FUND: 0001 CENTRAL DEPOSITORY /

FUND: 0001 CENTRAL DEPOSITORY			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
01	101001	CENTRAL DEPOSITORY	-1,217,011.27	11,317,069.51
01	101002	RESTRICTED SECURITY CASH	.06	2,603.74
01	101003	CD'S INVESTMENTS	.00	550,000.00
01	101006	NCCMT INVESTMENT GEN FUND	-698,837.21	203,311.98
01	101007	NCCMT SCHOOL RESERVE FUND	.08	2,609.42
01	101008	FEREBEE COURTHOUSE TRUST	.05	1,534.11
TOTAL ASSETS			-1,915,848.29	12,077,128.76
LIABILITIES				
01	201010	DUE GENERAL FUND	965,286.67	-6,213,698.60
01	201012	DUE DEMOLITION FUND	-97.64	-60,402.41
01	201013	DUE R/D TECHNOLOGY FUND	-763.45	-9,745.32
01	201014	DUE SCATTERD HOUSING	10,314.50	20,686.40
01	201015	DUE TOURISM DEVELOPMENT	-10,170.43	-107,930.84
01	201023	DUE WATER & SEWER IMPACT FEES	14,834.74	-151,322.22
01	201028	DUE GREEN INDUSTRIAL PARK	74,238.56	698,124.92
01	201029	DUE SEWER PROJECT	110,120.36	95,179.37
01	201030	DUE SOUTH CAMDEN WATER/SEWER	196,292.72	-412,636.83
01	201032	DUE DISMAL SWAMP GIFT SHOP	-1,313.47	-72,326.83
01	201040	DUE CH & S FIRE COMMISSION	-1,653.56	-536,726.93
01	201041	DUE SM FIRE COMMISSION	-907.07	-418,891.91
01	201050	DUE SCHOOL FUND	-104.70	-26,188.39
01	201051	DUE DSS TRUST FUND	873.56	-21,659.90
01	201052	DUE SOCIAL SERVICES	27,182.09	-274,475.45
01	201053	DUE JOYCE CREEK PROJECT	-648.54	-173,559.98
01	201055	DUE E/D PROJECT FUND	-62.14	-68,677.55
01	201056	DUE FEREBEE TRUST FUND	-.05	-1,534.11
01	201060	DUE DISMAL SWAMP VISITORS CTR	-26,316.37	-38,184.28
01	201065	DUE COMMUNITY PARK TRUST FUND	142.68	-44,774.58
01	201070	DUE REVALUATION RESERVE	-497.14	-568,658.42
01	201071	DUE SPECIAL CAPITAL RESERVE	-34,005.08	-2,886,658.62
01	201075	DUE SCHOOL CAPITAL RESERVE	593,102.05	-803,066.28
TOTAL LIABILITIES			1,915,848.29	-12,077,128.76
TOTAL LIABILITIES + FUND BALANCE			1,915,848.29	-12,077,128.76

Clarran C. Mansfield, Finance Officer
 May 7, 2013

BOARD OF COMMISSIONERS

GARRY W. MEIGGS
Chairman

P. MICHAEL McLAIN
Vice Chairman

SANDRA J. DUCKWALL
CLAYTON D. RIGGS
RANDY KRAINIAK

**CAMDENCOUNTY**

new energy. new vision.

MICHAEL RENSRAW
County Manager

ASHLEY HONAKER
Clerk to the Board

JOHN S. MORRISON
County Attorney

OFFICIAL REPORT

DATE: May 10, 2013

TO: Board of Commissioners

From: Michael Renshaw, Budget Officer 

***Transfer of Funds**

***Pursuant to Budget Ordinance for FY 12-13, Article XXVI, Section 1(b), Budget Officer may transfer amounts up to \$5,000 between departments of the same fund with an official report on such transfers at the next regular meeting of the Board of Commissioners.**

Such transfers are attached.

05/10/2013 14:32
cmansfield

Camden County, NC LIVE
BUDGET AMENDMENTS JOURNAL ENTRY PROOF

PG 1
bgamdent

LN	ORG	OBJECT	PROJ	ORG	DESCRIPTION	ACCOUNT	DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
2013	11		25	05/10/2013	XFERS		BUA TRANSFERS					
1	104200	504100			ADMINISTRATION		ATTORNEY FEES		10,000.00	3,000.00	13,000.00	
	0010.4200.0000.00.504100							05/10/2013				
2	104700	504100			LEGALS		ATTORNEY FEES		64,756.00	-5,860.00	58,896.00	
	0010.4700.0000.00.504100							05/10/2013				
3	104400	504100			FINANCE		ATTORNEY FEES		.00	2,420.00	2,420.00	
	0010.4400.0000.00.504100							05/10/2013				
4	104410	504100			PERSONNEL DEPARTMENT		ATTORNEY FEES		196.00	200.00	396.00	
	0010.4410.0000.00.504100							05/10/2013				
5	105450	504100			PUBLIC WORKS ADMINISTRATION		ATTORNEY FEES		48.00	160.00	208.00	
	0010.5450.0000.00.504100							05/10/2013				
6	106050	504100			EXTENSION		ATTORNEY FEES		.00	80.00	80.00	
	0010.6050.0000.00.5041.00							05/10/2013				
** JOURNAL TOTAL										0.00		

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Camden County, NC LIVE
BUDGET AMENDMENT JOURNAL ENTRY PROOF

PG 2
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CLERK: cmansfield

YEAR PER	JNL	ACCOUNT	JNL	DESC	REF 1	REF 2	REF 3	ACCOUNT	DESC	T	OB	DEBIT	CREDIT
SRC	ACCOUNT	EFF	DATE	JNL	DESC	REF 1	REF 2	REF 3	LINE	DESC			
2013	11		25										
BUA	104200-504100								ATTORNEY FEES	5		3,000.00	
		05/10/2013		TRANSFERS	XFERS								
BUA	104700-504100								ATTORNEY FEES	5			5,860.00
		05/10/2013		TRANSFERS	XFERS								
BUA	104400-504100								ATTORNEY FEES	5		2,420.00	
		05/10/2013		TRANSFERS	XFERS								
BUA	104410-504100								ATTORNEY FEES	5		200.00	
		05/10/2013		TRANSFERS	XFERS								
BUA	105450-504100								ATTORNEY FEES	5		160.00	
		05/10/2013		TRANSFERS	XFERS								
BUA	106050-504100								ATTORNEY FEES	5		80.00	
		05/10/2013		TRANSFERS	XFERS								
									JOURNAL 2013/11/25	TOTAL		.00	.00

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Camden County, NC LIVE
BUDGET AMENDMENT JOURNAL ENTRY PROOF

PG 3
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FUND	YEAR	PER	JNL	EFF DATE	ACCOUNT DESCRIPTION	DEBIT	CREDIT
ACCOUNT							

FUND TOTAL						.00	.00

** END OF REPORT - Generated by Clarann Mansfield **

														Finance	May 13, 2013		
SALES TAX COLLECTION REPORT 2012-2013																	
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted			
Art. 39	\$50,393	\$36,232	\$42,289	\$37,107	\$39,665	\$42,362	\$54,307	\$39,233	\$57,192				\$398,780	\$510,000			
Art. 40	\$34,902	\$31,520	\$29,859	\$29,419	\$27,959	\$30,688	\$32,281	\$25,765	\$30,646				\$273,039	\$325,000			
Art. 42	\$11,630	\$8,747	\$12,448	\$8,891	\$9,213	\$9,830	\$12,418	\$9,162	\$12,733				\$95,072	\$120,000			
Art. 44	\$32	\$18	-\$1	-\$17	\$24	\$23	\$5	-\$9	\$359				\$434				
Total	\$96,958	\$76,518	\$84,596	\$75,400	\$76,861	\$82,903	\$99,011	\$74,151	\$100,571				\$766,969				
Total Budgeted														\$955,000			
SCHOOL CAPITAL RESERVE FUND																	
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted			
Art. 40	\$14,958	\$13,509	\$13,625	\$11,462	\$11,483	\$13,152	\$13,835	\$11,547	\$13,134				\$116,705	\$125,000			
Art. 42	\$17,445	\$13,120	\$12,027	\$13,336	\$13,820	\$14,744	\$18,627	\$13,744	\$19,100				\$135,963	\$175,000			
Totals	\$32,403	\$26,629	\$25,652	\$24,798	\$25,303	\$27,896	\$32,462	\$25,291	\$32,234				\$252,668				
Total Budgeted														\$300,000			
Grand Total	\$129,360	\$103,147	\$110,248	\$100,199	\$102,164	\$110,799	\$131,473	\$99,442	\$133,165				\$1,019,997	\$1,255,000			
SALES TAX COLLECTION REPORT 2011-2012																	
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted			
Art. 39	\$50,566	\$39,993	\$32,278	\$46,738	\$49,325	\$53,904	\$51,784	\$48,244	\$41,931	\$44,589	\$45,343	\$44,797	\$549,492	\$500,000			
Art. 40	\$33,460	\$31,107	\$31,073	\$30,059	\$25,708	\$29,444	\$36,470	\$25,596	\$30,049	\$31,906	\$25,234	\$32,053	\$362,159	\$315,000			
Art. 42	\$11,453	\$9,033	\$7,903	\$10,649	\$14,062	\$11,919	\$11,986	\$10,885	\$9,660	\$10,343	\$12,828	\$12,943	\$133,664	\$115,000			
Art. 44	\$45	\$19	\$32	\$61	-\$443	\$4	\$1,002	\$44	\$3		-\$1	\$28	\$794				
Total	\$95,524	\$80,152	\$71,286	\$87,508	\$88,652	\$95,271	\$101,242	\$84,768	\$81,643	\$86,838	\$83,404	\$89,820	\$1,046,108				
Total Budgeted														\$930,000			
SCHOOL CAPITAL RESERVE FUND																	
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted			
Art. 40	\$14,340	\$11,587	\$11,600	\$11,622	\$11,748	\$12,619	\$15,630	\$11,739	\$12,878	\$13,674	\$13,739	\$13,825	\$155,001	\$125,000			
Art. 42	\$17,180	\$14,154	\$11,854	\$15,973	\$14,034	\$17,878	\$17,979	\$16,327	\$14,491	\$15,514	\$12,998	\$12,920	\$181,302	\$200,000			
Total	\$31,520	\$25,741	\$23,454	\$27,595	\$25,782	\$30,497	\$33,609	\$28,066	\$27,369	\$29,188	\$26,737	\$26,745	\$336,303				
Total Budgeted														\$325,000			
Grand Total	\$127,044	\$105,894	\$94,740	\$115,103	\$114,434	\$125,768	\$134,851	\$112,834	\$109,012	\$116,026	\$110,142	\$116,566	\$1,382,411				