



**CAMDENCOUNTY**  
new energy. new vision.

**BOARD  
OF  
COMMISSIONERS**

**April 20<sup>th</sup>, 2015**

**6:00 PM Closed Session**

**7:00 PM - Regular Meeting**

**Historic Courtroom  
Courthouse Complex**

*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  
April 20th, 2015  
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 P. Michael McLain

**Closed Session**

**Pursuant to G.S. 143-318.11(a)(3) – Potential Litigation**  
**Pursuant to G.S. 143-318.11(a)(5) – Contract Negotiations**  
**Pursuant to G.S. 143-318.11(a)(6) – Personnel**

**7:00 P.M.**      **Welcome**

**Invocation & Pledge of Allegiance** – Clayton Riggs

**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.**      **Presentations**

- A.      ECBH & CoastalCare Presentation ..... (Pg. 5)
- B.      Proposed Consolidation of Cooperative Extension Services ..... (Pg. 6)
- C.      NCACC April Board Update Video ..... (Pg. 7)

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

- A. Register of Deeds Courthouse Software System ..... (Pg. 8-26)
- B. Proposal for Preliminary Engineering Analyses for Wastewater Treatment Facility, Camden Core-Area..... (Pg. 27-41)
- C. Set Hearing Dates-2015 Board of Equalization and Review ..... (Pg. 42)
- D. 2014 Advertisement of Tax Liens on real property ..... (Pg. 43-56)

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

- A. Library Board of Trustees ..... (Pg. 57-58)

**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 –
  - February 2<sup>nd</sup>, 2015 ..... (Attachment A)
  - February 20<sup>th</sup>, 2015 ..... (Attachment B)
- B. Tax Collection Report - March..... (Pg. 60-61)
- C. Tax Authorization to Collect (June Renewals) ..... (Pg. 62-63)
- D. Tax Refunds, Pickups, & Releases ..... (Pg. 64-66)
- E. Resolution in Support of WW II Coastwise Merchant Mariners..... (Pg. 67-72)
- F. Surplus Sales on Gov Deals..... (Pg. 73-76)
- G. HWY 158 Landscape Agreement ..... (Pg. 77-82)
- H. Set Public Hearing - Ordinance 2015-04-01..... (Pg. 83-113)

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

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

**Recess Commissioner's Meeting**

**SOUTH CAMDEN WATER & SEWER DISTRICT**  
**BOARD OF DIRECTORS**

1. Call to Order
2. Public Comments
3. Consideration of Agenda
4. New Business (For Discussion and Possible Approval)
  - A. Fire Flow Requirements for New Subdivision .....(Pg. 114-118)
5. Other Business
6. Adjourn

**Reconvene Commissioner’s Meeting**

- ITEM 9. Information, Reports & Minutes From Other Agencies .....(Pg. 119-241)**
- A. Economic Impacts of Wind Projects .....(Pg. 120-121)
  - B. Grid and Military Impacts of Wind Projects.....(Pg. 122-123)
  - C. Health Impacts of Wind Projects .....(Pg. 124-125)
  - D. Wildlife and Environmental Impacts of Wind Projects .....(Pg. 126-127)
  - E. County of Scotland Resolution regarding HB 589 .....(Pg. 128)
  - F. AC-Monday Morning Briefing-April 13 .....(Pg. 129-137)
  - G. PCEMS Reports-March 2015 .....(Pg. 138-144)
  - H. NCACC Risk Management Pool-Stewardship Report .....(Pg. 145-149)
  - I. AC April 16 2015 Agenda Packet .....(Pg. 150-241)

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

**ITEM 11. Adjourn**

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

**Item Number:** 3.A

**PRESENTATION**

**Meeting Date:** April 20<sup>th</sup>, 2015  
**Attachments:** 1 (1 Page)  
**Submitted By:** Clerk to the Board

**ITEM TITLE:** ECBH & CoastalCare

**SUMMARY:**

**Presentation by Leza Wainwright, ECBH Executive Director & Bland Baker, ECBH Northern Region Director on the Consolidation of East Carolina Behavioral Health and CoastalCare and Request to Approve a Resolution of Support for an Alternative Governance Structure for the Area Authority serving Camden County.**

**RECOMMENDATION:**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

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

**Item Number: 3.B**

**PRESENTATION**

**Meeting Date: April 20<sup>th</sup>, 2015**  
**Attachments: 1 (1 Page)**  
**Submitted By: Cameron Lowe,**

**ITEM TITLE: Proposed Consolidation of  
Cooperative Extension Services**

**SUMMARY:**

**RECOMMENDATION:**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

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

**Item Number:** 3.C

**PRESENTATION**

**Meeting Date:** April 20<sup>th</sup>, 2015  
**Attachments:** 1 (1 Page)  
**Submitted By:** Angela L. Wooten, Clerk to  
the Board

**ITEM TITLE:** NCACC April Board Update Video

**SUMMARY:**

**RECOMMENDATION:**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

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

**Item Number:** 4.A

**New Business**

**Meeting Date:** April 20, 2015  
**Attachments:** 2 (17 Pages)  
**Submitted By:** Tammie Krauss, Register of Deeds

**ITEM TITLE:** Proposed Change of Register of Deeds Software Package

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

**SUMMARY:**

Register of Deeds Tammie Krauss has conducted extensive research as to an optional software package for use in the Register of Deeds Office. The Register of Deeds Office has utilized Cott Software Systems since March 2011 (see attached contract agreement). Several issues related to technical support and customer service have been identified since entering into this agreement with Cott Software Systems. In addition, the current contract with Cott Software Systems expires on June 30, 2015.

The Register of Deeds has spoken with Raleigh-based software vendor Courthouse Software System (CSS). Based upon discussions with other nearby jurisdictions that currently use CSS, the Register of Deeds is confident that this system offers a more user-friendly and customer-focused software solution. Additionally, the Register of Deeds believes that CSS provides more effective and timely technical support for the office staff. The Register of Deeds has obtained a proposed contract agreement from CSS that better meets the needs of her office and is cost-neutral to the County (see attached CSS contract agreement).



**RECOMMENDATION:**

**The Register of Deeds recommends that the Board of Commissioners approve the attached contract agreement with Courthouse Software System for the period May 1, 2015 through June 30, 2017.**

**If the Board of Commissioners approve this new agreement, the Register of Deeds will notify current software vendor Cott Software Systems of its intent to terminate the existing agreement.**


**Software Lease Fees | Schedule of Payments | Initial Service Term 36**
**Invoice issued 1<sup>st</sup> of each month**
**\$810/mo.**

Invoices are due within thirty (30) days of issue.

**TERM:** The current contract term expires 6/30/2015. The new 36 month contract term is effective from 7/1/2015 through 6/30/2018.

In addition to above stated fees:

- Microfilm will be invoiced at \$0.036/image on monthly basis for the actual quantity of images processed the previous month; based on estimated 9,947 images per year, equates to approximately \$29/mo.

**Customer to provide the following:**

- High Speed Internet Connection
- Hardware/Network Software
- Microsoft Windows Proficiency
- Firewall | ISP [Internet Service Provider]

**HARDWARE SPECIFICATIONS – Hosted Resolution3**
**1-5 office employees plus 1-3 public access stations**
**Broadband High Speed Access**

All customers require broadband access into their office. The following minimum is required for Cott applications; additional internet usage by the office should also be factored in when determining capacity needed. Broadband speed needs vary per office but typically fall between .3 - .5 Mbps downstream and upstream per station (both user and search stations), with a latency less than 100 ms. Higher speeds will result in a better user experience.

**Workstations**

Intel Core i5 2.2Ghz+  
Windows® 7 pro  
4GB RAM

**Search Stations**

Intel Core i3 2.0Ghz+  
Windows 7 pro  
2GB Ram  
24" Widescreen 16x10 , Adjustable Stand, VGA/DVI Monitor

**Printers**

*High capacity:* DELL B5460DN (512mb RAM min)  
*Low capacity:* Dell B3460DN (512mb RAM min)

**Scanners**

*ADF:* Fujitsu fi-7160  
*ADF + flatbed:* Fujitsu fi-7260 or Fujitsu fi-6770

**Specialty Fee Devices**

GX43-102510-000 ZEBRA, GX430, 300 DPI, (spare label printer recommended)  
TM-H6000IV-8771 EPSON THERMAL SLIP/RECEIPT -or- TM-H6000III-772 with TransScan™ (Check Scanner) (must be a USB)

**Cash Drawer**

APG Cash Drawer JB320BL1816 (older Indiana cash drawers will not work with USB receipt printers)

**\*The equipment listed in this specification sheet has been tested successfully with our software. Due to the abundance of hardware available in the market place, additional equipment not listed may be compatible with our software. If you have questions regarding equipment not listed, please contact your sales representative for additional guidance.**

CONTRACT  
Expires  
///



## TERMS AND CONDITIONS

1. **Payments; Late Charges; Taxes.** Unless otherwise specified, all payments are due, without setoff, within 30 days after invoice. Late charges not to exceed three per cent (3%) per month, may be assessed by Cott on past due accounts unless prohibited by local law. Cott's fees are exclusive of all sales, use and similar taxes which may be levied as a result of the purchase of Cott's products or services by Customer, which taxes shall be the responsibility of Customer. If Customer is exempt from any tax, Customer shall provide Cott with a valid certificate of exemption.
2. **Warranty.** Other than any express warranties set forth in the Agreement or any applicable Addendum and Schedule, **THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THOSE OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR INTENDED USE OR NONINFRINGEMENT.** Customer's sole and exclusive remedy for any failure of a product or service to conform to an applicable warranty shall be the repair of such product or refurbishing of such service according to the warranty. This exclusive remedy shall not have failed of its essential purpose. Customer specifically acknowledges that Cott's price for its products and services is based upon the limitations of Cott's liability as set forth in these Terms. These limitations shall survive any finding that the exclusive remedy of Customer failed of its essential purpose.
3. **Limitation of Liability.** IN NO EVENT SHALL COTT BE LIABLE FOR LOST PROFITS OR SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, LIQUIDATED OR PUNITIVE DAMAGES EVEN IF COTT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. In any event, Cott's liability in the aggregate shall not exceed the amount received by Cott from Customer under the Agreement with respect to the applicable product or service. No action under the Agreement may be brought by either party more than one year after the cause of action accrued, except that an action for nonpayment may be brought within one year after the date of last payment.
4. **Governing Law.** The validity, interpretation and enforcement of this Agreement shall be governed by the state law where Customer resides.
5. **Force Majeure.** Cott will not be liable for any delay or failure due to fire, explosion, action of the elements, strikes or other labor disputes, restrictions imposed by law, rules or regulations of a public authority, acts of military authorities, war, terrorist acts, riots, civil disturbances, interruptions, or delays of utilities, telephone or telecom service, interruption of transportation facilities, and any other cause which is beyond the reasonable control of Cott, and which, by the exercise of reasonable diligence, Cott is unable to prevent. The happening of such Force Majeure will extend the time of performance to such extent as may be necessary to enable it to complete performance after the cause or causes of delay or failure have been removed.
6. **Assignment; Successors.** This Agreement will be binding upon and inure to the benefit of the parties hereto, and, except as otherwise specifically provided in the Agreement, their respective successors, and assigns; provided, however, that neither the Agreement, nor any rights under the Agreement, may be assigned, transferred, or encumbered by Customer, directly or indirectly, without Cott's prior written consent. Cott may assign this Agreement or any interest herein in connection with the transfer of substantially all of the assets or equity interest of Cott or one of its lines of business.
7. **Construction and Interpretation.** Subject headings are for convenience only. They do not define, limit or describe the scope or intent of the provisions of the Agreement. The Agreement shall be deemed to have been prepared jointly and any ambiguity shall not be interpreted against any party and shall be interpreted as if each of the parties had prepared the Agreement. Statements set forth in any preamble or recitals are made for the purpose of providing background information. Such statements do not constitute representations, warranties or covenants of the parties.
8. **Notices.** Except as otherwise specified, any notice or other communication shall be in writing and deemed given when delivered in person, by fax, e-mail or other electronic means and confirmation of receipt is received or two days after being sent by certified or registered United States mail, return receipt requested, postage prepaid, addressed to the party at the address set forth in the Agreement. A party may change its address for notices.
9. **Miscellaneous.** The Agreement, any Addendums and Schedules executed by Cott and Customer, any attachments or exhibits thereto and these Terms and Conditions constitute the complete and exclusive agreement between Cott and Customer with regard to their subject matter, and supersede all prior or contemporaneous agreements, understandings, discussions or representations. The Agreement may not be modified or amended except in a writing signed by Cott and Customer. Acceptance of the offer presented by this Agreement is limited to the terms set forth herein. The terms of this Agreement including any Addendum or Schedule may not be edited or modified in any manner prior to signing by Customer. Any additional or different terms added to this Agreement by Customer will be considered proposals for additional terms to the contract and are hereby rejected, unless expressly accepted by Cott in writing prior to performance hereunder. Any term or provision of the Agreement that is invalid or unenforceable shall not affect the validity or enforceability of its remaining terms or provisions. No waiver of any term or provision will be effective unless in writing and signed by the party to be charged. No such waiver will be deemed a waiver of any subsequent default under the same or any other term or provision. Nothing herein expressed or implied is intended or shall be construed to give any person other than the parties hereto any rights or remedies. The Agreement, and any part thereof, may be executed in counterparts, each of which when so executed shall be deemed to be an original.
10. **Term.** This Agreement will begin when it is signed by Customer and continue until all Addendums have expired or terminated. These Terms and Conditions shall survive the termination or expiration of this Agreement.
11. **Breach.** Cott or Customer may terminate an Addendum if the other party materially breaches an Addendum and fails to correct the breach within 30 days following written notice specifying the breach. Such termination shall not relieve Customer's obligation to pay all fees accrued or sums due and remaining unpaid under the Addendum.
12. **Authority.** By execution of this Agreement or any Addendum, Customer represents and warrants that this Agreement and Addendum, as the case may be, has been properly approved and authorized in accordance with the laws, rules, regulations and procedures governing Customer, and that the person(s) signing on behalf of Customer are authorized to bind Customer to the terms and conditions thereof.
13. **No Solicit.** Customer agrees not to encourage or solicit any employee to leave Cott's employment or hire Cott employees.
14. **Order of Precedence.** Where possible, the terms of this Master Agreement and the terms of each Addendum and Schedule will be construed consistently. Where not possible, the terms of this Master Agreement will control unless specifically preempted by the terms of an Addendum or Schedule, in which case the Addendum or Schedule will control.

## INFORMATION MANAGEMENT SOLUTIONS

## Hosted Services Addendum

This *Hosted Services Addendum* ("Addendum") is by and between Cott Systems, Inc. ("Cott") and its customer ("Customer") identified on the attached *Hosted Schedule* ("Schedule") and is being executed under *Cott's Master Agreement for Products and Services* in order for Cott to provide the software and services described herein.

1. **Services.** During the term, Cott will host and make available to Customer the service specified and described in the Schedule (the "Service"). The Service may be used only by current employees, staff and authorized officials of the Customer and only in accordance with any use limitations specified in the Schedule (collectively, the "Limitations on Use"). Cott will provide one copy of a User Manual or other written materials delivered by Cott in connection with the deployment of the Service (the "Documentation"). Customer may make one copy of the Documentation, and such copy must include all appropriate copyright and proprietary notices.
2. **Inspection and Acceptance.** Cott will make the Service available for review and testing by Customer. The date of the earliest to occur of the following will be the "Go-Live Date": (a) the storage or indexing of data utilizing the Service, (b) the recordation or acceptance of documents for recording by Customer or Customer's system, or (c) the databases associated with the Service are made available to the public. Within two (2) business days after the Go-Live Date, Customer will inspect, approve and accept all aspects of the Service including the form, content, searchable data, appearance and functionality of the Service. Unless Cott receives from Customer detailed written notice of deficiencies in the Service within two (2) business days of the Go-Live Date, Customer will be deemed to have accepted the Service. If Cott receives such notice, Cott shall use its best efforts to correct any deficiencies that are attributable to Cott as promptly as possible. Customer agrees to cooperate with and assist Cott in the migration to and testing of the new system and in the diagnosis and correction of any deficiencies. Irrespective of whether deficiencies are noted, if the Service is in use by Customer, all fees and payments specified in the Schedule shall be due and paid in a timely manner.
3. **Customer Link.** Customer is responsible for procuring and maintaining a high capacity service line between the Hosted System and Customer's system and any specified security measures according to the specifications in the Schedule (the "Customer Link") in order to ensure proper transmission of the Service.
4. **Capacity of the Hosted System.** The Service will be hosted on servers and other equipment owned and maintained entirely by Cott (the "Hosted System"). Customer acknowledges that Cott relies on third party vendors to host and deliver the Service. Customer acknowledges that the Customer's fees are based, in part, on a number of factors including, where applicable, the number of instruments, images, and transactions in the databases, the number of Cott software products underlying the Service and the annual filing volume specified in the Schedule (collectively, the "Storage Factors"). If at any time Cott determines that the storage capacity should be upgraded to accommodate an increase in any one or more of the Storage Factors, or if bandwidth or other capacity should be upgraded to accommodate the traffic to, and use of, the Hosted System by Customer or its end-users, Cott will inform Customer of the price increase which will go into effect the next monthly billing cycle.
5. **Term.** The initial term of this Addendum will begin on the date this Addendum is entered into and continue for the Initial Service Term specified in the Schedule. The expiration shall occur on the last day of the month of the applicable anniversary of the Go-Live Date. For example, if the Go-Live Date is March 15, the initial term will expire March 30 of the applicable year. Upon expiration of the initial term, this Addendum will automatically renew for successive one (1) year periods. Customer may elect not to renew the term by giving Cott notice of non-renewal at least thirty (30) days before the scheduled expiration of the then-current term.
6. **Fees.** Fees for the Service for the first term are specified in the Schedule. Monthly fees will not begin until the Go-Live Date and will be invoiced on the first day of each calendar month. If the Go-Live Date is in the middle of a month, the first month's fees will be prorated and will be invoiced on the Go-Live Date. The monthly fee for the last month of term will be invoiced upon the Go-Live Date ("Service Deposit"), and will be credited to final invoice at end of term or in event Customer elects to end service.
7. **Renewal.** Fees for renewal terms will be specified by Cott at least forty-five (45) days prior to the expiration of the then-current term. Fee increases may be necessary based on a number of factors including the Storage Factors, Cott's then current pricing plan for hosting services and Cott's costs for hosting equipment, security, facilities and telecommunications.
8. **Security and Data Protection.** Cott will implement and maintain reasonable security, back-up and recovery procedures in delivering the Service. Although Cott will implement reasonable procedures to prevent unauthorized access to protected data

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## INFORMATION MANAGEMENT SOLUTIONS

on the Hosted System, Customer acknowledges that it is impossible to completely eliminate this risk due to the public nature of the Internet.

9. **Service Levels.** Cott will use commercially reasonable efforts to ensure that the Service is operational and accessible in accordance with the service levels specified in the Schedule. If any outage, interruption of service, unscheduled down time, decrease in availability or other service level deficiency occurs, Customer shall promptly notify Cott Customer Support. Cott Customer Support will investigate the deficiency and use commercially reasonable efforts to correct any deficiency in the Hosted System. Customer will be responsible for and use commercially reasonable efforts to correct any deficiency in the Customer Link.
10. **Customer Support.** Cott's Customer Support program is included in the hosted service offering and contains two elements. Cott provides customer support services as described in the "Customer Support Processes Exhibit" and Cott provides software update services. Provided Customer is not then in breach, Customer Support entitles Customer to receive, at no additional charge, software patches ("Patches") and software releases ("Releases") to the current version of any Cott software underlying the Service which increase the speed, efficiency or ease of operation of the Service. Patches typically are driven by Cott's Technical Support where the reported issue is deemed a 'bug'. Releases are a group of enhancements to existing software modules that are requested by customers. Releases are reviewed by customers using the same version of software within the same state, and are evaluated by a Cott committee prior to development and implementation. Any hardware or equipment upgrades at Customer's site that are necessary in order to install and run the Releases will be the responsibility of the Customer. Cott reserves the right to charge additional fees for modifications to the Service requested by Customer which are beyond the scope of Patches and Releases as defined herein.
11. **Termination; Material Breach.** This Addendum may be terminated by the non-breaching party if a "material breach" occurs. A "material breach" means any of the following which remain uncured to the reasonable satisfaction of the non-breaching party after ten (10) days notice specifying the breach is provided: (a) Customer's violation of the Limitations on Use; (b) Customer's unauthorized duplication of the Documentation; (c) Customer's violation of its obligations with respect to Cott's Confidential Information; (d) Cott's failure to reasonably perform its obligations hereunder; or (e) Customer's failure to timely pay Cott all sums due hereunder. If a material breach occurs, this Addendum including any Schedules may be terminated, in the discretion of the non-breaching party, upon written notice of termination.
12. **Early Termination.** Customer may terminate these services and this Addendum by providing sixty (60) days written notice to Cott. Cott is entitled to recover from Customer the remaining unpaid portion of the Implementation Fee specified in the Schedule. In addition, Customer shall pay twenty-five percent (25%) of the sum of the remaining monthly fees for the then-current term as liquidated damages and not as a penalty. Cott will cease providing the Service on the last day of the monthly term that occurs 60 days after Cott's receipt of the termination notice. Cott will apply the Service Deposit to Customer's account prior to issuing a final invoice. Customer will be responsible for the monthly fees up to the date of termination.
13. **Training.** Cott will provide training on the operation of the Service as specified in the Schedule. Cott training options may include, though are not limited to, training at Customer's location, training at Cott's location and remote online training over the internet. Training days are measured by the number of Cott personnel utilized, multiplied by the number of days that training is provided and include travel time for Cott personnel to travel to and from Customer's location. For example, two Cott personnel traveling one-half day to Customer's location, providing four days of training, and traveling one-half day to return to Cott would amount to 10 training days. One day of training shall be defined as not fewer than 6½ hours. Cott reserves the right to charge additional fees for additional training requested by Customer, and for training beyond the scope of training specified in the Schedule. Cott will notify Customer of any additional charges.
14. **Patent and Copyright Indemnification.** Cott will defend at its expense any action brought against Customer based upon a claim that the Service infringes any patent, copyright, trade secret or other proprietary right of any third party and pay any costs and damages finally awarded against Customer in such action, which are attributable to such claim, provided that Customer notifies Cott promptly in writing of the claim and Cott is given the opportunity of fully participating in the defense and/or agrees to any settlement of such claim. Such indemnity, however, is specifically exclusive of any such claims which arise or result from the misuse of the Service; the use of the Service in combination with software not delivered or furnished by Cott; or use of the Service in the manner for which the same was neither designed nor contemplated. If Customer, as a result of a dispute regarding a proprietary right, is required to cease using the Service, Cott shall either (i) modify the Service so that Customer's use hereunder ceases to be infringing or wrongful, or (ii) procure for Customer the right to continue using the Service. If, after reasonable efforts, Cott is unable to achieve either (i) or (ii) above, either party shall have the right to terminate this Addendum upon thirty (30) days written notice to the other.
15. **Warranty.** Cott warrants that the Service will perform in substantial accordance with the functional overview provided in the Schedule. Customer shall give Cott prompt notice of any defect. If Cott determines that the Service is defective and is covered by the warranty, Cott will remedy the deficiency. Cott will be afforded a commercially reasonable period of time to remedy the



## INFORMATION MANAGEMENT SOLUTIONS

deficiency and will not be considered in breach if Cott commences to cure the deficiency within such period and diligently proceeds towards the remedy of the deficiency. The foregoing are Customer's sole and exclusive remedies for breach of this warranty. This warranty is expressly contingent upon proper use and application of the Service at all times in accordance with the Documentation. The warranty does not apply if malfunctions or errors are caused by defects in Customer's associated equipment, software, terminals or networks or a deficiency in the Customer Link.

16. **Disclaimer of Warranty.** COTT DISCLAIMS ANY AND ALL RESPONSIBILITY OR LIABILITY FOR THE ACCURACY, CONTENT, DISCLOSURE, COMPLETENESS, LEGALITY OR RELIABILITY OF INFORMATION DISPLAYED AS A RESULT OF THE USE OF THE SERVICE. EXCEPT AS SPECIFICALLY SET FORTH HEREIN, NEITHER COTT NOR ANY OF ITS VENDORS MAKES ANY REPRESENTATIONS OR WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO THE SERVICE, THE HOSTED SYSTEM OR THE OTHER PRODUCTS OR SERVICES PROVIDED BY COTT OR THE FUNCTIONALITY, PERFORMANCE, RELIABILITY, COMPLETENESS, TIMELINESS, SECURITY OR RESULTS OF USE THEREOF. WITHOUT LIMITING THE FOREGOING, EXCEPT AS SPECIFICALLY SET FORTH HEREIN, NEITHER COTT NOR ANY OF ITS VENDORS WARRANTS THAT THE SERVICE, THE HOSTED SYSTEM OR THE OTHER PRODUCTS OR SERVICES PROVIDED BY COTT OR THE OPERATION THEREOF ARE OR WILL BE COMPLETE, ACCURATE, ERROR-FREE, UNINTERRUPTED OR SECURE OR MEETS OR WILL MEET CUSTOMER'S REQUIREMENTS.
17. **Confidentiality.** "Confidential Information" means any object code and machine-readable copies of any Cott software, the Documentation, information, specifications, trade secrets, viewable pages, screen shots or other images of the Service intended for use or viewing only by employees of Customer (as opposed to the public at large) and any other proprietary information supplied to Customer by Cott. Customer acknowledges that the Confidential Information constitutes valuable trade secrets and agrees that it will use the Confidential Information solely in connection with its internal use of the Service and will not disclose, or permit to be disclosed, the Confidential Information to any third party without Cott's prior written consent.
18. **Data Presented.** While the Service allows for excluding certain data from being viewable when accessing the Hosted System, Customer acknowledges and agrees that Customer is responsible for complying with all applicable laws regulating the disclosure of private, sensitive or personal information. Cott exercises no control over, and specifically rejects any responsibility for the form, content, accuracy or quality of information of the Customer passing or obtained through or resident on the Hosted System. Customer is responsible for determining which records, fields, data, images or portions thereof, are available for searching or viewing of the Customer's data and images on the Hosted System. Customer will be responsible for implementing and carrying out such standards, and Customer is responsible for any data input errors. Customer will permit Cott to include in the viewable portion of Customer's website customary terms of use applying to Customer's end-users, and any provisions reasonably required by Cott from time to time.
19. **Ownership of Service and Data.** Nothing in this Addendum shall be construed to grant Customer any ownership right in the Service, Cott's software or the Documentation. Cott and Customer agree that Cott is the owner of the Service. Customer is the owner of the data on the Hosted System. Customer owns all rights and privileges to such data and Cott will not remarket or claim ownership in it.
20. **Indemnity.** Where permitted by applicable law, Customer agrees to indemnify and hold harmless Cott and its employees and agents from and against any claims, causes of action, losses, damages, costs or expenses (including reasonable attorneys' fees) arising out of or relating to the use of Customer's system by third parties and end-users.
21. **End-Users.** Customer acknowledges and agrees that Customer, and not Cott, will provide customer service for Customer's end-users, including though not limited to public searchers and internet users of Customer's system, and accordingly Customer will be the point of contact for all questions and problems from Customer's end-users. Customer is responsible for establishing, managing and monitoring accounts with such end-users and will require all end-users to agree to and abide by terms of use containing terms reasonably acceptable to Cott in connection with the use of Customer's system.
22. **Standard Terms.** Cott's Master Agreement for Products and Services also applies to the provision of products and services by Cott under this Addendum and the terms of such agreement are hereby incorporated by reference. The terms actually set forth in this Addendum will govern in the event of any conflict or inconsistency between its terms and the terms set forth in any other document between the parties.



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## INFORMATION MANAGEMENT SOLUTIONS

**23. Offer Limited to Terms.** Acceptance of the offer presented by this Addendum is limited to the terms set forth herein. The terms of this Addendum, including any Schedule, may not be edited or modified in any manner prior to signing by Customer. Any additional or different terms added to this Addendum by Customer will be considered proposals for additional terms to the contract and are hereby rejected, unless expressly accepted by Cott in writing prior to performance hereunder.

The terms of this Addendum govern the provision of the Service by Cott under this Addendum and any Schedule executed by Cott and Customer hereunder. Schedules may be executed at any time during the term of this Addendum and will become part of and be incorporated in this Addendum.






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 INFORMATION MANAGEMENT SOLUTIONS

## Addendum for Microfilm Creation Services

This Addendum for Microfilm Creation Services ("Addendum") is by and between Cott Systems, Inc. ("Cott") and its customer ("Customer") identified on the attached *Hosted Schedule* ("Schedule") and is being executed under *Cott's Master Agreement for Products and Services* in order for Cott to provide the microfilm creation services described herein.

1. **Service.** Cott will produce microfilm of record book images/pages as specified in the Schedule.
2. **Source.** The source of images is single page files, whereby each page of the recorded document is equal to one (1) file. While Cott will use reasonable efforts to produce quality microfilm, Customer is responsible for ensuring that the quality of the initial images provided to Cott is suitable.
3. **Acceptance.** Within seven (7) days of shipment from Cott, Customer will approve and accept the microfilm created and/or the letter fully identifying the microfilm created.
4. **Term.** The initial term of this Addendum will begin on the date this Addendum is signed by Customer and continue for the term specified in the Schedule. This Addendum will automatically renew for successive one (1) year periods. Customer may terminate these services for the current term by providing written notice to Cott. Customer will be responsible for one hundred percent (100%) of the fees up to the date of termination.
5. **Fees.** Monthly fees are specified in the Schedule and will be invoiced on the first (1<sup>st</sup>) day of each calendar month. Fees are based on an average number of images processed per month as specified in the Schedule. Customer acknowledges Cott's right to increase the monthly fee in the event the actual amount of microfilm created does not substantiate the current monthly fee amount.
6. **Security, Data Protection.** Cott will implement and maintain reasonable procedures for handling the media and microfilm. Although Cott will implement reasonable procedures to prevent unauthorized access to private or protected data contained within the media or microfilm, Customer acknowledges that it is impossible to completely eliminate risk due to the public nature of transporting the media or microfilm. Customer acknowledges that microfilm is susceptible to naturally occurring degradation in quality and readability over time.
7. **Disclaimer of Warranty.** COTT DISCLAIMS ANY AND ALL RESPONSIBILITY OR LIABILITY FOR THE ACCURACY, CONTENT, DISCLOSURE, COMPLETENESS, LEGALITY OR RELIABILITY OF MICROFILM. EXCEPT AS SPECIFICALLY SET FORTH HEREIN, NEITHER COTT NOR ANY OF ITS VENDORS MAKES ANY REPRESENTATIONS OR WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO THE MICROFILM AVAILABLE THROUGH THIS SERVICE OR THE OTHER PRODUCTS OR SERVICES PROVIDED BY COTT OR THE FUNCTIONALITY, PERFORMANCE, RELIABILITY, COMPLETENESS, TIMELINESS, SECURITY OR RESULTS OF USE THEREOF. WITHOUT LIMITING THE FOREGOING, EXCEPT AS SPECIFICALLY SET FORTH HEREIN, NEITHER COTT NOR ANY OF ITS VENDORS WARRANTS THAT THE MICROFILM OR THE OTHER PRODUCTS OR SERVICES PROVIDED BY COTT OR THE OPERATION THEREOF ARE OR WILL BE COMPLETE, ACCURATE, ERROR-FREE, UNINTERRUPTED OR SECURE OR MEETS OR WILL MEET CUSTOMER'S REQUIREMENTS.
8. **Limitation of Liability:** IN NO EVENT SHALL COTT BE LIABLE FOR LOST PROFITS OR SPECIAL, INDIRECT, INCIDENTAL, CONSEQUENTIAL, LIQUIDATED OR PUNITIVE DAMAGES EVEN IF COTT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. In any event, Cott's liability in the aggregate shall not exceed the amount received by Cott from Customer under this Addendum with respect to the applicable service. No action under the Addendum may be brought by either party more than one year after the cause of action accrued, except that an action for nonpayment may be brought within one year after the date of last payment.



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## INFORMATION MANAGEMENT SOLUTIONS

9. **Standard Terms.** Cott's Master Agreement for Products and Services also applies to the provision of products and services by Cott under this Addendum and the terms of such agreement are hereby incorporated by reference. The terms actually set forth in this Addendum will govern in the event of any conflict or inconsistency between its terms and the terms set forth in any other document between the parties.

The terms of this Addendum govern the provision of microfilm creation services by Cott under this Addendum and any Schedule executed by Cott and Customer hereunder.



## INFORMATION MANAGEMENT SOLUTIONS

### Hardware and Network Software Addendum

This *Hardware and Network Software Addendum* ("Addendum") is by and between Cott Systems, Inc. ("Cott") and its customer ("Customer") identified on the attached *Hosted Schedule* ("Schedule") and is being executed under *Cott's Master Agreement for Products and Services* in order for Cott to provide the products and services described herein.

1. **Hardware, Network Software.** In consideration of the payments and for the specified period of time, Cott will provide the hardware ("Hardware") and network software ("Network Software") as described in the Schedule. The Schedule will specify whether the Hardware will be sold or leased to Customer and the terms of such purchase or lease. The Network Software will be provided to Customer under a license between Customer and the third party licensor of the Software.
2. **Installation.** Cott will install the Hardware and Network Software as specified in the Schedule. Installation days are measured by the number of Cott personnel utilized, multiplied by the number of days installation is provided. For example, 6 days of installation is equal to 3 Cott training personnel utilized for 2 days. A day of installation shall be defined as not fewer than 6 and ½ hours. Cott reserves the right to charge additional fees for additional installation requested by Customer, and for installation beyond the scope specified in the Schedule. Cott will notify Customer of any additional charges.
3. **Inspection and Acceptance.** The Hardware and Network Software in operating condition will be made available by Cott for review by Customer; this date will be the "Go-Live Date." Unless Cott receives detailed written notice from Customer of any deficiencies in the Hardware and Network Software within two (2) business days of the Go-Live Date, Customer will be deemed to have inspected, approved and accepted all aspects of the Hardware and Network Software. If Cott receives such written notice, Cott and Customer will work together to correct the deficiencies in a timely manner. Irrespective of whether deficiencies are noted, if the Hardware and Network Software is in use by Customer, all fees and payments shall be due and paid in a timely manner.
4. **Maintenance.** Cott will provide ongoing maintenance on the Hardware (collectively, "Maintenance") as described in the Schedule and customer support services as described in the "Customer Support Processes Exhibit." Maintenance will be limited to only those select Hardware components specified in the Schedule where Cott enters into a maintenance agreement with a third party vendor for purposes of upgrading the standard manufacturer's warranty. Maintenance begins as of the Go-Live Date and will last for the Initial Support Term specified in the Schedule. However, Maintenance will cease to be available if the third party vendor rendering the service ceases providing such Maintenance.
5. **Maintenance Fees.** Maintenance fees will remain fixed until the first anniversary of the Go-Live Date, except that Cott may (a) pass along to Customer an increase in third party maintenance if announced by the vendor, and (b) on each anniversary of the Go-Live Date, Cott may increase the Maintenance fees with a maximum additional increase of ten percent (10%) of the then-current fees. The fees will not begin until the Go-Live Date and will be invoiced on the first day of each calendar month in advance. If the Go-Live Date is any day other than the first day of a month, the initial month's fees will be prorated and will be invoiced on the Go-Live Date, unless Customer is then receiving other maintenance services from Cott (in which case the fees will begin on the first day of the next month). Maintenance fees for the last month of the term will be invoiced upon the Go-Live Date (the "Maintenance Fee Deposit") and will be credited to Customer's last invoice of the term.
6. **Renewal.** After the expiration of the Initial Support Term, Maintenance will automatically renew for additional one (1) year periods unless Customer notifies Cott, no later than ninety (90) days before the scheduled expiration of the Initial Support Term or the applicable renewal period. Cott will endeavor to notify Customer of the fees for renewal terms at least one hundred twenty (120) days prior to the expiration of the then-current term, but in any event will notify Customer of such fees prior to the expiration of the then-current term. If Cott is unable to notify Customer of the fees for the renewal period prior to the expiration of the then-current term, Customer has not issued a timely notice not to renew the Maintenance, and the fee increase exceeds five percent (5%) of the then-current fees, Customer may notify Cott within seven (7) days of its receipt of the fee notice of Customer's intention to cancel the Maintenance. The cancellation will be effective on the last day of the monthly term that occurs sixty (60) days after Cott's receipt of the termination notice.
7. **Termination; Material Breach.** This Addendum, and the delivery and/or use of Hardware and Network Software and/or Maintenance hereunder may be terminated by the non-breaching party if a "material breach" occurs. A "material breach" means any of the following which remain uncured to the reasonable satisfaction of the non-breaching party after ten (10) days notice is provided specifying the breach: (a) Customer's failure to reasonably perform its obligations hereunder; (b) Cott's failure to reasonably perform its obligations hereunder; or (c) Customer's failure to timely pay Cott all sums due hereunder. If a material breach occurs, this Addendum including any Schedules and the delivery and/or use of Hardware and Network Software




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## INFORMATION MANAGEMENT SOLUTIONS

and/or Maintenance hereunder may be terminated, in the discretion of the non-breaching party, upon written notice of termination.

8. **Early Termination.** Customer may terminate Maintenance by providing sixty (60) days written notice to Cott. Cott is entitled to recover from Customer and Customer shall pay twenty-five percent (25%) of the sum of the remaining monthly Maintenance fees for the then-current term as liquidated damages and not as a penalty. Cott will cease providing the Maintenance on the last day of the monthly term that occurs sixty (60) days after Cott's receipt of the termination notice. Cott will apply the Maintenance Fee Deposit to Customer's account prior to issuing a final invoice. Customer will be responsible for the monthly Maintenance fees up to the date of termination. If any fees remain payable under this Addendum, all such fees shall be paid in full at time of Maintenance termination. In the event the Schedule specifies a limited term for Hardware and Network Software use, such Hardware and Network Software shall be promptly removed by Cott from Customer's site.
9. **Warranty/Disclaimer of Warranty.** The Hardware and Network Software is provided "AS IS" without any warranty by Cott. Only those warranties made by the manufacturer of the Hardware, the licensor of the Network Software or in connection with maintenance agreements with third party vendors, if any, apply and Customer acknowledges that Cott is not responsible for or under any such warranties. Nothing in this Addendum shall be construed to render Cott liable or responsible for repairing any defects, malfunctions, or other problems associated with the Hardware or Network Software.
10. **Disclaimer of Warranty.** NEITHER COTT NOR ANY OF ITS VENDORS MAKES ANY REPRESENTATIONS OR WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO THE HARDWARE OR NETWORK SOFTWARE OR THE OTHER PRODUCTS OR SERVICES PROVIDED BY COTT OR THE FUNCTIONALITY, PERFORMANCE, RELIABILITY, COMPLETENESS, TIMELINESS, SECURITY OR RESULTS OF USE THEREOF INCLUDING, WITHOUT LIMITATION, THOSE OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR INTENDED USE OR NONINFRINGEMENT. WITHOUT LIMITING THE FOREGOING, NEITHER COTT NOR ANY OF ITS VENDORS WARRANTS THAT THE HARDWARE, NETWORK SOFTWARE OR THE OTHER PRODUCTS OR SERVICES PROVIDED BY COTT OR THE OPERATION THEREOF ARE OR WILL BE COMPLETE, ACCURATE, ERROR-FREE, UNINTERRUPTED OR SECURE OR MEETS OR WILL MEET CUSTOMER'S REQUIREMENTS.
11. **Standard Terms.** Cott's *Master Agreement for Products and Services* also applies to the provision of products and services by Cott under this Addendum and the terms of such agreement are hereby incorporated by reference. The terms actually set forth in this Addendum will govern in the event of any conflict or inconsistency between its terms and the terms set forth in any other document between the parties.
12. **Offer Limited to Terms.** Acceptance of the offer presented by this Agreement is limited to the terms set forth herein. The terms of this Agreement including any Addendum or Schedule may not be edited or modified in any manner prior to signing by Customer. Any additional or different terms added to this Agreement by Customer will be considered proposals for additional terms to the contract and are hereby rejected, unless expressly accepted by Cott in writing prior to performance hereunder.

The terms of this Addendum govern the provision of products and services by Cott under this Addendum and any Schedule executed by Cott and Customer hereunder. Schedules may be executed at anytime during the term of this Addendum and will become part of and be incorporated in this Addendum.

## **Courthouse Computer Systems – Software as a Service Agreement**

AGREEMENT made by and between Courthouse Computer Systems, Inc., (“Licensor”) and the Camden County Register of Deeds office (“Licensee”).

The “Agreement” covers software licensing, software support, and website maintenance for a contract period of May 1st 2015 through June 30<sup>th</sup> 2017 as outlined below:

### **1. Definitions**

- 1.1. “Designated Environment” means the computer equipment currently in place in the office
- 1.2. “Error” means a material failure of the Software to function in conformity with the Specifications
- 1.3. “Licensed Copies” means the number of copies of the Software being licensed to the Licensee
- 1.4. “Location(s)” means the Licensee office at 117 N Highway 343 Camden NC 27921
- 1.5. “Office” means the Camden County Register of Deeds office.
- 1.6. “Software” refers to any of the supported software modules defined in section two of this Agreement.

### **2. Software Modules Included**

1. Document Recording and Cashiering
2. Document Indexing
3. Document Retrieval
4. Document Imaging
5. Internet Document Retrieval
6. Fee Reporting
7. Vital Records Management
8. Marriage License Issuance

Functionality incorporated within these software modules includes, but is not limited to:

1. The ability to easily export records in the system to an ASCII text file format to ensure forward compatibility without costly data conversion if the county decides to switch to a different software vendor at a later date. This guarantees complete safety and security by ensuring that your data will always be readable in the future. The Register of Deeds office can create and store these files on a daily basis.
2. The seamless integration of Point Of Sale (POS) stations with the indexing system. The POS module operates as the office cash register by controlling the cash drawer, printing receipts, and producing detailed ledger reports of all transactions.
3. The immediate accessibility of recorded documents for in-office retrieval. If desired, original documents may be scanned immediately for viewing on retrieval stations throughout the office.

4. The automatic generation of monthly reports that reference the complete set of financial data maintained in the system.
5. The ability to print traditional index books on-demand.
6. The ability to print traditional document books on-demand.

### **3. Services Provided by Licensor**

1. Data Conversion – The Licensor will convert all existing TIFF document images for inclusion in the Document Imaging software module. Licensor will also convert and load all indexing data from the existing software system. All document image conversion and computerized index data conversion will be conducted as part of the Agreement. Forty hours of document image conversion and computerized index data conversion is included as part of the Agreement. Licensor fully expects that no additional time will be required for data conversion. Licensor warrants that it will justify in writing all hours spent on data conversion that are above forty hours and that the total of such hours must be reasonable.
2. Website Maintenance - The Licensor will provide Internet hosting of Land Record Indexes and Images for the Licensee. The Licensee will have the capability to upload new index information and images on a daily basis.
3. Telephone Support - The Licensor will provide telephone numbers that can be used as needed by the Licensee for assistance regarding the supported Software Modules and services. Telephone support is available during normal business hours (9:00AM to 5:00PM Monday through Friday). Licensor responds to all telephone support issues based upon the criticality of the issue, with systems that are completely non-functional receiving highest priority. Licensor endeavors, but does not guarantee, to respond to all non-critical issues within one business day.
4. Remote Support –Licensor will provide remote on-line support for the software modules through direct broadband connectivity provide by the Licensee. Remote online support allows the Licensor to perform system troubleshooting and make certain updates or configuration changes more quickly.
5. Additional Services – The Licensor is available to provide additional services as needed at separately negotiated rates that are not included within the terms of this Agreement. These services include, but are not limited to, electronic recording, automatic image redaction of sensitive data, back-file document scanning, and making images of old index books electronically searchable.

### **4. Licensee Responsibilities**

1. Licensee shall provide a list of passwords for all users on each supported machine.
2. Licensee shall periodically complete a total backup of all databases maintained by the office.
3. Licensee shall permit free and full access, including secure remote access, to the Supported Hardware in order for Licensor to provide service.

4. Licensee shall provide equipment that is dependable and sufficient to meet the needs of the office.
5. Licensee shall provide remote connectivity so that Licensor can securely connect to the network and access individual machines in the Register of Deeds office to provide support.

## **5. Software License**

Licensor grants Licensee a non-exclusive, non-transferable license to use up to four copies of the CCS Workstation Software and Documentation solely for its internal operations at the Location(s) and on the Designated Environment for the term of this Agreement. Licensor grants Licensee a non-exclusive, non-transferable license to use up to two copies of the CCS Search Software and Documentation solely for its internal operations at the Location(s) and on the Designated Environment for the term of this Agreement. All Software and Documentation remains the property of the Licensor. Licensee agrees to not make unauthorized copies of the Software and Documentation.

Notwithstanding the foregoing, however, all data generated by or for Licensee, arising from the Software, Services or Documentation (the “Data”) shall be and remain at all times the sole property of the Licensee. At any time and at its sole discretion, the Licensee may migrate the Data to other software. The Data is stored using open standards and architecture. Each data set and table is well-documented, enabling conversion to a different system at the Licensee’s sole discretion without the need for proprietary software, licenses, or approvals to which the Licensee does not have full and irrevocable rights and access as part of the use agreement for the Software and underlying system.

## **6. Proprietary Rights**

Licensee acknowledges and agrees that the copyright, patent, trade secret, and all other intellectual property rights of whatever nature in the Software or Documentation are and shall remain the property of the Licensor, and nothing in this Agreement should be construed as transferring any aspect of such rights to the Licensee.

## **7. Confidentiality**

### **7.1 Confidential Information**

“Confidential Information”, shall mean the Software, Documentation, and terms and conditions of this Agreement. Licensee acknowledges the confidential and proprietary nature of the Confidential Information and agrees that it shall not reveal or disclose any Confidential Information for any purpose to any other person, firm, corporation, or other entity, other than office or county employees with a need to know such confidential information to perform employment responsibilities consistent with Licensee’s rights under this Agreement. Licensee shall safeguard and protect the Confidential Information from theft, piracy, or unauthorized access in a manner at least consistent with the protections Licensee uses to protect its own most confidential information.

## **7.2 Unauthorized Disclosure**

Licensee shall notify Licensor immediately upon discovery of any prohibited use or disclosure of Confidential Information, or any other breach of confidentiality and shall fully cooperate with the efforts of Licensor to regain possession of the Confidential Information and to prevent the further prohibited use or disclosure of the Confidential Information.

## **8. Warranty**

### **8.1 Operation**

Licensor represents to Licensee that: (1) during the Agreement Period, the Software shall operate without any Errors; and (2) upon notification to Licensor during the Agreement Period of any errors, Licensor will, during its normal business hours and at no cost to Licensee, use reasonable efforts to correct such Errors which are reproducible and verifiable by Licensor.

### **8.2 Connection**

In the event that Licensee notifies Licensor of an Error during the Agreement Period, Licensor's sole liability, and Licensee's sole remedy, will be Licensor's use of reasonable efforts to correct such Errors or, in Licensor's sole discretion, to refund a portion of the prepaid Price applicable to the portion of the Software which is defective.

## **9. Price**

For the Software License and Maintenance Services outlined in this Agreement, Licensee agrees to pay Licensor an annual amount of nine thousand seven hundred twenty dollars and no cents (\$9,720.00). The Licensor agrees that the annual maintenance and support fee for the services outlined in this Agreement will not increase for the duration of the Agreement. The annual fee will not be applied until July 1<sup>st</sup>, 2015.

Additional Software Licenses for the integrated CCS Workstation application are available to be added for a one-time fee of \$4000 per license and additional Public Inquiry software licenses can be obtained for \$2000 per license. These licensing costs will be prorated to reflect the portion of this agreement that they are utilized. Software maintenance for additional software licenses are annually billed at \$800 a license for CCS Workstation and \$400 a license for Public Inquiry.

The Annual Software Maintenance and Service fee will not increase for the duration of the Agreement.

## **10. Optional Additional Services**

Customization and Extensive Data Conversion - Additional time allotments for initial data conversion and software customization are available on a time and materials basis of \$125 per hour.



## **11. Term and Termination of Agreement**

### **12.1 Termination and Remedy**

Licensee may terminate the Agreement without prejudice to any other remedy Licensee may have, in the event of any material breach of this Agreement which is not remedied within thirty days of Licensee's notice to Licensor of the breach and Licensee's intent to terminate the License. Termination shall not relieve Licensee's obligation to pay all amounts that are already accrued and owing or which Licensee has agreed to pay.

### **11.2 Breach**

The Licensor may terminate this Agreement, without prejudice to any other remedy Licensor may have, immediately without further obligation to Licensee, in the event of any breach by Licensee, which cannot be remedied within thirty days of Licensor's notice to Licensee of the breach and Licensor's intent to terminate the License.

### **11.3 Cessation of Use**

Upon Termination of this Agreement, Licensee will cease using the Software and Documentation and return all copies of the Software, Documentation, and all other Confidential Information in its possession or destroy all copies of such materials residing in computer memory. Licensor shall be entitled to enter the Location(s) to repossess any Software, Documentation, and any other Confidential Information. Licensee shall, within ten days from the effective date of termination, certify in writing that all copies of the Software and Documentation have been returned, deleted, and destroyed.

### **11.4 Non-Appropriation**

Licensor acknowledges that Licensee is a governmental entity, and the contract validity is based upon the availability of public funding under the authority of its statutory mandate.

In the event that public funds are unavailable and not appropriated for the performance of Licensee's obligations under this contract, then this contract shall automatically expire without penalty to Licensee thirty (30) days after written notice to Licensor of the unavailability and non-appropriation of public funds. It is expressly agreed that Licensee shall not activate this non-appropriation provision for its convenience or to circumvent the requirements of this contract, but only as an emergency fiscal measure during a substantial fiscal crisis, which affects generally its governmental operations.

In the event of a change in the Licensee's statutory authority, mandate and mandated functions, by state and federal legislative or regulatory action, which adversely affects Licensee's authority to continue its obligations under this contract, then this contract shall automatically terminate without penalty to

Licensee upon written notice to Licensor of such limitation or change in Licensee's legal authority

**12. Renewal**

This Agreement will renew automatically for subsequent terms of one year. Licensor shall notify Licensee sixty days in advance of the renewal date of any changes to the Agreement. Acceptance will be assumed if the Licensee does not notify Licensor at least thirty days prior to the renewal date.

**13. Validity**

If any part of this Agreement is held to be illegal or unenforceable, the validity or enforceability of the remainder of this Agreement shall not be affected.

**14. Survival**

Sections 6, 7, and 8 shall survive the termination of this Agreement for any reason.

**15. Entire Agreement**

This Agreement and its schedules and Addendums comprise the entire Agreement between the parties for licensing and support and is not subject to change or modification except by written Agreement signed by both parties.

LICENSOR:

LICENSEE:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

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

**Item Number: 4.B**

**NEW BUSINESS**

**Meeting Date: April 20, 2015**  
**Attachments: 3 ( 12 Pages)**  
**Submitted By: Michael Renshaw, County  
 Manager**

**ITEM TITLE: Proposal for Preliminary  
 Engineering Analyses for Wastewater  
 Treatment Facility, Camden Core-Area**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

**SUMMARY:**

**In June 2010 the County retained the services of McGill Associates to produce a Long Range Water and Sewer Comprehensive Master Plan 2010-2030 (attached to this report). The purpose of this Plan was to examine future water and wastewater treatment plant (WWTP) needs within the County. The Plan describes the existing WWTP which was constructed in South Mills Township in 2007 and brought online in March 2008. The Plan also describes the treatment challenges of pumping existing and projected waste flow from the Core Area (Courthouse Township) to the existing plant located in South Mills and makes recommendation for a second WWTP to be located in the Core Area (refer to Page 91 of the attached Plan).**

**Based upon the above Plan recommendations as well as ongoing and projected commercial and residential growth projected to occur within the next two years, staff began researching various WWTP options for the Core Area that would provide cost-effective wastewater treatment. During consultations with engineers and experts in the field of wastewater treatment, extensive information was obtained concerning the use of amphidrome high-rate infiltration technology as a means for treatment. This technology involves the construction of underground treatment/reaction chambers and the use of sand ponds that effectively treat wastewater to meet or exceed State standards. Benefits to this amphidrome technology include requiring**

far less land acquisition as large spray-field acreage, as is currently used at the existing South Mills WWTP, is not required. Another benefit is in reduced operating costs associated with electricity usage for plant blower fans (these blowers run less often) and reduced treatment chemical usage due to more consistent temperatures due to the fact that the waste reaction chambers are buried underground. Staff recently toured an amphidrome system WWTP in Currituck County (Maple Commerce Park) which was constructed approximately two years ago and has been very successful.

Staff intends to make application this fiscal year for an Economic Development Agency (EDA) grant which, if awarded, would provide funding for plant construction in the amount of \$500,000. The application deadline for this federal grant is June 12, 2015.

In order to better meet the County's wastewater treatment needs and prepare the required EDA grant application materials, staff is recommending that a viable WWTP site of 15-20 acres capable of supporting the operation of an amphidrome technology plant be identified within the Core Area and that preliminary geology and hydrology analyses be performed in preparation for site acquisition. Staff has had discussions with the owner of a 20 acre parcel located along HWY 343 South and the owner has indicated that he would permit these analyses on his property with the understanding that a potential land purchase would be contingent upon a positive engineering site report.

Hyman Robey Engineering has provided a fee proposal of \$8,000 to prepare the EDA required Preliminary Engineering Report (PER) which includes preparation of a schematic site plan as well as a project construction feasibility analysis and report concerning permit requirements and construction timelines. Hyman Robey has committed to completing this PER by June 5 in order to meet EDA grant submittal timelines.

Additionally Edwin Andrews, a geology and hydrology scientist with extensive professional experience in amphidrome high-rate infiltration technology in this region has provided a fee proposal of \$15,000 to conduct geo-hydrology testing of the HWY 343 South site and prepare an evaluation as to the suitability of this preferred site for the construction of a Core Area WWTP.

In the event that the preliminary geology and hydrology analyses and the PER are positive and indicate suitability for an amphidrome WWTP at the preferred HWY 343 South site, the County Manager and County Attorney would request authorization from the Board of Commissioners to negotiate the purchase of this site.

**RECOMMENDATION:**

**Staff recommends that the Board of Commissioners approve the proposal submitted by Hyman Robey to prepare a Preliminary Engineering Report (PER) as required for the Economic Development Agency grant application in the amount of \$8,000.**

**Staff further recommends that the Board of Commissioners approve the proposal submitted by Edwin Andrews and Associates for preliminary soil and hydrology analyses in the amount of \$15,000.**

**Taylor's Beach/Texaco Beach** – This subdivision lies in the southern portion of the Camden Core area on the north bank of the Pasquotank River at the end of State Road 1132. This project would include new service installations, pressure sewer collection mains, and a sewer force main.

**Danson's Grant** – This subdivision lies directly across from Whitehall Shores on the south side of NC 343. The project consists of STEP or grinder pump stations, sewer force main, a new pump station, and related equipment.

## **F. WASTEWATER TREATMENT PLANT EXPANSION**

The County will eventually have a need for three (3) wastewater treatment plants to provide sewer service throughout the county. The planning and sizing for each plant will be dependent on the development within its service area. The following paragraphs will discuss the amount of sewer service needed in each service area.

### **1. South Mills Service Area**

The South Mills service area has the only wastewater treatment plant in the County. However, no sewer service is available in the service area since the flow treated by the South Camden Wastewater Treatment Plant is generated in the Camden Core service area. As discussed in Section 3.4, there are several communities within the South Mills service area that have failing on-site wastewater treatment systems and are in need of sewer service. Those communities are South Mills Village, Sander's Crossing, and Wharf's Landing. These communities would generate approximately 109,000 gallons per day of wastewater flow. The existing South Camden WWTP has a capacity of 100,000 gallons per day.

The existing plant currently has an average daily flow of 25,000 gallons per day, all originating from the Camden Core service area. As stated in earlier sections of the report, one of the problems at the existing wastewater treatment plant is septic wastewater. The wastewater has become septic because of its age and long transit time to the existing plant. This problem will be

relieved somewhat with the addition of sewer from South Mills, Sander's Crossing and Wharf's Landing in that fresh wastewater will be delivered to the plant.

Furthermore, as development of the Browner development and the Eco-Industrial Park occurs, more wastewater flow will be generated and require treatment. Table 3.1 below, indicates the projected sewer flows for each known community or development in the South Mills service area.

**Table 3.1**  
**South Mills Service Area Projected Wastewater Flows (MGD)**

Description	Total Projected Flow
South Mills	0.036
Browner Development	0.084
Sander's Crossing	0.027
Wharf's Landing	0.043
<b>Projected Total Sewer Flow (MGD)</b>	<b>2.01</b>

Since the extent and pace of development of the Eco-Industrial Park is yet to be determined, our recommendation is to expand the current South Camden WWTP to treat 300,000 gallons per day in order to adequately serve South Mills Village, Sander's Crossing, Wharf's Landing, the Browner Development, and other modest growth within the South Mills Service Area. This sizing also allows for growth in the South Mills service area and the ability to provide sewer service to the opening phases of the Eco-Industrial Park. As further development of the Eco-Industrial Park occurs, along with spinoff development, expansion of the WWTP will be required.

## 2. Camden Core Service Area

The limited sewer service provided to the Camden Core service area is treated at the South Camden WWTP in the South Mills service area. There is currently an average daily flow of 25,000 gpd of wastewater from the Camden Core service area that can be treated at the existing

plant. The long transit times discussed in earlier sections of this report have presented a treatment problem at the existing plant. In order to alleviate those problems, and to provide additional sewer service to the proposed developments in the Camden Core area, it is the plan of this report to recommend a proposed Camden Core WWTP. The existing 25,000 gpd of wastewater flow generated from the Camden Core service area that is currently sent to the South Camden WWTP for treatment will be diverted to the proposed Camden Core WWTP.

The proposed Camden Core WWTP will be sized to accommodate the need for sewer service within existing and proposed developments. The demands for these developments and modest growth in the County outside of these developments are listed in Table 3.2 below.

*Table 3.2*

*Camden Core Service Area Projected Wastewater Flows (MGD)*

<b>Description</b>	<b>Total Projected Flow</b>
Existing Baseline Flow	0.025
Commercial Park	0.030
Medical Park	0.025
State Employee's Credit Union	0.005
Country Club Development	0.105
Whitehall Shores	0.090
Bell Farm Estates	0.042
Maranatha Island	0.025
Taylor's / Texaco Beach	0.050
Danson's Grant	0.045
<b>Projected Total Sewer Flow (MGD)</b>	<b>0.442</b>

With this increase in flow in the Camden Core service area, and the addition of more developments shown in the table above, it is recommended to construct a new wastewater treatment plant in the Camden Core service area. This plant will be closer to the source of the flow and will be able to more effectively treat the wastewater.



The proposed Camden Core WWTP will require a treatment capacity of 650,000 gpd to provide service to the developments as listed in Table 3.2 and for modest growth in the Camden Core Service Area. This sizing will allow for complete build-out of the existing and proposed developments within the Camden Core service area and provide for some additional growth in the area before necessitating the planning of an expansion of the plant.

### **3. Camden Point Service Area**

The County has attempted to provide sewer service to the residents in the Camden Point service area in the past. This idea has met resistance, but is still necessary for public and environmental health. The development in this service area consists of the Camden Point Shores development, a small development with a total of 75 developable lots. As discussed earlier in the report, the failing onsite wastewater treatment systems are a continual problem in this area.

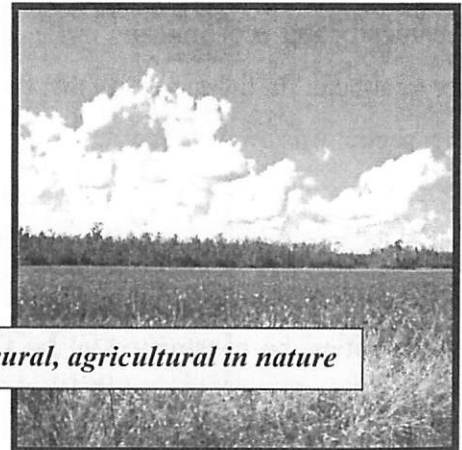
Without the construction of the proposed Camden Core wastewater treatment plant, it was not feasible to send wastewater north to the existing wastewater treatment plant. However, it is still technically and economically difficult to transmit wastewater to the Camden Core service area for treatment. In the same way that the existing wastewater treatment plant has difficulty treating the septic wastewater transmitted over the long distance from the Camden Core area, the proposed wastewater treatment plant will have a difficult time with the septic wastewater that will originate from the Camden Point Shores community. Therefore, it is recommended that a small packaged plant, with a capacity of 50,000 gallons per day to accommodate the existing communities, be constructed in the Camden Point Service area. This plant will provide the needed service for the developed lots and provide for some additional development in the area.

In summary, Camden County will need a wastewater treatment facility in each of the three service areas to adequately treat the wastewater generated by the communities and businesses in those areas. Each service area within Camden County presents a unique set of challenges to providing efficient and adequate sewer service to its customers. The timing of the construction of these plants will not occur during the study period of this report with growth alone. However, sewer needs have the potential to increase greatly during the planning period of this report and the proposed improvements to the wastewater system throughout the county is highly dependent

on the rate of build-out of the proposed developments and the rate at which sewer service is extended to the developments in need of service. Triggers such as the extension of sewer service to any of the aforementioned communities or growth in excess of the estimations within this report could create the need for one or more of these wastewater treatment constructions sooner. However, it is an effective and efficient plan to provide wastewater treatment in each area of service, and the three plants in the County will provide a more effective treatment system and provide the needed infrastructure to encourage growth and development within the County while improving and protecting the public and environmental health of the County.

### 3.6 REGIONALIZATION OF SYSTEMS

Camden County is large, sparsely populated and consists of much farmland and swamps. The County is over 38 miles in length - which by way of comparison is longer than Wayne, Pitt, and Wilson Counties and about the same as Johnston and Wake Counties. When one considers that the comparison counties have multiple incorporated towns within them, all of which provide water and sewer services, it is understandable that service to all of Camden County may be aided by the cooperation of other municipalities and private service providers. In turn, by careful planning, Camden may be of assistance to its neighboring municipalities and other internal water and sewer service providers, which would benefit both the citizens of Camden County and neighboring counties.



*Camden County is rural, agricultural in nature*

For example, the community of South Mills is in need of wastewater service due to ongoing contamination by its individually-owned septic systems. At the same time, a Wastewater Treatment Plant (WWTP) operated by the South Camden Water and Sewer District occasionally fails to comply with treatment limits because of the lack of fresh wastewater. The South

Camden WWTP lies within two (2) miles of South Mills and has sufficient capacity to serve South Mills.

In addition, South Mills Water Association has numerous shallow, small capacity wells which are periodically in need of replacement. South Camden Water and Sewer District's Water Treatment Plant can provide treated potable water to South Mills for its resale to the proposed Eco-Industrial Park, which is under development in northern Camden County. The South Mills water plant is older and will need upgrades if it is to serve the new industrial plant. Upgrades to the South Camden WTP would provide South Mills with some of the potable water it needs to serve the Eco-Industrial Park as it develops.

The potential for partnerships with Pasquotank and Currituck Counties as well as Elizabeth City exist and these will be discussed further in the following paragraphs.

#### **A. SOUTH MILLS WATER ASSOCIATION AND SOUTH CAMDEN WATER AND SEWER DISTRICT**

The community of South Mills Village is faced with several problems that could be alleviated with a strategic partnership with another utility service provider. Further development is limited in South Mills by the lack of both water and sewer infrastructure. The most pressing issue is the number and degree of failing onsite wastewater treatment systems. As discussed in Section 2 of this report, over one-third of the homes surveyed in South Mills had recurring problems with the onsite wastewater treatment systems. Furthermore, half of the homes surveyed indicated a desire to have sewer service. This is possible since the South Camden WSD WWTP is less than two miles from South Mills.

The creation of a wastewater collection system in South Mills Village and the creation of a regionalized wastewater collection and treatment authority could help to alleviate the wastewater problems in South Mills.

South Mills Village is also faced with recurring source well contamination and failures. South Mills is not able to operate their water supply wells in conformance with State regulations and

meet the demands of its customers. By partnering with South Camden WSD in the expansion of the water treatment plant and water supply sources, South Mills Water Association could become a purchased water purveyor that has ownership in the water treatment system. This would provide a more reliable supply and reduce the financial burden of maintaining a treatment facility.

#### **B. SOUTH MILLS WATER ASSOCIATION AND PASQUOTANK COUNTY**

The South Mills Water Association has a second option for partnership in water supply. The Association has an existing connection with Pasquotank County, who is currently constructing a new 2.0 MGD reverse osmosis water treatment plant. Similarly to the agreement and partnership with South Camden WSD discussed above, South Mills Water Association could partner with Pasquotank County to maintain and provide a long term solution to its water needs.

#### **C. SOUTH CAMDEN WATER AND SEWER DISTRICT AND CURRITUCK COUNTY**

South Camden WSD had been supplying 200,000 gallons per day of water to Currituck County until last year when Currituck County completed a new reverse osmosis water treatment facility. However, the agreement to supply up to 200,000 gallons per day remains in place if needed by Currituck County.

Now that Currituck County has a water source and treatment plant capable of meeting their own demands, Currituck County has offered an agreement mirroring the existing agreement between South Camden WSD and Currituck County; one that provides South Camden WSD the ability to purchase up to 200,000 gallons per day from Currituck County.

While this is not a long term water supply solution for the growing needs in Camden County, it is a short term solution to handle peak or increasing demands before expansions or improvements are completed.

**D. SOUTH CAMDEN WATER AND SEWER DISTRICT AND ELIZABETH CITY**

Sewer service and treatment has been a challenge for Camden County. The lack of sewer infrastructure in the County has hindered development and the separation from the source of the wastewater and the treatment facility has created problems in effectively treating the wastewater. The source of wastewater in Camden County is concentrated in the vicinity of the crossroads of US Highways 17 and 158. This area is approximately 15 miles south of the South Camden WWTP, yet less than 3 miles east of Elizabeth City's wastewater treatment plant.

As the needs for sewer increase in the South Mills service area and wastewater capacity is exhausted in the South Camden WWTP, Elizabeth City could play an important role in providing sewer service in the Camden Core service area. The projected demands of approximately 420,000 gallons per day for this service area could be transported to the Elizabeth City WWTP for treatment, a facility that has sufficient capacity for receive this flow. Detailed discussions of the costs associated with this and the interlocal agreements necessary to facilitate this partnership would have to be resolved by both parties, but could prove to be beneficial to both.

April 14, 2015

Mr. Michael Renshaw  
County Manager  
Camden County  
P. O. Box 190  
Camden, NC 27921

Sent via email to: [mrenshaw@camdencountync.gov](mailto:mrenshaw@camdencountync.gov)

Subject: Camden County Board of Elections and  
The Camden Museum  
Camden County, NC

Dear Mr. Renshaw,

Thank you for the opportunity to provide this proposal for engineering services to assist the county in obtaining funding for a new waste water treatment facility. We enjoyed meeting with you and your staff to discuss the county's immediate needs. Based on our discussion, the following scope of work and fee proposal is provided:

Hyman & Robey will prepare a Preliminary Engineering Report in support of the County's grant application to the Economic Development Administration. The report content will comply with the EDA requirements. Our scope of work will begin with preparation of a schematic site plan on the preferred site to insure that the elements of the proposed wastewater treatment facility will work with site constraints. If the schematic results in concerns about the feasibility of the preferred site, a second schematic will be provided for the alternate site. The site schematic will provide rough dimensions and quantities as required by EDA. In addition to the schematic plans, a detailed report will be prepared including a description of the components of the project, a feasibility analysis for the constructability of the project, and the methods of bidding and constructing the project. A list of all permits anticipated for the project will be included along with timeframes for obtaining each permit and a description of how each permit relates to the project. A project schedule will be developed that will detail the timeframes for design, permitting, obtaining any necessary easements, soliciting bids and awarding contracts, and completion of construction.

We will schedule review meetings with county staff during the preparation of the PER for coordination and information gathering purposes. The completed PER will be delivered to the county no later than June 5<sup>th</sup> for final review prior to the June 12<sup>th</sup> application deadline.

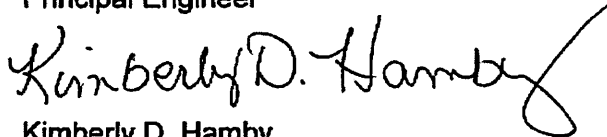
The above scope of work will be performed for a lump sum fee of \$8,000.00.

Again, thank you for the opportunity to offer this proposal to you. If this proposal is agreed to by the Camden County Board of Commissioners, we will provide you with a written agreement. If you have any questions regarding this letter of proposal, please do not hesitate to call us.

Sincerely,

**Hyman & Robey, PC**

Sean C. Robey, PE  
Principal Engineer

A handwritten signature in black ink that reads "Kimberly D. Hamby". The signature is written in a cursive style with a large, sweeping flourish at the end.

Kimberly D. Hamby  
Engineering Project Manager

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**EDWIN ANDREWS & ASSOCIATES, P.C.**  
CONSULTING HYDROGEOLOGY AND SOIL SCIENCE  
P.O. BOX 30653  
RALEIGH, N.C. 27622 - 0653  
PHONE: (919) 851 - 7844  
FAX: (919) 851 - 6058

March 31, 2015

Mr. Michael Renshaw  
County Manager  
P.O. Box 190  
Camden, N.C. 27921

Re: Proposal Hydrogeologic and Soils Analysis; Two Potential Waste Management Sites  
Camden, NC, EAA Prop INF 033115A

Dear Mr. Renshaw:

I enjoyed discussing with you this afternoon the potential for the two sites that you have been considering for wastewater disposal. I am pleased to offer services as a Soil Scientist and Hydrogeologist to evaluate the potential as we discussed. Specifically, we will drill and construct test wells into the sand beneath the soils so that we can characterize the hydrology needed for land disposal of treated wastewater. Using the tested hydrogeologic coefficients developed on each site, it will be possible to quantitatively compare the sites.

The cost for this preliminary analysis is \$15,000.00 per site. The cost includes soil analysis, test well construction, aquifer testing and construction of a steady state computer model (MODFLOW) so that we can compare alternatives.

I have attached a proposal acceptance form if you wish to use it, or a simple purchase order could be used, when you are ready. I hope to have the opportunity to work with you.

Very truly yours,  
Edwin Andrews & Associates, P.C.



Edwin E. Andrews III, P.G., N.C.L.S.S.  
Consulting Hydrogeologist and Soil Scientist

encl.



Mr. Michael Renshaw  
County Manager, Camden County, N.C.  
Re: Proposal Hydrogeologic and Soils Analysis;  
Camden County, NC, EAA Prop INF 033115A  
March 31, 2015

HYDROGEOLOGY  
GEOLOGY

ENVIRONMENTAL SCIENCES  
SOILS

---

**EDWIN ANDREWS & ASSOCIATES, P.C.**  
CONSULTING HYDROGEOLOGY AND SOIL SCIENCE  
P.O. BOX 30653  
RALEIGH, N.C. 27622 - 0653  
PHONE: (919) 851 - 7844  
FAX: (919) 851 - 6058

**LETTER OF AGREEMENT ACCEPTED**

We (I) the undersigned having authority to execute this Agreement for the Owner and having read and understood the proposal for Camden County, near Camden, N.C., dated March 31, 2015 (identified as Proposal number PINF 033115A Preliminary Analysis 2 sites - \$15,000.00 each or \$30,000.00 Total; do hereby agree to the terms and conditions stated therein and referenced documents or attachments as evidenced by my seal.

Name & Address of Owner \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature Preliminary: \_\_\_\_\_

Signature Preliminary+ Complete Analysis: \_\_\_\_\_

Name & Title (Printed): \_\_\_\_\_

Date: \_\_\_\_\_

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

**Item Number:** 4.C

**NEW BUSINESS**

**Meeting Date:** April 20<sup>th</sup>, 2015

**Attachments:**

**Submitted By:** Lisa S. Anderson, Tax Administrator

**ITEM TITLE:** Set Hearing Dates-2015 Board of Equalization and Review

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

**SUMMARY:**

Pursuant to G.S. 105-322(e), the hearing dates for the 2015 Board of Equalization and Review need to be set in order to advertise at the appropriate time.

**RECOMMENDATION:**

CONVENE - MAY 4<sup>TH</sup>, 2015  
ADJOURN - SEPTEMBER 21<sup>ST</sup>, 2015

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

**Item Number: 4.D**

**NEW BUSINESS**

**Meeting Date: April 20<sup>th</sup>, 2015**

**Attachments: 1 (13 Pages)**

**Submitted By: Lisa S. Anderson, Tax Administrator**

**ITEM TITLE: 2014 Advertisement of Tax Liens on  
real property**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

**SUMMARY:**

Pursuant to G.S. 105-369(a), the Tax Administrator must report to the County Commissioners the total amount of unpaid taxes for the current fiscal year that are liens on real property.

Pursuant to G.S. 105-369(c), the County Commissioners need to set the date for advertising the tax lien for real property.

**RECOMMENDATION:**

- 1) **MOTION TO ACCEPT THE ATTACHED REPORT FROM THE TAX ADMINISTRATOR THAT, AS APRIL 15, 2015, THE TOTAL AMOUNT OF UNPAID TAXES FOR THE CURRENT FISCAL YEAR THAT ARE LIENS ON REAL PROPERTY IS \$326,834.98 AND THAT THIS FIGURE SHALL CHANGE OVER TIME WITH COLLECTIONS AND RELEASES.**
- 2) **MOTION TO SET THE 2014 TAX LIENS ON REAL PROPERTY ADVERTISING DATE OF APRIL 27, 2015.**

ACS Tax System CAMDEN COUNTY  
04/15/2015 17:24:40 Update Lien Fee TC330U COVERPAGE

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Report Selection:

Update Lien Fee if Delinquent

Update Parcels for year..... 2014  
If Delinquent Amount is Not Less Than.. 1.00  
Calculate Interest To Date.....  
Run Option..... 1  
1. Edit List Only  
2. Edit List and Update Lien Fee

Run Instructions:

Jobq Banner Copies Form Printer Hold Space LPI Lines CPI  
L LIEN AD 01 P9 Y S 6 066 10

# 8 - Collection Entry menu  
# 5 - Lien Fee Update / Adv. list

ACS Tax System  
04/15/2015 17:24:41

Update Lien Fee

CAMDEN COUNTY  
TC330U

PAGE 1

Parcel#	Taxbill#	Owner	Legal-Desc	Principal Tax
01-8907-00-91-8672.0000	80229	ABLX, LLC	TALL TREE COMMONS	342.94
03-8972-00-36-9698.0000	84795	ABODE OF CAMDEN INC.		331.80
03-8972-00-44-8500.0000	84796	ABODE OF CAMDEN INC.		1,462.04
03-8971-00-23-2253.0000	84797	ABODE OF CAMDEN, INC.		776.85
03-8972-00-53-8746.0000	84798	ABODE OF CAMDEN, INC.		166.53
03-8972-00-54-8028.0000	84799	ABODE OF CAMDEN, INC.		50.06
03-8972-00-63-0431.0000	84800	ABODE OF CAMDEN, INC.		166.53
03-8972-00-63-2818.0000	84801	ABODE OF CAMDEN, INC.		166.51
03-8972-00-64-2120.0000	84802	ABODE OF CAMDEN, INC.		204.69
03-8973-00-08-6985.0000	84807	WANDA ADAMS		491.24
03-8973-00-18-1899.0000	84808	WANDA ADAMS		679.83
03-8973-00-19-2056.0000	84809	WANDA ADAMS		659.91
03-8973-00-19-2109.0000	84810	WANDA ADAMS		677.50
03-8990-00-17-3935.0000	84811	KARL L ADCOCK	MINORCA	558.46
02-8943-01-26-9508.0000	82450	FITZHERBERT, ADELL & BARBARA	WHITEHALL SHORES TEN IN COMMON	2,570.16
01-7998-01-17-7758.0000	80271	SALLIE S. AMES LE	PROP. TO LOIS THORNTON & CECIL	328.37
03-8899-00-35-9977.0000	84830	KEVIN PAUL AMICK		566.90
03-8899-00-36-9198.0000	84831	KEVIN PAUL AMICK	LONGPORT MARINA	352.41
02-8943-01-27-0565.0000	82466	VIRGINIA A. AMMONS	WHITEHALL SHORES	874.78
02-8926-00-32-9477.0000	82470	KEVIN DALE ANGEL	BELL FARM ESTATES	1,398.77
02-8934-01-18-8072.0000	82475	ARNOLD AND THORNLEY, INC.	VILLAGE CARPET	1,244.99
02-8934-01-18-8072.0001	82476	ARNOLD AND THORNLEY, INC.		36.84
01-7999-00-62-3898.0000	80295	MICHAEL ASKEW		727.16
01-7997-00-75-4295.0000	80308	JACKIE E. BAILEY, JACQUELINE	MARANATHA ISLAND	2,279.24
01-7999-00-32-3510.0000	80338	LEAH BARCO	MULLEN LOT 1	190.68
03-8962-00-04-9097.0000	84877	CECIL BARNARD HEIRS	BARCO 2	175.08
03-8962-00-67-1021.0000	84878	CECIL BARNARD HEIRS	BARCO	145.35
01-7999-00-89-6175.0000	80345	DOUGLAS E BARNARD		685.67
02-8944-00-14-1898.0000	82521	RUBY B. BARNES		216.80
02-8944-00-14-2949.0000	82522	RUBY BAUM BARNES		523.57
03-8963-00-39-2431.0000	84894	IRIS J. BARTLETT		878.10
03-8963-00-39-5358.0000	84898	WENDELL BARTLETT		136.93
01-7998-01-16-3991.0000	80355	ERNEST A. BASS III	ALSO LOT 16	631.48
01-7997-00-75-7369.0000	80356	WILLIAM B. BATES	MARANATHA ISLAND	1,714.07
02-8944-00-49-1932.1000	82540	CHARLIE WAYNE BAUM	LEASEHOLD	159.37
02-8935-04-63-0820.0000	82551	BELCROSS PROPERTIES, LLC	MINI-STORAGE	3,573.13
03-0000-00-00-9999.9999	84910	E.C. BELL HEIRS		1.80
02-8916-00-83-2844.0000	82565	CARL W. BERRY		237.61
02-8923-00-19-3774.0013	87036	BERWYN HOLDINGS LLC	PELICAN MARINA	231.74
02-8923-00-19-3774.0051	87037	BERWYN HOLDINGS LLC	PELICAN MARINA	231.74
03-8899-00-06-2628.0000	84929	BESS N. COFFEE MARITAL TRUST		303.71
03-9809-00-14-7236.0000	84934	ELEANOR BISHOP	RIVIERA PARK	95.97
03-8899-00-45-4597.0001	84936	LLOYD GEORGE BIZZELL, JR.	FISHERMANS VILLAGE	238.14
03-8965-00-44-3855.0000	84937	OTTIS K. BLACK JR.	FORBES HOME PLACE	163.00
03-8962-00-73-3144.0000	84938	MINNIE BLACKWELL	1/2 INTERST	353.16
02-8945-00-44-4690.0000	82603	DONALD BOGUES		355.38
03-8899-00-26-9635.0000	84954	KENNETH BOWERS	HONEYSUCKLE	23.24
03-8972-00-23-3679.0000	84960	BRANCH BANKING AND TRUST		295.18
03-8953-03-03-0111.0000	84963	GRACE CARTER BRAY		239.00
03-8953-03-12-6266.0000	84966	R.VERNON BRAY, JR.		1,379.84
03-8963-00-49-2974.0000	84967	R.VERNON BRAY, JR.	MORRISETT	517.41
02-8944-00-49-1932.0000	82659	ANN E. BRICKHOUSE ETAL	ETAL=ANN, JAMES & NANCY B BAUM	410.00
01-7080-00-51-5912.0000	80423	JIMMY D. BRICKHOUSE JR.	1 LOT	779.17

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04/15/2015 17:24:41

Update Lien Fee

CAMDEN COUNTY  
TC330U

PAGE 2

Parcel#	Taxbill#	Owner	Legal-Desc	Principal Tax
01-7998-00-61-7934.0000	80424	JOE ABNER BRICKHOUSE		959.64
02-8916-00-78-5277.0000	82669	STEVEN RAY BRICKHOUSE		326.82
03-8971-00-65-2545.0000	84971	JAMES L. BRIGMAN	WRIGHT	761.90
02-8944-00-77-6172.0000	82673	MARK M. BRIGMAN SR & LISA L.		281.67
02-8944-00-87-4715.0000	82674	MARK M. BRIGMAN SR & LISA L.		4,925.63
02-8944-00-88-9494.0000	82675	MARK M. BRIGMAN SR & LISA L.		223.62
01-7989-04-60-1568.0000	80429	EMMA BRITE HEIRS		138.45
01-7988-00-13-0528.0000	80431	LENIAL M. BRITE	WILLIAMS	161.60
02-8955-00-08-6470.0000	82686	KARLA E. BROOKS		863.20
02-8927-00-51-8089.0000	82687	SHIRLEY STATEN BROOKS	BUTTS	173.88
02-8927-00-94-8244.0000	82688	SHIRLEY STATEN BROOKS		79.71
03-8965-00-23-0588.0000	84977	THOMAS BROOKS		281.82
01-7988-00-91-0179.0001	80440	THOMAS L. BROTHERS HEIRS		307.98
02-8936-00-48-6353.0000	82700	MARGARET OVERTON BROWN		554.77
01-7998-00-50-3860.0000	80444	SHIRLEY DUDLEY BROWN	C. T. SAWYER WOODLAND	362.33
03-8963-00-30-3615.0000	84992	A. GREGORY BUCKLEY		153.65
03-8963-00-31-3070.0000	84993	A. GREGORY BUCKLEY	HOMEPLACE	598.34
03-8963-00-40-1557.0000	84994	A. GREGORY BUCKLEY		61.65
03-8963-00-40-4522.0000	84995	A. GREGORY BUCKLEY		58.23
03-8963-00-40-7415.0000	84996	A. GREGORY BUCKLEY		57.51
03-8963-00-40-9482.0000	84997	A. GREGORY BUCKLEY		56.16
03-8963-00-50-2349.0000	84998	A. GREGORY BUCKLEY		56.67
03-8953-04-50-6925.0000	85009	CHRISTINA HILBERT BURGESS		754.36
03-8962-00-50-0273.0000	85026	DAISEY WILLIAMS BURNHAM		97.49
03-8899-00-36-1568.0000	85031	PETER BUTSAVAGE	HONEY SUCKLE	130.98
02-8934-03-43-0085.0000	82736	CARLTON BUTTS		368.70
02-8934-03-43-4087.0000	82742	GEORGE SWENDELL BUTTS		865.10
02-8954-00-78-7701.0000	82744	GEORGE SWENDELL BUTTS		302.12
02-8934-03-43-3133.0000	82747	JOHNNIE BUTTS IV		726.76
03-9809-00-23-8838.0000	85037	WILLIAM DAVID BYRUM		138.58
01-7080-00-49-5646.0000	80487	JANICE L CALDWELL	HURDLE & WEBB	1,615.37
02-8934-01-07-9286.0000	82777	CAMDEN SALES & SERVICE		2,705.59
01-7080-00-07-3293.0000	80492	CAMDEN SQUARE ASSOCIATES	WHARF'S LANDING	3,173.85
01-7080-00-07-7912.0000	80493	CAMDEN SQUARE ASSOCIATES	WHARF'S LANDING	1,257.43
01-7080-00-16-3679.0000	80495	CAMDEN SQUARE ASSOCIATES	POND	570.55
01-7080-00-16-7195.0000	80497	CAMDEN SQUARE ASSOCIATES	WHARF'S LANDING-OPEN SPACE	59.95
01-7080-00-17-0129.0000	80498	CAMDEN SQUARE ASSOCIATES	WHARF'S LANDING	4,897.41
01-7080-00-24-0936.0000	80499	CAMDEN SQUARE ASSOCIATES	WHARF'S LANDING	3,544.60
01-7080-00-26-6184.0000	80501	CAMDEN SQUARE ASSOCIATES	WHARF'S LANDING-OPEN SPACE	71.89
01-7080-00-47-2055.0000	80502	CAMDEN SQUARE ASSOCIATES	WHARF'S LANDING	1,632.05
01-7080-00-68-2061.0000	80503	CAMDEN SQUARE ASSOCIATES	HOFLE-ALBERTSON	544.74
01-7080-00-86-8982.0000	80504	CAMDEN SQUARE ASSOCIATES	OVERTON	3,278.81
03-8953-03-22-5982.0000	85065	APRIL M. & JAMES M. CARABIN	BARTLETT'S LANDING	50.00
03-8971-00-66-3133.0000	85071	JANELLE ROBERTS CARTER		508.57
02-8935-01-19-4055.0000	82786	ANDERSON CARTWRIGHT SR.	SPENCE TRACT	177.12
03-8990-00-63-0142.0000	85075	CYNTHIA CARTWRIGHT	ALSO N29	26.41
02-8926-00-45-4695.0000	82809	WILLIAM CARTWRIGHT		259.68
03-8953-04-81-9832.0000	85089	MAIDIA S. CECIL HEIRS	SWINDELL	974.36
02-8936-00-23-4750.0000	82822	CHARLIE RUDOLPH CHAMBLEE		133.20
02-8936-00-25-5616.0000	82823	CHARLIE RUDOLPH CHAMBLEE		152.75
02-8936-00-25-7407.0000	82824	CHARLIE RUDOLPH CHAMBLEE	ALSO 15-19	109.25
03-8971-00-86-7714.0000	85103	GLENNA CHAPPELL		317.92
01-8907-00-34-3749.0000	80565	ROBERT J. CHESSON	1 LOT	405.75

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02-8935-02-76-1550.0000	82837	CITIFINANCIAL INC		
03-8980-00-84-6726.0000	85123	OTIS COCKRILL		522.74
03-8971-00-53-5091.0000	85131	THOMAS COLE ETAL		8.12
03-8972-00-67-4674.0000	85132	DONALD M. COLLINS	ETAL=THOMAS ALAN COLE, VICKI	217.78
03-8972-00-68-6002.0000	85133	DONALD M. COLLINS	BURGESS	680.99
01-7081-00-52-3484.0000	80584	WILLIAM K. COLONNA		143.58
01-7081-00-52-7312.0000	80585	WILLIAM K. COLONNA		555.80
01-7999-00-46-1105.0000	80588	LINDA EASON COLSON		852.60
03-8971-00-75-0617.0000	85139	APRIL BENNETT CONNIE		1,012.52
02-8923-00-19-3774.0010	87043	WILLIAM CONOVER	PELICAN MARINA	229.68
02-8923-00-19-3774.0021	87045	WILLIAM CONOVER	PELICAN MARINA	231.74
02-8923-00-19-3774.0038	87046	WILLIAM CONOVER	PELICAN MARINA	231.74
02-8936-00-25-8274.0000	82868	MICHAEL COOPER		231.74
03-8962-00-55-5300.0000	85145	OCTAVIA COPELAND HEIRS		239.46
01-7988-00-14-1370.0000	80610	ISAAC COSTON	STEVENS	322.54
02-8944-00-89-9502.0000	82876	CARDWELL COWELL JR.		117.41
02-8945-00-81-3394.0000	82877	CARDWELL COWELL		417.90
02-8945-00-80-9804.0000	82878	DALE C. COWELL		1,200.47
02-8944-00-99-6389.0000	82880	MICHAEL DERRICK COWELL		1,440.93
02-8944-00-99-0425.0000	82886	YVONNEDA N. COWELL		509.76
03-8952-01-49-6484.0000	85169	CPM DEVELOPMENT, LLC	MAGNOLIA MANOR	166.66
03-8952-02-59-1490.0000	85173	CPM DEVELOPMENT, LLC	MAGNOLIA MANOR	1,310.52
03-9809-00-33-4725.0000	85182	DENNIS CREASY	THE POINT	1,575.13
01-7989-03-12-7111.0000	80622	CHARLIE & TEENIE CREECY		14.24
01-7998-01-08-9951.0000	80623	KIM CREECY		256.81
01-7998-01-09-9025.0000	80624	KIM CREECY	OVERTON	148.83
03-9809-00-66-0120.0000	85191	RANDELL CRIDER	THE POINT	384.51
03-8953-00-76-9665.0000	85192	SHARON RENEE CRIDER		24.88
02-8935-03-40-3531.0000	82937	EVERETT ASHLEY DAVENPORT JR		700.57
02-8935-03-40-3652.0000	82938	EVERETT ASHLEY DAVENPORT JR		387.45
02-8935-03-40-3652.1000	82939	HOWARD DAVENPORT	LEASEHOLD	159.73
02-8923-00-09-5774.0001	87048	DEBORAH COX WOOD REVOCABLE TRT		97.82
02-8924-00-61-4600.0000	82965	MARGARET DECKER HEIRS		1,268.53
01-7988-00-94-4244.0000	80685	DISMAL CANAL INCORPORATED	PRITCHARD	7.37
01-7998-01-18-1579.0000	80686	FABIAN DIXON		143.42
03-9809-00-26-7055.0000	85241	ALBERT DODD	HUNTER'S PARK	1,497.84
03-9809-00-35-0772.0000	85242	ALBERT DODD	HUNTER'S PARK	17.17
02-8945-00-67-3935.0000	82977	RONALD P. DODSON		17.15
02-8945-00-67-6899.0000	82978	RONALD P. DODSON		1,254.28
03-8889-00-38-8587.0000	85250	H. DOUGLAS DOWDY		287.38
03-8973-00-22-4894.0000	85251	H. DOUGLAS DOWDY	TILLETT	918.41
02-8945-00-53-2350.0000	82982	CARTER C DOZIER	HERBERT MERCER	773.00
03-8889-00-87-2125.0000	85252	DRACHMA II, INC.	EDGEWATER WEST	379.50
03-8889-00-87-2352.0000	85253	DRACHMA II, INC.	EDGEWATER WEST	63.72
03-8889-00-87-3113.0000	85254	DRACHMA II, INC.	EDGEWATER WEST	30.70
03-8889-00-87-3350.0000	85255	DRACHMA II, INC.	EDGEWATER WEST	63.71
03-8889-00-87-4121.0000	85256	DRACHMA II, INC.	EDGEWATER WEST	30.69
03-8889-00-87-4267.0000	85257	DRACHMA II, INC.	EDGEWATER WEST	63.71
03-8889-00-87-5028.0000	85258	DRACHMA II, INC.	EDGEWATER WEST	63.71
03-8889-00-87-5256.0000	85259	DRACHMA II, INC.	EDGEWATER WEST	63.71
03-8889-00-87-6036.0000	85260	DRACHMA II, INC.	EDGEWATER WEST	30.70
03-8889-00-87-6262.0000	85261	DRACHMA II, INC.	EDGEWATER WEST	63.70
03-8889-00-87-7024.0000	85262	DRACHMA II, INC.	EDGEWATER WEST	30.68
			EDGEWATER WEST	63.70

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03-8889-00-87-7260.0000	85263	DRACHMA II, INC.	EDGEWATER WEST	30.70
03-8889-00-87-8031.0000	85264	DRACHMA II, INC.	EDGEWATER WEST	63.70
03-8889-00-87-8169.0000	85265	DRACHMA II, INC.	EDGEWATER WEST	30.68
03-8952-01-49-1090.0000	85266	DRACHMA,INC & SIMSON BAAI,LLC		727.00
02-8946-00-21-8456.0000	83016	MELYSSA DURREN		524.01
02-8943-01-47-1107.0000	84416	JUNE E. DUVAL		424.66
01-7989-04-90-0938.0000	80703	DORIS EASON		74.63
01-8907-00-34-2520.0000	80706	JONATHAN & SHERRY EASON		184.45
01-8907-00-34-3335.0000	80707	JONATHAN & SHERRY EASON		435.13
01-7090-00-54-9324.0000	80710	RUDOLPH EASON		204.18
01-7081-00-81-2862.0000	80712	WILLIE A. EASON SR.	CREEKMORE	499.62
03-8952-00-95-2607.0000	85288	RICKY LEE EDWARDS	TRACT # 3	575.34
03-8973-00-22-6088.0000	85289	RICKY LEE EDWARDS		331.31
03-8973-00-22-6159.0000	85290	RICKY LEE EDWARDS		735.54
03-8973-00-22-6302.0000	85291	RICKY LEE EDWARDS		339.12
01-7989-04-51-8515.0000	80719	WILLIAM LUCIAN ELKINS		700.65
02-8935-02-66-7093.0000	83037	B. F. ETHERIDGE HEIRS		808.33
02-8935-02-75-1959.0000	83038	B. F. ETHERIDGE HEIRS		301.71
02-8945-00-41-2060.0000	83040	LASELLE ETHERIDGE SR.	ALSO 166 BUSHELL RD	545.38
01-7989-04-50-7223.0000	80730	LAURA ETHERIDGE ETAL LE	LE TO LAURA ETHERIDGE,ERNEST	297.31
02-8954-00-97-5406.0000	83042	MYRA SHAW ETHERIDGE ETAL	TENANTS IN COMMON	624.01
03-8954-00-97-9503.0000	85325	ANNIE EVANS		490.13
03-8962-00-45-9595.0000	85327	ERMA & MARVIN EVANS		247.55
03-8961-00-69-3519.0000	85332	MARIETTA EVANS		774.82
02-8936-00-11-6305.0000	83059	WILLIAM EARL EVANS		520.65
02-8934-02-86-1827.0000	83066	PHILIP & TERESA FAISON		1,377.78
03-8952-02-78-2722.0000	85337	PHILIP & TERESA FAISON	LOT	1,157.27
01-7989-04-91-4923.0000	80752	ANDREW FEREBEE		5.67
01-7989-04-90-6715.0000	80754	ANDREW FEREBEE HEIRS		584.70
02-8944-00-36-1417.0000	83108	ROSA ALICE FEREBEE	SEYMOUR	558.66
02-8937-00-41-9024.0000	83109	TONIA BANKS FEREBEE		1,027.00
03-8965-00-42-7651.0000	85343	WESLEY F FERRELL		309.01
03-8971-00-23-8266.0000	85349	STEPHEN W. FINLEY		445.12
03-8965-00-43-5763.0000	85359	LAWRENCE FLOYD		1,232.57
03-8965-00-37-4242.0000	85370	DORA EVANS FORBES		183.26
03-8965-00-37-9112.0000	85371	DORA EVANS FORBES	HOUSE & LOT	68.29
03-8973-00-24-4219.0000	85373	ERNESTINE BURGESS FORBES		141.81
02-8935-03-30-3126.0000	83124	GLENN ALLAN FORBES ET AL		318.90
03-8954-00-97-9233.0000	85383	ISAAC CROSBY FORBES		137.12
03-8972-00-56-9710.1000	85384	JAMES D. FORBES II	LEASEHOLD	491.95
03-8973-00-18-4582.0000	85388	JEREMY WILLIAM FORBES		513.17
03-8965-00-43-8466.0000	85407	KEVIN S. FORBES		620.57
03-8974-00-52-1153.0000	85408	MARY ELIZABETH FORBES		830.22
03-8973-00-23-5745.0000	85410	STEPHEN CLAYTON FORBES LE	LIFE ESTATE THEN TO STEPHEN	561.75
03-8973-00-23-5810.0000	85411	STEPHEN CLAYTON FORBES LE	STEPHEN CLAYTON FORBES LE THEN	152.97
03-8970-00-29-6005.0000	85413	THOMAS GARY FORBES		567.78
02-8923-00-69-0496.0000	83147	CLAY FOREMAN JR.		152.79
02-8924-00-70-2284.0000	83148	CLAY FOREMAN JR.		152.12
02-8924-00-80-2958.0000	83149	CLAY FOREMAN JR.		149.28
02-8924-00-91-1575.0000	83150	CLAY FOREMAN JR.		147.35
03-8990-00-64-8379.0000	85441	CHRISTOPHER FROST-JOHNSON	BROAD CREEK CLUB	132.41
02-8926-00-57-5139.0000	83181	MARY MCPHERSON GASKINS		710.62
03-8965-00-51-3110.0000	85483	LARRY & ISADORA GIBBS		655.33



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03-8990-00-18-1154.0000	85485	WINTON EDWARD GILLESPIE	MINORCA	337.93
03-8972-00-60-1556.0000	85486	EDITH PIERCE GILLIKIN LE	AFTER LE TO RENEE GILLIKIN	364.71
01-7989-04-51-3183.0000	80838	LUTHER GLOVER	SPENCER AVENUE	298.02
01-7997-00-66-7449.0000	80842	R. J. GONDER	TURNER CUT	321.18
01-7999-00-64-4905.0000	80847	JOYCE LORRAINE GORDON		231.69
01-7080-00-64-4449.0000	80861	LINDA A. & DANIEL B. GRAY		600.65
02-8934-04-71-7464.0000	83266	EVELYN BRAY GREGORY		3.47
02-8935-01-08-8786.0000	83269	LINWOOD GREGORY		654.64
01-7090-00-70-3221.0000	80864	LONZO FISHER GREGORY		506.90
02-8945-00-65-2036.0000	83273	MERLE S. GREGORY		396.77
02-8945-00-54-7659.0000	83275	MILTON J GREGORY	# BOGUES	60.16
03-8953-04-90-1418.0000	85526	WILLIE M. GREGORY		1,174.89
03-8964-00-08-7781.0000	85531	JACQUILYN A. GRIFFIN	TIMBERLAND	602.91
01-7989-04-60-0628.0000	80872	JAMES GLEN GRIFFIN		155.47
01-7989-04-60-1711.0000	80873	JAMES GLEN GRIFFIN	LOY	347.24
01-7989-04-60-1885.0000	80874	JAMES R. & SHIRLEY GRIFFIN		96.71
01-7989-04-60-3728.0000	80875	JAMES R. & SHIRLEY GRIFFIN		1,193.39
01-7090-00-60-5052.0000	80876	JOE GRIFFIN HEIRS	WHITE	81.42
01-7090-00-60-8249.0000	80882	PEARL GRIFFIN		292.24
02-8936-00-24-7933.0000	83287	SHIRLEY GRIFFIN ETAL	ETAL=M. JAMES, E. EDWARDS,	33.07
02-8936-00-24-8909.0000	83288	SHIRLEY GRIFFIN ETAL	ETAL=M. JAMES, E. EDWARDS,	82.28
02-8936-00-25-5063.0000	83289	SHIRLEY GRIFFIN ETAL	ETAL=M. JAMES, E. EDWARDS,	64.17
03-8899-00-26-9764.0000	85539	SHERYL BARBARA GROVES	HONEYSUCKLE	109.49
02-8935-02-58-8153.1000	83294	JESSE GRUMBLES		167.71
03-8965-00-36-4856.0000	85542	JEFFREY NEAL GURGANUS		849.47
02-8944-00-90-6944.0000	83301	GEORGE R. HALL II		894.64
02-8923-00-19-3774.0000	87053	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	4,281.84
02-8923-00-19-3774.0007	87054	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	231.74
02-8923-00-19-3774.0008	87055	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	231.74
02-8923-00-19-3774.0009	87056	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	231.74
02-8923-00-19-3774.0012	87057	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	231.74
02-8923-00-19-3774.0014	87058	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	31.14
02-8923-00-19-3774.0015	87059	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	31.14
02-8923-00-19-3774.0016	87060	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	31.14
02-8923-00-19-3774.0023	87062	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	113.74
02-8923-00-19-3774.0027	87063	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	172.74
02-8923-00-19-3774.0028	87064	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	172.74
02-8923-00-19-3774.0029	87065	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	172.74
02-8923-00-19-3774.0030	87066	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	172.74
02-8923-00-19-3774.0040	87067	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	349.74
02-8923-00-19-3774.0041	87068	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	349.74
02-8923-00-19-3774.0042	87069	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	349.74
02-8923-00-19-3774.0043	87070	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	349.74
02-8923-00-19-3774.0044	87071	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	349.74
02-8923-00-19-3774.0045	87072	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	429.82
02-8923-00-19-3774.0047	87073	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	231.74
02-8923-00-19-3774.0048	87074	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	231.74
02-8923-00-19-3774.0050	87075	HALSTEAD VENTURE PARTNERS, LLC	PELICAN MARINA	231.74
02-8923-00-19-6748.0000	87076	HALSTEAD VENTURE PARTNERS, LLC		89.86
03-8972-00-67-2843.0000	85554	VINCENT TOD HAMMOND		463.39
02-8944-00-16-6794.0000	83318	ROBERT C HARMISON JR & KELLY	IVY MEADOWS - RESIDUAL PROP.	272.78
03-8972-00-73-5970.0000	85558	LYDIA HARNEY	LYDIA = 4/5 INT.	205.02
02-8946-00-60-5554.0000	83336	KENNETH A. & JANET M. HARRELL	BELLWOOD	478.13

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02-8944-00-21-8102.0000	83340	CARL HARRINGTON		440.32
02-8944-00-21-8687.0000	83341	CARL HARRINGTON	AFTER LE GOES TO CARRIE L.	940.98
02-8944-00-21-9489.0000	83342	CARL HARRINGTON		373.02
02-8944-00-30-2221.0000	83343	CARL HARRINGTON		158.84
02-8944-00-30-6441.0000	83344	CARL HARRINGTON		76.11
02-8944-00-31-2148.0000	83345	CARL HARRINGTON		1,038.97
02-8944-00-30-1903.0000	83348	MELANIE ANN HARRINGTON		1,118.41
03-8971-00-54-7373.0000	85569	DWAYNE HARRIS	BURGESS	845.35
01-7998-01-08-6797.0000	80939	EDWARD E. HARRIS JR.	HARRIS	642.80
02-8945-00-53-5250.0000	83368	EVELYN HARRIS		250.13
03-8971-00-53-7463.0000	85570	JOSHUA KADE HARRIS		202.74
03-8962-00-56-7217.0000	85575	TONYA HUGHES HARRIS		537.17
03-8953-03-13-0652.0000	85583	JESSE & DOROTHY HARRISON	BLOCK 1 L-11	219.21
03-8971-00-66-7005.0000	85588	PATSY M. HARRISON LE	PATSY HARRISON LE THEN TO	329.71
03-8971-00-66-6199.0000	85589	WILLIS DALTON HARRISON		67.04
02-8943-01-17-1673.0000	83399	MILDRED A. HAVRILLA	ALSO LOT 10	1,629.96
03-8971-00-75-2067.0000	85610	PATRICIA PIERCE HEATH	GOOSE CREEK	305.82
01-7090-00-95-4019.0001	80976	MARK DAN HEWITT	1/2 UND INT	129.06
01-7989-03-41-5492.0000	80979	WILL HICKS		128.50
03-8965-00-44-3670.0000	85619	CLOAH J. HIGGINBOTHAM		342.81
03-8965-00-44-4401.0000	85620	CLOAH J. HIGGINBOTHAM		332.77
02-8926-00-78-8188.0000	83426	MICHAEL A. & RANDI L. HILL	THIS PARCEL INCLUDES PARCEL 2	176.78
02-8936-00-25-9695.0000	83429	PATRICIA C. HILL		738.48
01-7998-01-17-9903.0000	80986	BONNY SAWYER HINSON		420.74
02-8934-01-17-5367.0000	83437	LINDA SUE LAMB HINTON		190.92
02-8934-01-18-6001.0000	83438	LINDA SUE LAMB HINTON	HOME & MOBILE HOME PARK	4,242.37
02-8934-01-18-6001.1000	83439	LINDA SUE LAMB HINTON		555.32
03-8962-00-49-4409.0000	85635	WARREN HOOVER		62.95
03-8899-00-46-4651.0000	85639	WILLIAM T. & PATRICIA HORTON	FISHERMAN'S VILLAGE	939.05
02-8923-00-09-5774.0006	87082	HOWARD K. HOUTZ JR.	HARBOR PLACE UNIT	1,319.18
02-8943-01-36-0958.0000	83465	TABATHA LYNN HUACOS		1,188.24
03-8961-00-69-1918.0000	85650	CLEVELAND & RUBY HUGHES		196.51
03-8962-00-56-7699.0000	85651	CLEVELAND & RUBY HUGHES		142.00
03-8962-00-56-9704.0000	85652	CLEVELAND & RUBY HUGHES		129.82
03-8962-00-70-7416.0000	85653	CLEVELAND & RUBY HUGHES		93.03
02-8935-02-75-1959.1000	83473	DORIS HUGHES	LEASEHOLD	525.22
01-8908-00-35-5676.0000	81027	HUNTERWOOD FARM, INC.		711.26
03-8899-00-07-3170.0000	85674	BEN HUYNH	EDGEWATER	691.26
01-7989-04-51-6248.0000	81045	RONALD BEALE INGE		122.29
02-8935-01-07-0916.0000	83482	ROSETTA MERCER INGRAM	JUDITH MERCER ESTATE FILE 99E-	106.89
01-7988-01-38-1944.0000	81057	BESSIE P. JACKSON		251.55
01-7969-00-96-0916.1000	81060	JOSEPH BAKER JACKSON JR	LEASEHOLD	699.98
03-8943-04-74-3506.0000	85694	ELLIOTT & DONNA JACOBS	COLLINGSWOOD	4,444.53
03-8943-04-74-4779.0000	85695	ELLIOTT & DONNA JACOBS		983.58
02-8936-00-25-7407.0001	83502	CLARA JENNINGS HEIRS		72.00
01-7080-00-52-4413.1000	81090	DARYL & KIMBERLY JOHNSON	LEASEHOLD	363.62
01-7989-04-60-0824.0000	81096	JOYCE & CLIFTON JOHNSON	BLOODFIELD	787.02
02-8916-00-39-4204.1000	83535	JONES BODY SHOP		280.45
03-8943-04-83-8536.0000	85727	JONES FAMILY CHILDRENS TRUST	PINEWOOD SHORES	1,992.06
03-8965-00-12-0953.0000	85729	BRUCE & RUTH JONES		218.92
02-8916-00-39-4204.0000	83538	DONALD RAY JONES		299.42
02-8943-00-68-7840.0000	83540	DONALD RAY JONES	DANSON'S GRANT	914.83
02-8934-04-71-8470.0000	83543	JAMES MILTON JONES ETAL		347.06

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03-8943-04-93-8214.0000	85758	L. P. JORDAN HEIRS		261.80
01-7989-04-81-1159.0000	81128	WILBERT S. JORDAN LE	AFTER LIFE ESTATE OF WILBERT &	379.90
01-8000-00-26-9025.0000	81129	EULA B. JOYNER	TROTTERS ESTATES	842.82
01-8000-00-36-1300.0000	81130	EULA B. JOYNER	TROTTERS ESTATES	892.49
01-8000-00-36-6147.0000	81131	EULA B. JOYNER	TROTTERS ESTATES	896.09
01-8000-00-36-9596.0000	81132	EULA B. JOYNER	TROTTERS ESTATES	910.62
01-8000-00-36-9809.0000	81133	EULA B. JOYNER	TROTTERS ESTATES	825.95
01-8000-00-37-8197.0000	81134	EULA B. JOYNER	TROTTERS ESTATES	792.55
03-8889-00-88-4188.0000	85767	LELAND KANE	SNAPDRAGON	16.30
03-8971-00-38-9516.0000	85771	BENNETT RAY KEEL SR.		251.31
03-8973-00-53-0748.0000	85793	MORRIS L. KIGHT III		832.81
03-8973-00-23-4180.0000	85794	MORRIS LEO KIGHT SR.	MORRIS & CAROL KIGHT RESERVED	230.51
03-8973-00-35-6761.0000	85795	MORRIS LEO KIGHT SR.	KIGHT	143.99
03-8973-00-44-9165.0000	85796	MORRIS LEO KIGHT SR.	KIGHT	120.16
03-8973-00-45-7863.0000	85797	MORRIS LEO KIGHT SR.	KIGHT	46.79
03-8973-00-54-3902.0000	85798	MORRIS LEO KIGHT SR.	KIGHT	69.87
03-8899-00-55-5873.0000	85805	PAUL H. KING	RIVIERA PARK	109.41
03-9809-00-24-6322.0000	85809	DAVID B. KIRBY	SAN MARCO	68.02
03-8889-00-58-2124.0000	85811	KIMBERLY RAE KLINGBAIL	SEA BREEZE	70.97
02-8934-01-17-4778.1000	83635	LARRY LAMB	LEASEHOLD	56.28
02-8934-01-17-4778.0000	83636	LARRY G. LAMB SR	STORE & MARINA	5,606.06
02-8934-01-26-6462.0000	83637	LARRY G. LAMB SR	KRAMER ACRES	1,424.92
02-8954-00-97-5888.0000	83638	RUSSELLETTE LAVERNE LAMB HEIRS		647.40
03-8889-00-97-8243.0000	85868	DALE LE	EDGEWATER	1,131.52
03-9809-00-14-4354.0000	85890	JAMES & ELEANOR LEARY		94.24
01-7998-00-77-0454.0000	81221	SHAWN H. LEARY		233.29
02-8923-00-19-3774.0019	87086	SCOTT J. LEONARD	PELICAN MARINA	1.64
03-8962-00-61-6700.0000	85906	PENNY LEWIS HEIRS		67.85
03-8962-00-91-9356.0000	85907	PENNY LEWIS HEIRS		201.75
01-7080-00-38-5549.0000	81232	RICHARD P LIGHT SR. & LIBBIE R		15.17
02-8945-00-42-8770.0000	83697	ALBERT LISTER ETAL	ETAL=ALBERT C. LISTER, FRANK J	349.93
02-8945-00-53-1941.0000	83698	ALBERT LISTER ETAL	ETAL=ALBERT C. LISTER, FRANK J	176.90
03-8899-00-37-0046.0000	85918	ELIZABETH LONG	CAMDEN POINT SHORES	19.31
01-7989-04-50-9039.0000	81257	EULA LOWE	BLOODFIELD	127.72
02-8945-00-53-1518.0000	83712	GARY D. & BETH A. LOYD		1,033.17
01-7090-00-82-5970.0000	81280	MAINSTAY CONSTRUCTION, INC	TAR CORNER VILLAGE	166.53
01-7090-00-83-0122.0000	81282	MAINSTAY CONSTRUCTION, INC	TAR CORNER VILLAGE	76.31
01-7090-00-83-1303.0000	81284	MAINSTAY CONSTRUCTION, INC		466.56
01-7090-00-92-5561.0000	81289	MAINSTAY CONSTRUCTION, INC	TAR CORNER VILLAGE	438.58
01-7998-01-09-8245.0000	81293	BALFOUR GILBERT MANCINI		548.81
03-8953-03-03-5096.0000	85940	ROBERT & MARGARET MANRIQUEZ		255.13
02-8926-00-33-9071.0000	83742	DAVID L MARCAIS	BELL FARM ESTATES	50.00
03-8965-00-42-9214.0000	85990	JANICE FERRELL MASON		487.07
02-8943-00-68-6720.0000	83756	JOSEPH MATA	DANSON'S GRANT	837.84
03-8965-00-51-5673.0000	85999	ALAN I MAVER		4.93
03-8965-00-51-1668.0000	86000	BARBARA D. MAVER		3.97
01-7998-01-09-1389.0000	81328	NANCY H. MCALLISTER, ETAL	HARRIS LOT- ETAL=NANCY, JUNE,	451.42
01-8908-00-51-3864.0000	81338	CHARLES E. & SHEILA E. MCCOY		709.57
01-7998-01-09-4729.0000	81354	JOHNNY M. MCCOY		793.10
02-8945-00-64-0431.0000	83766	MICHAEL MCCOY		479.27
03-8965-00-44-7928.0000	86016	WHALON & KATHLEEN MCCULLEN	404 SANDY HOOK ROAD HOME ALSO	1,000.72
03-8965-00-55-0402.0000	86017	WHALON & KATHLEEN MCCULLEN		189.89
02-8934-03-31-9750.0000	83769	CAROLYN MCDANIEL		353.63

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02-8934-03-32-7553.0000	83770	CAROLYN MCDANIEL		322.95
02-8934-03-43-2243.0000	83771	CAROLYN MCDANIEL	ASKEW	566.27
02-8936-00-21-4428.0000	83772	CAROLYN MCDANIEL		104.76
02-8934-03-32-7553.1000	83773	RAYMOND MCDANIEL		598.31
03-8952-02-68-8380.0000	86020	MELINDA W. MCDARIES		.00
02-8935-02-87-0464.0000	83779	CAROL A. MCFARLEY		775.69
01-7969-00-94-6590.0000	81378	LAWRENCE MCGROGAN		235.10
02-8944-00-91-5401.0000	83790	LOIS F. MCLAWHORN		313.49
03-8962-00-05-0472.0000	86025	FRANK MCMILLIAN HEIRS	STEVENS	815.82
02-8944-00-91-5401.1000	83795	BRIAN KEITH MCPHERSON		225.11
01-7998-01-27-1657.0000	81382	CLARENCE MCPHERSON		498.47
01-7998-00-73-2410.0000	81383	CLARENCE LEON MCPHERSON	MURRAY	651.14
01-7091-00-10-8406.1000	81384	CLIFFIE MCPHERSON	MOBILE HOME	233.15
01-7999-03-01-1479.0000	81388	EMANUEL MCPHERSON		396.22
01-7989-00-03-0258.0000	81399	MURRAY MCPHERSON	MCPHERSON ALSO 195A	521.07
01-7989-04-91-6721.0000	81401	STEVE MCPHERSON ETAL	HEIRS=STEVE, EMMUANUEL, RUBY	499.84
02-8945-00-90-0927.0000	83838	AMOS MERCER	TRACT #5	417.63
02-8955-00-23-1578.0000	83839	AMOS MERCER		70.06
02-8937-00-61-0063.0000	83845	DOROTHY MARIE MERCER		524.13
02-8945-00-43-7440.0000	83852	LARRY & ANNIE MERCER		166.11
02-8945-00-91-2245.0000	83853	LARRY & ANNIE MERCER		417.64
02-8955-00-13-7846.0000	83856	MARIE MERCER		70.03
02-8934-01-28-1071.0003	83861	JON R. MERRITT	WINNER CIRLE UNIT 3	1,033.75
01-7989-00-01-1714.0000	81442	CHARLES MILLER HEIRS		1,214.24
01-7989-03-11-3920.0000	81446	NELLIE MILLER HEIRS	JACOBS	17.52
01-7998-00-79-0353.0000	81450	NANCY P. MINTON	EDDIE'S ACRES	407.79
01-7090-00-88-6336.0000	81455	DOROTHY T. MITCHELL		202.47
01-7090-00-88-7380.0000	81456	DOROTHY T. MITCHELL		206.45
01-7090-00-88-9284.0000	81457	DOROTHY T. MITCHELL		373.65
01-7999-00-12-8596.0000	81463	MOSES MITCHELL HEIRS	MCBRIDE CHURCH	182.97
02-8923-00-19-3774.0020	87091	JOSEPH MIXON	PELICAN MARINA	231.74
02-8937-00-50-2005.0000	83883	BRENDA MOORE		867.51
02-8935-03-42-2055.0000	83886	JOYCE G. MOORE		1,232.67
01-7989-04-51-0830.0000	81479	JUDY WESTON MOORE	MCBRIDE	543.82
01-7989-00-03-2301.0000	81490	ANTHONY D MORRIS		547.06
03-8990-00-18-6042.0000	86081	LARRY MOTLEY	PORTOFINO	863.69
02-8934-04-81-2051.0000	83914	ORETHIA MULLEN		629.75
01-7989-04-60-1101.0000	81520	CAROLYN JAMES MUNDEN	BLOODFIELD-CAROLYN DECEASED &	54.83
03-8965-00-13-1025.0000	86083	SHARON EVANS MUNDEN		997.55
01-7988-00-03-8823.0000	81527	WALTER MUNDEN JR.		681.94
02-8955-00-26-8802.0000	83921	KIMBERLY S MUTTA		1,818.08
02-8955-00-26-6246.0000	83922	KIMBERLY S. MUTTA		162.93
02-8955-00-26-8515.0000	83923	KIMBERLY S. MUTTA	KIMBERLY MUTTA & PEGGY BEDLOW	144.92
02-8955-00-26-9871.0000	83924	KIMBERLY S. MUTTA	KIMBERLY MUTTA & BRANDY BEDLOW	135.92
01-8907-00-17-6445.0000	81545	SAMUEL NASH III		156.87
01-8907-00-27-0091.0000	81546	SAMUEL NASH III	960 NORTH 343 NC	709.19
03-8962-00-09-7045.0000	86120	ANNIE NEWBY		291.27
02-8934-04-71-5489.0000	83937	JEREMY M NEWNS		231.09
03-8963-00-00-8453.0000	86128	CHARLENE S. NICHOLSON		698.51
03-8952-02-65-1691.0000	86133	NORTH SHORE INVESTMENTS, LLC		197.96
03-8953-04-91-3161.0000	86134	NORTH SHORE INVESTMENTS, LLC		263.69
03-8953-04-91-4202.0000	86135	NORTH SHORE INVESTMENTS, LLC		202.86
02-8926-00-13-6839.0000	83955	NORTHEASTERN COMMUNITY		132.97

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03-9809-00-45-1097.0000	86141	MICHAEL OBER		25.47
03-8963-00-42-8910.0000	86142	OM MANAGEMENT GROUP, LLC		4.60
03-8972-00-41-9485.0000	86153	BRITTON OVERTON		401.29
03-8972-00-51-8423.0000	86154	BRITTON OVERTON		1,581.52
03-8971-00-12-0477.0000	86166	GILBERT WAYNE OVERTON &		2,539.44
03-8972-00-44-8930.0000	86168	GILBERT WAYNE OVERTON		494.94
03-8972-00-54-4332.0000	86171	GILBERT WAYNE OVERTON &	1/2 UNDIVIDED INTEREST	641.23
03-8972-00-64-0538.0000	86176	GILBERT WAYNE OVERTON &		557.99
02-8943-01-17-1370.0000	83975	ROBERT & SUE OVERTON	WHITEHALL SHORES	1,963.31
02-8935-02-65-9762.0000	83976	CLARENCE OWENS		60.69
03-8889-00-38-9582.0000	86187	HECTOR C. PALALAY & MILAGROS O	SEABREEZE	639.01
03-8889-00-48-0580.0000	86188	HECTOR C. PALALAY & MILAGROS O	SEABREEZE	650.70
01-7998-01-09-7155.0000	81644	CORNELIUS P & GLORIA E PAXTON		649.74
02-8925-00-78-9938.0000	84028	CARL PIERCE		13.12
01-7998-00-21-4805.0000	81668	JOHN D.PIERCE LE	HENRY HINTON	120.01
01-7998-00-30-8313.0000	81671	JOHN D.PIERCE LE	SALLY HEWITT	179.10
03-8963-00-00-6527.0000	86223	KENNETH & PEGGY S. PIERCE	ALSO 109 HAWKINS LANE	407.53
03-8963-00-10-1500.0000	86224	KENNETH & PEGGY S. PIERCE		836.77
01-7979-00-61-7358.0000	81685	POTOMAC TIMBER INVESTMENTS #17	MENGLE COMPANY	2,961.32
02-8936-00-24-7426.0000	84064	BERNICE PUGH		63.34
02-8916-00-87-7299.0000	84073	JAMIE TEACHEY PYLE		235.76
03-8971-00-97-4824.0000	86265	BRAULIO A QUEZADA	GREEN ACRES	1,012.38
03-9809-00-04-2698.0000	86266	CAROL RAGAN	RIVIERA PARK	94.21
03-8973-00-39-1902.0000	86267	RAMCOM, LTD	RIDDLE ACRES	369.85
01-8907-00-26-6796.0000	81765	HARRY REEVES,SR & FAYE		610.23
02-8943-01-17-3472.0000	84092	MARIAN S RENEGAR	WHITEHALL SHORES	1,227.13
03-8990-00-08-7291.0000	86287	JAMES E RHODES	MINORCA	812.59
03-8962-00-49-2594.0000	86292	CHRISTINA MICHELLE RICHARDSON		59.02
03-8962-00-38-9683.0000	86296	SANDRA G RICHARDSON		289.61
03-8962-00-49-1075.0000	86297	SHELIA JANE RICHARDSON		419.55
03-8973-00-22-3033.0000	86298	RICKY'S WELDING, INC.		3,151.98
03-8973-00-22-4200.0000	86299	RICKY'S WELDING, INC.		219.25
01-7989-04-60-1954.0000	81774	CHRISTINE RIDDICK		135.11
01-7090-00-64-4058.0000	81775	GODFREY RIDDICK		430.44
01-7998-01-06-7374.0000	81786	JASON M & JUNE E RIGGS		776.27
03-9809-00-17-2462.0000	86339	TODD ALLEN RIGGS	HUNTER'S PARK	17.18
02-8934-01-36-6132.0000	84111	WARREN DEAN RIGGS		390.64
03-8952-04-64-1093.0000	86340	WARREN DEAN RIGGS		976.93
03-8961-00-58-4506.0000	86342	WARREN DEAN RIGGS	BUCKO BAY	1,243.42
03-8961-00-59-1240.0000	86343	WARREN DEAN RIGGS	BUCKO BAY	390.66
03-8961-00-59-3268.0000	86344	WARREN DEAN RIGGS	BUCKO BAY	370.26
01-7989-04-60-2267.0000	81820	MOSES RODGERSON		510.65
01-7989-04-80-5714.0000	81824	DANIELLE ROCHELLE ROHDE	WEBB	9.62
01-7989-04-80-5998.0000	81825	DANIELLE ROCHELLE ROHDE		210.87
01-7080-00-53-1141.0000	81830	EDWARD A. ROSA, SR.		836.77
01-7989-04-50-7945.0000	81832	JEREMEE N. ROSENBERGER		543.24
02-8945-00-53-1705.0000	84142	GARLAND W & SHARON ROUNTREE		652.88
02-8945-00-54-1099.0000	84143	GERTIE LEE & JONOLA T ROUNTREE		1,141.11
03-8962-00-19-7126.0000	86508	JOEY SHANE RUSSELL		2,002.31
01-7080-00-62-1977.0000	81859	SANDERS CROSSING OF CAMDEN CO	SANDERS CROSSING	426.59
03-8971-00-30-9999.0000	86533	WILLIAM MICHAEL SARGENT		971.77
03-8964-00-73-5017.0000	86539	ARELIA BERNITA SAWYER	C.S. SAWYER	125.77
01-7998-01-17-7997.0000	81872	CECIL SAWYER JR.		911.81

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03-8952-01-39-5259.0000	86546	CHARLES RAY SAWYER	WALSTON	2,604.34
01-8907-00-16-5699.0000	81887	ELLEN FAYE SAWYER	.	283.30
01-7090-00-95-5262.0000	81906	JOHN F. SAWYER HEIRS		29.96
03-8953-03-12-3791.0000	86556	KIMBERLEE SAWYER	ALSO LOT 76	1,466.84
02-8925-00-89-7580.0000	84239	TYLER LOCKWOOD SAWYER	SCOTLAND ACRES	210.84
01-7999-00-02-8547.0000	81935	WILLIAM T. & GINGER SAWYER	PINE RIDGE	763.25
01-8907-00-16-8511.0000	81936	WILLIE RAY & OLA JEAN SAWYER		868.82
03-8990-00-07-6403.0000	86576	MARY ANN SCHMIDT, ETAL	BROAD CREEK CLUB, CAMDEN POINT	97.64
03-8990-00-18-3466.0000	86577	MARY ANN SCHMIDT, ETAL	PORTOFINO-CAMDEN POINT SHORES	621.75
03-8961-00-69-4972.0000	86578	MICHAEL WILLIAM SCHOOLEY	BRIAN & HELEN MEEKINS 1/2 UND.	182.69
03-8899-00-45-2682.0000	86582	SEAMARK INC.	CAMDEN POINT SHORES	738.53
03-8964-00-40-9957.0000	86583	LASALLE SEARS HEIRS	HOUSE & LOT TO LAVONTE SEARS	527.45
02-8935-02-56-0566.0000	84272	SECRETARY OF VETERANS AFFAIRS	SAWYER'S CREEK LANDING	1,518.68
01-7080-00-52-4343.0000	81960	JUDY FAYE SENTERS		834.54
01-7080-00-52-4413.0000	81961	JUDY FAYE SENTERS		356.96
03-8963-00-39-9364.0000	86588	RUDOLPH C. & REGINA M. SEYMORE	FEREBEE	418.90
02-8934-01-29-4617.0000	84291	JAMES B. SEYMOUR ETAL	ETAL=CHARLES B. SEYMOUR, JOAN	642.83
01-7989-00-94-9069.0000	81964	LARRY O. SHARPE		259.01
02-8934-01-48-7554.0000	84301	CHRISTY DESIREE SHAW		838.62
02-8954-00-97-4350.0000	84302	GEORGE SHAW		30.69
03-8954-00-92-8817.0000	86592	ELOISE S. SHERMAN		10.15
03-8964-00-03-1161.0000	86593	ELOISE S. SHERMAN		1.47
03-8899-00-17-9360.0000	86594	FRANKLIN SHIELD	SNAPDRAGON	14.51
01-7969-00-64-7728.0000	81972	MILTON SHOFFEITT	MALER TRACT	417.35
02-8955-00-13-0662.0000	84308	THERESA WILLIAMS SIMMONS		606.45
02-8935-02-75-0867.0000	84315	ED SIVELLIS HEIRS		642.50
01-7998-00-02-0294.0000	81997	ALMA & CHARLIE SMITH		2.85
02-8933-02-97-9625.0000	84335	SUSAN M SMITH	WHITEHALL SHORES	1,186.11
01-7090-00-26-7835.0000	82010	BETTIE ANN SMITHSON		223.21
03-8962-00-70-7529.0000	86617	MARY SNOWDEN		99.73
02-8945-00-91-4594.0000	84354	FLOSSIE SPELLMAN	MERCER	417.63
02-8945-00-65-5133.0000	84356	RUTH SPELLMAN		283.56
02-8916-00-68-4219.0000	84363	LINEAKA SPENCE		378.56
01-7081-00-81-1854.0000	82041	WALTER A., LACHELLE M. &	CREEKMORE	429.87
01-7999-00-00-3446.0000	82042	WILLIAM & JUDY SPENCE	CARTWRIGHT	456.87
01-7979-00-56-8926.0000	82044	JANET H. SPENCER	BURNHAM	541.80
01-7989-00-13-3632.0000	82045	JANET H. SPENCER		206.58
01-7989-00-25-4097.0000	82046	JANET H. SPENCER	HINTON - WILSON	892.67
01-7989-04-51-5401.0000	82047	JANET H. SPENCER		158.14
01-7989-04-51-5495.0000	82048	JANET H. SPENCER	POST OFFICE	547.78
01-7979-00-66-8603.0000	82049	MELINDA SUE SPENCER	RIDDICK	394.08
01-7979-00-66-9260.0000	82050	MELINDA SUE SPENCER	RIDDICK	104.46
03-8953-03-41-2658.0000	86630	STEVEN SPENCER		1,089.38
03-9809-00-54-8280.0000	86633	RODNEY STEVEN SPIVEY &		37.63
03-8973-00-29-2185.0000	86635	FRANKLIN D. SPRUILL	RIDDLE RANCHETTE	668.13
02-8934-04-61-9891.0000	84384	WILLIAM EDGAR STAPLES		1,437.61
01-7999-03-02-2066.0000	82074	JERRY ADAM STEVENSON		494.13
03-8972-00-34-4293.0000	86751	NANETTE K. STICKLES	WICKHAM DOWNS	819.02
01-7999-00-89-3197.0000	82080	TALLIE STILES JR.		330.45
03-8899-00-37-3100.0000	86753	CATHERINE A. STOHL, ETAL	& 12	77.23
02-8935-01-08-9626.0000	84412	RODNEY WAYNE STOKLEY		109.90
02-8934-03-43-3609.2529	84413	ANDY PRICE STONE		1,145.01
01-7998-01-06-3034.0000	82082	CHARLES A STOTTLEMYER		514.51

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Update Lien Fee

CAMDEN COUNTY  
TC330U

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Parcel#	Taxbill#	Owner	Legal-Desc	Principal Tax
03-8899-00-07-5054.0000	86756	BUELL & TAMMY STUART	EDGEWATER	275.49
03-8899-00-07-4057.0000	86757	BUELL WATSON STUART		496.02
01-7998-01-16-2757.0000	82099	HELEN CARTER SUTTON	ALSO LOT 18R	568.33
03-8972-00-51-3157.0000	86762	ROBERT & BRIDGET SWAIN		541.21
03-8971-00-47-4971.0000	86769	TERESA FORBES SWINSON		501.07
02-8926-00-24-1130.0000	84433	EDWARD SYKES		277.25
01-7081-00-06-2990.0000	82152	MICHAEL STORMAN TAYLOR	CAMDEN PLANTATION	1,989.83
02-8955-00-07-5604.0000	84468	WINZOLA TAYLOR		99.90
02-8935-01-08-3259.0000	84469	RAMONA & MICHAEL TAZEWEEL	UPTON TRACT	205.89
03-8980-00-84-0931.0000	86785	CARL TEUSCHER	DOGWOOD	8.11
03-8980-00-84-1828.0000	86786	CARL TEUSCHER	DOGWOOD	8.12
03-8980-00-84-2825.0000	86787	CARL TEUSCHER	DOGWOOD	8.11
03-8980-00-84-4800.0000	86788	CARL TEUSCHER	DOGWOOD	8.10
03-8972-00-23-4364.0000	86795	AMY M THATCH		109.98
03-8965-00-27-9161.0000	86796	DONNA LYNN THOMAS		649.64
02-8934-02-95-4772.0000	84526	THOMAS E. THOMPSON III		861.10
01-7988-00-93-2185.0000	82185	CLOVIA B. THORNTON		3.17
03-8962-00-43-8770.0000	86805	DONELL THORNTON		869.90
03-8962-00-43-6290.0000	86806	EVELYN THORNTON	AFTER VIOLA THORNTON LE THEN	125.93
03-8962-00-43-7474.0000	86807	EVELYN THERESA THORNTON		270.18
01-7989-04-50-7296.0000	82190	HERBERT TILLERY		74.49
03-8952-00-95-8737.0000	86811	AUDREY TILLET		210.86
02-8936-00-81-9147.0000	84535	JUDITH TILLET		655.67
02-8935-01-18-9593.0000	84536	REGINALD TILLET	SPENCE	1,306.23
01-8907-00-91-6029.0000	82196	ELLEN CEHRS TOLLIVER	TALL TREE COMMONS	1,807.98
02-8936-00-90-1596.0000	84539	NANCY ANN TOMLINSON	CAMDEN CROSSING	1,154.84
01-8000-00-47-1728.0000	82198	EDWARD L. TORBORG	BUCK ISLAND	532.07
03-8953-04-90-5486.0000	86817	STATHA TOXEY		680.78
02-8926-00-58-2200.0000	84543	BRADFORD TRAFTON		189.90
02-8925-00-65-1102.0000	84551	J. Z. TRAFTON HEIRS	BARNARD	8.58
02-8926-00-13-6788.0000	84563	SARAH TRIMMER		334.36
03-8964-00-41-4600.0000	86825	KIMBERLEY E. & ERNEST A. TROTT		221.49
02-8934-03-43-8908.0000	84565	TROY WILLIAMS CONSTRUCTION, LLC		205.26
03-8954-00-00-6670.0000	86832	MICHAEL WAYNE TRUEBLOOD		553.53
03-8953-03-12-7386.0000	86835	JOSEPH TUINSTRA	BARTLETT'S LANDING	379.00
01-7989-04-60-0149.0000	82209	CHARLES TURNER		413.85
01-7091-00-64-6569.0000	82211	CLARENCE D. TURNER JR.		223.01
01-7989-04-60-0079.0000	82212	FRANCES ELLIOTT TURNER ETAL		195.60
01-7989-03-41-4117.0000	82214	JAMES L. TURNER		336.77
01-7999-00-95-3587.0000	82217	WALTER TURNER HEIRS	SWAMP	245.94
01-7998-01-08-8621.0000	82218	WILLIE L. TURNER ETAL	HARRIS	838.58
01-7989-03-30-8984.0000	82219	WILLIE LAVERNE TURNER	ETAL=WILLIE	1,017.72
02-8943-00-79-1571.0000	84587	FRANCIS CARROLL TWIFORD JR.	DANSON'S GRANT	1,230.32
01-7080-00-19-4673.0000	82223	LEONARD UMBERGER	CULPEPPER FARMETTE	1,691.47
02-8927-00-30-2958.0000	84605	SARAH W. VAUGHAN		310.76
01-7081-00-52-1916.0000	82239	LEWIS G. & NINA E. VERNON	SHARON HEIGHTS	325.13
03-8889-00-96-2962.0000	86843	MARTIN VINES		84.71
01-7989-04-62-8071.0000	82248	KIRBY DELNO WADDELL		372.50
01-7999-00-88-5913.0000	82254	ELSIE MAE WALKER LE	AFTER LE GOES TO KEENON	340.16
01-7999-00-89-9494.0000	82255	GERALDINE WALKER (GRANT)		748.77
01-7998-00-54-8828.0000	82259	LARRY WALKER ETAL	BATTLEGROUND	390.24
01-7989-04-60-3659.0000	82262	LEWIS & BARBARA WALKER		228.70
02-8937-00-50-8036.0000	84619	CLEVELAND WALSTON LE	LIFE ESTATE OF CLEVELAND	1,376.91

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CAMDEN COUNTY  
TC330U

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Parcel#	Taxbill#	Owner	Legal-Desc	Principal Tax
03-8889-00-69-4400.0000	86862	DENNIS A. WASKEY	CAMDEN POINT SHORES	117.88
03-8889-00-77-7285.0000	86863	DENNIS A. WASKEY	CAMDEN POINT SHORES	93.34
03-8889-00-96-3879.0000	86864	DENNIS A. WASKEY	EDGEWATER	84.71
03-8899-00-16-0530.0000	86865	DENNIS A. WASKEY	CAMDEN POINT SHORES	84.71
03-8889-00-68-0539.0000	86866	LEWIS P. WASKEY, IV	MIDLANDS	45.69
02-8955-00-73-3302.0000	84634	BERNETTA L. WATSON		118.49
02-8926-00-79-5385.0000	84637	CLARENCE & CHERYL WEAVER		1,021.93
03-9809-00-23-4988.0000	86895	WANDA H WELLS	ALSO LOT 14 SAN MARCO	880.76
03-9809-00-23-6923.0000	86896	WANDA H WELLS	SAN MARCO	35.28
02-8943-01-26-1507.0000	84645	ROBERT L. & MACY O. WELSH		1,799.21
03-8962-00-56-7522.0000	86907	LANDA HUGHES WEST		236.13
02-8936-00-25-8405.0000	84677	LETITIA D. BOGUES WHITE		385.84
02-8926-00-24-3107.0000	84687	CALVIN N. WHITEHURST	STAPES	509.66
02-8955-00-13-0927.0000	84702	CHARLES WILLIAMS JR.		255.59
01-7989-03-41-3149.0000	82350	ENOCH WILLIAMS JR.		480.58
01-7989-03-41-3162.0000	82351	ENOCH WILLIAMS JR.		44.95
02-8955-00-33-4931.0000	84713	JAMES R. WILLIAMS		28.89
02-8955-00-68-1342.0001	84714	JAMES R. WILLIAMS ETAL	1/2 UND. INTEREST	22.51
02-8955-00-91-5876.0000	84715	JAMES R. WILLIAMS	3/4 UND. INT.	444.38
03-8965-00-24-6702.0000	86970	JAMES R. WILLIAMS		410.55
03-8965-00-32-3765.0000	86971	JAMES R. WILLIAMS		111.39
03-8965-00-62-8349.0000	86972	JAMES R. WILLIAMS	1/2 INTEREST	239.32
01-7988-00-14-2111.0000	82359	MARY B. WILLIAMS		95.36
02-8955-00-03-9974.0000	84722	ODESSA AMANDY WILLIAMS		414.18
03-8980-00-61-1968.0000	87001	WILLIAMSBURG VACATION	1/2 INTEREST	47.41
01-7989-03-40-9725.0000	82385	THOMAS B. TERESA L. WILLIFORD		508.37
02-8916-00-68-4482.0000	84734	CHRIS WILSON		1,216.10
02-8916-00-68-7398.0000	84735	CHRIS M. & PATSY T. WILSON		120.56
02-8926-00-79-0895.0000	84745	RICKEY WILSON		432.61
03-9809-00-24-8236.0000	87005	WILLIAM O. & PHYLLIS WILSON	FAIRHAVEN	1,094.08
03-8972-00-39-6542.0000	87008	JAMES K WINTERS	DWIGGINS FARM	509.23
03-8973-00-30-0457.0000	87011	JEREMY A. WOOD, ETAL	ETAL= JEREMY A. WOOD, LESLIE N	459.36
02-8924-00-50-3437.0000	84776	CAROL YEAGER, MARY ANN BECKETT		2.97
** GRAND TOTALS **				326,834.98

616 Parcels updated with Lien Fee



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

**Item Number: 5.A**

**BOARD APPOINTMENT**

**Meeting Date: April 20<sup>th</sup>, 2015**  
**Attachments: 1 (1 Pages)**  
**Submitted By: Mike Renshaw,**  
**County Manager**

**ITEM TITLE: Library Board of Trustees**

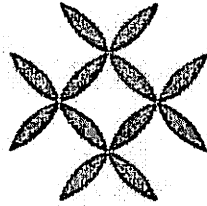
**SUMMARY:**

**Appoint Victoria Hagemeister to serve the Library Board of Trustees  
for a 3 year term expiring 4/19/2018**

**RECOMMENDATION:**

**Appoint Victoria Hagemeister to serve the Library Board of Trustees  
for a 3 year term expiring 4/19/2018**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	



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](mailto:mrenshaw@camdencountync.gov).

Name, Victoria Hagemeister

Mailing Address 115 Scotland Rd

Township you live in: Courthouse

Telephone (home) 331-2026 (business),

Email address vhagemeister@mchsi.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:

*Masters degree in library science and 28 years library experience.*

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

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 Victoria Hagemeister Date 4/8/15

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

**Item Number: 6.A**

**CONSENT AGENDA**

**Meeting Date: April 20th, 2015**  
**Attachments: 1 (1 Page)**  
**Submitted By: Clerk to the Board**

**ITEM TITLE: Draft Meeting Minutes**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

**SUMMARY:**

February 2<sup>nd</sup>, 2015  
 February 22<sup>nd</sup>, 2015

**RECOMMENDATION:**

**For Review and Possible Approval**

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

**Item Number: 6.B**

**CONSENT AGENDA**

**Meeting Date: April 20th, 2015**

**Attachments: 1 (1 Page)**

**Submitted By: Dellie Spaulding, Tax Specialist**

**ITEM TITLE: Tax Dept.  
Monthly Collection Report  
March 2015**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

**SUMMARY:**

**Taxes collected for ad valorem (real estate), personal business properties, vehicle, and other miscellaneous taxes. Also included are payments received via the Internet.**

**RECOMMENDATION:**

**FOR COUNTY COMMISSIONERS' APPROVAL**



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

**Item Number: 6.C**

**CONSENT AGENDA**

**Meeting Date: April 20th, 2015**  
**Attachments: 1 (1 Page)**  
**Submitted By: Various Departments**

**ITEM TITLE: Tax Authorization to Collect  
(June Renewals)**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

**SUMMARY:**

**June Renewals**

**RECOMMENDATION:**

**For Review and Possible Approval**

**STATE OF NORTH CAROLINA**

**COUNTY OF CAMDEN**

**TO:** The Tax Administrator of Camden County June Ren. Due 7/15/15 (NEW SYSTEM)

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.

<b>SOUTH MILLS</b>	<b>COURTHOUSE</b>	<b>SHILOH</b>	<b>TOTAL</b>
<b>16,383.92</b>	<b>17,264.64</b>	<b>10,265.64</b>	<b>43,914.20</b>

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.

*Aria S. Anderson*  
\_\_\_\_\_  
Tax Administrator of Camden County

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

**Item Number: 6.D**

**CONSENT AGENDA**

**Meeting Date: April 20<sup>th</sup>, 2015**

**Attachments: 1 (2 Pages)**

**Submitted By: Dellie Spaulding, Tax Specialist**

**ITEM TITLE: Tax Dept.  
Pick-ups, Releases, & Refunds**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

**SUMMARY:**

**Pick-ups, Releases, & Refunds**

**RECOMMENDATION:**

**FOR COUNTY COMMISSIONERS' APPROVAL**



<u>NAME</u>	<u>REASON</u>	<u>TYPE NO.</u>
Brenda Hamilton/Betty J.Doherty	\$3,382.01 Roll Back Tax	Pick-Up/17741
Brenda Hamilton/Betty J.Doherty	\$4,004.90 Roll Back Tax	Pick-Up/17740

<b>NAME</b>	<b>REASON</b>	<b>TYPE NO.</b>
Brenda Hamilton/Betty J.Doherty	\$3,382.01 Roll Back Tax	Pick-Up/17741
Brenda Hamilton/Betty J.Doherty	\$4,004.90 Roll Back Tax	Pick-Up/17740
Joann Trueblood	\$399.25 Deferred taxes should have been calculated	Adjustment/17763 R-86829-14
Joann Trueblood	\$399.25 Deferred taxes should have been calculated	Adjustment/17764 R-72493-13
Joann Trueblood	\$399.25 Deferred taxes should have been calculated	Adjustment/17765 R-65599-12
Joann Trueblood	\$399.25 Deferred taxes should have been calculated	Adjustment/17766 R-58766-11

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

**Item Number: 6.E**

**CONSENT AGENDA**

**Meeting Date: April 20<sup>th</sup>, 2015**  
**Attachments: 1 (5 Pages)**  
**Submitted By: County Manager**

**ITEM TITLE: Resolution in Support of  
WW II Coastwise Merchant  
Mariners**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

**SUMMARY:**

**J. Don Horton, President of the WW II Coastwise Merchant Mariners contacted staff in hope of the Commissioners Support in passing the attached Resolution.**

**RECOMMENDATION:**

**FOR COUNTY COMMISSIONERS' APPROVAL**

BOARD OF COMMISSIONERS

P. MICHAEL McLAIN  
Chairman

SANDRA J. DUCKWALL  
Vice Chairman

GARRY W. MEIGGS  
CLAYTON D. RIGGS  
TOM WHITE



**CAMDENCOUNTY**  
new energy. new vision.

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MICHAEL RENSHAW  
County Manager

ANGELA WOOTEN  
Clerk to the Board

JOHN S. MORRISON  
County Attorney

Resolution No. 2015-04-03

A RESOLUTION OF THE NORTH CAROLINA CAMDEN COUNTY BOARD OF COMMISSIONERS IN  
SUPPORT OF AN ALTERNATIVE METHOD OF RECOGNITION FOR VETERANS STATUS TO  
WW II COASTWISE MERCHANT MARINERS

**Findings 1:** Some US Merchant Marine Seamen of WW II gained veteran status under a court ruling via Schmacher, Willner, et al, V. Secretary of the Air Force Edward C. Aldridge, Jr 665 F Supp 41 (D.D.C 1987). The USCG later required they meet certain eligibility requirements.

**Findings 2:** Some 10,000 to 30,000 coastwise seagoing tug and barge merchant seamen have been or may be denied recognition upon application because actions taken by government agencies (prior to P. L. 95-202) have removed required eligibility records from being available to the veteran.

**Findings 3:** Commandant, USCG Ltr 5739 Ltr of 09 Apr 2010 states, "The US Government did not issue mariner credentials to females during the World War II."

**Findings 4:** USCG Information Sheet #77 (April 1992) identifies acceptable forms of documentation for eligibility meeting the requirements pursuant to Schmacher V. Aldridge, 655 41(D.D.C 1987)

- a. Certificate of Discharge (Form 718A)
- b. Continuous Discharge Books (ship's deck/engine logbooks. (Non-military document)
- c. Company letters showing vessel names and dates of voyages. (Non-military document)

**Findings 5:** Commandant USCG Order of 20 March, 1944 relieves masters of tugs, towboats and seagoing barges of the responsibility of submitting reports of seamen shipped or discharged on forms 718A. This action removes item (a) from the eligibility list in Findings 4.

**Findings 6:** USCG Information Sheet # 77 (April, 1992) further states "Deck logs were traditionally considered to be the property of the owners of the ships. After World War II, however, the deck and engine logbooks of vessels operated by the War Shipping Administration were turned over to that agency by the ship owners, and were destroyed during the 1970s because they were too burdensome to keep and too costly to maintain." This action effectively eliminates item (b) from the eligibility list in Findings 4

**Findings 7:** Company letters showing vessel names and dates of voyages are highly suspect of ever existing due to the strict orders prohibiting even the discussion of ship/troop movement. Then consider item (c) of Findings 4 should be removed from the eligibility list. USCG Info Sheet # 77, page 2 refers

**Findings 8:** Excerpts from Pres. Roosevelt's fireside Chat 23: On the Home Front (Oct. 12, 1942): "In order to keep stepping up our production, we have had to add millions of workers to the total labor force of the Nation. "In order to do this, we shall be compelled to use older men, and handicapped people, and more women, and even grown boys and girls, wherever possible and reasonable, to replace men of military age and fitness; to use their summer vacations, to work somewhere in the war industries." Underage combatants had served in all of America's wars from the time of the Revolution. The unknown number who served in the Second World War perpetuated that legacy. They served with distinction and valor, and indisputably demonstrated that, despite their age, they could serve as well as those around them.

**Findings 9:** Post the Revolutionary War; many Acts of Congress were enacted to provide pensions to those veterans applying for support. Thousands of servicemen were without documented service and remained without any viable means to prove service. Excerpts from documents retained at the NARA provide: Generally the process required an applicant to appear before a court of record in the State of his or her residence to describe under oath the service for which a pension was claimed. This establishes precedence for using certified oaths in conjunction with the Social Security documents as alternative documentation.

**Findings (10):** US CG Official Shipping/Discharge documents (Forms 718A) were obtained from the National Archives and Records Administration, Wash. DC that contained information proving Active Duty (AD) services for some WW II coastwise barge and tug Mariners. Together with information obtained via a FOIA request to the National Maritime Center, research brought forth additional information. Research conducted between June-August 2013, in concert with the NMC, using official records of 1172 coastwise mariners and the USCG Merchant Marine Casualties of WW II report of 1950 identified:

**WW II Coastwise Mariners Listing: Excel Sheet #1**

- 1172 Mariners identified via official USCG Shipping/Discharge Forms 718A
- 84 Mariners may have been women according to their feminine sounding names; OR 7.2%
- 1058 Mariners' ages were specified. Ages ranged from 10 to 78.
- 583 Mariners identified within draft age and included those in 4F status; OR 55.1% of known ages.
- 525 Mariners identified at over the draft age of 37; OR 49.6% of known ages.
- 114 Mariners with age not specified; OR 09.7%
- 47 Mariners who served were under the age of 17; OR 4.4% of known ages.
- 16 Mariners KIA with 1 receiving DD Form 1300.

**National Maritime Form DD 214 Listing: Excel Sheet #2**

- 794 Mariners were identified on NMC Coastwise Mariners listing identifying Active Duty services.
- 291 Mariners on NMC listing had no USCG MMLD numbers listed; OR 36.6%
- 85 Mariners issued DD Form 214 from NMC listing, OR 10.7% of NMC; OR 7.2% of WW II CMM

**Merchant Marine KIA & MIA Casualties from all causes = 9521 \* (usmm.org)**

- 5662 Mariner Casualties from USCG per 1950 Report \* (USCG 1950 casualty report)
- 3859 Mariner Casualties from Other Sources \* (Additional sources = Art. Moore and US Congress)

Merchant Marine Casualties recognized by all sources = 414

- 344 Mariner Casualties from USCG 1950 Casualty Report \* (USCG 1950 casualty report)
- 70 Mariner Casualties from NMC report & not listed on USCG 1950 Casualty List \* (NMC DD 1300 Report)
- 1 Mariner in NMC DD 1300 files as having received Form DD 1300 yet 16 identified on WW II CM listing

**Rationale:** 9521 Merchant Mariners KIA or MIA serving and only 414 receiving Veteran status.

**Findings 11:** The USCG cannot provide a true estimate of merchant mariners serving in WW II. GAO/HEHS-97-196R refers. Estimates range from 250,000 to 840,000 from recognized historians and GAO audit... None of these historians were aware of these 10,000 to 30,000 coastwise merchant seamen where many served without proper credentials and were not included in above estimates. Some were elderly handicapped; others women and some were school children who served in billets, drew wages and paid taxes. They served on the same vessels in the same hostile war zones and performed the same services alongside others who were documented. Yet, only about 91,000 merchant mariners have been recognized as veterans with just 1192 of these veterans in receipt of compensation or pension benefits the VA refers. This is a vast disparity in ratio of the other service branches.

**Findings 12:** DOD and NARA Agreement NI-330-04-1 of Jul, 08, 2004 puts in place a procedure to transfer military personnel files of individuals from all services, (including civilian personnel or contractual groups who were later accorded military status under the provisions of Schmacher, Willner, et al, V. Secretary of the Air Force Edward C. Aldridge, Jr 665 F Supp 41 (D.D.C 1987). This agreement affects military personnel records of individuals 62 years after separation from service. Action has taken place for all except the US Merchant Marine IAW above stated court order. This inaction by the Department of Homeland Security via (COMDT USCG) has caused many of the mariners to have gone unrecognized for their services. Many seafarers have passed without ever gaining recognition or benefits and soon all will be History. National Personnel Records Center estimate there are between 1400 to 2500 Cubic feet of Shipping/Discharge documents being stored at the NARA district offices and NMC yet to be transferred to the National Personnel Records Center in St. Louis, Missouri. NMC cites about 91,000 out of 250,000 to 840,000 have ever received recognition as veterans; and, with many unable to gain access because of age and health condition requiring assistance for others outside family. Had compliance taken place, these records would have been available to all and providing the mariner a chance to being recognized many years ago and enjoying the benefits awarded to them via court order.

***Whereas:*** (1) By court order, Schumacher v. Aldridge 665 F Supp 41 (D.D.C. 1987) provided for veteran status to certain US Merchant Marine seamen during WW II (07 December, 1941 to 31 December, 1946) with the same benefits accorded all veterans as administrated by the Veterans Administration. There were no provisions for the elderly handicapped, women or schoolchildren to even be considered for their services as mariners serving anywhere within the US Merchant Marine providing an avenue to veteran status.

***Whereas:*** (2) The USCG Information Sheet #77 of Apr. 1992 identifies specific criteria to be used to prove active duty performed by an individual seaman for the purpose of attaining veteran status and findings (5), (6) & (7) identified specific official government actions that removed these particular documents from the reach of the mariner. This clearly identifies the requirement to put in place a method of utilizing alternative documentation and other approved methods to replace specific documents removed from use by the government actions cited elsewhere in this document.

**Whereas: (3)** Women were removed from ships at the onset of WW II and not allowed to serve in any capacity by direction of the War Shipping Administrator, Admiral Emory S. Land. The Captains of the Ports (USCG COTP) were given specific directions to deny official USCG maritime credentials to any woman requesting them. They served but without official credentials in every capacity on most vessels. Families were the sole crew on many barges throughout the WW II and afterwards. Companies welcomed this arrangement because critical crew replacements were reduced considerably. This allowed those barges to move the bulk war materials more quickly and freed the more abled bodied seaman to man the larger seagoing ships taking vital supplies to troops on all the fronts, keeping the enemy from our doors. A win win situation vital to war defense. To date there is no law or other avenue recognizing women as veterans of the US Merchant Marine during WW II

**Whereas: (4)** President Roosevelt's speech of 12 Oct, 1942 puts in place the use of elderly and handicapped individuals, school children and women in an effort to support war efforts by replacing men of military age and fitness, and in stepping up our production of war materials for those on the front lines. Because of this speech, women, the elderly disabled and schoolchildren entered the varied war defense plant services in droves and many found their way into the coastwise barge and tug trades as well.

**Whereas: (5)** DOD & NARA Agreement N1-330-04-1 of July 08, 2004 provides for the transfer of military records to the National Personnel Records Center, St. Louis, MO for use as archival records, open to the public. But inaction by the DHS for the mariner in over 10 years has caused the veteran loss of due access of his records that may have accorded him recognition as a veteran. Recommend Congressional inquiry into delay of WW II Merchant Mariners personnel records.

**Whereas: (6)** Previously attempted bills, HR 1288 and S-1361, would have provided for alternative records to be used in place of records lost, destroyed or denied for coastwise seamen affected; and allowed women and school children be recognized for their services rendered for the first time ever. There are no laws in place to allow for resolution of this issue.

**Whereas: (7)** The elderly disabled, children and women have served in every war this nation has ever known. Most have served without recognition but history is replete with actions of young children stepping up to serve, some receiving our highest honors and others serving in our highest ranks of service, congress and the presidency; e.g. President Andrew Jackson (age 13); America's first Admiral, David Glasgow Farragut was appointed a midshipman at (age 9) by President James Madison; Willie Johnson (age 11) was recipient of the Medal of Honor; Albert Cohen of Memphis TN who enlisted at age 11 & KIA age 15. History is filled with children defending this nation and Coastwise Mariners had their fair share of them. Findings #9 & #10 provide support info.

**Whereas: (8)** Although they served gallantly and with honor, actions taken against those that were elderly and disabled, school children and women by denying them official credentials during WW II is considered discrimination today.

**Whereas: (9)** The process used to determine whether an individual performed service under honorable conditions that satisfies the requirements of a coastwise merchant seaman who is recognized as having performed active duty service under the court ruling via Schmacher, Willner, et al, V. Secretary of the Air Force Edward C. Aldridge Jr 665 f Supp 41 (D.D.C.1987). There are no considerations in any existing legislation that provides for women who served, under aged schoolchildren or elderly handicapped seaman any avenue to attain veteran status. Nor is there a current avenue to use alternative methods of recognition or other actions that have proved effective in past wars for use in lieu of documents that were denied and/or destroyed by several specific official government actions.

**The following actions are recommended:**

- (1) **Initiate congressional actions to:** Provide sufficient response to support Merchant Mariners' provisions of HR 1288 (with wording intact to insure all coastwise barge and tugboat mariners who served during WW II (regardless of age, gender or disability) are recognized as veterans in accordance with or similar to: court ruling via Schmacher, Willner, et al, V. Secretary of the Air Force Edward C. Aldridge, Jr 665 F Supp 41 (D.D.C 1987, granting veterans status
- (2) **Initiate congressional inquiry into:** Delay of WW II Merchant Mariners personnel records movement to National Military Personnel Center.
- (3) **Initiate congressional actions to:** Recognize WW II Mariners identified as KIA/MIA as Veterans of this Nation.

*Now, therefore, be it resolved that:* the Camden County, Board of Commissioners hereby supports these efforts on behalf of the World War II Coastwise Merchant Mariners and urges our Representatives in the Senate (Senators Richard Burr and Thom Tillis) and in the House (Representative Walter Jones) to fully support and initiate whatever actions necessary, including full support of HR 1288, "WW II Merchant Mariners Service Act", to pass legislation approving the above findings and recommendations.

*Adopted,* this the \_\_\_ day of April, 2015, in Camden County, North Carolina.

ATTEST:

\_\_\_\_\_  
Angela L. Wooten  
Clerk to the Board

\_\_\_\_\_  
P. Michael McLain, Chairman  
Camden County  
Board of Commissioners



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

**Item Number: 6.F**

**CONSENT AGENDA**

**Meeting Date: April 20<sup>th</sup>, 2015**

**Attachments: 1 (3 Pages)**

**Submitted By: Budget Officer and Finance Officer**

**ITEM TITLE: GovDeals – Bid Results**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	



**SUMMARY:**

**On November 17<sup>th</sup>, 2014 the board approved the following surplus items to be listed for sale on GovDeals. The items were listed for auction starting March 31<sup>st</sup> and ending April 15<sup>th</sup>.**

<b>Item</b>	<b>Highest Bid</b>
2006 Ford Crown Vic – VIN#2FAFP71W36X16353 –171,614 miles	\$1350.00
Old X300 John Deere Mower – 42” deck for parts only	\$230.00
Two Treadmills – Nautilus SportSeries T518 – Condition unknown	\$137.67

**RECOMMENDATION:**

**FOR COUNTY COMMISSIONERS' APPROVAL**

 <p><b>GovDeals</b> <small>A Liquidity Services Marketplace</small></p>	<p><b>Camden County, NC</b></p> <p>timeout in 59:56    <b>Sandra Jones</b>    <a href="#">Log Out</a></p>	<p>Site consultant <b>ONLINE</b> ASK YOUR QUESTION</p> 
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| <a href="#">HOME</a>        | <a href="#">ASSETS</a>    | <a href="#">MAINTENANCE</a>  | <a href="#">TIERS</a>        | <a href="#">SECURITY</a>      | <a href="#">REPORTS</a>    | <a href="#">INFORMATION</a>      | <a href="#">HELP</a> |
| <a href="#">Blank Asset</a> | <a href="#">Q &amp; A</a> | <a href="#">Modify Asset</a> | <a href="#">Bill of Sale</a> | <a href="#">Auction Dates</a> | <a href="#">Bid Awards</a> | <a href="#">Previous Results</a> |                      |

**Bid history for 2006 Ford Crown Victoria Police Interceptor**  
**Auction Start Date: 03/31/2015 4:22 PM**  
**Auction End Date: 04/15/2015 2:00 PM**  
**Asset ID: 40**

Userid	Bid Date/Time	Bid Amount
bwells24	04/15/2015 11:24:01 AM	\$1,350.00
j*****m	04/15/2015 9:03:02 AM	\$1,325.00
bwells24	04/15/2015 9:02:45 AM	\$1,300.00
j*****m	04/15/2015 9:02:45 AM	\$1,300.00
bwells24	04/15/2015 7:11:29 AM	\$1,275.00
t*****e	04/15/2015 7:11:29 AM	\$1,250.00
bwells24	04/14/2015 7:42:55 PM	\$1,225.00
j*****m	04/09/2015 11:39:55 PM	\$1,200.00
d*****m	04/09/2015 11:39:55 PM	\$1,200.00
j*****m	04/09/2015 11:14:51 PM	\$1,125.00
d*****m	04/09/2015 11:14:51 PM	\$1,100.00
d*****m	04/09/2015 9:40:57 PM	\$1,075.00
j*****m	04/09/2015 9:40:57 PM	\$1,050.00
j*****m	04/08/2015 11:16:49 PM	\$1,000.00



For Support, contact your CSR: [John Miller](#) (919-971-6086) or call 800-613-0156 from 9 am - 6 pm ET or [email Support](#).    [Site Map](#)

Acct ID: 1989 - P15

 <p><b>GovDeals</b> A Liquidity Services Marketplace</p>	<p><b>Camden County, NC</b></p> <p>timeout in 59:54    <b>Sandra Jones</b>    <a href="#">Log Out</a></p>	<p>Site consultant <b>ONLINE</b> ASK YOUR QUESTION</p> 																																				
<p>HOME    ASSETS    MAINTENANCE    TIERS    SECURITY    REPORTS    INFORMATION    HELP</p>																																						
<p>Blank Asset    Q &amp; A    Modify Asset    Bill of Sale    Auction Dates    Bid Awards    Previous Results</p>																																						
<p><b>Bid history for John Deere Mower</b>  <b>Auction Start Date: 03/31/2015 4:05 PM</b>  <b>Auction End Date: 04/15/2015 1:30 PM</b>  <b>Asset ID: 39</b></p>																																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Userid</th> <th style="width: 40%;">Bid Date/Time</th> <th style="width: 30%;">Bid Amount</th> </tr> </thead> <tbody> <tr><td>mspruil@tycomail.net</td><td>04/15/2015 12:45:51 PM</td><td>\$230.00</td></tr> <tr><td>g*****m</td><td>04/15/2015 12:45:51 PM</td><td>\$220.00</td></tr> <tr><td>mspruil@tycomail.net</td><td>04/15/2015 12:38:07 PM</td><td>\$200.00</td></tr> <tr><td>g*****m</td><td>04/15/2015 12:38:07 PM</td><td>\$190.00</td></tr> <tr><td>mspruil@tycomail.net</td><td>04/15/2015 12:37:40 PM</td><td>\$180.00</td></tr> <tr><td>g*****m</td><td>04/15/2015 12:37:40 PM</td><td>\$170.00</td></tr> <tr><td>mspruil@tycomail.net</td><td>04/15/2015 12:36:09 PM</td><td>\$160.00</td></tr> <tr><td>g*****m</td><td>04/15/2015 12:36:09 PM</td><td>\$150.00</td></tr> <tr><td>mspruil@tycomail.net</td><td>04/01/2015 6:46:48 AM</td><td>\$110.00</td></tr> <tr><td>g*****m</td><td>04/01/2015 6:46:48 AM</td><td>\$100.00</td></tr> <tr><td>g*****m</td><td>03/31/2015 11:04:49 PM</td><td>\$50.00</td></tr> </tbody> </table>			Userid	Bid Date/Time	Bid Amount	mspruil@tycomail.net	04/15/2015 12:45:51 PM	\$230.00	g*****m	04/15/2015 12:45:51 PM	\$220.00	mspruil@tycomail.net	04/15/2015 12:38:07 PM	\$200.00	g*****m	04/15/2015 12:38:07 PM	\$190.00	mspruil@tycomail.net	04/15/2015 12:37:40 PM	\$180.00	g*****m	04/15/2015 12:37:40 PM	\$170.00	mspruil@tycomail.net	04/15/2015 12:36:09 PM	\$160.00	g*****m	04/15/2015 12:36:09 PM	\$150.00	mspruil@tycomail.net	04/01/2015 6:46:48 AM	\$110.00	g*****m	04/01/2015 6:46:48 AM	\$100.00	g*****m	03/31/2015 11:04:49 PM	\$50.00
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Acct ID: 1989 - P17

 <small>A Liquidity Services Marketplace</small>	<b>Camden County, NC</b> timeout in 59:57 <b>Sandra Jones</b> <a href="#">Log Out</a>	Site consultant <b>ONLINE</b> ASK YOUR QUESTION 
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| <a href="#">Blank Asset</a> | <a href="#">Q &amp; A</a> | <a href="#">Modify Asset</a> | <a href="#">Bill of Sale</a> | <a href="#">Auction Dates</a> | <a href="#">Bid Awards</a> | <a href="#">Previous Results</a> |                      |

**Bid history for Nautilus Treadmills**  
**Auction Start Date: 03/31/2015 3:59 PM**  
**Auction End Date: 04/15/2015 1:00 PM**  
**Asset ID: 38**

Userid	Bid Date/Time	Bid Amount
armidawg20@hotmail.com	04/15/2015 12:59:36 PM	\$137.67
p*****t	04/15/2015 12:59:36 PM	\$127.67
armidawg20@hotmail.com	04/15/2015 12:58:35 PM	\$116.66
p*****t	04/15/2015 12:58:35 PM	\$106.66
armidawg20@hotmail.com	04/15/2015 12:54:53 PM	\$93.66
p*****t	04/15/2015 12:54:53 PM	\$83.66
armidawg20@hotmail.com	04/15/2015 12:52:26 PM	\$70.00
c*****2	04/15/2015 12:52:26 PM	\$60.00
armidawg20@hotmail.com	04/14/2015 11:44:02 PM	\$50.00

For Support, contact your CSR: [John Miller](#) (919-971-6086) or call 800-613-0156 from 9 am - 6 pm ET or [email Support](#).    [Site Map](#)  
 Acct ID: 1989 - P15

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

**Item Number: 6.G**

**CONSENT AGENDA**

**Meeting Date: April 20<sup>th</sup>, 2015**  
**Attachments: 1 ( Pages)**  
**Submitted By: County Manager**

**ITEM TITLE: HWY 158 Landscape Agreement**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

**SUMMARY:**

**Landscaping Agreement between Camden County and North  
Carolina Department of Transportation for US HWY 158.**

**RECOMMENDATION:**

**FOR COUNTY COMMISSIONERS' APPROVAL**



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

PAT MCCRORY  
GOVERNOR

ANTHONY J. TATA  
SECRETARY

March 31, 2015

Michael Renshaw, County Manager  
Camden County  
P. O. Box 190  
Camden, NC 27921

Re: Landscape Agreement  
Landscaping along R-2414B in Camden County  
WBS Element: 34430.3.3


Dear Mr. Renshaw,

Enclosed are duplicate originals of a landscape agreement for the subject project. Please have the appropriate official sign both originals and return to this office for execution by the Department.

Should you have questions, please let us know.

Sincerely,

J. D. Jennings, PE  
Division Engineer – Division One

DocuSigned by:  
  
99A5A272ED6A447...

W. B. Hobbs, PE  
Division Project Manager

JDJ/WBH

Attachments

cc: P. P. Mansfield  
R. W. Midgett, PE  
Malcolm K. Fearing

NORTH CAROLINA

**LANDSCAPE AGREEMENT**

CAMDEN COUNTY

DATE: 11/05/2014

NORTH CAROLINA DEPARTMENT OF  
TRANSPORTATION

Project: R-2414B

AND

WBS Elements: 34430.3.3

CFDA: 20.205

CAMDEN COUNTY

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department" and the Camden County, a municipal corporation, hereinafter referred to as the "County."

**WITNESSETH:**

WHEREAS, Section 1113 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA – LU), requires that the Surface Transportation Program funds be available for transportation enhancement activities in the Statewide Transportation Improvement Program; and,

WHEREAS, the County has requested enhancement funding for certain landscape plantings in Camden County; and,

WHEREAS, the Department has agreed to participate in the costs of said plantings, subject to conditions hereinafter set forth; and,

WHEREAS, the Department and the County have also agreed to the maintenance of said plantings as hereinafter set out;

NOW, THEREFORE, the parties hereto, each in consideration of the promises and undertakings of the other as herein provided, do hereby covenant and agree, each with the other, as follows:

Department of Transportation Right of Way Manual. The County shall be solely responsible for all damages and claims for damages associated with the acquisition of right of way.

4. The County, at no expense to the Department, shall be responsible for the relocation and adjustment of all utilities in conflict with the landscape planting.

## **CONSTRUCTION**

5. The Department shall, without expense to the County, prepare the site and install the plantings, or have the plantings installed by contract, in accordance with the approved project plans. All work shall be performed in accordance with the Department's standard landscaping policies and procedures for highways. Upon completion of the planting, the Department shall maintain the plantings for a three year warranty period, at no expense to the County.

## **MAINTENANCE**

6. Upon completion of a three year warranty period, the Department shall notify County in writing when the County shall assume responsibility for all maintenance and replacement of the landscape materials. Maintenance shall include, but not be limited to, the following: watering, mulching, pruning, fertilizing, weeding, pest control, mowing, and replacing plant materials. All costs of maintenance shall be borne by the County.
7. The County agrees to continually maintain all plantings in accordance with generally accepted horticultural practices. The Department shall have the right to periodically inspect the maintenance practices being utilized by the County.
8. If the Department determines that the County is not properly maintaining the plantings, the Department shall notify the County. If proper maintenance is not performed by the County within a reasonable time after notification, the County agrees that the Department shall perform the necessary maintenance, or at the Department's option, shall return the planted area to a natural condition (i.e. seeded and mulched, etc.). It is further agreed that the costs of the restoration shall be reimbursed to the Department by the County. Reimbursement to the Department shall be made in one final payment within sixty (60) days of invoicing by the Department. The Department shall charge a late payment penalty and interest on any unpaid balance due in accordance with N.C.G.S. § 147-86.23.
9. In the event these plantings require relocation or removal for highway construction, re-construction, maintenance or safety, the County shall be given the option to remove or relocate any plantings it considers salvageable immediately upon notification by the Department, at no expense to the Department.



project activities performed pursuant to this Agreement including construction of the Project. The Department shall not be responsible for any damages or claims for damages, which may be initiated by third parties.

20. All terms and conditions of this Agreement are dependent upon and subject to the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.
21. Where either the Department or the FHWA determines that the funds paid to the County for this Project are not used in accordance with the terms of this Agreement, or if the cost of work done by the Department exceed the funding award, the Department will bill the County.
22. If the County decides to terminate the Project without the concurrence of the Department, the County shall reimburse the Department one hundred percent (100%) of all costs expended by the Department and associated with the Project.
23. By Executive Order 24, issued by Governor Perdue, and N.C. G.S. § 133-32, it is unlawful for any vendor or contractor ( i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e., Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor).

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the County by authority duly given.

L.S. ATTEST:

CAMDEN COUNTY

BY: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

N.C.G.S. § 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Approved by \_\_\_\_\_ of the local governing body of the Camden County as attested to by the signature of \_\_\_\_\_ Clerk of said governing body on \_\_\_\_\_(Date)

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

(SEAL)

\_\_\_\_\_  
(FINANCE OFFICER)

Federal Tax Identification Number

Remittance Address:

Camden County

DEPARTMENT OF TRANSPORTATION

BY: \_\_\_\_\_

(CHIEF ENGINEER)

DATE: \_\_\_\_\_

APPROVED BY BOARD OF TRANSPORTATION ITEM O: \_\_\_\_\_(DATE)

## Camden County Board of Commissioners AGENDA ITEM SUMMARY SHEET

**Item Number:** 6.H

**Meeting Date:** April 20, 2015

**Attachments:** Findings/Planning Board Recommendation

**Submitted By:** Planning Department

**ITEM TITLE:** Set Public Hearing; Ordinance 2015-04-01  
Rezoning Application (UDO 2015-03-11)  
Harbinger Land & Timber LLC and  
Assorted Development Corp – Gary Dunston

MOTION MADE BY:	
M. McLain	_____
S. Duckwall	_____
G. Meiggs	_____
T. White	_____
C. Riggs	_____
NO MOTION	_____
<b>VOTE:</b>	
M. McLain	_____
S. Duckwall	_____
G. Meiggs	_____
T. White	_____
C. Riggs	_____
ABSENT	_____
RECUSED	_____

### SUMMARY:

Mr. Gary Dunstan owner/part owner of both properties has applied to rezone approximately 41 (farmland) of the 50 plus acres from Basic Residential (R3-2) to Basic Residential (R3-1). Property located at the intersections of Sandy Lane, Keeter Barn and Sharon Church Roads in South Mills Township. Staff presented the rezoning to the Planning Board on April 15, 2015 with the applicant present and after discussion Planning Board made the following motions:

1. **Consistency Statement:** Approved a motion that the application for rezoning was consistent with both the CAMA Land Use Plan and Comprehensive Plan as both allowed densities of 1 acre lots.
2. Motion was made and approved to rezone the 41 acres (farmland) from Basic Residential (R3-2) to Basic Residential R3-1).

### RECOMMENDATION:

Set Public Hearing for Monday, May 4, 2015.

**Ordinance No. 2015-04-01**

**An Ordinance  
Amending the Camden County  
Zoning Map  
Camden County, North Carolina**

**Article I: Purpose**

The purpose of this Ordinance is to amend the Zoning Map of Camden County, North Carolina, which was originally adopted by the County Commissioners on December 20, 1993, and subsequently amended.

**Article II. Amendment to Zoning Map**

The Official Zoning Map of Camden County, North Carolina, which was adopted on December 20, 1993, and subsequently amended, is hereby amended as follows:

The farmland portions (41 acres) of the properties currently shown in the Camden County Tax Assessor's Office as PIN's 01-7090-00-07-6888 and 01-7090-00-17-0117, are hereby re-zoned from Basic Residential (R3-2) to Basic Residential (R3-1).

**Article III. Penalty**

1. Violations of the provision of this Ordinance or failure to comply with any of its requirements, including violations of any conditions and safeguards established in connection with grants of variances or Special Use or Conditional Use Permits, shall constitute a misdemeanor, punishable by a fine of up to five-hundred (\$500) dollars or a maximum thirty (30) days imprisonment as provided in G. S. 14-4.
2. Any act constituting a violation of the provisions of this Ordinance or a failure to comply with any of its requirements, including violations of any conditions and safeguards established in connection with the grants of variances or Special Use or Conditional Use Permits, shall also subject the offender to a civil penalty of one-hundred (\$100) dollars for each day the violation continues. If the offender fails to pay the penalty within ten (10) days after being cited for a violation, the penalty may be recovered by the county in a civil action in the nature of debt. A civil penalty may not be appealed to the Board of Adjustment if the offender was sent a final notice of violation in accordance with Article 151.568 and did not take an appeal to the Board of Adjustment within the prescribed time.
3. This Ordinance may also be enforced by any appropriate equitable action.

4. Each day that any violation continues after notification by the administrator that such violation exists shall be considered a separate offense for purposes of the penalties and remedies specified in this section.
5. Any one, all or any combination of the foregoing penalties and remedies may be used to enforce this Ordinance.

**Article IV. Severability**

If any language in this Ordinance is found to be invalid by a court of competent jurisdiction or other entity having such legal authority, then only the specific language held to be invalid shall be affected and all other language shall be in full force and effect.

**Article V. Effective Date**

This Ordinance is effective upon adoption.

Adopted by the Board of Commissioners for the County of Camden this            day of 2015.

County of Camden

\_\_\_\_\_  
Michael McLain, Chairman  
Camden County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Angie Wooten  
Clerk to the Board

(SEAL)

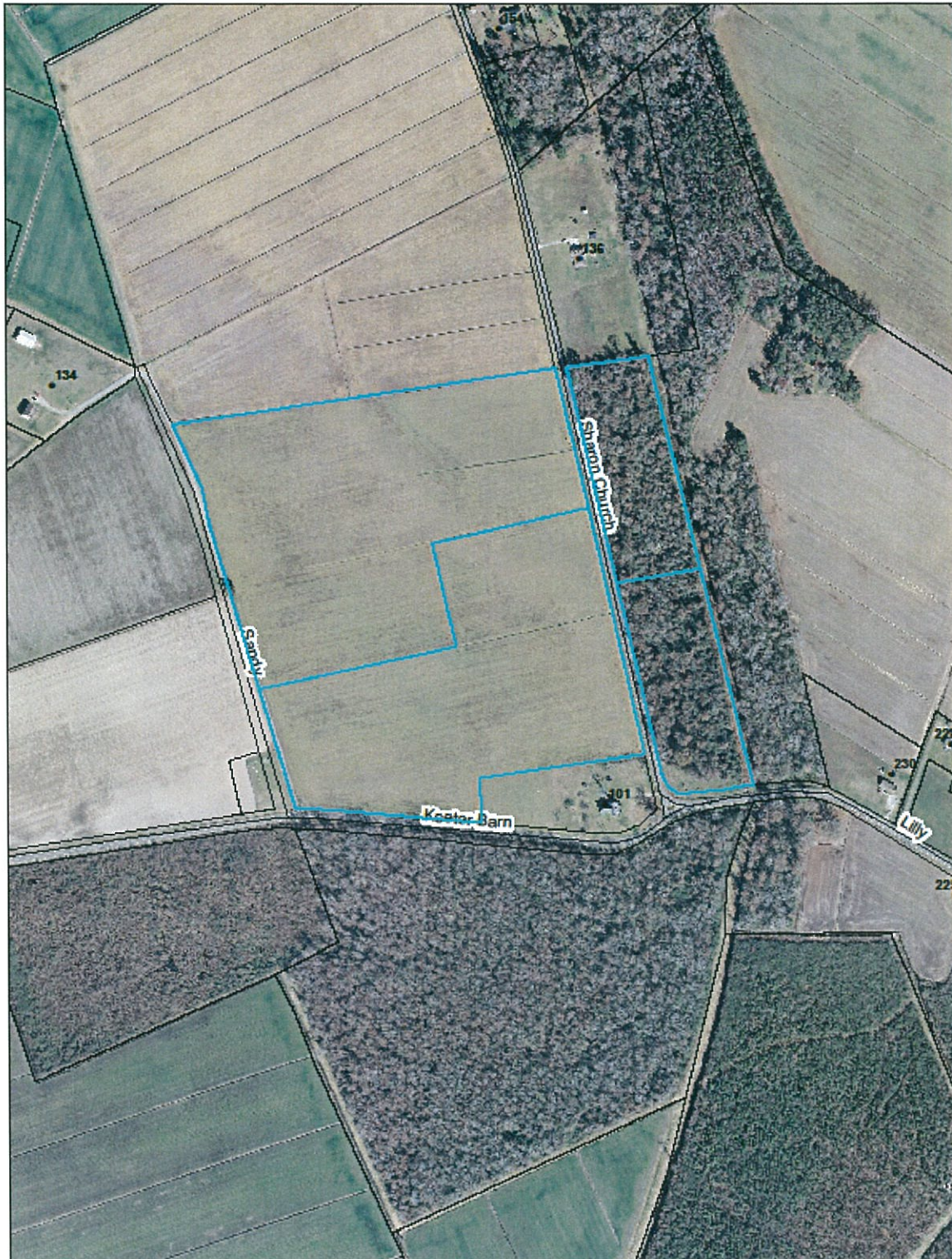
**STAFF REPORT****UDO 2015-03-11  
Zoning Map Amendment****PROJECT INFORMATION**

<b>File Reference:</b>	UDO 2015-03-11	<b>Application Received:</b>	3/18/15
<b>Project Name:</b>	N/A	<b>By:</b>	David Parks, Permit Officer
<b>PIN:</b>	01-7090-00-07-6888	<b>Application Fee paid:</b>	\$950 Check #2027
	01-7090-00-17-0117	<b>Completeness of Application:</b>	Application is generally complete
<b>Applicant:</b>	Harbinger Land & Timber, LLC & Assorted Development Corp – Gary Dunston	<b>Documents received upon filing of application or otherwise included:</b>	
<b>Address:</b>	P.O. Box 4	<b>A.</b>	Rezoning Application
<b>Phone:</b>	Harbinger NC 27941	<b>B.</b>	Deed
<b>Email:</b>	(252) 202-1100	<b>C.</b>	GIS Aerial, existing zoning, Comprehensive Plan future land use and CAMA Land Use Plan Suitability Maps
<b>Agent for Applicant:</b>		<b>D.</b>	Conceptual Development Plans
<b>Address:</b>		<b>E.</b>	Perc Tests (4) from Albemarle Regional Health Services
<b>Phone:</b>			
<b>Email:</b>			
<b>Current Owner of Record:</b>	Same as applicant		
<b>Meeting Dates:</b>			
4/15/2015	<b>Planning Board</b>		
5/4/2015	<b>Board of Commissioners</b>		

**PROJECT LOCATION:**

**Street Address:** Property fronted by Sandy Lane, Keeter Barn and Sharon Church Roads  
**Location Description:** South Mills Township

Vicinity Map:



**REQUEST:** Rezoning of the approximately 41 (Farmland only)

**From:** Basic Residential (R3-2)

**To:** Basic Residential (R3-1)

The R3 Districts are designed to provide for low density residential development in areas that are adjacent to those areas primarily devoted to agriculture. Subdivision in the R3-2 district requires a minimum of two acres per lot.

The R3 Districts are designed to provide for low density residential development in areas that are adjacent to those areas primarily devoted to agriculture. Subdivision in the R3-1 district requires a minimum of one acre per lot.

**SITE DATA**

**Lot size:** Approximately 54 acres both lots. Request is for the 41 acres of farm land Only.  
**Flood Zone:** Zone X (Located outside the 100 & 500 year flood)  
**Zoning District(s):** Basic Residential (R3-2)  
**Existing Land Uses:** Agriculture (except area where Septic Tank is located)

**Adjacent Zoning & Uses:**

	<b>North</b>	<b>South</b>	<b>East</b>	<b>West</b>
<b>Zoning</b>	Basic Residential (R3-2)	Basic Residential (R3-2)	Basic Residential (R3-2)	Basic Residential (R3-2)
<b>Use &amp; size</b>	Farmland	Woodland	Woodland/Farmland	Approved 18 lot subdivision (Joyce Landing)

**Proposed Use(s):**

Uses are the same the only change is in the density from two acres to one acre.

**Description of property:**

Property abuts Sandy Lane, Keeter Barn and Sharon Church Roads in South Mills Township. Property surrounded by farmland and woodland.

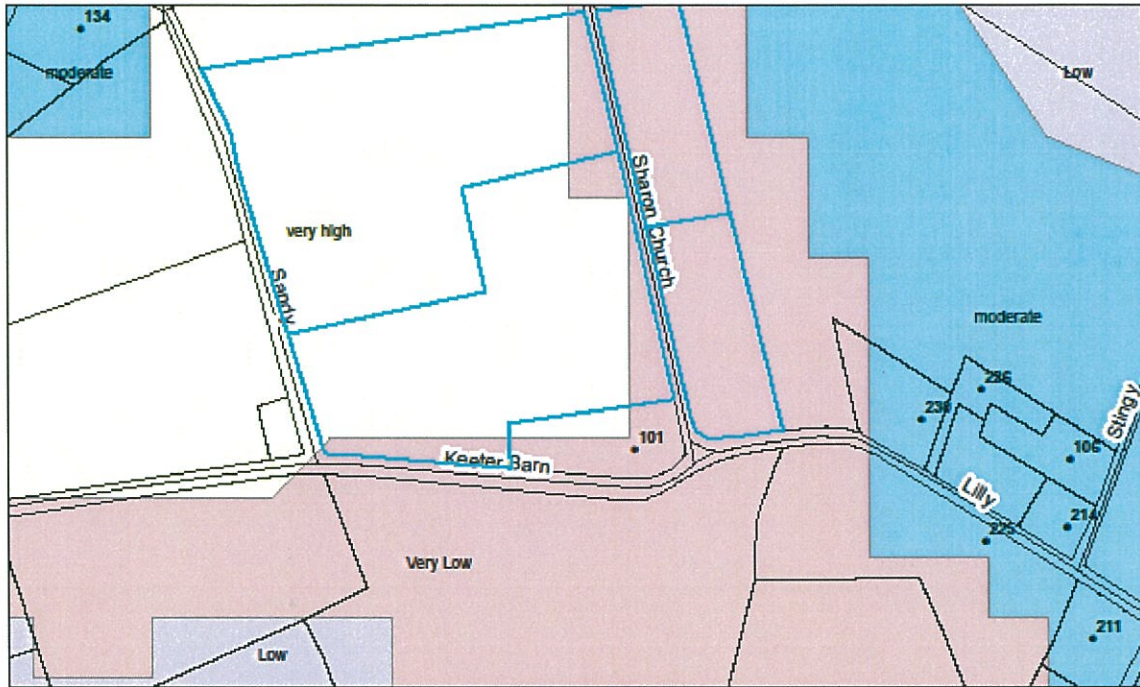
**ENVIRONMENTAL ASSESSMENT**

**Streams, Creeks, Major Ditches:** Mill Run Ditch.

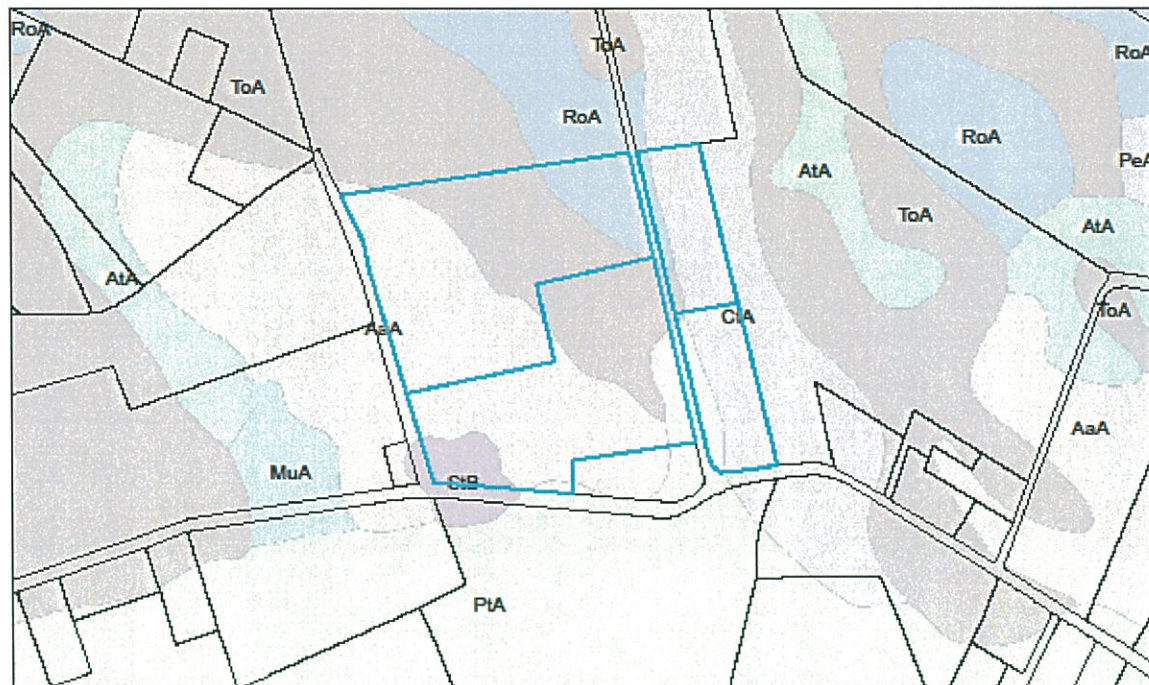
**Distance & description of nearest outfall:** Mill Run Ditch is located to the east of the wooded portion of the property which is not included in this rezoning and will probably be utilized as the outfall.



Land Suitability:



Land Suitability



Soils Map

**CAMA/Comprehensive Plan Future Land Use Maps:**



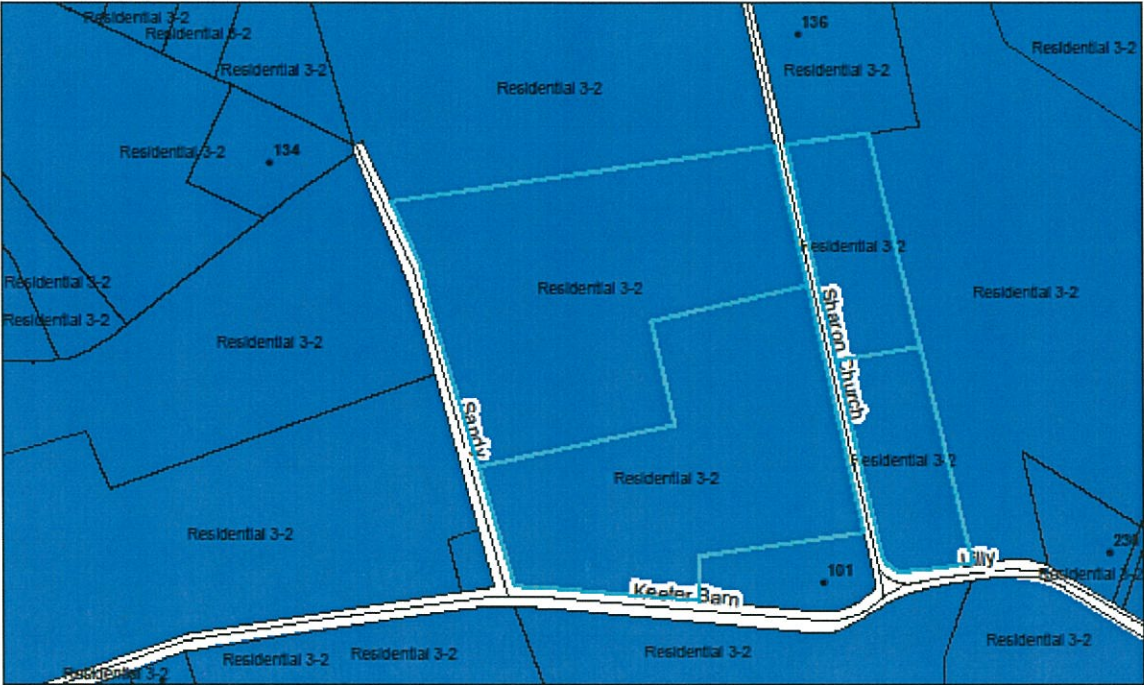
**CAMA Future Land Use Map**



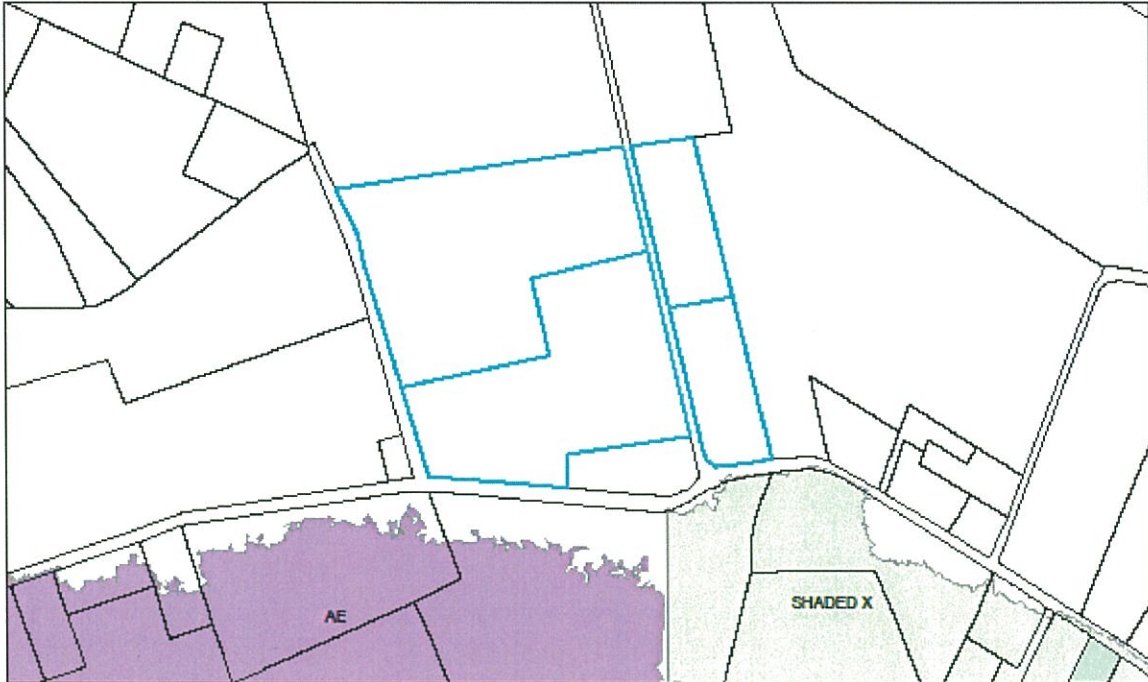
**Comprehensive Plan Future Land Use Mpa**



Zoning/Floodplain Maps:



Zoning



Flood Zone

**INFRASTRUCTURE & COMMUNITY FACILITIES**

<b>Water</b>	Water line located adjacent to property on Sharon Church and Keeter Barn Roads (6 Inch lines).
<b>Sewer</b>	Four Perc tests completed on lots 1, 9, 19 and 26 from the conceptual design (attached) and reflect shallow placement to fill area with 18” of sand indicate some septic systems can be placed shallow
<b>Fire District</b>	South Mills Fire District. Station located approximately 2 miles from property and hydrant located approximately 1600 feet from property.
<b>Schools</b>	Increasing density of development through rezoning will increase projected number of students generated from future development.
<b>Traffic</b>	Increasing density will increase traffic generation, however traffic is not anticipated to exceed road capacities.

**PLANS CONSISTENCY****CAMA Land Use Plan Policies & Objectives:**

**Consistent**       **Inconsistent**

The proposed zoning change is inconsistent with the CAMA Land Use Plan which was adopted by the Camden County Board of Commissioners on April 4, 2005 in that is located outside the Core Area of South Mills. However, future land use maps reflect Low-Density Residential which allows for density of 1 to 2 acres or greater.

**PLANS CONSISTENCY – cont.****2035 Comprehensive Plan**

**Consistent**       **Inconsistent**

Consistent with Comprehensive Plan Future Land Use Maps in that area is identified as Rural Residential with maximum density of 1 acre lots.

**PLANS CONSISTENCY – cont.****Comprehensive Transportation Plan**

**Consistent**       **Inconsistent**

Property abuts Sandy Lane (SR 1227) (unpaved), Keeter Barn (SR 1226) and Sharon Church (SR 1231) Roads

Consistent       Inconsistent

**Other Plans officially adopted by the Board of Commissioners**

N/A

**FINDINGS REGARDING ADDITIONAL REQUIREMENTS:**

Yes       No       **Will the proposed zoning change enhance the public health, safety or welfare?**

**Reasoning:** The proposed zoning change will enhance the public health, safety, or welfare as it will provide needed residential density in an area identified by the Comprehensive Plan to encourage commercial development.

Yes       No       **Is the entire range of permitted uses in the requested classification more appropriate than the range of uses in the existing classification?**

**Reasoning:** The permitted uses will not change as the request is for a higher density in the existing district of Basic Residential (R3).

**For proposals to re-zone to non-residential districts along major arterial roads:**

Yes       No       **Is this an expansion of an adjacent zoning district of the same classification? N/A**

**Reasoning:**

Yes       No       **What extraordinary showing of public need or demand is met by this application? N/A**

**Reasoning:**

Yes  No  **Will the request , as proposed cause serious noise, odors, light, activity, or unusual disturbances?**

**Reasoning:** All uses allowed in the requested zoning classification should not cause any serious noise, odors, light activity, or unusual disturbances.

Yes  No  **Does the request impact any CAMA Areas of Environmental Concern?**

**Reasoning:** Property is outside any CAMA Areas of Environmental Concern.

Yes  No  **Does the county need more land in the zoning class requested?**

**Reasoning:** The attached graph indicates the percentage and amount of land in the R3-1 zone.

**Is there other land in the county that would be more appropriate for the proposed uses?**

Yes  No  **Reasoning:** Uses are the same, request is for higher density from 2 acres to one acre.

Yes  No  **Will not exceed the county’s ability to provide public facilities:**

**Schools** – The higher density would have an impact on the schools once developed as the high school has exceeded its capacity.

**Fire and Rescue** – Minimal impact.

**Law Enforcement** – Minimal impact.

**Parks & Recreation** – Minimal impact

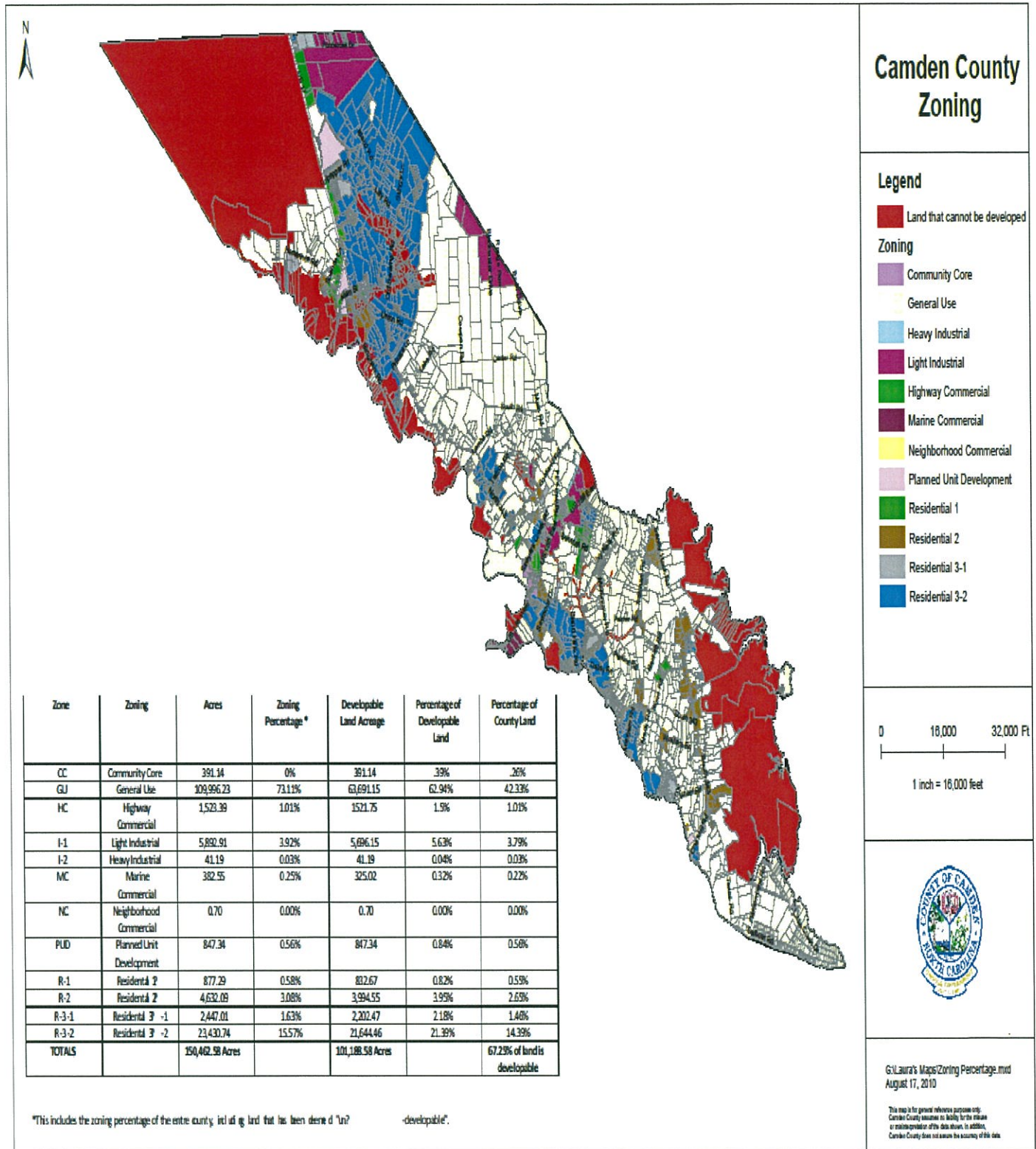
**Traffic Circulation or Parking** – N/A

**Other County Facilities** – No.

Yes  No  **Is This A Small Scale “Spot” Rezoning Request Requiring Evaluation Of Community Benefits?**

**If Yes (regarding small scale spot rezoning) – Applicants Reasoning:**

	<b>Personal Benefits/Impact</b>	<b>Community Benefits/Impact</b>
<b>With rezoning</b>		
<b>Without rezoning</b>		





**STAFF COMMENTARY:**

The requested rezoning will increase the potential number of lots from approximately 20 to 40.

It is important to note that this request is accompanied by conceptual plans proposing an Open Space subdivision including the set-aside of 50% undeveloped open space including 10 acres across Sharon Church Road which is not part of this request. Although this is the development expected to occur, the rezoning to 1 acre minimum lot size cannot guarantee design and development of the open space subdivision proposal.

**STAFF RECOMMENDATION:** Staff recommends approval of the rezoning as it is consistent with both the CAMA Land Use Plan and Comprehensive Plan as it allows for maximum densities up to one acre.

**PLANNING BOARD RECOMMENDATION:**

Consistency Statement: Approved a motion that the application for rezoning was consistent with both the CAMA Land Use and Comprehensive Plans as both allowed densities of 1 acre lots.

Motion was made and approved to rezone the 41 acres (farmland) from Basic Residential (R3-2) to Basic Residential (R3-1).

**Zoning Change Application  
County of Camden, North Carolina**

<b>Please Do Not Write in this Box</b>	
01-2090-00-07-6888	
PIN:	01-2090-00-17-0117
UDO#	2015 - 03 - 11
Date Received:	2-18-2015
Received by:	CP
Zoning District:	R3-2
Fee Paid:	\$ 950.00

A rezoning may be obtained pursuant to Article 151.580 of Unified Development Ordinance (UDO) of Camden County and upon approval by the Board of Commissioners after a recommendation from the Planning Board.

Please consult the Planning Office (1-252-338-1919) with any questions about your application.

**PLEASE PRINT OR TYPE**

*ASSORTED DEVELOPMENT CORP.*

**Applicant's Name:** Harbinger Land & Timber, LLC – Gary Dunston

*PK CK # 2027*

If the Applicant is acting as agent for another person (the "principal"), please give that person's name on the line below and submit a copy of the agency agreement/letter with this Application.

**Applicant's Mailing Address:** P.O. Box 4  
Harbinger, NC 27941

**Daytime Phone Number:** (252) 202-1100

**Street Address Location of Property:** Property fronted by Sandy Lane, Keeter Barn and Sharon Church Roads

**General Description of Proposal:** Request to rezone approximately 41 acres from Basic Residential (R3-2) to Basic Residential (R3-1) – one acre lots

*I swear or affirm that the foregoing information and all attachments hereto (now or subsequently provided as part of this application) are true and correct to the best of my knowledge.*

**Signed:** *[Signature]*

**Dated:** 3-18-2015

**Please include a site plan with this application and any other supporting documentation that the applicant feels would assist the Board of Commissioners and the Planning Board in determining the need for a zoning change.**

*\* Information to be filled out by Planning Department*

\*Is the Property in a Watershed Protection area? NO

\*Flood Zone (from FIRM Map): X \*Taxes paid? yes  no

## Zoning Change Application Questions

*The UDO requires the Board to consider to principal issues when considering an application for a zoning change. Please respond to each issue in the space provided below or on a separate sheet.*

(A) How will the proposed zoning change enhance the public health, safety or welfare? (Article 151.585)

The change will create an opportunity for smart growth as suggested under the Camden County Comprehensive Land Use Plan. Please see the attached Rezoning Concept Plans that shows 25 acres of common space that will never be developed. 10 acres of the open space is proposed to be a permanent park with walking trails and viewing areas. The conceptual plans reflect access to lots will be internal, providing for a safe and walkable development for its owners. The applicant proposed a nice low impact neighborhood like the two conceptual plans.

(B) Is the entire range of permitted uses in the requested classification more appropriate than the range of uses in the existing classification? (Article 151.585)

There is no change in the permitted uses

(C) For proposals to re-zone to non-residential districts along major arterial roads (Article 151.586):

(1) Is this an expansion of an adjacent zoning district of the same classification?

(2) What extraordinary showing of public need or demand is met by this application?



Space above this line reserved for recording information.

Prepared by and return to:  
 William Brumsey, IV  
 BRUMSEY AND BRUMSEY, PLLC  
 PO Box 100  
 Currituck, NC 27929 15B48036/wbiv/tjj

*70-16 CRP 3-25-15  
 \$160,000.00 / \$1600.00 pl. BPA  
 no delinquent taxes - 3-25-15 BPA*

PARCEL NUMBER: 017090001701170000

NORTH CAROLINA  
CAMDEN COUNTY

**GENERAL WARRANTY DEED**

THIS DEED made this the 4<sup>th</sup> day of March, 2015, by and between **BRENDA HAMILTON AND HUSBAND, KENNETH M. HAMILTON and BETTY J. DOHERTY AND HUSBAND, WILLIAM DOHERTY, Grantor, and ASSORTED DEVELOPMENT CORP., A North Carolina Corporation, Grantee,** whose address is P O Box 402, Kitty Hawk, NC 27949.

The designation of Grantor and Grantee as used herein shall include said parties, their heirs, and successors and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH:

THAT the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, have and by these presents do grant, bargain, sell and convey, unto the Grantee a fee simple interest in and to all that certain lot or parcel of land situated in South Mills Township, Camden County, North Carolina, and more particularly described as follows:

**All that certain lot and parcel of land being 23.76 acres shown and delineated as "Tract 2," on that certain plat entitled in part "Harbinger Land & Timber, LLC, Property of Brenda Hamilton" prepared by Bissell Professional Group, dated March 11, 2015 and recorded in Plat Cabinet 7, Slide 166 of the Camden County Registry.**

The above property was acquired by the Grantors under the will of John P. Jacobs (Camden County File No. 01-E-67). His wife, Eloise W. Jacobs, died on September 18, 2000. John P. Jacobs acquired the property by deed recorded in Deed Book 115, Page 59 of the Camden County Registry.

The property being conveyed does not include the primary residence of a Grantor.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee and his heirs and assigns forever.

And the said Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple and has the right to convey the same in fee simple; that title is marketable and free and clear from all encumbrances, and that Grantor will warrant and

defend the title against the lawful claims of all persons whatsoever except for the exceptions herein stated.

Title to the property hereinabove described is subject to the following exceptions:

1. Ad valorem taxes.
2. Any easements, reservations and restrictions of record.

IN TESTIMONY WHEREOF, the said Grantor has hereunto set his hand and official seal, or if Corporate, have caused this instrument to be signed in its corporate name by its duly authorized officers and its seal to be hereunto affixed by authority of its Board of Directors, the day and year first above written.

SIGNATURE PAGES TO FOLLOW

Brenda Hamilton (SEAL)  
Brenda Hamilton

Kenneth M. Hamilton (SEAL)  
Kenneth M. Hamilton

STATE OF MA  
COUNTY OF Middlesex

I, a Notary Public of the County and State aforesaid, certify that Brenda Hamilton and husband, Kenneth M. Hamilton personally appeared before me this day and acknowledged the execution of the foregoing instrument. Witness my hand and official stamp or seal, this 23<sup>rd</sup> day of March, 2015.



Sean Foye  
Notary Public

My Commission expires: 1/28/2021.



**SEAN FOYE**  
Notary Public  
Commonwealth of Massachusetts  
My Commission Expires  
January 28, 2021

✓ Betty J. Doherty (SEAL)  
Betty J. Doherty

✓ William Doherty (SEAL)  
William Doherty

STATE OF New York  
COUNTY OF Nassau

I, a Notary Public of the County and State aforesaid, certify that Betty J. Doherty and husband, William Doherty personally appeared before me this day and acknowledged the execution of the foregoing instrument. Witness my hand and official stamp or seal, this 23<sup>rd</sup> day of March, 2015.

✓  
**GIORGIO GIORDANO**  
Notary Public, State of New York  
No. 01G16137123  
Qualified in Nassau County  
Commission Expires Nov. 14, 2017

Giorgio Giordano  
Notary Public

My Commission expires: 11/14/2017

Doc ID: 000596090004 Type: CRP  
 Recorded: 03/25/2015 at 03:27:35 PM  
 Fee Amt: \$346.00 Page 1 of 4  
 Revenue Tax: \$320.00  
 Camden, NC  
 Tammie Krauss Register of Deeds  
 BK **334** PG **310-313**

Space above this line reserved for recording information.

Prepared by and return to:  
 William Brumsey, IV  
 BRUMSEY AND BRUMSEY, PLLC  
 PO Box 100  
 Currituck, NC 27929 15B48036/wbiv/tjj

*69-16 CRP 3-25-2015*  
*\$160,000.00 / \$1,600.00 pd. Bjt*  
*no delinquency tax - 3-25-15 - Bjt*

PARCEL NUMBER: 017090000768880000

NORTH CAROLINA  
CAMDEN COUNTY

**GENERAL WARRANTY DEED**

THIS DEED made this the 4<sup>th</sup> day of March, 2015, by and between **BRENDA HAMILTON AND HUSBAND, KENNETH M. HAMILTON and BETTY J. DOHERTY AND HUSBAND, WILLIAM DOHERTY, Grantor, and HARBINGER LAND & TIMBER, LLC, A North Carolina Limited Liability Company, Grantee,** whose address is PO Box 4, Harbinger, NC 27941.

The designation of Grantor and Grantee as used herein shall include said parties, their heirs, and successors and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH:

THAT the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, have and by these presents do grant, bargain, sell and convey, unto the Grantee a fee simple interest in and to all that certain lot or parcel of land situated in South Mills Township, Camden County, North Carolina, and more particularly described as follows:

**All that certain lot and parcel of land being 28.13 acres shown and delineated as "Tract 1" on that certain plat entitled in part "Harbinger Land & Timber, LLC, Property of Brenda Hamilton" prepared by Bissell Professional Group, dated March 11, 2015 and recorded in Plat Cabinet 7, Slide 166 of the Camden County Registry.**

The above property was acquired by the Grantors under the will of John P. Jacobs (Camden County File No. 01-E-67). His wife, Eloise W. Jacobs, died on September 18, 2000. John P. Jacobs acquired the property by deed recorded in Deed Book 115, Page 59 of the Camden County Registry.

The property being conveyed does not include the primary residence of a Grantor.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee and his heirs and assigns forever.

And the said Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple and has the right to convey the same in fee simple; that title is marketable and free and clear from all encumbrances, and that Grantor will warrant and



defend the title against the lawful claims of all persons whatsoever except for the exceptions herein stated.

Title to the property hereinabove described is subject to the following exceptions:

1. Ad valorem taxes.
2. Any easements, reservations and restrictions of record.

IN TESTIMONY WHEREOF, the said Grantor has hereunto set his hand and official seal, or if Corporate, have caused this instrument to be signed in its corporate name by its duly authorized officers and its seal to be hereunto affixed by authority of its Board of Directors, the day and year first above written.

SIGNATURE PAGES TO FOLLOW

Brenda Hamilton (SEAL)  
Brenda Hamilton

Kenneth M. Hamilton (SEAL)  
Kenneth M. Hamilton

STATE OF MA  
COUNTY OF Middlesex

I, a Notary Public of the County and State aforesaid, certify that Brenda Hamilton and husband, Kenneth M. Hamilton personally appeared before me this day and acknowledged the execution of the foregoing instrument. Witness my hand and official stamp or seal, this 31<sup>st</sup> day of March, 2015.



Sean Foye  
Notary Public

My Commission expires: 1/28/2021.



**SEAN FOYE**  
Notary Public  
Commonwealth of Massachusetts  
My Commission Expires  
January 28, 2021

✓ Betty J. Doherty (SEAL)  
Betty J. Doherty

✓ William Doherty (SEAL)  
William Doherty

STATE OF New York  
COUNTY OF Nassau

I, a Notary Public of the County and State aforesaid, certify that Betty J. Doherty and husband, William Doherty personally appeared before me this day and acknowledged the execution of the foregoing instrument. Witness my hand and official stamp or seal, this 23<sup>rd</sup> day of March, 2015.

✓ ~~Notary Public~~ **DAVIDE GIORDANO**  
Notary Public, State of New York  
No. 01G16137123  
Qualified in Nassau County  
Commission Expires Nov. 14, 2017

✓ David Giordano  
Notary Public

My Commission expires: 11/14/2017.

3

# Rezoning Concept Plan A

1" = 200'  
3-12-15



4

# REZONING CONCEPT PLAN IS

4/24/15 Jacobs Corner\dwg\Sketch Plans\4575005K-C3D1.dwg, 3/17/2015 4:56:25 PM, DWG To PDF.pc3



AREA CHART	
TOTAL AREA	51.89 AC.
PRIMARY CONSERVATION AREA (MILL RUN)	0.61 AC.
NET AREA	51.28 AC.
ROADWAY AREA (10%)	5.13 AC.
AREA FOR OPEN SPACE COMPUTATIONS (90%)	46.15 AC.
MINIMUM OPEN SPACE (45%)	20.77 AC.
ACTUAL OPEN SPACE	23.37 AC.
- WOODLANDS	10.33 AC.
- MILL RUN	0.61 AC.
- OTHER OPEN SPACE	12.43 AC.
MINIMUM LOT SIZE	25,000 S.F.

REVISIONS			
NO.	DATE	DESCRIPTION	BY
1	04-24-15	ISSUED	MSB
2	05-20-15	REVISED	MSB
3	06-10-15	REVISED	MSB
4	06-10-15	REVISED	MSB
5	06-10-15	REVISED	MSB
6	06-10-15	REVISED	MSB
7	06-10-15	REVISED	MSB
8	06-10-15	REVISED	MSB
9	06-10-15	REVISED	MSB
10	06-10-15	REVISED	MSB

PROJECT: **JACOB'S CORNER**  
SOUTH MILLS TOWNSHIP CAMDEN COUNTY NORTH CAROLINA  
**PRELIMINARY PLAN**

**BISSSELL**  
PROFESSIONAL GROUP  
Engineers, Planners, Surveyors and Environmental Specialists

Blissell Professional Group  
Firm License # C-484  
3612 North Croatan Highway  
Rt. 2 Box 105  
Kitty Hawk, North Carolina 27840  
(252) 391-3264  
FAX (252) 391-1790

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4575  
4575005K-C3D1  
PROJECT NO.

## ALBEMARLE REGIONAL HEALTH SERVICES

192378

Applicant:

DUNSTAN, GARY  
 PO BOX 402  
 KITTY HAWK, NC 27976

Owner:

DUNSTAN, GARY  
 PO BOX 402  
 KITTY HAWK, NC 27976

Site Location:

LOT 26 SANDY LANE  
 SOUTH MILLS, NC 27976

GPD: 360      LTAR: 0.300      Classification: PS w/Fil

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):

- \* Fill Area 120 ft. by 50 ft. with 18 in. of Sand

To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

Due to small lot size. A detailed site plan shall be submitted showing house, septic system and repair septic, filled area, driveway, decks, and all other desired amenities to verify all setbacks can be met. If setbacks can't be met, this lot will be unsuitable based on rule .1945, Available Space.

EHS: \_\_\_\_\_

  
 Carver, Kevin
Date: 03/31/2015

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 333-4460    Chowan (252) 482-1199    Currituck (252) 232-6603  
 Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

ALBEMARLE REGIONAL HEALTH SERVICES

192377

Applicant:

DUNSTAN, GARY  
PO BOX 402  
KITTY HAWK, NC 27976

Owner:

DUNSTAN, GARY  
PO BOX 402  
KITTY HAWK, NC 27976

Site Location:

LOT 19 SANDY LANE  
SOUTH MILLS, NC 27976

GPD: 360      LTAR: 0.400      Classification: PS w/Fil

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):

- \* Fill Area 95 ft. by 50 ft. with 18 in. of Sand

To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

Due to small lot size. A detailed site plan shall be submitted showing house, septic system and repair septic, filled area, driveway, decks, and all other desired amenities to verify all setbacks can be met. If setbacks can't be met, this lot will be unsuitable based on rule .1945, Available Space.

EHS:

  
Carver, Kevin

Date: 03/31/2015

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

Bertie (252) 794-5303    Camden (252) 338-4460    Chowan (252)482-1199    Currituck (252) 232-6603  
Gates (252) 357-1380    Pasquotank (252) 338-4490    Perquimans (252) 426-2100

## ALBEMARLE REGIONAL HEALTH SERVICES

192376

Applicant:

DUNSTAN, GARY  
 PO BOX 402  
 KITTY HAWK, NC 27949

Owner:

DUNSTAN, GARY  
 PO BOX 402  
 KITTY HAWK, NC 27949

Site Location:

LOT 9 SANDY LANE  
 SOUTH MILLS, NC 27976

GPD: 360	LTAR: 0.400	Classification: Provisionally Suitable
----------	-------------	--

If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):

- \* Shallow Placement - Type II System

To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

Due to small lot size. A detailed site plan shall be submitted showing house, septic system and repair septic, filled area, driveway, decks, and all other desired amenities to verify all setbacks can be met. If setbacks can't be met, this lot will be unsuitable based on rule .1945, Available Space.

EHS: \_\_\_\_\_

  
 Carver, Kevin
Date: 03/31/2015

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

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## ALBEMARLE REGIONAL HEALTH SERVICES

192375

Applicant:

DUNSTAN, GARY  
PO BOX 402  
KITTY HAWK, NC 27949

Owner:

DUNSTAN, GARY  
PO BOX 402  
KITTY HAWK, NC 27949

Site Location:

LOT 1 SANDY LANE  
SOUTH MILLS, NC 27976

GPD: 360	LTAR: 0.400	Classification: PS Shallow Placement
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If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):

- \* Shallow Placement - Type II System

To obtain an Authorization to Construct:

- \* Submit a plat or scale drawing of the lot, showing location and dimensions of all property lines, proposed structures and driveways
- \* Pay permit fee of \$225

Comments:

Due to small lot size. A detailed site plan shall be submitted showing house, septic system and repair septic, filled area, driveway, decks, and all other desired amenities to verify all setbacks can be met. If setbacks can't be met, this lot will be unsuitable based on rule .1945, Available Space.

EHS:                     *KC*                      
Carver, Kevin

Date: 03/31/2015

THIS APPROVAL WILL BECOME VOID AFTER 12 MONTHS AND A NEW APPLICATION WILL BE NECESSARY.

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**Camden County  
South Camden Water & Sewer District**

**AGENDA ITEM SUMMARY SHEET**

**Item Number: 5.A**

**NEW BUSINESS**

**Meeting Date: 4/20/2015**  
**Attachments: 2 (3 Pages)**  
**Submitted By: David Credle, Public Works Manager**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	

**ITEM TITLE: Fire Flow Requirements for New Subdivision**

**SUMMARY:**

**Discuss changes to South Camden Water & Sewer District’s Rules & Regulations to require major subdivisions to install adequate water mains to provide potable water and fire suppression demand.**

**RECOMMENDATION:**

Amend the South Camden Water & Sewer District Rules and Regulations by adding language **in bold & underlined**

Section 31 – (2) (a)

Construction plans for the proposed system shall be prepared by a registered engineer with materials and construction to be in accordance with the specifications for the District water system a prepared by the District engineer, or its designee. **All major residential subdivisions, commercial, and industrial development connected to a public water supply shall be serviced with water mains of at least six (6) inches and meet adequate fire protection flow standards.**

be served as a subdivision. *(Amended: 10-5-1998)*

(a) Water service will be provided to each individual trailer lot after payment by the owner/developer for the line extension as described in Section 31 (a) and (b) and for a tap-on fee for each lot. Each trailer tenant will pay to the District water system a rental pursuant to Section 13(c). *(Amended: 10-5-1998)*

**Section 31. Subdivisions.**

(a) Prior to preliminary plat submission, the planning board or its authorized representative shall determine if District water services are to be made available for the proposed subdivision in accordance with the county's subdivision regulations and ordinances.

(1) If District water is not to be made available, the plans for construction of the proposed facilities or individual water supplies shall meet the standards of the county health department, and for systems serving ten (10) or more dwellings the plans shall meet the standards of the state. *(Amended: 10-5-1998)*

(2) If District water service is to be made available, the subdivider shall construct a water system and connect it to the system owned and operated by the District in accordance with the county's ordinances and subject to the following conditions: *(Amended: 10-5-1998)*

(a) Construction plans for the proposed system shall be prepared by a registered engineer with materials and construction to be in accordance with the specifications for the District water system as prepared by the District engineer, or its designee.

(b) Construction plans shall be submitted with the preliminary plat for approval by the county commissioners, District engineer and the appropriate state agencies. *(Amended: 10-5-1998)*

(c) The developer shall install the subdivision water system in accordance with the approved plans and shall include service taps to each lot with meter box, meter yoke, meter and cutoff valve.

(d) Upon completion of the construction, the developer will deed the complete facility, to include all rights-of-way, easements, permits, franchises and authorizations, or other instruments needed for the operation and maintenance of the facility, to the District. The District will not reimburse the developer for the construction.

(e) The District may require installation of certain oversized facilities such as water mains in excess of eight inches in diameter when it is in the interest of future development. The District shall pay for that portion of the improvement which exceeds the standards set forth in this chapter.

(f) Each lot owner shall pay the tap-on fee before the water meter is installed.  
*(Amended: 10-5-1998)*

(b) The following policy shall be applicable for extensions of District water mains and water systems connections to subdivisions not required to extend water lines; pursuant to the county ordinances, existing subdivisions or developed areas adjacent to or near a water line:

(1) Lines may be extended by application of the developer or owners of lots in the subdivision.

(2) The total cost of the installation including water mains and water connections, i.e., service connections, meter boxes, meter yokes and meters, will be computed in accordance with existing prices at the time of application. *(Amended: 10-5-1998)*

(3) The developer and/or lot owners shall advance to the District the entire cost of the installation and grant all rights-of-way, easements, authorizations or other instruments needed for the operation and maintenance of the facility.

(4) All construction and any cost reimbursement shall be evidenced by a signed contract between the District and the person advancing funds for the extension. The contract shall be null and void unless approved by the superintendent. *(Amended: 10-5-1998)*

(5) Each lot owner shall pay the tap-on fee before the water meter is installed.  
*(Amended: 10-5-1998)*

### Section 32. Temporary water service.

Portable water meters for connection to fire hydrants may be furnished by the District after an application and the current required deposit has been filed with the District. The actual deposit shall be as determined by the superintendent, but in no case shall the deposit exceed the minimum deposit as established pursuant to section 13(c), the cost of meter, materials and the installation cost of the meter. The applicant shall be responsible for any damage to the hydrant, meter, connections, etc., used in the installation and the cost of any such damage shall be taken from the deposit. The minimum charge shall be paid for a temporary meter in addition to the cost of the water used through the meter. After deducting the water bill, service charge and any cost of damage to the installation, the District shall refund the balance of the deposit to the applicant as soon as the meter is removed and returned to the District stock. While in use, no wrench shall be used on the hydrant except a hydrant wrench furnished by the superintendent. If scarred by unauthorized methods, the cost of materials and labor to repair shall be charged to the person responsible. *(Amended: 10-5-1998)*

## Motion to Approve

Amend the South Camden Water & Sewer District Rules and Regulations by adding language **in bold & underlined**

Section 31 – (2) (a)

Construction plans for the proposed system shall be prepared by a registered engineer with materials and construction to be in accordance with the specifications for the District water system a prepared by the District engineer, or its designee. **All major residential subdivisions, commercial, and industrial development connected to a public water supply shall be serviced with water mains of at least six (6) inches and meet adequate fire protection flow standards.**



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

**Item Number:**

**INFORMATION**

**Meeting Date:** April 20th, 2015  
**Attachments:**  
**Submitted By:** Various Department Heads

**ITEM TITLE:** INFORMATION

**SUMMARY:**

- A. Economic Impacts of Wind Projects
- B. Grid and Military Impacts of Wind Projects
- C. Health Impacts of Wind Projects
- D. Wildlife and Environmental Impacts of Wind Projects
- E. County of Scotland Resolution regarding HB 589
- F. AC-Monday Morning Briefing-April 13
- G. PCEMS Reports-March 2015
- H. NCACC Risk Management Pool-Stewardship Report
- I. AC April 16 2015 Agenda Packet

**RECOMMENDATION:**

**Information Only**

<b>MOTION MADE BY:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
NO MOTION	
<b>VOTE:</b>	
S. Duckwall	
G. Meiggs	
M. McLain	
C. Riggs	
T. White	
ABSENT	
RECUSED	



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## Economic Impacts of Wind Projects: Myths and Facts

*MYTH: Wind projects have net negative economic impacts.*

**FACT: Wind projects support local economies.**

Indiana's first 1,000 megawatts of wind farms has led to estimated yearly benefits of \$40 million of economic activity, \$4 million in payments to land owners, \$8 million in tax revenue, and 260 full time jobs. Wind farm construction led to an estimated \$570 million dollars in economic activity and 4,400 temporary full time jobs.<sup>1</sup> This analysis is one of many showing the net economic benefits of wind energy.

*MYTH: Wind energy is too expensive.*

**FACT: Wind can be competitive with conventional generation.**

In 2013, long term wind energy power purchase agreements were signed for 2.5 cents per kilowatt-hour.<sup>2</sup> The average price for wholesale electricity in 2014 was, by comparison, approximately 5.2 cents per kilowatt hour.<sup>3</sup> Cost depends upon the wind resources and equipment installed, but North Carolina has many areas suitable for wind development.<sup>4</sup>

*MYTH: Wind projects rely on tax subsidies to remain viable.*

**FACT: All electricity generation is subsidized. Unsubsidized wind projects can be competitive.**

All electricity generation is supported by subsidies in various forms.<sup>5</sup> Wind-specific support includes some state-specific tax credits and the federal production tax credit which provided 2.3 cents for each kilowatt-hour a wind farm produced over its first 10 years.<sup>6</sup> The federal credit expired in December of 2014.

The independent, private financial firm Lazard Ltd. compared the unsubsidized levelized costs of energy (LCOE) from a variety of electric generation sources. Without tax credit support, Lazard found wind to be the lowest cost generation source at 3.7 to 8.1 cents per kilowatt hour with no tax credit support compared to natural gas options ranging from 6.1 cents to 16.8 cents per kilowatt-hour in 2014.<sup>7</sup>

*MYTH: Wind turbines disrupt agriculture and harm farmers.*

**FACT: Wind turbines have minimal effects upon agriculture and can provide added revenue to farmers.**



Wind lease holders have reported annual payments ranging from \$4,000 to \$6,000 per megawatt depending upon the specific site and equipment installed.<sup>8</sup> Wind farms only take 2 to 5 percent of a project area's total land out of service,<sup>9</sup> with access roads requiring the most space,<sup>10</sup> so it is common for farming to continue along with wind development. Small, localized effects on crops have been observed and leasing provisions may affect farming.<sup>11</sup> The Farm Legal Action Group has created a comprehensive resource for farmers considering wind leases.<sup>12</sup>

*MYTH: Nearby wind turbines will decrease property values.*

**FACT: Wind turbines have no demonstrated effect upon property values.**

A 2013 U.S. Department of Energy sponsored-study examined the effects of wind projects on the price of 50,000 homes in 9 states and 27 counties and found "no statistical evidence that home prices near wind turbines were affected in either the post-construction or post-announcement/preconstruction periods."<sup>13</sup> Other studies show similar results.<sup>14</sup>

*MYTH: Wind projects will harm local tourism.*

**FACT: There is very little data on wind turbine impacts upon tourism, but impacts appear negligible.**

The most recent comprehensive analysis of the impacts of wind farms on tourism conducted by the Government of Wales in 2014 concluded that wind development had negligible effects on tourism. Where negative impacts did occur, tourists were displaced within the same region.<sup>15</sup> There are very few peer-reviewed American studies examining the relationship between onshore wind development and tourism. Most studies report survey data about how people think turbines may affect tourism and do not report observed behavior. Opinion polls show that 82% of North Carolinians support onshore wind development while 12% oppose it.<sup>16</sup>

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Image: Wikimedia Commons. [http://commons.wikimedia.org/wiki/File:Barn\\_wind\\_turbines\\_0504\\_crop%2Bds.jpg](http://commons.wikimedia.org/wiki/File:Barn_wind_turbines_0504_crop%2Bds.jpg)



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## Grid and Military Impacts of Wind Projects: Myths and Facts

*MYTH: Wind turbines are an unproven and untested technology.*

**FACT: Wind turbines provide variable but reliable power.**

There is currently very little wind energy generated in North Carolina, but the turbines are heavily relied upon in other parts of the country. At the end of 2014, the United States had a total of 65,879 megawatts of wind energy capacity,<sup>1</sup> and wind energy has accounted for one-third of all US electric capacity additions from 2007 to 2013.<sup>2</sup> Nine states generated over 10% of their energy from wind in 2013, with Iowa generating 27% of its electricity from wind that year.<sup>4</sup> Sixteen states had over 1,000 megawatts of installed wind capacity at the end of 2013.<sup>5</sup> Texas has 12,000 megawatts of installed capacity, set a load record by generating 39% of its instantaneous load from wind energy in March of 2014,<sup>6</sup> and has an additional 7,000 megawatts under construction.<sup>7</sup>

*MYTH: Wind energy is complicated and costly to add to the grid.*

**FACT: The cost of adding wind energy to the grid is comparable to other generation sources.**

To simplify costs associated with adding variable power resources to the grid, the US Energy Information Administration (US EIA) recommends comparing generation sources with a levelized avoided cost of energy (LACE) metric that takes into account the cost of integrating new resources into the grid. The US EIA predicts that by 2019, wind, on average, will be the lowest cost electric generation technology on an unsubsidized LACE basis.<sup>8</sup> In Texas, where grid operators have extensive experience managing variable generation, the Electric Reliability Council of Texas is planning for a 56% increase in wind capacity to compete in the wholesale electricity market by 2017.<sup>9</sup>

*MYTH: Wind energy requires 1-to-1 backup power to operate.*

**FACT: Wind energy needs a comparable amount of back-up as conventional energy sources.**

Each generation technology has characteristics that affects the entire grid system's ability to provide reliable and adequate electricity. Increasing penetrations of wind leads to the need for a slightly higher



immediate back-up than conventional sources: an estimated 3% increase in immediate back up for 9.4% wind and 3.6% solar penetration compared to no renewables. Better forecasting and demand response efforts can improve immediate systems flexibility and reduce the need for additional reserve margins.<sup>10</sup>

*MYTH: Wind energy projects harm the military and national security.*

**FACT: There are real compatibility issues, but the military works with the wind industry to assess and overcome impacts.**

Concerns have been raised that radar interference may negatively impact training operations if wind energy projects are improperly sited.<sup>11</sup> The military has opportunities at the state and national level to make sound determinations about a wind energy project's potential impact on military operations and national security.

At the national level, the Department of Defense Siting Clearinghouse participates in the Federal Aviation Authority review of tall structures and makes decisions about whether or not a project presents an unacceptable impact on military readiness.<sup>12</sup> An additional level of local oversight is mandated by North Carolina House Bill 484. The bill requires wind permit seekers to do a preliminary review of adverse military impacts before seeking a permit. The bill also provides installation commanders opportunities for input at nearly every step of the siting and permitting process.<sup>13</sup> Most projects do not present unacceptable impacts, but when conflicts are identified, the Department of Defense works with the developer to find reasonable and affordable mitigation solutions.

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## References

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## Health Impacts of Wind Projects: Myths and Facts

*MYTH: Wind turbine sound inevitably causes health problems.*

**FACT: Residents living close to wind farms will sometimes hear the turbines. Loud noise from any source can cause health problems, but acceptable sound levels that protect the public health are easily achieved with wind development.**

Perception of sound varies based upon numerous factors including atmospheric conditions, distance from the source, topography, and particular characteristics of the sound.<sup>1</sup> The table below shows average sound levels for common sources of noise as well as regulatory and health impact guidelines.

Typical Sounds & Regulatory Guidelines	Sound (dBA)*
Background noise in a rural area <sup>2</sup>	30
Quiet whisper <sup>3</sup>	40
World Health Organization's lowest observed adverse effect level for environmental noise (LOAEL) for the most vulnerable populations <sup>4</sup>	40
US average nighttime sound ordinance <sup>5</sup>	47.7
Background noise in a suburban area <sup>6</sup>	50
World Health Organization's interim target for outdoor night noise guidelines to protect the public health <sup>7</sup>	55
At occupied buildings on a nonparticipant's property, the NC Model Wind Ordinance recommends a setback of 2.5 times the total height of a turbine (approximately 1,250 to 1,500 feet for commercially available turbines) & a 55 decibel (dBA) sound limit <sup>8</sup>	55
Classroom chatter <sup>9</sup>	70
Active construction site <sup>10</sup>	100

Multiple literature reviews conclude that there are no direct adverse health effects caused by wind turbine sound, but annoyance and sleep disturbance are reported near turbines.<sup>11,12,13,14</sup> At distances of 1300 feet or more, sound from modern wind turbines is usually less than 40 dBA, which is below the sound level associated with annoyance in studies reviewed by an expert panel for the Massachusetts Department of Public Health. As noted above, sound emission and perception varies widely based upon a number of factors, so software is used to predict sound levels at particular sites.<sup>15</sup>

*Myth: Infrasound generated by turbines is harmful to health.*

**FACT: We are exposed to infrasound every day with no detectable negative health effects.**

It is often claimed that infrasound below the human audibility range of 20 and 20,000 hertz<sup>14</sup> can lead to health problems. Infrasound is generated by natural phenomena such as wind, waves, and seismic activity as well as from large machines such as cars, trains, planes, appliances, and wind turbines.<sup>14</sup> Multiple literature reviews conclude that there are no negative health effects caused by inaudible infrasound from wind turbines.<sup>16,17,18</sup>

*MYTH: Shadow flicker from turbines causes health problems.*

**FACT: Shadow flicker is a rare and safe event.**

Shadow flicker is the intermittent shadow of turbine blades on a building that can occur when the sun passes behind the hub of a wind turbine.<sup>19</sup> It is an infrequent event that can occur at dawn or dusk<sup>20</sup> and can be accurately modeled before construction.<sup>21</sup> The NC Model Wind Ordinance recommends a 30 hour per year limit for all occupied buildings within 2,500 feet of a turbine.<sup>22</sup>

Some people may find the occasional flicker to be annoying, but it can be easily mitigated.<sup>23</sup> Shadow flicker has been raised as a possible health concern for photosensitive epileptics (around .009 percent of the population).<sup>24,25</sup> However, large turbine blades do not rotate at speeds sufficient to induce seizures.<sup>26,27</sup>

*MYTH: Wind projects cause chronic psychological stress-induced health problems.*

**FACT: Annoyance and stress are reported but not scientifically linked to wind turbines.**

A small proportion of people living very close to wind turbines report negative stress-related symptoms sometimes characterized as Wind Turbine Syndrome. An expert panel convened by the Massachusetts Department of Public Health concluded that there is no evidence that such health effects are caused by turbines.<sup>28</sup> Factors such as attitude toward turbines and their visual effect, personality traits, self-reported noise sensitivity, and duration of turbine operations have been correlated with increased self-reported annoyance and stress attributed to turbines, while financial benefits have been correlated with decreased self-reported annoyance and stress.<sup>29,30,31,32</sup>

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Wind Program | [www.nccleantech.ncsu.edu](http://www.nccleantech.ncsu.edu)

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# NC CLEAN ENERGY TECHNOLOGY CENTER

Advancing Clean Energy for a Sustainable Economy

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## Wildlife and Environmental Impacts of Wind Projects: Myths and Facts

*MYTH: Wind turbines are a major threat to birds and other wildlife.*

**FACT: All energy generation has some impact upon wildlife, but the life cycle impacts of wind energy are among the most benign.**

The New York State Energy and Research Development Authority (NYSERDA) conducted a comprehensive cradle-to-grave analysis of wildlife impacts associated with energy production from nuclear, coal, natural gas, oil, hydroelectric dams, and wind. Wind energy was the only generation technology that was found to pose no population-level threats to wildlife.<sup>1</sup>

The Department of Interior estimates that each year 234,000 birds are killed in collisions with turbines in the US, while 880,000,000 birds are killed in collisions with buildings, cars, and power lines.<sup>2</sup> The National Audubon Society supports properly sited wind farms.<sup>3</sup>

North Carolina is home to 12 species of birds federally listed as endangered or threatened under the Endangered Species Act,<sup>4</sup> and many migratory birds protected by the Migratory Bird Treaty Act.<sup>5</sup> North Carolina House Bill 484 addresses the protection of endangered and migratory bird species by requiring wind developers to do a preliminary analysis of impacts on protected species before seeking a permit.<sup>6</sup>

*MYTH: Wind projects devastate local bat populations.*

**FACT: Data regarding wind turbine-bat collisions is highly variable both across and within regions, but measures are available to reduce risks for bats.**

Bat conservation is a challenge due to a lack of data regarding all bat-human interactions, population sizes,<sup>7</sup> white nose syndrome, and habitat loss. Data regarding wind turbine-bat collisions is highly variable across and within regions (from 2 to 30 bat fatalities per installed megawatt measured at different facilities).<sup>8</sup> Turbines may pose population-level risks to bats in certain areas,<sup>9</sup> but there is insufficient baseline data for a strong scientific consensus.<sup>10</sup>

Despite this lack of data, several measures to reduce risks for bats have been developed.<sup>11</sup> Managers at Casselman Wind Power Project in Pennsylvania adjusted wind turbine operations and decreased bat

fatalities between 44 and 93%.<sup>12</sup> In southwestern Alberta, Canada it was found that by altering turbines so that blades were near-motionless in low wind speeds, bat fatalities could be reduced by 60%.<sup>13</sup> Additionally, General Electric has developed a “boom box” that deters bats from approaching active turbines by disrupting echolocation, while Lite Enterprises has worked to create an UV-light emitting device that deters bats.<sup>14</sup>

*MYTH: Wind projects disrupt hunting & recreation.*

**FACT: Limited empirical evidence is available on this subject, but available evidence shows that wind projects do not significantly disrupt hunting.**

There are some claims that wind turbines will disrupt hunting, but there is very little evidence to support this claim. Evidence from the wind farms near protected areas<sup>15</sup> and scientific studies show that wind power can increase access for recreation, hunting and leisure traffic.<sup>16</sup> Ducks Unlimited, a national nonprofit dedicated to protecting waterfowl, holds the position that properly sited wind turbines will lead to healthy duck populations.<sup>17</sup>

*MYTH: Pollution from wind turbine manufacturing outweighs the environmental benefits of wind energy.*

**FACT: Wind turbines have significant positive environmental impacts because the cradle-to-grave pollution impacts of wind turbines are minimal compared to conventional generation.**

All energy generation options create pollution during manufacturing and construction, but unlike conventional generation sources, wind energy produces virtually no pollution during operation.<sup>18</sup> Because wind energy almost always displaces fossil fuel energy and rarely displaces nuclear, it reduces SO<sub>2</sub>, NO<sub>x</sub>, particulate matter (PM), and other chemicals harmful to human health and the environment.<sup>19</sup> In 2013 wind energy displaced an estimated 157,000 metric tonnes of SO<sub>2</sub> and 97,000 metric tonnes of NO<sub>x</sub>.<sup>20</sup>

Unlike fossil fuel generation, wind energy produces no CO<sub>2</sub> and requires no water during operation. Wind energy saved an estimated 36.5 billion gallons of water and displaced 115,000,000 metric tonnes of CO<sub>2</sub> in 2013.<sup>21</sup> A wind turbine emits an average of 10 grams of CO<sub>2</sub> per kilowatt-hour over its lifetime compared to 1000 grams per kilowatt-hour for a coal-fired power plant over the same period.<sup>22</sup>

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# County of Scotland

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County Manager

Ann W. Kurtzman  
Clerk to the Board

Board of Commissioners  
Guy McCook, Chairman  
Carol McCall, Vice Chair  
John T. Alford  
Bob Davis  
Betty Blue Gholston  
Whit Gibson  
Clarence McPhatter II

## A Resolution Requesting that the North Carolina General Assembly Remove Part 35, Section 35.1 Date of Presidential Primary from House Bill 589

**WHEREAS**, Part 35 Section 35.1 Date of Presidential Primary in House Bill 589 establishes a separate Presidential Preference Primary by party ahead of the regularly scheduled North Carolina Presidential Preference Primary; and

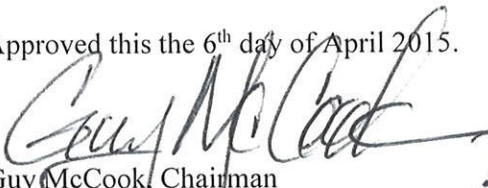
**WHEREAS**, the addition of a separate Presidential Primary by Party would require County Boards of Elections to operate and staff all polling sites; and

**WHEREAS**, for small, rural counties like Scotland County, running an additional election without funding support from the State would cause financial hardship; and

**WHEREAS**, the Scotland County Board of Commissioners believes an additional Presidential Preference Primary by party undermines the true spirit of the electoral process and might cause complacency among potential voters ahead of the scheduled primary election and presidential election.

**BE IT RESOLVED** that the Scotland County Board of Commissioners respectfully requests the North Carolina State Legislature consider striking the language from Part 35 Section 35.1 of House Bill 589 that causes counties to hold an additional Presidential Preference Primary.

Approved this the 6<sup>th</sup> day of April 2015.

  
Guy McCook, Chairman  
Scotland County Board of Commissioners



ATTEST

  
Ann W. Kurtzman  
Clerk to the Board



**Angela Wooten**

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**Subject:** FW: ALBEMARLE COMMISSION: Monday Morning Briefing



*Assisting our communities improve the quality of life of their residents and businesses*

## **Monday Morning Briefing**

April 13, 2015

Contact: Cathy Davison, Executive Director  
252-426-5753 ext. 227

### **Administration**

On Thursday, the Board will have a Budget Workshop to make the first review of the Commission's FY 2015-2016 Budget. Staff has worked diligently to present a balanced budget that continues the current programs while looking at additional programming opportunities for our members. To view a complete copy of the draft budget, as well as the April Board Agenda [click here](#).

We have been approved for a Title V Senior Program Employee. This employee will begin on July 1<sup>st</sup>. If you are interested in having a Title V employee contact Vickie Barnes at the NCWorks Career Center at 252-331-4798. This is a free program to approved employers.

At the end of this newsletter is a list of services that the Albemarle Commission can do for our member governments. If you want an amount to budget for this work, please contact me [cdavison@albemarlecommission.org](mailto:cdavison@albemarlecommission.org). We look forward to serving you!

### **It is your last opportunity to register for the**

#### **NC Tomorrow Summit: Building Communities for Tomorrow's Jobs**

This exciting Summit builds on the 2014 Report: North Carolina Regional and Statewide Strategies for Comprehensive Community and Economic Development. Sponsored by the 16 regional councils of governments, the 2015 Summit will offer best practices, case studies and skill-building workshops for: • local and regional planners • local and regional economic developers • city and county managers • elected officials and • community and business leaders. A mix of government and private sector leaders will lead the way for this first-time, two-day 2015 Summit. Please join us at the North Raleigh Hilton April 27-28, 2015 for this event. For summit agenda and to register: [www.ncregions.org](http://www.ncregions.org)

- [NC EDR will be available to meet with local communities for project development meetings](#)

EDA is excited to be attending the NC Tomorrow Summit on April 27 & April 28. In order to ensure maximum benefit from attendance, the NC EDR will be available to have project development meetings with interested parties before, during, or after the Summit. EDDs and COGs are encouraged to share this opportunity with local government leaders who may be attending and encourage them to contact Hillary Sherman if they would like to schedule a time during the Summit to specifically discuss a project

(404.730.3013 or [hsherman@eda.gov](mailto:hsherman@eda.gov)). The next EDA grant deadline is June 12, 2015, so this is a great opportunity to discuss projects that may be submitted for this deadline. 130 of 241

### **Economic Development / Revolving Loan Fund**

There has been greater interest in the Revolving Loan Fund due to recent presentations and marketing efforts of the RLF. For more information on how the Commission's Revolving Loan Fund can assist small businesses, [click here](#).

### **AAA and Senior Nutrition**

In honor of the 50<sup>th</sup> Anniversary of the signing of the Older American Act of 1965, and in recognition of May being Older American's Month, the Albemarle Commission Area Agency on Aging invites **YOU** to "Get Into The Act" by participating in a statewide effort and regional photo contest with **CASH** prizes!

We want you to "Get Into The Act" and take photos of older adults (age 60 and older) engaged in life and activity in the following counties: **Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington**. These photos can be taken in your home, backyard, gym, office, skilled nursing facility, senior center, church, and elsewhere to show how older adults and their families spend time and ultimately contribute to the betterment of our community. Photographers must be 18 years of age or older, or have parent/guardian permission. Please see the attached for details.

Older adults are a significant and important part of our community. Your participation will help us to highlight just how important the older adults in our community are AND a way to honor your favorite older adult(s)!!

We look forward to your participation. If you have any questions, please contact Ashley Lamb, Aging Program Specialist, at 252-426-5753 ext 232 or at [alamb@albemarlecommission.org](mailto:alamb@albemarlecommission.org). The contest will end on May 30, 2015. Please feel free to forward this announcement to your friend, family, co-workers and acquaintances that may be interested in participating. For complete rules and guidelines, [click here](#).

Construction of the storage space in the large meeting room is almost complete. With this construction, plans move forward for the Senior Nutrition staff to move from their currently location on Ocean Hwy to the Albemarle Commission facilities continue.

A screening of Academy Award winning film "Still Alice" will be held on Sunday, April 26<sup>th</sup> at 2 p.m. at the R/C Theater in Kill Devil Hills. For more information [click here](#)

**We have 325 seniors registered to participate in Senior Games. Congratulations to our seniors for their involvement in these activities. Also, it's not too late to volunteer to help with the Senior Games. Contact Ashley Lamb at 426-5753 ext. 232 or [alamb@albemarlecommission.org](mailto:alamb@albemarlecommission.org)**

**[For a complete list of AAA and Senior Nutrition activities and events, please see the calendar at the end of the Briefing.](#)**

### **Workforce Development**

The Workforce Development Board will be working in the Consortium to appoint a new NWBD under the Workforce Initiative Opportunity Act which becomes effective in July. It is an exciting time for Workforce Development as they have a great opportunity to get the right partners on the Board to move workforce development in order to meet the current and future employment needs of the Region.

Partner with the NCWorks Career Centers to find your next "right fit" employee. Our Certified NCWorks Career Centers provide the following services:

- Job Posting
- Candidate evaluation and review

- Candidate referrals
- Off-site Interview Space
- Labor market information

Contact Dave Whitmer at [dwhitmer@albemarlecommission.org](mailto:dwhitmer@albemarlecommission.org) for more information

The [Regional Workforce/Labor Databook](#) is on the Commission's website. Please enjoy the breath of data available in the Databook that gives an in-depth view of the workforce availability and needs within the Region.

Workforce Development has on-the-job training grants, as well as incumbent worker grants available to local businesses. If you know of businesses that may benefit from these grant programs, please have them contact Emily Nicholson at [enicholson@albemarlecommission.org](mailto:enicholson@albemarlecommission.org)

## **RPO**

Angela Welsh, RPO Planning Director provides the Transportation related news important to the ARPO region:

- Last week US Secretary of Transportation Anthony Foxx announced \$500 million will be made available for transportation projects through the U.S. Department of Transportation's Transportation Investment Generating Economic Recovery (TIGER) competitive grant program. These are discretionary grants that fund capital investments in transportation infrastructure and are awarded on a competitive basis to projects that will have a significant impact on the nation, a region, or metropolitan area. More information on the TIGER grant program can be found here: <http://www.dot.gov/tiger>
- I spoke to Dennis Sills in Representative Butterfields office on April 1 regarding the legislation for the US 64/US 17 future Interstate designation. He stated he had received the letter of support from the VDOT which they were waiting on. Since they now have the letter, they can firm up support from the Virginia delegation. He stated they should be introducing the legislation soon. Senator Tillis is supportive of introducing similar legislation in the Senate and I have heard Senator Burr is as well. All resolutions in support of the future Interstate designation Albemarle Commission Executive Director, Cathy Davison and myself have received from our member counties and municipalities were forwarded to Dennis in February and March. As there is no funding for the projects tied to the legislation, it is our understanding the US 64/US 17 projects will still have to compete for funding under the STI. However, if the NCDOT receives funding through the TIGER grant program, we are unsure if US 64/US17 projects could be constructed through those funds or if they would still need to compete under the STI. We hope to have clarification on this soon. If you are considering adopting a resolution in support of the future Interstate designation, you can forward them to me at [awelsh@albemarlecommission.org](mailto:awelsh@albemarlecommission.org) or directly to Dennis Sills at [dennis.sills@mail.house.gov](mailto:dennis.sills@mail.house.gov)
- The ARPO mini-grant opportunity available to our member counties and municipalities closed on April 3 and we received 3 applications requesting grant funds. While the ARPO is not a grant funding agency, this fiscal year we had a small amount of funds we made available for the printing and purchase of local bicycle and/or pedestrian maps and bicycle and/or pedestrian safety materials such as posters, pamphlets and handouts in support of local bicycle and pedestrian safety efforts as well as in support of The Albemarle Regional Bicycle Plan. Both RPO Boards will consider the grant requests at our April 22 meeting and grant applicants will be informed no later than April 27 if their applications were approved.
- The NCDOT is still soliciting comments on the regarding the STIP process. You can submit your comments via this link <http://engagencdot.mindmixer.com/> or [click here](#) to fill out the form and forward your comments to NCDOT Division 1 Planning Engineer Gretchen Byrum at [gabyrum@ncdot.gov](mailto:gabyrum@ncdot.gov)
- I continue to work with the SPOT 4.0 work group regarding changes to criteria, percentage weights, and timelines we would like to see for the SPOT 4.0 process. The work group should be wrapping up their discussions, and making final decisions, soon and the Board of Transportation will be considering the

changes in June or July. The work group decided evacuation will not be used as a criteria in SPOT 4.0 but they will consider it for SPOT 5.0. They have decided to use a seasonal traffic component in in SPOT 4.0. While all of the changes we requested were not granted, I believe our projects will be in a better position for funding in SPOT 4.0. A full update on what the Board of Transportation approves will be given to the TCC and TAC Boards at our July 22, 21015 meeting.

- Active Routes to School is a NC Safe Routes to School Project supported by a partnership between the NC Department of Transportation and the NC Division of Public Health. Leah Mayo Acheson is the Project Coordinator for our region and she is looking for partners to get the program started in area elementary and middle schools. Leah can provide many of the items needed (pedometers, water bottles, charts, bracelets etc.) to get this projects started at no cost to the school system. For more information, please contact Leah at [mariel.mayo@arhs-nc.org](mailto:mariel.mayo@arhs-nc.org)

## **NCGA update:**

### **New transportation related Bills**

SB 540 would allow the NCDOT to issue annual passes to individuals who would like priority boarding on ferry vessels. The fee for the pass would be \$150.00 and the NCDOT would not be allowed to offer free of charge passes to individuals who would like priority boarding.

<http://www.ncga.state.nc.us/gascripts/BillLookup/BillLookup.pl?Session=2015&BillID=SB+540&submitButton=Go>

SB 639 would cap the gas tax at \$.19 per gallon for diesel and \$.09 per gallon on all other fuels. It would also impose "user" fees based on the weight of a vehicle, prohibit the construction of toll projects unless authorized by local government referendum, and eliminate the transfer of proceeds of the motor fuel excise tax. SB 639 can be found here:

<http://www.ncga.state.nc.us/gascripts/BillLookup/BillLookup.pl?Session=2015&BillID=S639>

### **Transportation related bills previously reported on**

SB 20/ HB 40 (Gas Tax) The House and Senate reached a deal regarding the gas tax on March 31 and Governor McCrory has signed it into law. The gas tax will fall from 37.5 cents per gallon to 36 cents on April 1. It will then go to 35 cents in January of 2016 and 34 cents in July of 2016. The change does not allow the rate to move up or down every 6 months to reflect changes in wholesale fuel prices. A new formula would take effect in January 2017 which would adjust the tax rate up and down based on two factors: the national consumer price index for energy costs and North Carolinas population. However, the scheduled 2016 and 2017 changes may not take effect if the legislature comes up with a long term fix for transportation funding.

SB 382 directs the Board of Transportation to issue a request for information (RIF) for the privatization of the North Carolina Ferry System. There has been no movement on this bill since March 26. SB 382 can be found here: <http://ncleg.net/gascripts/BillLookup/BillLookup.pl?Session=2015&BillID=S382>

SB 110 /HB 67- Reduces the amount taken each year from the Highway Fund to be transferred into the General Fund. For four consecutive years, beginning with the 2017-18 fiscal year, the amount to be taken from the Highway Fund is to be reduced by \$49,145,745 yearly. There has been no movement on this bill since March 2. SB 110/ HB 67 can be found here:

<http://www.ncga.state.nc.us/gascripts/BillLookup/BillLookup.pl?Session=2015&BillID=sb+110&submitButton=Go>

SB 113 Would allow the Ferry Division to enter contracts for set fuel prices and sets requirements on the contracts. There has been no movement on this bill since March

2. <http://www.ncga.state.nc.us/gascripts/BillLookup/BillLookup.pl?Session=2015&BillID=sb+113&submitButton=Go>

HB 74 Would allow a study of the oversight of MPO's and RPOs and their role in Transportation Planning. There has been no movement on the bill since February 12.

HB 74 can be found here:

<http://www.ncga.state.nc.us/gascripts/BillLookup/BillLookup.pl?Session=2015&BillID=hb+74&submitButton=Go>

HB 93/SB 307 Would eliminate the establishment of tolls on ferry routes. There has been no movement on the bill since February 18. HB 93 can be found here:

<http://www.ncga.state.nc.us/gascripts/BillLookup/BillLookup.pl?Session=2015&BillID=hb+93&submitButton=Go>. On March 17, Sen. Bill Cook and Sen. Norm Sanderson files a similar bill (SB 307) in the Senate. SB 307 can be found here:

<http://www.ncga.state.nc.us/gascripts/BillLookup/BillLookup.pl?Session=2015&BillID=S307>

### **Grants, Resources and Opportunities**

**If you are interested in any of these grant opportunities, please contact [cdavison@albemarlecommission.org](mailto:cdavison@albemarlecommission.org) so that we can begin putting together your application.**

#### **• CAMA Water Access Grants**

The Division of Coastal Management (DCM) has grant funding available for Public Beach and Coastal Waterfront Access projects for the upcoming 2015-2016 fiscal year. Local governments are invited to apply for funding for projects that are anticipated to begin after December 2015 and to be completed in eighteen (18) months. DCM estimates that \$600,000 dollars will be available for public beach and coastal waterfront access projects in FY 2015-2016. If you are interested in receiving financial assistance from this grant program, your community must complete and submit two (2) printed copies of the pre-application form with attachments. Your local DCM District Planner must receive pre-applications on or before **5:00 pm on Friday, May 29, 2015**. The pre-application packet and a Word format of the pre-application form are attached. The packet and form are also available online at <http://www.nccoastalmanagement.net>

#### **• *THERE ARE ONLY TWO WEEKS LEFT TO APPLY North Carolina Department of Commerce Now Accepting Applications for BizConnect Broadband Pilot Grant Program***

The North Carolina Department of Commerce is now accepting applications for the BizConnect Broadband Pilot Grant Program. This program provides reimbursements to North Carolina cities, towns or villages to fund deployment of broadband connectivity to a business location that is unserved, or underserved, by necessary broadband connectivity. The purpose of this program is to enable the business to create jobs. Reimbursements in the amount of up to \$10,000 per job created will be offered. The program is administered by the Rural Economic Development Division of the North Carolina Department of Commerce. The **deadline for applications is April 30<sup>th</sup>**. The BizConnect Broadband Pilot Grant Program is a new program under the Rural Grants/Programs Section of the North Carolina Department of Commerce. The funding is provided by the NC General Assembly to encourage private sector broadband providers to extend connectivity to unserved areas that are otherwise not economically feasible for deployment. Commerce currently has a total of \$350,000 to award. **Eligible applicants are municipalities located in either a Tier 1 or Tier 2 county or a rural census tract in a Tier 3 county. In Tier 1 or Tier 2 counties, priority will be given to municipalities with populations of fewer than 50,000 persons.** Under North Carolina Statute, a rural census tract has a population density of fewer than 500 persons per square mile according to the most recent federal census. A municipality

must use the funds as a reimbursement for expenses from the deployment, installation or improvement of the necessary infrastructure for privately owned telecommunications service in or to an already existing building on real property. The North Carolina Rural Economic Division administers these grants. The BizConnect Broadband Grant program application and guidelines are posted on the N.C. Commerce website at [www.nccommerce.com/rd](http://www.nccommerce.com/rd). Completed applications must be submitted electronically by Friday, April 30, 2015 to [amanda.tetzlaff@nccommerce.com](mailto:amanda.tetzlaff@nccommerce.com). Awards will be announced Friday, May 15, 2015.

- **REMINDER: EDA accepts applications for Public Works and Economic Adjustment Assistance Programs**

The U.S. Department of Commerce's Economic Development Administration (EDA) is accepting applications for the Public Works and Economic Adjustment Assistance programs. EDA's Public Works and Economic Adjustment Assistance programs provide grant funds to help distressed communities access resources to advance key infrastructure and related projects that will lead to long-term job creation and private investment. EDA awards are competitively made. Competitive applications under this FFO will have a clear and eligible scope of work, committed Matching Share funds (generally 50% or 1:1 Matching funds are required), commitment letters certifying job creation estimates from private sector firms, and a clear link between the proposed project and the region's CEDS and broad development goals. **The next grant deadline for grant submissions is June 12, 2015.** For more information, please go to: <http://www.eda.gov/funding-opportunities/> or <http://www.grants.gov/web/grants/view-opportunity.html?oppId=273468>. It is my pleasure to work with applicants and assist them with the application process. Please do not hesitate to contact me or have stakeholders in your region contact me if I can be of assistance in any way!

- **The Corporation for National and Community Service announces funding for Americorps program targeting disconnected youth**

The Corporation for National and Community Service has announced funding for the Youth Opportunity AmeriCorps grant program. This program is designed to provide resources to help start AmeriCorps programs targeting Disconnected Youth (defined as individuals at least 17 but under 25 years old who have been adjudicated in the juvenile justice system, convicted in the criminal justice system, or have been identified as at risk of incarceration). Applications are due May 20, 2015 by 5pm; however a letter of intent is strongly encouraged and is required by April 20, 2015. To learn more, please go to <http://www.nationalservice.gov/build-your-capacity/grants/funding-opportunities/2015/youth-opportunity-ameri-corps-notice-funding>.

- **DOL announces funding for YouthBuild**

The U.S. Department of Labor has announced funding through the Youth Build program. DOL will award grants through a competitive process to organizations to oversee the provision of education, occupational skills training, and employment services to disadvantaged youth in their communities while performing meaningful work and service to their communities. The deadline for the grant submission is June 5, 2015. To learn more, please go to: <http://www.grants.gov/web/grants/view-opportunity.html?oppId=275699>.

- **KaBoom**

Communities are invited to submit short videos (1-2 minutes) to compete for up to \$20,000 worth of Playground equipment through the Let's Play initiative. Five communities will be selected. Deadline is May 1. Given interrelationship articulated in many CEDS between quality of life and economic development goals, this may be of interest to groups in your region. To learn more, please go to: [http://kaboom.org/videocontest/rules?utm\\_source=body&utm\\_medium=email&utm\\_campaign=150406-Grants](http://kaboom.org/videocontest/rules?utm_source=body&utm_medium=email&utm_campaign=150406-Grants).

## **Reports/Publications/Other**

- **NACO provides Interactive County Explorer Tool**

The National Association of Counties (NACO) has released an interactive County explorer tool that allows users to drill down on a huge amount of geospecific data. This information may be helpful for planning purposes, as well as useful for firms looking to expand their business in your community. To learn more and access the tool, please go to: <http://explorer.naco.org/>.

- Brookings report highlights strategies for expanding employment opportunities

The Brookings Institution has released a report in conjunction with the Hamilton Project highlighting various policy strategies that may be effective to expanding employment opportunities, particularly for those long-term unemployed. This may be of interest to those in your region. To access the report, please go to: [http://www.brookings.edu/~media/research/files/papers/2015/03/11-hamilton-project-expanding-jobs/thp\\_three\\_approaches\\_expand\\_employment\\_framing.pdf](http://www.brookings.edu/~media/research/files/papers/2015/03/11-hamilton-project-expanding-jobs/thp_three_approaches_expand_employment_framing.pdf).

- FEMA accepting nominations for Individual and Community Preparedness Awards

FEMA has announced request for nominations for its 2015 Individual and Community Preparedness Awards. Nominations are accepted until April 10, 2015. To learn more about the awards ceremony and awards, please go to: <http://www.ready.gov/citizen-corps/citizen-corps-awards>.

- DOC releases new report on Exports

The US Department of Commerce released a new report detailing the impact of exports on job creation nationally and in each state across the country. The report provides data and success stories. This may be of interest to folks in your region. To access the report, please go to: <https://ustr.gov/sites/default/files/United%20States%20of%20Trade.pdf>.

## Webinars/Webcasts

- REMI to host webinar on The Federal Trust Fund and Evaluation of Alternatives

REMI will host a free webinar on **April 21 from 2:00pm-3:00pm** on the Federal Highway Trust Fund and potential options to address the current funding gap and the associated fiscal and economic implications associated with it.. The webinar is free, but pre-registration is required. While this webinar is more policy oriented, those in your region who work on transportation planning may be particularly interested. To register, please go to: <https://attendee.gotowebinar.com/rt/321818622904240897>.

- National Good Food Network to host webinar on Food Hubs

The National Good Food Network is hosting a webinar on **Thursday, April 16 from 3:30pm-4:45pm** to highlight best practices and resources around selling food through a food hub. Farmers from a range of geographies will be participating in the webinar to share their unique perspectives. Given the interest in value-added food products across the state, this may be of interest to folks in your region. The webinar is free, but pre-registration is required. To register, please go to: <https://attendee.gotowebinar.com/register/5216800408833088002>.

- REMI to host webinar on The Federal Trust Fund and Evaluation of Alternatives

REMI will host a free webinar on **April 21 from 2:00pm-3:00pm** on the Federal Highway Trust Fund and potential options to address the current funding gap and the associated fiscal and economic implications associated with it.. The webinar is free, but pre-registration is required. While this webinar is more policy oriented, those in your region who work on transportation planning may be particularly interested. To register, please go to: <https://attendee.gotowebinar.com/rt/321818622904240897>.

- USDA to host webinar on Disaster Assistance

USDA will host a free webinar on **April 22 from 2:00pm-3:00pm** to highlight the various ways that the USDA Food and Nutrition Service Office of Emergency Management responds to disasters and emergencies through their nutrition assistance programs. The webinar is free, but pre-registration is required. To register, please go to: <https://usdafnsocco.wufoo.com/forms/syi5qpc1vwwsmm/>.

• REMINDER: IEDC to host free webinar on Performance Metrics

The International Economic Development Council (IEDC) will host a free webinar on **April 14 from 2:30pm-4:30pm** on performance metrics. The webinar will highlight performance metrics required for designation as a Accredited Economic Development Organization by IEDC, but more importantly, the webinar will highlight examples of effective metrics for evaluating development actions. Pre-registration is required to participate in this event (and you must sign up to the IEDC website to register, but doing so does not cost anything) To register, please go to: <http://www.iedconline.org/events/2015/04/14/training-course/would-your-performance-metrics-pass-aedo-muster/>.

• REMINDER: Sonoran Institute to host webinar on reasons for success or failure of outdoor malls

The Sonoran Institute will be hosting a webinar on **Wednesday, April 22 from noon-1:00pm** entitled "Diagnosing Success: Why Some Outdoor Pedestrian Malls Succeed and Others Fail." To register, please go to: [https://attendee.gotowebinar.com/register/3213389068243475713?utm\\_source=Community+Builders+Webinar%3A+Pedestrian+Malls&utm\\_campaign=Charlier+Ped+Malls&utm\\_medium=email](https://attendee.gotowebinar.com/register/3213389068243475713?utm_source=Community+Builders+Webinar%3A+Pedestrian+Malls&utm_campaign=Charlier+Ped+Malls&utm_medium=email).

### **Upcoming Commission Calendar**

April 14<sup>th</sup> NWDB Economic Development Committee Meeting  
 April 16<sup>th</sup> Albemarle Commission Board Meeting  
 April 26<sup>th</sup> "Still Alice" Movie Screening in Kill Devil Hills  
 April 27<sup>th</sup> & 28<sup>th</sup> [NC Tomorrow Summit in Raleigh](#) (click to find out more)  
 April 30<sup>th</sup> Elder Abuse / Domestic Violence Workshop – Location TBD  
 May 1<sup>st</sup> Elder Abuse Seminar – Sentara Albemarle Hospital in Elizabeth City  
 June 15<sup>th</sup> Elder Abuse Prevention Walk in Elizabeth City

### **Executive Director Weekly Schedule**

#### **Monday**

- Economic Development Partnership of NC Foreign Trade Luncheon

#### **Tuesday**

- Economic Development Committee Meeting

#### **Wednesday**

- NC East Transportation Meeting
- Daily Advance Editorial Meeting

#### **Thursday**

- Hampton Roads Planning District Commission Meeting
- Albemarle Commission Board Meeting

#### **Friday**

- Office

**The Albemarle Commission offers a number of additional services for member governments. If you need any of the following, please check with the Albemarle**

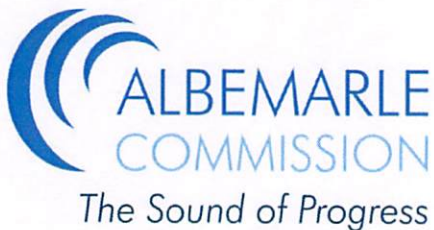


**Commission first:**

- Special studies (e.g., utility rates);
- Surveys (citizen, special issue, employee, P&R);
- Various types of plans (P&R, revitalization, redevelopment, business development, etc.);
- Staff training (communication, customer service, team building, managing employees, grant writing, grant management, etc.)
- Executive Searches (managers, executive directors, police chiefs, etc.)
- Grant Writing and Administration
- Strategic Planning Facilitation
- Meeting Facilitation

Cathy

Cathy Davison, ICMA-CM  
 Executive Director  
 Albemarle Commission  
 P.O. Box 646  
 512 South Church Street  
 Hertford, NC 27944  
 Phone: (252) 426-5753 ext. 227  
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 Email: [cdavison@albemarlecommission.org](mailto:cdavison@albemarlecommission.org)  
 Web: [www.albemarlecommission.org](http://www.albemarlecommission.org)



Proudly serving Northeastern NC Counties and Municipalities:  
 Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank,  
 Perquimans, Tyrrell, Washington,  
 Columbia, Creswell, Duck, Edenton, Elizabeth City, Gatesville,  
 Hertford, Kill Devil Hills, Kitty Hawk, Manteo, Nags Head, Plymouth,  
 Roper, Southern Shores, and Winfall

## Emergency Medical Services

Expenditures:	Budget	As of	
		March 31, 2015	Available
010.4370.5121.00 Salaries & Wages	1,941,906.00	1,361,919	579,987.00
010.4370.5122.00 Overtime	138,464.00	160,849	(22,385.00)
010.4370.5126.00 Part Time	134,000.00	193,348	(59,348.00)
010.4370.5128.00 Board Salaries	1,800.00	1,100	700.00
010.4370.5181.00 FICA	169,399.00	126,711	42,688.00
010.4370.5182.00 Retirement	147,706.00	103,348	44,358.00
010.4370.5183.00 Health Ins	382,628.00	330,325	52,303.00
010.4370.5185.00 Unemployment Reserve	10,914.00	2,002	8,912.00
010.4370.5186.00 Workers Comp	112,632.00	133,439	(20,807.00)
010.4370.5191.00 Audit Fees	580.00	580	-
010.4370.5192.00 Legal Fees	2,000.00	52	1,948.00
010.4370.5212.00 Uniforms	11,000.00	4,420	6,580.00
010.4370.5231.00 Promo/Education	2,000.00	-	2,000.00
010.4370.5233.00 Nightingale	20,000.00	20,000	-
010.4370.5235.00 Medical Oxygen	8,000.00	1,434	6,566.00
010.4370.5251.00 Gas & Oil	90,000.00	64,975	25,025.00
010.4370.5260.00 Office Supplies	30,000.00	7,462	22,538.00
010.4370.5261.00 Departmental Supplies	84,000.00	50,469	33,531.00
010.4370.5310.00 Travel	3,500.00	2,750	750.00
010.4370.5311.00 Training	5,000.00	1,899	3,101.00
010.4370.5321.00 Telephone	29,500.00	23,575	5,925.00
010.4370.5325.00 Postage	7,000.00	5,817	1,183.00
010.4370.5331.00 Utilities	25,000.00	17,629	7,371.00
010.4370.5351.00 Maint-Bldg	15,000.00	10,071	4,929.00
010.4370.5352.00 Maint-Equip	42,000.00	36,624	5,376.00
010.4370.5353.00 Maint-Vehicles	80,000.00	50,101	29,899.00
010.4370.5354.00 Maint-Radio	3,500.00	2,828	672.00
010.4370.5355.00 Maint-Tower	-	-	-
010.4370.5370.00 Advertising	2,000.00	409	1,591.00
010.4370.5393.00 Collection Fees	4,000.00	4,048	(48.00)
010.4370.5400.01 Rent-Equip	12,100.00	9,673	2,427.00
010.4370.5440.00 Contracted Services	3,000.00	5,724	(2,724.00)
010.4370.5450.00 Insurance	21,995.00	22,995	(1,000.00)
010.4370.5491.00 Dues & Subscriptions	1,500.00	1,165	335.00
010.4370.5495.00 Rescue Squad-Contract	20,000.00	-	20,000.00
010.4370.5495.11 Rescue Squad-Training	6,000.00	-	6,000.00
010.4370.5495.12 Rescue Squad-Uniforms	3,500.00	-	3,500.00
010.4370.5495.13 Rescue Squad-Pension	3,300.00	-	3,300.00
010.4370.5495.14 Rescue Squad-Travel	4,000.00	1,241	2,759.00
010.4370.5500.00 Capital Outlay	235,487.00	179,214	56,273.00
010.4370.5700.16 Debt Service	41,945.00	20,972	20,973.00
	<b>3,856,356.00</b>	<b>2,959,168</b>	<b>897,188.00</b>
<b>Revenue:</b>			
010.0400.4437.00 Revenue for Services	2,469,944.00	2,096,776	373,168.00
010.0400.4437.01 Recovery	5,000.00	1,358	3,642.00
010.0550.4835.01 Sale of Assets	14,000.00	8,074	5,926.00
010.0550.4839.01 Misc Revenue	4,000.00	4,192	(192.00)
Donations		11	
Camden	263,497.00	197,622	65,875.00
Hospital	450,000.00	337,500	112,500.00
Fund Balance Appropriated	649,915.00	-	-
	<b>3,856,356.00</b>	<b>2,645,533</b>	<b>560,919.00</b>
<b>Difference</b>	-	<b>(313,635)</b>	
Fund Balance 6-30-2014		1,282,411	
Current Fund Balance		968,776	

Pasquotank-Camden EMS FY2015 Projections

Month	FY 2015 Call Volume	2015 Collections	2015 Expenditures
July	941	\$238,534	\$421,817
August	895	\$191,657	\$256,535
September	902	\$227,575	\$270,424
October	1060	\$251,613	\$325,075
November	855	\$203,789	\$285,539
December	1101	\$231,532	\$398,307
January	983	\$247,492	\$328,329
February	876	\$215,239	\$267,927
March	937	\$288,640	\$405,218
April			
May			
June			
<b>Encumbrances</b>			<b>\$95,234</b>
<b>FY 2015 Actual Totals</b>	<b>8550</b>	<b>\$2,096,070</b>	<b>\$3,054,404</b>
<b>FY 2015 Projections</b>	<b>8385</b>	<b>\$2,299,200</b>	<b>\$3,807,278</b>
<i>% of projections</i>	<i>102%</i>	<i>91%</i>	<i>80%</i>

## Pasquotank - Camden EMS 2015-16

4/8/2015

<u>Code</u>	<u>Line Item</u>	<u>Approved 2014-15</u>	<u>Requested 2015-16</u>	<u>Requested Increase</u>	<u>Requested % Increase</u>
.5121.00	Salaries & Wages	\$1,941,906	\$2,072,970	\$131,064	7%
.5122.00	Salaries & Wages-Overtime	138,464	234,871	96,407	70%
.5126.00	Salaries & Wages-Part-time	134,000	180,000	46,000	34%
.5128.00	Board Salaries	1,800	1,800	0	0%
.5181.00	FICA	169,399	190,320	20,921	12%
.5182.00	Retirement	147,706	163,857	16,151	11%
.5183.00	Health Insurance	336,700	343,434	6,734	2%
.5185.00	Unemployment Reserve	10,914	12,198	1,284	12%
.5186.00	Workers' Compensation	112,632	136,167	23,535	21%
.5191.00	Audit Fees	580	580	0	0%
.5192.00	Legal Fees	2,000	2,000	0	0%
.5212.00	Uniforms	11,000	12,000	1,000	9%
.5231.00	Promotion/Education Supplies	2,000	4,000	2,000	100%
.5233.00	Nightingale	20,000	20,000	0	0%
.5235.00	Medical Oxygen	8,000	9,000	1,000	13%
.5251.00	Gas & Oil	90,000	90,000	0	0%
.5260.00	Office Supplies	30,000	30,000	0	0%
.5261.00	Departmental Supplies	84,000	92,200	8,200	10%
.5310.00	Travel	3,500	5,000	1,500	43%
.5311.00	Training	5,000	7,500	2,500	50%
.5321.00	Telephone	29,500	36,250	6,750	23%
.5325.00	Postage	7,000	7,000	0	0%
.5331.00	Utilities	25,000	25,000	0	0%
.5351.00	Maintenance - Building	15,000	15,000	0	0%
.5352.00	Maintenance - Equipment	42,000	42,000	0	0%
.5353.00	Maintenance - Vehicles	80,000	80,000	0	0%
.5354.00	Maintenance - Radio	3,500	3,500	0	0%
.5370.00	Advertising	2,000	2,000	0	0%
.5393.00	Collection Fees	4,000	4,000	0	0%
.5400.01	Rent - Equipment	12,100	12,100	0	0%
.5440.00	Contracted Services	3,000	5,500	2,500	83%
.5450.00	Insurance - General Liability	21,995	21,995	0	0%
.5491.00	Dues & Subscriptions	1,500	1,500	0	0%
.5495.00	Rescue Squad - Payment	20,000	20,000	0	0%
.5495.11	Rescue Squad - Training	6,000	6,000	0	0%
.5495.12	Rescue Squad - Uniforms	3,500	3,500	0	0%
.5495.13	Rescue Squad - Pension	3,300	3,300	0	0%
.5495.14	Rescue Squad - Travel	4,000	4,000	0	0%
.5500.00	Capital Outlay	235,487	163,561	(71,926)	-31%
.5700.16	Debt Service	41,945	42,000	55	
	Totals	3,810,428	4,106,103	295,675	7.76%
<u>Code</u>	<u>Line Item</u>	<u>2014-15 Approved</u>	<u>2015-16 Requested</u>	<u>Increase Requested</u>	<u>% Increase Requested</u>

**Pasquotank - Camden EMS Line Item Breakdown  
2015-16**

4/8/2015

<u>Code</u>	<u>Line Item</u>	<u>Approved 2013-14</u>	<u>Requested 2014-15</u>	<u>Requested Increase</u>	<u>Requested % Increase</u>
.5121.00	Salaries & Wages <i>2% COLA + 4 additional staff</i>	\$ 1,941,906	\$ 2,072,970	\$ 131,064	7%
.5122.00	Salaries & Wages-Overtime <i>Change due to normal changes in staffing. Moved Holiday Pay to this line item.</i>	138,464	234,871	96,407	70%
.5126.00	Salaries & Wages-Part-time <i>Increased to accommodate for more staffing=more time off due to vacation, sick and WC</i>	134,000	180,000	46,000	34%
.5128.00	Board Salaries	1,800	1,800	-	0%
.5181.00	FICA <i>Rate 6.2% SS + 1.45% Mcare</i>	169,399	190,320	20,921	12%
.5182.00	Retirement <i>Calculated at 6.67%</i>	147,706	163,857	16,151	11%
.5183.00	Health Insurance <i>Calculated at 6734 * 51 employees (6 currently do not carry county health insurance)</i>	336,700	343,434	6,734	2%
.5185.00	Unemployment Reserve <i>57 employees * \$214 each</i>	10,914	12,198	-	0%
.5186.00	Workers' Compensation <i>6.25% Non-Clerical, .0401% Clerical</i>	112,632	136,167	23,535	21%
.5191.00	Audit Fees	580	580	-	0%
.5192.00	Legal Fees	2,000	2,000	-	0%
.5212.00	Uniforms <i>Increase to accommodate 4 additional personnel</i>	11,000	12,000	1,000	9%
.5231.00	Promotion/Education Supplies <i>Increased to accommodate public outreach</i>	2,000	4,000	2,000	100%
.5233.00	Nightingale <i>Year 5 of 10</i>	20,000	20,000	-	0%
.5235.00	Medical Oxygen <i>Increase to allow for additional oxygen usage for extra substation (14)</i>	8,000	9,000	1,000	13%
.5251.00	Gas & Oil	90,000	90,000	-	0%
.5260.00	Office Supplies	30,000	30,000	-	0%
.5261.00	Departmental Supplies <i>Increase to outfit S14 new personnel with pagers and radios, increase for new supplies</i>	84,000	92,200	8,200	10%
.5310.00	Travel	3,500	5,000	1,500	43%
.5311.00	Training	5,000	7,500	2,500	50%
.5321.00	Telephone <i>Increased to allow for additional air cards</i>	29,500	36,250	6,750	23%
.5325.00	Postage	7,000	7,000	-	0%
.5331.00	Utilities	25,000	25,000	-	0%
.5351.00	Maintenance - Building	15,000	15,000	-	0%
.5352.00	Maintenance - Equipment	42,000	42,000	-	0%
.5353.00	Maintenance - Vehicles	80,000	80,000	-	0%
.5354.00	Maintenance - Radio	3,500	3,500	-	0%
.5370.00	Advertising	2,000	2,000	-	0%
.5393.00	Collection Fees	4,000	4,000	-	0%
.5400.01	Rent - Equipment <i>Increased for additional copier/scanner at Station 14</i>	12,100	12,100	-	0%
.5440.00	Contracted Services <i>Increase to allow for extra services at Station 14. Also increased for Trizetto monthly fees.</i>	3,000	5,500	2,500	83%
.5450.00	Insurance - General Liability	21,995	21,995	-	0%
.5491.00	Dues & Subscriptions	1,500	1,500	-	0%
.5495.00	Rescue Squad - Payment	20,000	20,000	-	0%
.5495.11	Rescue Squad - Training	6,000	6,000	-	0%
.5495.12	Rescue Squad - Uniforms	3,500	3,500	-	0%
.5495.13	Rescue Squad - Pension	3,300	3,300	-	0%
.5495.14	Rescue Squad - Travel	4,000	4,000	-	0%
.5500.00	Capital Outlay	235,487	163,561	(71,926)	
.5700.16	Debt Service	41,945	42,000	55	
<b>Code</b>	<b>Totals Line Item</b>	<b>\$ 3,810,428 2013-14 Approved</b>	<b>\$ 4,106,103 2014-15 Requested</b>	<b>\$ 294,391 Increase Requested</b>	<b>7.73% % Increase Requested</b>

## Pasquotank - Camden EMS 2015-16

4/8/2015

<u>Capital Outlay (010.4370.5500.00)</u>	<u>Cost</u>	<u>Quantity</u>	<u>Allotted</u>
Remount of Rescue 6	\$96,000	1	\$96,000
Tags and Taxes	2,886	1	2,886
2015 Tahoe (lettering and lighting included)	33,675	1	33,675
Patient Training Simulator	16,000	1	16,000
Automatic CPR Device	15,000	1	15,000
New Ambulance	\$170,000	1	170,000
Power Pro Stretcher	12,000	1	12,000
800 MHz Radios (Rescue 8 and New QRV)	4,000	2	8,000
MCT for added fleet ambulance	3,500	1	3,500
<b>Total Capital Outlay</b>			<b>\$357,061</b>
<u><b>FY 2016 Capital Request Removed due to purchase of Tyrrell County Ambulance and Equipment</b></u>			
New Ambulance	\$170,000	1	\$ (170,000)
Power Pro Stretcher	12,000	1	(12,000)
800 MHz Radios (Rescue 8 and New QRV)	4,000	2	(8,000)
MCT for added fleet ambulance	3,500	1	(3,500)
<b>Original 2016 Capital Outlay Request</b>			<b>\$163,561</b>
<u><b>Debt Service (010.4370.5700.16)</b></u>			
Zoll Medical (X series lease Monitors Year 2)	\$60,000	1	\$42,000
Total Debt Service			<b>\$42,000</b>
<b>Total Capital Outlay &amp; Debt Service</b>		Total	<b>\$205,561</b>

**Capital Outlay History**

2014-2015 Capital Outlay & Debt Service	\$206,688
2013-2014 Capital Outlay	64,000
2012-2013 Capital Outlay	152,966
2011-2012 Capital Outlay	159,806
2010-2011 Capital Outlay (includes ambulance remount)	305,500
2009-2010 Capital Outlay	160,409
2008-2009 Capital Outlay	142,000
2007-2008 Capital Outlay	303,097
2006-2007 Capital Outlay	256,379
2005-2006 Capital Outlay & Debt Service	186,621

**Estimated FY 2016 Revenue**

<b>Revenue Category</b>	<b>Amount</b>
Estimated 2016 Revenue	\$2,730,600
Medicaid Reimbursement	100,000
Recovery of Bad Debt	5,000
Sale of Assets	4,000
Miscellaneous Revenue	4,000
Total Camden Contribution*	485,000
<b>Total Revenue</b>	<b>3,328,600</b>
<b>Total Budget</b>	<b>4,106,103</b>
<b>Deficit</b>	<b>-777,503</b>

4/7/2015

2016 Estimated Revenue

Code	Service Level	Rate	Estimated Calls	Estimated Charges
------	---------------	------	-----------------	-------------------

**Non-Emergency Transport (NET) Division**

A0428	NET BLS Non-Emergency (BLS NE)	\$ 300	3,600	\$ 1,080,000
A0426	NET Advanced Life Support 1 (ALS 1)	\$ 350	5	\$ 1,750
<b>Total Non-Emergency</b>				<b>\$ 1,081,750</b>

**Emergency Division**

A0429	BLS Emergency (BLS E)	\$ 400	2,200	\$ 880,000
A0427	Advanced Life Support 1E (ALS 1E)	\$ 475	3,000	\$ 1,425,000
A0433	Advanced Life Support 2 (ALS2)	\$ 700	75	\$ 52,500
Tx/No Transport	Treatment without transport to hospital	\$ 300	100	\$ 30,000
PTRF	Patient Refusals	\$ -	1,100	\$ -
<b>Total Emergency</b>				<b>\$ 2,387,500</b>

**Mileage (NET and Emergency Divisions)**

A0425	Mileage	\$ 13	95,000	\$ 1,235,000
<b>Total Mileage</b>				<b>\$ 1,235,000</b>


**Grand Total \$ 4,704,250**

**Est. Call Volume**

NET Division 3,605  
 Emergency Div 6,606  
**Total 10,211**

<u>Total Charges</u>		\$	4,551,000
<b>Collections</b>	<b>60%</b>	\$	<b>2,730,600</b>
Write offs	12%	\$	546,120
Outstanding	28%	\$	1,274,280





N O R T H                      C A R O L I N A  
A S S O C I A T I O N   O F   C O U N T Y   C O M M I S S I O N E R S

April 1, 2015

Mr. Michael R. Renshaw  
Camden County Manager  
P.O. Box 190  
Camden, North Carolina 27921-0190

Dear Michael,

Enclosed is your annual stewardship report outlining some of the financial benefits arising from your membership in the NCACC Governmental Risk Pools. We are providing more than one copy and encourage you to share this report with your Commissioners.

As this year's budget cycle begins again, it is important to also know this will mark the fourth consecutive year your Board of Trustees has elected to not increase the renewal rates for both the Workers Compensation and Liability & Property Pools. One of the primary factors for this most favorable result is your continued membership – and in fact, in addition to adding one or two new counties each year, there has been 100% retention of all renewing county members for the past three consecutive years.

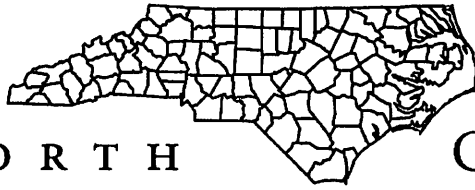
Please call me with any questions, and remember your membership matters to the long term continued success of your NCACC Governmental Risk Pools.

Sincerely,



Michael A. Kelly, CPCU, CIC, CRM, ARM-P, ARe  
Risk Management Director

Encls.



N O R T H C A R O L I N A

ASSOCIATION OF COUNTY COMMISSIONERS

**RISK MANAGEMENT POOLS**

*Covering the Counties that Cover our State*

# **Camden County**

## **2015 Annual**

## **Stewardship Report**

## **An Overview**

## A Report to our Members

This annual stewardship report is designed to elevate member awareness of some of the built-in, value-added services that are included as part of being a member of the NCACC Governmental Risk Management Pools. It also seeks to underscore some potential service areas that may currently be underutilized for your future consideration.

Since 1981, the NCACC has provided a means of self-funding the cost of risk through the collective buying power of many counties banding together. Our first and primary goal has always been to streamline the basic process of procuring insurance and to offer a consistently predictable, financially stable risk management solution that is designed just for the counties of North Carolina. To accomplish this, we offer coverage specifically tailored for county government related exposures, and each year we review our coverage documents to maintain a focused, on-point advantage. The addition of specific cyber liability coverage in 2013, which was further expanded in 2014, is an example of this continuous process.

When losses do occur, we utilize the very best in legal counsel to provide seasoned, specialized representation on your behalf when and where it counts the most. For the last 34 years, we believe no standard "for profit" insurance carrier has defended more county-related liability cases in the State of North Carolina than the NCACC Governmental Risk Management Pools.

In addition, we developed and implemented a Human Resources helpline, a NEW limited resource available to NCACC Risk Pool members. The sole purpose of the Helpline is to assist members by providing specific legal advice when decisions need to be made on an employment-related issue in a timely manner. The Pools have contracted directly with Pool attorneys to provide the requested advice at no initial cost to its members.

NCACC Risk Control strives to educate the membership on loss prevention best practices designed to reduce claim costs and ultimately renewal rates. Many such services also decrease the workload of members' staff, reduce operating expenses and improve efficiency. Some services, such as the annual Safety Audit Credit Program and the CountyFlix online streaming video library, are available to all members regardless of size.

These two risk management pools have grown during the past three decades to the point of covering 68 counties and 44 entities with over \$5 billion in real and personal property assets, 11,000 vehicles, 6,900 law enforcement personnel and over 25,000 governmental employees.

We appreciate your participation in our Pools. Know that NCACC Risk Management Pools' staff is dedicated to providing you with superior service, coupled with sound risk management advice. As such, please consider us an extension of your own staff and do not hesitate to ask for our assistance.



Michael A. Kelly, CPCU, CIC, CRM, ARM-P, ARe  
Risk Management Director

# CAMDEN COUNTY

## NCACC RISK MANAGEMENT SERVICES 2015 ANNUAL STEWARDSHIP REPORT FOR COVERAGE YEAR JULY 1, 2013-JULY 1, 2014

### Pool-specific Savings:

- |   |                |
|---|----------------|
| • Safety Audit Credit:                              | \$4,266        |
| • Multi-Pool Member Discount                        | \$3,115        |
| • Workers' Compensation Experience Modifier Savings | Not applicable |
| • Liability & Property Experience Credit Savings    | \$18,981       |

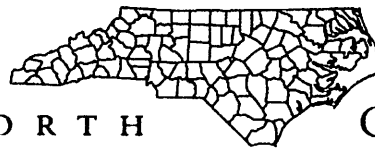
### Value Added Services:

- |   |                |
|---|----------------|
| • Property Appraisals   | Not applicable |
| • On-site Risk Control Services (number of hours x \$125/hr.) | \$1,260        |
| • Use of Streaming Video Program                              | Not applicable |
| • Specialty Risk Control Services                             | Not applicable |

**Total County-Specific Savings and Value-added Services: \$27,622**

### Claim Administration Statewide Pool Savings Passed along to Members:

- |  |             |
|--|-------------|
| • Sedgwick Managed Care Programs (Pharmacy Network, Medical Bill Review, Telephonic Case Management, etc.) | \$7,205,314 |
| • Recoveries from third parties on behalf of the membership  | \$4,448,131 |



N O R T H                      C A R O L I N A  
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ASSOCIATION OF COUNTY COMMISSIONERS

**NCACC Risk Management**

**215 N. Dawson Street ♦ Raleigh NC 27603**

**Ph. 919.719.1100 ♦ Fax 919.719.1101**

**RMP@ncacc.org ♦ www.ncacc.org**



**ALBEMARLE COMMISSION  
BOARD MEETING**

**DATE:** Thursday, April 19, 2015  
**TIME:** 6 p.m. Budget Work Session and 7 p.m. Board Meeting  
**LOCATION:** Albemarle Commission Offices

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6 p.m. Budget Work Session – Presentation on the 2015-2016 Budget and Cost Allocation Plan

- Item 1. Closed / Executive Session (NCGS § 143-318.11 (a)(6) (personnel))
- Item 2. Opening
- Item 3. Pledge of Allegiance
- Item 4. Invocation
- Item 5. Determination of a Quorum
- Item 6. Approval of March 19, 2015 Albemarle Commission Minutes
- Item 7. Consideration of the 2015 Cost Allocation Plan
- Item 8. Executive Director's Report
- Item 9. Program Reports

**T**rainning (Workforce Development)

**E**conomic & Community Development, Administration & Finance

- Financial Report for Period Ending March 31, 2015

**A**rea Agency on Aging & Senior Nutrition

**M**apping, Planning & Transportation (RPO)

- Item 10. Chairperson's Comments
- Item 11. Other Business
- Item 12. Adjournment

**NEXT MEETING:** The next meeting of the Albemarle Commission will be held at Commission Offices 512 S. Church St., Hertford on Thursday, May 21<sup>th</sup> at 7 p.m.

/



# Budget Work Session

Staff will provide an overview of the budget process for each program, as well as discuss how the cost allocation budgeted amount of 25% supports the programs.

03/27/2015 09:26 |ALBEMARLE COMMISSION FINANCIAL ACCOUNT  
3434jlew |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

|P 1  
|bgnyrpts

PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Indirect Fund	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
00							
-----							
43	LOCAL REVENUES						
-----							
42100 429000 Misc	-5.58	.00	.00	-364.77	.00	.00	.0%
TOTAL LOCAL REVENUES	-5.58	.00	.00	-364.77	.00	.00	.0%
44	PROGRAM INCOME						
-----							
42100 445250 InHsContr	-342.15	.00	.00	.00	.00	.00	.0%
42100 445320 EDA	-22,729.43	-18,629.00	-18,629.00	-11,295.55	-18,629.00	-19,065.00	2.3%
42100 445365 DOT	.00	-21,076.00	-21,076.00	-9,023.30	-21,076.00	-20,681.00	-1.9%
42100 445520 Aging	-77,071.17	-111,738.00	-111,771.00	-69,594.60	-111,738.00	-132,709.00	18.7%
42100 445750 WkfcDev	-102,340.42	-156,148.00	-156,148.00	-80,350.93	-156,148.00	-178,676.00	14.4%
TOTAL PROGRAM INCOME	-202,483.17	-307,591.00	-307,624.00	-170,264.38	-307,591.00	-351,131.00	14.1%
45	OTHER REVENUES						
-----							
42100 424100 Apprfrom	.00	.00	.00	.00	.00	-15,261.00	.0%
42100 425000 Interest	.00	.00	.00	-99.21	.00	-10.00	.0%
42100 433014 ContSvcInH	.00	.00	.00	.00	.00	-2,000.00	.0%
TOTAL OTHER REVENUES	.00	.00	.00	-99.21	.00	-17,271.00	.0%
50	SALARIES & BENEFITS						
-----							
52100 503511 SW-FinOffi	17,068.35	31,541.00	25,041.00	16,566.09	32,541.00	12,000.00	-52.1%
52100 503514 SW-OffMgr	11,740.94	19,329.00	.00	.00	.00	.00	.0%
52100 503515 SW-AdminAs	8,792.05	.00	21,329.00	10,255.41	21,329.00	.00	-100.0%
52100 503519 SWBoardDir	.00	.00	7,000.00	3,050.00	7,000.00	7,000.00	.0%
52100 503520 SW-Directr	32,828.82	74,900.00	62,861.00	19,032.93	65,361.00	70,000.00	11.4%
52100 503570 SW-SuptStf	.00	.00	.00	.00	.00	17,000.00	.0%
52100 503589 S&WReserve	.00	2,515.00	.00	27.86	.00	11,936.00	.0%
52100 504200 FICAMCAR	5,331.52	9,814.00	9,064.00	3,531.87	9,064.00	8,109.00	-10.5%
52100 504300 HlthIns	7,424.26	15,823.00	15,823.00	5,073.86	15,823.00	8,112.00	-48.7%
52100 504400 Retirement	4,870.38	9,070.00	9,070.00	3,100.49	9,070.00	6,604.00	-27.2%
52100 504450 401K	688.86	1,283.00	1,283.00	389.35	1,283.00	870.00	-32.2%
TOTAL SALARIES & BENEFITS	88,745.18	164,275.00	151,471.00	61,027.86	161,471.00	141,631.00	-6.5%
52	OPERATING EXPENSES						
-----							
52100 504500 Workmns Co	.00	150.00	502.00	502.00	502.00	.00	-100.0%

3



03/27/2015 09:26 |ALBEMARLE COMMISSION FINANCIAL ACCOUNT  
3434jlew |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

|P 2  
|bgnyrpts

PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Indirect Fund	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
52100 504550 Unemploy	2,746.08	2,417.00	2,905.00	2,904.04	2,417.00	34,000.00	1070.4%
52100 521100 ContServcs	12,500.00	30,000.00	40,352.00	34,878.00	40,352.00	38,000.00	-5.8%
52100 521220 Off Lease	871.00	4,500.00	4,200.00	1,477.23	4,500.00	5,558.00	32.3%
52100 521310 LegalFees	2,826.96	5,500.00	5,500.00	1,116.00	5,500.00	3,000.00	-45.5%
52100 521315 AuditFees	24,500.00	24,500.00	24,500.00	24,500.00	24,500.00	24,500.00	.0%
52100 521319 DirectFees	4,553.21	7,500.00	7,000.00	3,072.05	1,500.00	.00	-100.0%
52100 521360 Mbrshp/Due	6,212.00	6,500.00	6,500.00	5,235.00	6,500.00	7,500.00	15.4%
52100 522300 Bond/Insur	22,620.93	6,500.00	6,500.00	3,710.64	6,500.00	6,500.00	.0%
52100 523100 TravelMile	2,883.24	4,700.00	2,900.00	1,663.93	2,900.00	6,000.00	106.9%
52100 523300 TravelMeal	708.12	950.00	500.00	58.30	500.00	1,000.00	100.0%
52100 523500 Trvl-RegFg	430.00	1,500.00	800.00	55.00	1,500.00	2,000.00	150.0%
52100 523700 TravelResr	1,427.93	1,500.00	950.00	.00	950.00	2,000.00	110.5%
52100 523775 BoardExpen	931.99	1,750.00	4,250.00	2,201.01	1,750.00	13,050.00	207.1%
52100 523950 Sem/Trging	575.00	.00	.00	.00	.00	2,000.00	.0%
52100 524109 HSInternet	1,337.40	.00	.00	.00	.00	.00	.0%
52100 524110 PhoneLocal	1,961.49	.00	.00	.00	.00	.00	.0%
52100 524118 PhoneData	170.00	.00	.00	.00	.00	.00	.0%
52100 524119 CompSvc&Fe	17,334.75	.00	.00	.00	.00	.00	.0%
52100 524124 TeleL/LD	.00	3,500.00	3,500.00	1,724.10	3,500.00	5,000.00	42.9%
52100 524125 TeleISP	.00	1,750.00	1,750.00	1,235.06	1,750.00	3,000.00	71.4%
52100 524126 IT-Svc&Fee	.00	13,000.00	13,000.00	12,543.50	13,000.00	7,000.00	-46.2%
52100 524145 Equ Repair	400.00	250.00	505.00	.00	505.00	3,000.00	494.1%
52100 525400 SpecialPro	.00	.00	.00	.00	.00	2,000.00	.0%
52100 525575 StaffDev	.00	.00	.00	.00	.00	5,000.00	.0%
52100 526210 OfficeEquip	.00	300.00	300.00	.00	300.00	2,030.00	576.7%
52100 526310 OfficeSupp	3,651.87	4,250.00	9,257.00	4,840.21	4,745.00	10,000.00	8.0%
52100 526350 PrintMater	283.50	4,050.00	4,050.00	46.33	4,050.00	2,000.00	-50.6%
52100 527300 Rent	3,206.00	13,734.00	13,734.00	6,866.50	13,734.00	41,000.00	198.5%
52100 529100 Miscellane	58.68	250.00	300.00	229.74	400.00	.00	-100.0%
52100 529150 Bank Chrg	107.39	.00	133.00	.00	.00	133.00	.0%
52100 529275 Contingenc	.00	2,765.00	765.00	.00	2,765.00	.00	-100.0%
52100 529400 Postage	858.45	1,500.00	1,500.00	841.85	1,500.00	1,500.00	.0%
TOTAL OPERATING EXPENSES	113,155.99	143,316.00	156,153.00	109,700.49	146,120.00	226,771.00	45.2%
TOTAL	-587.58	.00	.00	-.01	.00	.00	.0%
TOTAL Indirect Fund	-587.58	.00	.00	-.01	.00	.00	.0%

4

03/27/2015 09:26 |ALBEMARLE COMMISSION FINANCIAL ACCOUNT  
 3434jlew |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

|P 3  
 |bgnyrpts

PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

General Transfer Fund	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
<hr/>							
20 Regional Dues							
<hr/>							
43 LOCAL REVENUES							
<hr/>							
42220 433015 Camden Cty	-6,449.00	-6,549.00	-6,549.00	-6,549.00	-6,549.00	-6,613.00	1.0%
42220 433021 Chowan Cty	-4,808.50	-9,643.00	-9,643.00	-4,821.50	-9,643.00	-9,630.00	-.1%
42220 433027 Currituck	-15,368.00	-15,707.00	-15,707.00	-15,707.00	-15,707.00	-15,929.00	1.4%
42220 433028 Dare Cty	-22,240.00	-22,630.00	-22,630.00	-22,630.00	-22,630.00	-22,927.00	1.3%
42220 433037 Gates Cty	-7,764.00	-7,772.00	-7,772.00	-7,772.00	-7,772.00	-7,722.00	-.6%
42220 433048 Hyde Cty	-3,780.00	-3,717.00	-3,717.00	-3,717.00	-3,717.00	-3,774.00	1.5%
42220 433070 Pasquotank	-13,142.50	-26,116.00	-26,116.00	-26,116.00	-26,116.00	-25,648.00	-1.8%
42220 433072 Perquimans	-8,799.00	-8,900.00	-8,900.00	-8,900.00	-8,900.00	-8,951.00	.6%
42220 433089 Tyrrell Ct	-2,822.00	-2,722.00	-2,722.00	-2,722.00	-2,722.00	-2,693.00	-1.1%
42220 433094 Washington	-8,489.00	-8,398.00	-8,398.00	-8,398.00	-8,398.00	-8,337.00	-.7%
TOTAL LOCAL REVENUES	-93,662.00	-112,154.00	-112,154.00	-107,332.50	-112,154.00	-112,224.00	.1%
<hr/>							
45 OTHER REVENUES							
<hr/>							
42220 425000 Interest	-44.82	.00	.00	.00	.00	.00	.0%
TOTAL OTHER REVENUES	-44.82	.00	.00	.00	.00	.00	.0%
<hr/>							
52 OPERATING EXPENSES							
<hr/>							
52220 528320 TMEDA	21,666.48	42,000.00	42,000.00	21,000.00	42,000.00	52,000.00	23.8%
52220 529300 P&A match	15,091.50	30,183.00	31,141.00	15,570.50	30,183.00	31,142.00	.0%
52220 529350 Omsb Match	5,971.50	11,943.00	11,929.00	5,964.50	11,943.00	11,929.00	.0%
52220 529375 ElderMatch	196.02	392.00	392.00	196.02	392.00	392.00	.0%
52220 529379 SMPMatcht	1,500.00	3,000.00	1,500.00	750.00	3,000.00	1,500.00	.0%
52220 529900 Reserve	.00	24,636.00	25,192.00	.00	24,636.00	.00	-100.0%
52220 529910 AppopOther	.00	.00	.00	.00	.00	15,261.00	.0%
TOTAL OPERATING EXPENSES	44,425.50	112,154.00	112,154.00	43,481.02	112,154.00	112,224.00	.1%
TOTAL Regional Dues	-49,281.32	.00	.00	-63,851.48	.00	.00	.0%
<hr/>							
A9 Motor Fleet							
<hr/>							
45 OTHER REVENUES							
<hr/>							
42223 441000 ProgramInc	-4,057.88	-8,000.00	-8,000.00	-1,158.08	-8,000.00	-8,000.00	.0%
TOTAL OTHER REVENUES	-4,057.88	-8,000.00	-8,000.00	-1,158.08	-8,000.00	-8,000.00	.0%
<hr/>							
52 OPERATING EXPENSES							
<hr/>							
52223 521107 CleanSvcs	25.00	250.00	250.00	45.00	250.00	250.00	.0%

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 3434jlew | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

General Transfer Fund			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED CHANGE	
52223	522300	Bond/Insur	470.36	500.00	500.00	447.41	500.00	500.00	.0%
52223	527100	RM-General	37.70	1,000.00	1,000.00	34.95	1,000.00	1,000.00	.0%
52223	528100	MotorFuel	628.02	6,000.00	6,000.00	242.86	6,000.00	6,000.00	.0%
52223	529275	Contingenc	.00	250.00	250.00	.00	250.00	250.00	.0%
TOTAL OPERATING EXPENSES			1,161.08	8,000.00	8,000.00	770.22	8,000.00	8,000.00	.0%
TOTAL Motor Fleet			-2,896.80	.00	.00	-387.86	.00	.00	.0%
TOTAL General Transfer Fund			-52,178.12	.00	.00	-64,239.34	.00	.00	.0%

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 3434jlew |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

In-House Contracts	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
-----							
J9 CTPG							
-----							
45 OTHER REVENUES							
-----							
42500 433016 Cont.Serv	-9,424.74	.00	.00	.00	.00	.00	.0%
TOTAL OTHER REVENUES	-9,424.74	.00	.00	.00	.00	.00	.0%
-----							
50 SALARIES & BENEFITS							
-----							
52500 503520 SW-Directr	1,025.20	.00	.00	.00	.00	.00	.0%
52500 503599 SW-Indirec	342.15	.00	.00	.00	.00	.00	.0%
52500 504200 FICAMCAR	78.42	.00	.00	.00	.00	.00	.0%
52500 504300 HlthIns	11.03	.00	.00	.00	.00	.00	.0%
52500 504400 Retirement	72.48	.00	.00	.00	.00	.00	.0%
52500 504450 401K	10.25	.00	.00	.00	.00	.00	.0%
TOTAL SALARIES & BENEFITS	1,539.53	.00	.00	.00	.00	.00	.0%
-----							
52 OPERATING EXPENSES							
-----							
52500 523960 Mtg/Confer	141.15	.00	.00	.00	.00	.00	.0%
52500 526310 OfficeSupp	304.18	.00	.00	.00	.00	.00	.0%
52500 526370 Advertisng	200.00	.00	.00	.00	.00	.00	.0%
TOTAL OPERATING EXPENSES	645.33	.00	.00	.00	.00	.00	.0%
TOTAL CTPG	-7,239.88	.00	.00	.00	.00	.00	.0%
TOTAL In-House Contracts	-7,239.88	.00	.00	.00	.00	.00	.0%

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 3434jlew | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED CHANGE	
-----									
00									
-----									
41	FEDERAL REVENUES								
-----									
43200	411000	FederalRev	-32,500.00	-63,000.00	-63,000.00	-31,500.00	-63,000.00	-63,000.00	.0%
TOTAL FEDERAL REVENUES			-32,500.00	-63,000.00	-63,000.00	-31,500.00	-63,000.00	-63,000.00	.0%
45	OTHER REVENUES								
-----									
43200	425000	Interest	-3.34	.00	.00	.00	.00	-5.00	.0%
43200	425500	DuesTrans	-21,666.48	-42,000.00	-42,000.00	-21,000.00	-42,000.00	-52,000.00	23.8%
TOTAL OTHER REVENUES			-21,669.82	-42,000.00	-42,000.00	-21,000.00	-42,000.00	-52,005.00	23.8%
50	SALARIES & BENEFITS								
-----									
53200	503511	SW-FinOffi	6,039.33	16,109.00	6,462.00	6,461.26	16,109.00	.00	-100.0%
53200	503514	SW-OffMgr	3,364.06	7,500.00	.00	.00	6,250.00	.00	.0%
53200	503515	SW-AdminAs	799.61	.00	15,397.00	7,178.09	.00	.00	-100.0%
53200	503520	SW-Directr	18,237.51	25,500.00	21,250.00	10,780.08	21,250.00	25,000.00	17.6%
53200	503526	S&WEDA	6,151.12	15,200.00	10,349.00	.00	10,349.00	.00	-100.0%
53200	503589	S&WReserve	.00	855.00	855.00	.00	855.00	.00	-100.0%
53200	503599	SW-Indirec	12,290.86	18,163.00	18,163.00	8,612.87	18,163.00	19,065.00	5.0%
53200	504200	FICAMCAR	2,634.36	4,895.00	4,895.00	1,829.65	4,895.00	1,912.00	-60.9%
53200	504300	HlthIns	2,994.85	7,338.00	7,338.00	1,968.87	7,338.00	.00	-100.0%
53200	504400	Retirement	2,445.61	4,524.00	4,524.00	1,726.45	4,524.00	1,668.00	-63.1%
53200	504450	401K	345.93	640.00	640.00	244.22	640.00	250.00	-60.9%
TOTAL SALARIES & BENEFITS			55,303.24	100,724.00	89,873.00	38,801.49	90,373.00	47,895.00	-46.7%
52	OPERATING EXPENSES								
-----									
53200	504500	Workmns Co	.00	252.00	252.00	154.00	252.00	.00	-100.0%
53200	504550	Unemploy	.00	2,500.00	2,500.00	.00	2,500.00	.00	-100.0%
53200	521100	ContServcs	.00	.00	10,351.00	3,325.00	10,351.00	.00	-100.0%
53200	521360	Mbrshp/Due	.00	.00	.00	.00	.00	800.00	.0%
53200	523100	TravelMile	1,209.48	1,200.00	1,200.00	111.29	1,200.00	3,000.00	150.0%
53200	523300	TravelMeal	40.58	.00	.00	.00	.00	300.00	.0%
53200	523500	Trvl-RegTy	.00	.00	.00	.00	.00	1,000.00	.0%
53200	523700	TravelResr	279.35	.00	.00	.00	.00	1,000.00	.0%
53200	523950	Sem/Trging	240.00	.00	.00	.00	.00	.00	.0%
53200	523960	Mtg/Confer	39.75	.00	.00	.00	.00	.00	.0%

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 3434jlew | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT	
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED	CHANGE	
-----										
53200	524118	PhoneData	119.96	.00	.00	.00	.00	.00	.0%	
53200	525400	SpecialPro	.00	.00	.00	.00	.00	56,010.00	.0%	
53200	526310	OfficeSupp	.00	250.00	750.00	754.78	250.00	.00	-100.0%	
53200	526350	PrintMater	.00	.00	.00	.00	.00	5,000.00	.0%	
53200	527300	Rent	3,661.00	.00	.00	.00	.00	.00	.0%	
53200	529400	Postage	.00	74.00	74.00	4.41	74.00	.00	-100.0%	
TOTAL OPERATING EXPENSES			5,590.12	4,276.00	15,127.00	4,349.48	14,627.00	67,110.00	343.6%	
TOTAL			6,723.54	.00	.00	-9,349.03	.00	.00	.0%	

G0 Special Grants (EDA)

45 OTHER REVENUES

-----										
43207	425550	LocCont	-46,173.70	.00	.00	.00	.00	.00	.0%	
TOTAL OTHER REVENUES			-46,173.70	.00	.00	.00	.00	.00	.0%	

52 OPERATING EXPENSES

-----										
53207	521100	ContServcs	21,379.53	.00	.00	.00	.00	.00	.0%	
53207	523100	TravelMile	2,914.78	.00	.00	.00	.00	.00	.0%	
53207	526310	OfficeSupp	188.95	.00	.00	.00	.00	.00	.0%	
TOTAL OPERATING EXPENSES			24,483.26	.00	.00	.00	.00	.00	.0%	
TOTAL Special Grants (EDA)			-21,690.44	.00	.00	.00	.00	.00	.0%	

H0 205J Grant Project

45 OTHER REVENUES

-----										
43209	421000	StateReven	.00	-12,629.00	-12,629.00	-3,887.81	-12,629.00	.00	-100.0%	
TOTAL OTHER REVENUES			.00	-12,629.00	-12,629.00	-3,887.81	-12,629.00	.00	-100.0%	

50 SALARIES & BENEFITS

-----										
53209	503511	SW-FinOffi	.00	.00	.00	349.47	.00	.00	.0%	
53209	503520	SW-Directr	.00	1,725.00	1,725.00	.00	1,725.00	.00	-100.0%	
53209	503599	SW-Indirec	.00	466.00	466.00	117.35	466.00	.00	-100.0%	
53209	504200	FICAMCAR	.00	132.00	132.00	26.52	132.00	.00	-100.0%	
53209	504300	HlthIns	.00	145.00	145.00	7.11	145.00	.00	-100.0%	
53209	504400	Retirement	.00	122.00	122.00	24.71	122.00	.00	-100.0%	
53209	504450	401K	.00	17.00	17.00	3.50	17.00	.00	-100.0%	

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 3434jlew | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED CHANGE	
Economic Development Admin.									
TOTAL SALARIES & BENEFITS			.00	2,607.00	2,607.00	528.66	2,607.00	.00	-100.0%
52	OPERATING EXPENSES								
53209	521100	ContServcs	.00	10,022.00	10,022.00	5,000.00	10,022.00	.00	-100.0%
TOTAL OPERATING EXPENSES			.00	10,022.00	10,022.00	5,000.00	10,022.00	.00	-100.0%
TOTAL 205J Grant Project			.00	.00	.00	1,640.85	.00	.00	.0%
J1	Dept of Transportation								
43	LOCAL REVENUES								
43210	433015	Camden Cty	-1,687.00	.00	.00	.00	.00	.00	.0%
43210	433027	Currituck	-3,598.00	.00	.00	.00	.00	.00	.0%
43210	433028	Dare Cty	-5,176.00	.00	.00	.00	.00	.00	.0%
43210	433037	Gates Cty	-1,866.00	.00	.00	.00	.00	.00	.0%
43210	433048	Hyde Cty	-883.00	.00	.00	.00	.00	.00	.0%
43210	433070	Pasquotank	-3,101.00	.00	.00	.00	.00	.00	.0%
43210	433072	Perquimans	-2,276.00	.00	.00	.00	.00	.00	.0%
43210	433089	Tyrrell Ct	-671.00	.00	.00	.00	.00	.00	.0%
43210	433094	Washington	-2,020.00	.00	.00	.00	.00	.00	.0%
TOTAL LOCAL REVENUES			-21,278.00	.00	.00	.00	.00	.00	.0%
50	SALARIES & BENEFITS								
53210	503511	SW-FinOffi	1,667.34	.00	.00	.00	.00	.00	.0%
53210	503514	SW-OffMgr	6,348.42	.00	.00	.00	.00	.00	.0%
53210	503515	SW-AdminAs	236.58	.00	.00	.00	.00	.00	.0%
53210	503520	SW-Directr	835.54	.00	.00	.00	.00	.00	.0%
53210	503524	SW-RPODir	19,403.39	.00	.00	.00	.00	.00	.0%
53210	503599	SW-Indirec	9,911.74	.00	.00	.00	.00	.00	.0%
53210	504200	FICAMCAR	2,172.07	.00	.00	.00	.00	.00	.0%
53210	504300	HlthIns	1,761.66	.00	.00	.00	.00	.00	.0%
53210	504400	Retirement	2,014.33	.00	.00	.00	.00	.00	.0%
53210	504450	401K	247.25	.00	.00	.00	.00	.00	.0%
TOTAL SALARIES & BENEFITS			44,598.32	.00	.00	.00	.00	.00	.0%
52	OPERATING EXPENSES								
53210	521100	ContServcs	720.67	.00	.00	.00	.00	.00	.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT	
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED	CHANGE	
-----										
Economic Development Admin.										
53210	521360	Mbrshp/Due	139.00	.00	.00	.00	.00	.00	.0%	
53210	523100	TravelMile	2,435.15	.00	.00	.00	.00	.00	.0%	
53210	523300	TravelMeal	201.58	.00	.00	.00	.00	.00	.0%	
53210	523500	Trvl-RegTg	75.00	.00	.00	.00	.00	.00	.0%	
53210	523700	TravelResr	604.57	.00	.00	.00	.00	.00	.0%	
53210	523775	BoardExpen	400.38	.00	.00	.00	.00	.00	.0%	
53210	524110	PhoneLocal	679.36	.00	.00	.00	.00	.00	.0%	
53210	524118	PhoneData	397.21	.00	.00	.00	.00	.00	.0%	
53210	524119	CompSvc&Fe	288.75	.00	.00	.00	.00	.00	.0%	
53210	524144	Equipment	100.00	.00	.00	.00	.00	.00	.0%	
53210	524500	CapExpendi	100.00	.00	.00	.00	.00	.00	.0%	
53210	526310	OfficeSupp	330.86	.00	.00	.00	.00	.00	.0%	
53210	526370	Advertisng	1,083.00	.00	.00	.00	.00	.00	.0%	
53210	527300	Rent	1,312.50	.00	.00	.00	.00	.00	.0%	
53210	529400	Postage	34.32	.00	.00	.00	.00	.00	.0%	
TOTAL OPERATING EXPENSES			8,902.35	.00	.00	.00	.00	.00	.0%	
TOTAL Dept of Transportation			32,222.67	.00	.00	.00	.00	.00	.0%	
-----										
J4	Bike & Ped Grant									
-----										
45	OTHER REVENUES									
-----										
43230	421000	StateReven	-30,164.11	.00	.00	.00	.00	.00	.0%	
TOTAL OTHER REVENUES			-30,164.11	.00	.00	.00	.00	.00	.0%	
-----										
50	SALARIES & BENEFITS									
-----										
53230	503524	SW-RPODir	1,582.32	.00	.00	.00	.00	.00	.0%	
53230	503599	SW-Indirec	526.83	.00	.00	.00	.00	.00	.0%	
53230	504200	FICAMCAR	121.01	.00	.00	.00	.00	.00	.0%	
53230	504300	HlthIns	12.95	.00	.00	.00	.00	.00	.0%	
53230	504400	Retirement	111.87	.00	.00	.00	.00	.00	.0%	
53230	504450	401K	15.52	.00	.00	.00	.00	.00	.0%	
TOTAL SALARIES & BENEFITS			2,370.50	.00	.00	.00	.00	.00	.0%	
-----										
52	OPERATING EXPENSES									
-----										
53230	523100	TravelMile	681.96	.00	.00	.00	.00	.00	.0%	
53230	523300	TravelMeal	82.32	.00	.00	.00	.00	.00	.0%	
53230	523975	ConsultFee	28,926.59	.00	.00	.00	.00	.00	.0%	
53230	529200	Food	225.00	.00	.00	.00	.00	.00	.0%	

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 3434jlew | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Economic Development Admin.	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
TOTAL OPERATING EXPENSES	29,915.87	.00	.00	.00	.00	.00	.0%
TOTAL Bike & Ped Grant	2,122.26	.00	.00	.00	.00	.00	.0%
TOTAL Economic Development A	19,378.03	.00	.00	-7,708.19	.00	.00	.0%

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 3434jlew | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Dept. Of Transportation	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
-----							
J6 Dept. of Transportation							
-----							
43 LOCAL REVENUES							
-----							
43650 433015 Camden Cty	.00	-1,688.00	-1,688.00	.00	-1,688.00	-1,688.00	.0%
43650 433021 Chowan Cty	.00	-2,485.00	-2,485.00	.00	-2,485.00	-2,485.00	.0%
43650 433027 Currituck	.00	-4,048.00	-4,048.00	.00	-4,048.00	-4,048.00	.0%
43650 433028 Dare Cty	.00	-5,833.00	-5,833.00	-5,833.00	-5,833.00	-5,833.00	.0%
43650 433037 Gates Cty	.00	-2,003.00	-2,003.00	-2,003.00	-2,003.00	-2,003.00	.0%
43650 433048 Hyde Cty	.00	-958.00	-958.00	.00	-958.00	-958.00	.0%
43650 433070 Pasquotank	.00	-6,731.00	-6,731.00	-6,731.00	-6,731.00	-6,731.00	.0%
43650 433072 Perquimans	.00	-2,294.00	-2,294.00	-2,294.00	-2,294.00	-2,294.00	.0%
43650 433089 Tyrrell Ct	.00	-702.00	-702.00	-702.00	-702.00	-702.00	.0%
43650 433094 Washington	.00	-2,164.00	-2,164.00	.00	-2,164.00	-2,164.00	.0%
TOTAL LOCAL REVENUES	.00	-28,906.00	-28,906.00	-17,563.00	-28,906.00	-28,906.00	.0%
-----							
45 OTHER REVENUES							
-----							
43650 425250 DOT	.00	-115,625.00	-115,625.00	-25,807.00	-115,625.00	-115,625.00	.0%
TOTAL OTHER REVENUES	.00	-115,625.00	-115,625.00	-25,807.00	-115,625.00	-115,625.00	.0%
-----							
50 SALARIES & BENEFITS							
-----							
53650 503511 SW-FinOffi	.00	2,900.00	2,900.00	.00	2,900.00	.00	-100.0%
53650 503515 SW-AdminAs	.00	10,800.00	2,700.00	.00	5,800.00	.00	-100.0%
53650 503524 SW-RPODir	.00	61,000.00	65,100.00	33,011.03	62,000.00	65,100.00	.0%
53650 503589 S&WReserve	.00	1,520.00	.00	.00	.00	.00	.0%
53650 503599 SW-Indirect	.00	21,076.00	21,076.00	11,588.63	21,076.00	20,681.00	-1.9%
53650 504200 FICAMCAR	.00	5,959.00	5,959.00	2,494.65	5,959.00	4,981.00	-16.4%
53650 504300 HlthIns	.00	7,365.00	7,365.00	2,449.17	7,365.00	7,500.00	1.8%
53650 504400 Retirement	.00	5,480.00	5,480.00	2,333.87	5,480.00	4,343.00	-20.7%
53650 504450 401K	.00	775.00	775.00	330.12	775.00	800.00	3.2%
TOTAL SALARIES & BENEFITS	.00	116,875.00	111,355.00	52,207.47	111,355.00	103,405.00	-7.1%
-----							
52 OPERATING EXPENSES							
-----							
53650 504500 Workmns Co	.00	3,664.00	4,246.00	4,246.00	3,664.00	.00	-100.0%
53650 504550 Unemploy	.00	1,345.00	1,345.00	.00	1,345.00	2,000.00	48.7%
53650 521100 ContServcs	.00	5,697.00	7,115.00	.00	9,697.00	5,000.00	-29.7%
53650 523100 TravelMile	.00	4,250.00	4,250.00	2,083.76	4,250.00	4,250.00	.0%

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3434jlew |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Dept. Of Transportation	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
53650 523300 TravelMeal	.00	600.00	600.00	.00	600.00	600.00	.0%
53650 523500 Trvl-RegTg	.00	300.00	300.00	.00	300.00	300.00	.0%
53650 523700 TravelResr	.00	1,300.00	1,300.00	.00	1,300.00	1,300.00	.0%
53650 523775 BoardExpen	.00	200.00	1,200.00	593.59	1,200.00	1,200.00	.0%
53650 523950 Sem/Trgng	.00	300.00	300.00	.00	300.00	300.00	.0%
53650 524124 TeleL/LD	.00	1,800.00	1,800.00	701.80	1,800.00	1,800.00	.0%
53650 524126 IT-Svc&Fee	.00	500.00	500.00	88.75	500.00	200.00	-60.0%
53650 524144 Equipment	.00	1,750.00	1,750.00	.00	1,750.00	1,000.00	-42.9%
53650 525400 SpecialPro	.00	.00	.00	.00	.00	17,326.00	.0%
53650 526310 OfficeSupp	.00	750.00	2,750.00	1,376.62	750.00	2,500.00	-9.1%
53650 526370 Advertisng	.00	400.00	400.00	.00	400.00	300.00	-25.0%
53650 527300 Rent	.00	3,000.00	3,000.00	1,312.50	3,000.00	3,000.00	.0%
53650 529100 Miscellane	.00	850.00	850.00	250.00	850.00	.00	-100.0%
53650 529275 Contingenc	.00	800.00	1,320.00	.00	1,320.00	.00	-100.0%
53650 529400 Postage	.00	150.00	150.00	1.44	150.00	50.00	-66.7%
TOTAL OPERATING EXPENSES	.00	27,656.00	33,176.00	10,654.46	33,176.00	41,126.00	24.0%
TOTAL Dept. of Transportatio	.00	.00	.00	19,491.93	.00	.00	.0%
TOTAL Dept. Of Transportatio	.00	.00	.00	19,491.93	.00	.00	.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Community Dvlpmt & Bldg Grant	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
-----							
31 SFR - Gates County	-----						
41 FEDERAL REVENUES	-----						
44292 411000 FederalRev	-54,086.00	-120,000.00	-120,000.00	-6,216.00	-120,000.00	-120,000.00	.0%
TOTAL FEDERAL REVENUES	-54,086.00	-120,000.00	-120,000.00	-6,216.00	-120,000.00	-120,000.00	.0%
45 OTHER REVENUES	-----						
44292 425000 Interest	-.20	.00	.00	.00	.00	.00	.0%
TOTAL OTHER REVENUES	-.20	.00	.00	.00	.00	.00	.0%
52 OPERATING EXPENSES	-----						
54292 521100 ContServcs	54,086.00	120,000.00	119,200.00	10,102.00	120,000.00	120,000.00	.7%
54292 521310 LegalFees	.00	.00	600.00	569.50	.00	.00	-100.0%
54292 526370 Advertisng	.00	.00	200.00	112.56	.00	.00	-100.0%
TOTAL OPERATING EXPENSES	54,086.00	120,000.00	120,000.00	10,784.06	120,000.00	120,000.00	.0%
TOTAL SFR - Gates County	-.20	.00	.00	4,568.06	.00	.00	.0%
H7 SFR Currituck County	-----						
41 FEDERAL REVENUES	-----						
44255 411000 FederalRev	-968.00	-140,000.00	-140,000.00	-50,699.00	-140,000.00	-140,000.00	.0%
TOTAL FEDERAL REVENUES	-968.00	-140,000.00	-140,000.00	-50,699.00	-140,000.00	-140,000.00	.0%
45 OTHER REVENUES	-----						
44255 425000 Interest	-.93	.00	.00	.00	.00	.00	.0%
TOTAL OTHER REVENUES	-.93	.00	.00	.00	.00	.00	.0%
52 OPERATING EXPENSES	-----						
54255 521100 ContServcs	1,262.00	140,000.00	140,000.00	48,210.00	140,000.00	140,000.00	.0%
54255 526370 Advertisng	247.10	.00	.00	.00	.00	.00	.0%
TOTAL OPERATING EXPENSES	1,509.10	140,000.00	140,000.00	48,210.00	140,000.00	140,000.00	.0%
TOTAL SFR Currituck County	540.17	.00	.00	-2,489.00	.00	.00	.0%
H9 SFR Pasquotank County	-----						
41 FEDERAL REVENUES	-----						
44257 411000 FederalRev	-1,393.00	-140,000.00	-140,000.00	-42,817.00	-140,000.00	-140,000.00	.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

	2014	2015	2015	2015	2015	2016	PCT
Community Dvlpmnt & Bldg Grant	ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED	CHANGE
-----							
TOTAL FEDERAL REVENUES	-1,393.00	-140,000.00	-140,000.00	-42,817.00	-140,000.00	-140,000.00	.0%
45 OTHER REVENUES	-----						
44257 425000 Interest	-.93	.00	.00	.00	.00	.00	.0%
TOTAL OTHER REVENUES	-.93	.00	.00	.00	.00	.00	.0%
52 OPERATING EXPENSES	-----						
54257 521100 ContServcs	1,393.00	140,000.00	140,000.00	45,193.00	140,000.00	140,000.00	.0%
54257 526370 Advertisng	-35.30	.00	.00	.00	.00	.00	.0%
TOTAL OPERATING EXPENSES	1,357.70	140,000.00	140,000.00	45,193.00	140,000.00	140,000.00	.0%
TOTAL SFR Pasquotank County	-36.23	.00	.00	2,376.00	.00	.00	.0%
TOTAL Community Dvlpmnt & Bl	503.74	.00	.00	4,455.06	.00	.00	.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Account	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
<b>14 Fan Heat Relief</b>							
<b>42 STATE REVENUES</b>							
45245 428850 FanHeatRel	.00	-2,000.00	-2,000.00	.00	-2,000.00	-2,000.00	.0%
TOTAL STATE REVENUES	.00	-2,000.00	-2,000.00	.00	-2,000.00	-2,000.00	.0%
<b>52 OPERATING EXPENSES</b>							
55245 524143 FanHeatRel	.00	2,000.00	2,000.00	.00	2,000.00	2,000.00	.0%
TOTAL OPERATING EXPENSES	.00	2,000.00	2,000.00	.00	2,000.00	2,000.00	.0%
TOTAL Fan Heat Relief	.00	.00	.00	.00	.00	.00	.0%
<b>49 NUTR Congregate</b>							
<b>45 OTHER REVENUES</b>							
45249 421000 StateReven	-95,704.00	-235,753.00	-235,753.00	-88,403.00	-235,753.00	-211,611.00	-10.2%
45249 424800 O/S Donati	.00	.00	.00	.00	.00	-5,000.00	.0%
45249 425000 Interest	-27.04	-50.00	-50.00	.00	-50.00	-50.00	.0%
45249 433018 cntycommit	-85,536.58	-167,725.00	-167,725.00	-85,350.98	-167,725.00	-196,209.00	17.0%
45249 441000 ProgramInc	-24,587.49	-35,000.00	-35,000.00	-23,958.45	-35,000.00	-40,000.00	14.3%
45249 453000 USDA	-19,856.00	-42,000.00	-42,000.00	-19,189.00	-42,000.00	-40,000.00	-4.8%
TOTAL OTHER REVENUES	-225,711.11	-480,528.00	-480,528.00	-216,901.43	-480,528.00	-492,870.00	2.6%
<b>46 APPROP FUND BALANCE</b>							
45249 460000 AppFundBal	.00	-50,000.00	-50,000.00	.00	-50,000.00	-20,000.00	-60.0%
TOTAL APPROP FUND BALANCE	.00	-50,000.00	-50,000.00	.00	-50,000.00	-20,000.00	-60.0%
<b>50 SALARIES &amp; BENEFITS</b>							
55249 503520 SW-Directr	.00	16,284.00	16,284.00	7,727.36	16,284.00	16,540.00	1.6%
55249 503531 SW-SiteMgr	4,731.72	9,388.00	9,388.00	7,455.30	9,388.00	14,729.00	56.9%
55249 503556 SW-AgingSp	.00	11,022.00	5,000.00	3,276.95	11,022.00	.00	-100.0%
55249 503575 SW-NutDir	29,404.37	.00	.00	.00	.00	.00	.0%
55249 503589 S&WReserve	.00	.00	.00	.00	.00	10,000.00	.0%
55249 503599 SW-Indirec	12,206.94	11,706.00	10,328.00	7,089.66	11,706.00	13,412.00	29.9%
55249 504200 FICAMCAR	2,355.88	2,807.00	2,346.00	1,478.87	2,807.00	1,127.00	-52.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED	CHANGE
55249	504300	HlthIns	4,049.78	11,475.00	11,475.00	4,023.13	11,475.00	10,000.00	-12.9%
55249	504400	Retirement	1,907.22	1,958.00	2,169.00	778.00	1,958.00	1,104.00	-49.1%
55249	504450	401K	269.76	273.00	307.00	110.05	273.00	148.00	-51.8%
TOTAL SALARIES & BENEFITS			54,925.67	64,913.00	57,297.00	31,939.32	64,913.00	67,060.00	17.0%

52 OPERATING EXPENSES

55249	504500	Workmns Co	.00	525.00	525.00	106.00	525.00	58.00	-89.0%
55249	504550	Unemploy	.00	2,250.00	2,250.00	.00	2,250.00	980.00	-56.4%
55249	521100	ContServcs	2,399.88	.00	.00	.00	.00	.00	.0%
55249	521107	CleanSvcs	990.00	2,080.00	2,080.00	920.00	2,080.00	.00	-100.0%
55249	521220	OffMacLese	.00	2,100.00	2,100.00	1,324.01	2,100.00	.00	-100.0%
55249	521225	DietExp	137.50	1,800.00	3,450.00	1,980.00	1,800.00	1,500.00	-56.5%
55249	521310	LegalFees	.00	700.00	700.00	.00	700.00	.00	-100.0%
55249	521360	Mbrshp/Due	160.00	1,000.00	1,000.00	150.00	1,000.00	.00	-100.0%
55249	522220	Admin/Prof	16,983.81	40,000.00	40,000.00	8,482.36	40,000.00	85,000.00	112.5%
55249	522300	Bond/Insur	470.36	475.00	475.00	447.41	475.00	475.00	.0%
55249	523100	TravelMile	949.63	1,500.00	3,000.00	110.32	1,500.00	500.00	-83.3%
55249	523300	TravelMeal	258.67	800.00	800.00	216.86	800.00	250.00	-68.8%
55249	523500	Trvl-RegTg	.00	1,500.00	1,500.00	235.00	1,500.00	750.00	-50.0%
55249	523700	TravelResr	.00	1,500.00	1,500.00	115.00	1,500.00	500.00	-66.7%
55249	524109	HSInternet	685.50	.00	.00	.00	.00	.00	.0%
55249	524119	CompSvc&Fe	88.75	.00	.00	.00	.00	.00	.0%
55249	524124	TeleL/LD	.00	500.00	500.00	70.71	500.00	547.00	9.4%
55249	524125	TeleISP	.00	1,000.00	1,000.00	588.93	1,000.00	.00	-100.0%
55249	524126	IT-Svc&Fee	.00	800.00	800.00	88.75	800.00	.00	-100.0%
55249	524142	EnergyAssi	250.00	6,000.00	6,500.00	523.29	6,000.00	.00	-100.0%
55249	524145	Equ Repair	.00	500.00	1,000.00	.00	500.00	.00	-100.0%
55249	525110	MIS Charge	443.31	1,100.00	1,100.00	426.82	1,100.00	1,100.00	.0%
55249	525575	StaffDev	180.09	.00	.00	.00	.00	.00	.0%
55249	525580	Meals	158,429.70	380,000.00	380,000.00	143,517.55	380,000.00	340,000.00	-10.5%
55249	526310	OfficeSupp	1,345.85	.00	.00	.00	.00	2,500.00	.0%
55249	526370	Advertisng	.00	1,000.00	2,500.00	973.64	1,000.00	.00	-100.0%
55249	526510	EquipPurch	3,014.35	10,000.00	7,350.00	.00	10,000.00	1,150.00	-84.4%
55249	527100	RM-General	69.90	.00	.00	.00	.00	.00	.0%
55249	527300	Rent	1,875.00	3,000.00	4,000.00	3,000.00	3,000.00	2,500.00	-37.5%
55249	527400	Utilities	856.72	1,500.00	1,500.00	440.09	1,500.00	.00	-100.0%
55249	528100	MotorFuel	321.09	1,500.00	1,500.00	617.08	1,500.00	1,000.00	-33.3%
55249	529100	Miscellaneous	.00	85.00	1,401.00	.00	85.00	.00	-100.0%
55249	529110	VolReceptn	.00	.00	1,000.00	250.52	.00	5,000.00	400.0%
55249	529400	Postage	1,500.00	2,400.00	3,700.00	1,000.00	2,400.00	2,000.00	-45.9%
TOTAL OPERATING EXPENSES			191,410.11	465,615.00	473,231.00	165,584.34	465,615.00	445,810.00	-5.8%
TOTAL NUTR Congregate			20,624.67	.00	.00	-19,377.77	.00	.00	.0%

50 Nutrition - HD

43 LOCAL REVENUES

45250	411001	NonPartPIN	-1,017.46	-600.00	-600.00	-2,396.02	-600.00	.00	-100.0%
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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Aging Program			2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
45250	429000	Misc	-25.77	.00	.00	.00	.00	.00	.0%
TOTAL LOCAL REVENUES			-1,043.23	-600.00	-600.00	-2,396.02	-600.00	.00	-100.0%
45 OTHER REVENUES									
45250	421000	StateReven	-132,215.00	-295,759.00	-295,759.00	-126,594.00	-295,759.00	-292,170.00	-1.2%
45250	424800	Donations	-1,314.00	-500.00	-500.00	-317.00	-500.00	-15,000.00	2900.0%
45250	425000	Interest	-27.04	-50.00	-50.00	.00	-50.00	-50.00	.0%
45250	433018	cntycommit	-85,902.02	-167,725.00	-167,725.00	-87,084.02	-167,725.00	-196,209.00	17.0%
45250	441000	ProgramInc	-13,367.00	-30,000.00	-30,000.00	-10,454.03	-30,000.00	-25,000.00	-16.7%
45250	453000	USDA	-25,403.00	-48,000.00	-48,000.00	-23,343.00	-48,000.00	-50,000.00	4.2%
TOTAL OTHER REVENUES			-258,228.06	-542,034.00	-542,034.00	-247,792.05	-542,034.00	-578,429.00	6.7%
46 APPROP FUND BALANCE									
45250	460000	AppFundBal	.00	-239,837.00	-239,837.00	.00	-239,837.00	-70,000.00	-70.8%
TOTAL APPROP FUND BALANCE			.00	-239,837.00	-239,837.00	.00	-239,837.00	-70,000.00	-70.8%
50 SALARIES & BENEFITS									
55250	503527	SW-HDMCo	18,091.17	38,137.00	38,390.00	19,770.32	38,137.00	40,038.00	4.3%
55250	503528	SW-VolCoor	16,136.52	32,918.00	33,273.00	16,636.50	32,918.00	33,938.00	2.0%
55250	503531	SW-SiteMgr	4,731.72	18,776.00	18,408.00	7,204.22	18,776.00	14,729.00	-20.0%
55250	503540	SW-PrgCoor	16,989.48	37,194.00	37,465.00	18,732.48	37,194.00	38,214.00	2.0%
55250	503599	SW-Indirec	21,756.83	38,088.00	38,937.00	23,466.08	38,088.00	43,954.00	12.9%
55250	504200	FICAMCAR	4,230.20	9,717.00	9,757.00	4,719.53	9,717.00	9,642.00	-1.2%
55250	504300	HlthIns	11,868.04	27,540.00	27,687.00	10,783.73	27,540.00	30,562.00	10.4%
55250	504400	Retirement	3,584.85	7,761.00	9,017.00	3,857.58	7,761.00	7,425.00	-17.7%
55250	504450	401K	507.00	1,083.00	1,275.00	545.64	1,083.00	1,270.00	-.4%
TOTAL SALARIES & BENEFITS			97,895.81	211,214.00	214,209.00	105,716.08	211,214.00	219,772.00	2.6%
52 OPERATING EXPENSES									
55250	504500	Workmns Co	.00	525.00	884.00	884.00	525.00	490.00	-44.6%
55250	504550	Unemploy	.00	2,250.00	2,250.00	.00	2,250.00	3,430.00	52.4%
55250	521220	OffMacLease	.00	2,100.00	2,100.00	953.02	2,100.00	.00	-100.0%
55250	521225	DietExp	.00	.00	.00	.00	.00	1,500.00	.0%
55250	521360	Mbrshp/Due	.00	.00	.00	.00	.00	500.00	.0%
55250	522220	Admin/Prof	17,193.80	40,000.00	40,000.00	8,482.36	40,000.00	.00	-100.0%
55250	522300	Bond/Insur	470.36	475.00	475.00	447.41	475.00	475.00	.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Aging	Program		2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
55250	523100	TravelMile	503.25	4,000.00	4,000.00	141.12	4,000.00	500.00	-87.5%
55250	523300	TravelMeal	192.23	800.00	800.00	30.26	800.00	250.00	-68.8%
55250	523500	Trvl-RegTg	.00	2,000.00	2,000.00	.00	2,000.00	750.00	-62.5%
55250	523700	TravelResr	2,911.52	1,303.00	1,303.00	.00	1,303.00	500.00	-61.6%
55250	524110	PhoneLocal	323.85	.00	.00	.00	.00	.00	.0%
55250	524121	TelWirelSv	.00	.00	.00	.00	.00	900.00	.0%
55250	524124	TeleL/LD	.00	700.00	700.00	400.76	700.00	500.00	-28.6%
55250	524125	TeleISP	.00	1,000.00	1,000.00	588.91	1,000.00	.00	-100.0%
55250	524142	EnergyAssi	364.87	8,000.00	7,500.00	.00	8,000.00	.00	-100.0%
55250	524145	Equ Repair	.00	1,000.00	500.00	149.99	1,000.00	.00	-100.0%
55250	525110	MIS Charge	443.34	1,100.00	1,100.00	426.83	1,100.00	1,100.00	.0%
55250	525400	SpecialPro	75.00	1,500.00	1,500.00	278.44	1,500.00	.00	-100.0%
55250	525580	Meals	201,795.69	450,000.00	450,000.00	174,287.59	450,000.00	401,912.00	-10.7%
55250	525581	FrozMealPg	.00	3,000.00	3,000.00	149.96	3,000.00	.00	-100.0%
55250	526307	HolidayMea	9,100.00	15,000.00	14,000.00	1,180.50	15,000.00	6,000.00	-57.1%
55250	526309	Supp-Ensur	2,341.25	10,000.00	10,000.00	1,685.00	10,000.00	5,000.00	-50.0%
55250	526310	OfficeSupp	461.28	2,000.00	2,000.00	1,672.51	2,000.00	.00	-100.0%
55250	526350	PrintMater	585.00	1,000.00	2,000.00	542.44	1,000.00	.00	-100.0%
55250	526370	Advertisng	.00	1,000.00	1,000.00	.00	1,000.00	.00	-100.0%
55250	527100	RM-General	.00	1,000.00	1,000.00	261.80	1,000.00	.00	-100.0%
55250	527300	Rent	1,875.00	3,000.00	4,000.00	2,250.00	3,000.00	2,500.00	-37.5%
55250	527400	Utilities	264.58	2,500.00	2,500.00	711.29	2,500.00	.00	-100.0%
55250	528100	MotorFuel	85.26	1,000.00	1,000.00	499.07	1,000.00	1,500.00	50.0%
55250	529100	Miscellane	.00	2,354.00	.00	.00	2,354.00	.00	.0%
55250	529110	VolReceptn	3,062.93	10,000.00	9,000.00	2,865.77	10,000.00	.00	-100.0%
55250	529150	Bank Chrg	124.43	250.00	250.00	123.89	250.00	250.00	.0%
55250	529400	Postage	.00	2,400.00	2,400.00	1,004.70	2,400.00	600.00	-75.0%
TOTAL OPERATING EXPENSES			242,173.64	571,257.00	568,262.00	200,017.62	571,257.00	428,657.00	-24.6%
TOTAL Nutrition - HD			80,798.16	.00	.00	55,545.63	.00	.00	.0%
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51	P & A								
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41	FEDERAL REVENUES								
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45251	411000	FederalRev	-47,913.24	-105,968.00	-109,449.00	-41,408.81	-105,968.00	-109,449.00	.0%
TOTAL FEDERAL REVENUES			-47,913.24	-105,968.00	-109,449.00	-41,408.81	-105,968.00	-109,449.00	.0%
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45	OTHER REVENUES								
-----									
45251	421000	StateReven	-2,625.76	-8,334.00	-8,484.00	-2,269.19	-8,334.00	-8,484.00	.0%
45251	425500	DuesTrans	-15,091.50	-30,183.00	-31,141.00	-15,570.50	-30,183.00	-31,142.00	.0%
TOTAL OTHER REVENUES			-17,717.26	-38,517.00	-39,625.00	-17,839.69	-38,517.00	-39,626.00	.0%
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50	SALARIES & BENEFITS								
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55251	503513	S&WAgPlann	5,615.95	.00	.00	.00	.00	19,100.00	.0%

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3434jlew |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED	CHANGE
55251	503520	SW-Directr	12,840.52	26,055.00	25,545.00	16,557.92	26,055.00	33,079.00	29.5%
55251	503556	SW-AgingSp	16,977.76	33,066.00	32,418.00	18,835.03	33,066.00	22,892.00	-29.4%
55251	503599	SW-Indirec	13,376.77	17,892.00	17,618.00	12,606.93	17,892.00	23,222.00	31.8%
55251	504200	FICAMCAR	2,663.48	4,523.00	4,434.00	2,907.76	4,523.00	5,717.00	28.9%
55251	504300	HlthIns	5,878.35	12,852.00	11,005.00	3,031.14	12,852.00	7,549.00	-31.4%
55251	504400	Retirement	2,505.20	4,239.00	4,098.00	2,502.26	4,239.00	3,800.00	-7.3%
55251	504450	401K	331.34	591.00	580.00	353.91	591.00	751.00	29.5%
TOTAL SALARIES & BENEFITS			60,189.37	99,218.00	95,698.00	56,794.95	99,218.00	116,110.00	21.3%

52 OPERATING EXPENSES

55251	504500	Workmns Co	.00	600.00	231.00	231.00	600.00	227.00	-1.7%
55251	504550	Unemploy	.00	3,381.00	3,381.00	.00	3,381.00	1,335.00	-60.5%
55251	521360	Mbrshp/Due	60.00	1,000.00	1,000.00	430.00	1,000.00	1,000.00	.0%
55251	523100	TravelMile	3,811.24	5,000.00	5,000.00	2,929.64	5,000.00	5,000.00	.0%
55251	523300	TravelMeal	682.74	1,300.00	1,300.00	418.17	1,300.00	1,000.00	-23.1%
55251	523500	Trvl-RegTg	135.00	2,000.00	2,500.00	250.00	2,000.00	1,000.00	-60.0%
55251	523700	TravelResr	1,351.98	2,000.00	3,000.00	1,127.32	2,000.00	1,500.00	-50.0%
55251	523900	TravelOthr	74.07	294.00	294.00	100.00	294.00	300.00	2.0%
55251	524109	HSInternet	254.46	.00	.00	.00	.00	.00	.0%
55251	524110	PhoneLocal	344.55	.00	.00	.00	.00	.00	.0%
55251	524121	TelWirelSv	.00	.00	.00	.00	.00	900.00	.0%
55251	524124	TeleL/LD	.00	500.00	500.00	71.45	500.00	250.00	-50.0%
55251	524125	TeleISP	.00	1,500.00	1,500.00	567.96	1,500.00	600.00	-60.0%
55251	524126	IT-Svc&Fee	.00	1,000.00	1,000.00	221.40	1,000.00	.00	-100.0%
55251	525575	StaffDev	.00	2,000.00	2,000.00	95.00	2,000.00	1,000.00	-50.0%
55251	526310	OfficeSupp	142.38	.00	.00	.00	.00	2,183.00	.0%
55251	526350	PrintMater	933.90	2,500.00	5,000.00	1,503.36	2,500.00	2,500.00	-50.0%
55251	526370	Advertisng	396.00	1,000.00	2,000.00	75.00	1,000.00	500.00	-75.0%
55251	526510	EquipPurch	.00	7,000.00	7,000.00	1,010.00	7,000.00	1,000.00	-85.7%
55251	527300	Rent	2,835.00	5,670.00	5,670.00	2,835.00	5,670.00	5,670.00	.0%
55251	529000	ConfExp	724.19	5,000.00	8,000.00	1,466.23	5,000.00	5,000.00	-37.5%
55251	529100	Miscellaneous	.00	1,322.00	.00	64.26	1,322.00	.00	.0%
55251	529110	VolReceptn	533.98	1,500.00	2,000.00	873.53	1,500.00	1,000.00	-50.0%
55251	529400	Postage	462.91	700.00	2,000.00	613.43	700.00	1,000.00	-50.0%
TOTAL OPERATING EXPENSES			12,742.40	45,267.00	53,376.00	14,882.75	45,267.00	32,965.00	-38.2%
TOTAL P & A			7,301.27	.00	.00	12,429.20	.00	.00	.0%

52 AAA Support

45 OTHER REVENUES

45252	421000	StateReven	-19,212.00	-48,263.00	-48,263.00	-9,160.00	-48,263.00	-48,263.00	.0%
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3434jlew | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Aging Program	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
TOTAL OTHER REVENUES	-19,212.00	-48,263.00	-48,263.00	-9,160.00	-48,263.00	-48,263.00	.0%
50 SALARIES & BENEFITS							
55252 503513 S&WAgPlann	3,269.58	26,025.00	15,500.00	5,463.69	26,025.00	.00	-100.0%
55252 503515 SW-AdminAs	6,133.26	.00	.00	.00	.00	.00	.0%
55252 503527 SW-HDMCo	.00	.00	576.00	.00	.00	.00	-100.0%
55252 503530 SW-CaseMgr	.00	.00	677.00	.00	.00	.00	-100.0%
55252 503556 SW-AgingSp	3,278.12	.00	7,666.00	.00	.00	22,892.00	198.6%
55252 503565 SW-Care	.00	.00	963.00	.00	.00	.00	-100.0%
55252 503589 S&WReserve	.00	.00	.00	.00	.00	5,000.00	.0%
55252 503599 SW-Indirec	4,800.92	8,146.00	6,213.00	2,117.93	8,146.00	9,064.00	45.9%
55252 504200 FICAMCAR	940.34	1,991.00	1,943.00	409.41	1,991.00	2,991.00	53.9%
55252 504300 HlthIns	2,166.05	6,885.00	1,105.00	1,167.32	6,885.00	2,287.00	107.0%
55252 504400 Retirement	896.53	1,866.00	1,796.00	383.04	1,866.00	2,855.00	59.0%
55252 504450 401K	117.16	260.00	254.00	.00	260.00	229.00	-9.8%
TOTAL SALARIES & BENEFITS	21,601.96	45,173.00	36,693.00	9,541.39	45,173.00	45,318.00	23.5%
52 OPERATING EXPENSES							
55252 504500 Workmns Co	.00	.00	270.00	270.00	.00	151.00	-44.1%
55252 504550 Unemploy	.00	.00	.00	.00	.00	445.00	.0%
55252 523100 TravelMile	.00	.00	1,000.00	270.48	.00	.00	-100.0%
55252 523500 Trvl-RegTg	.00	.00	500.00	.00	.00	.00	-100.0%
55252 524121 TelWirelSv	.00	.00	.00	.00	.00	900.00	.0%
55252 524125 TeleISP	.00	300.00	300.00	150.00	300.00	.00	-100.0%
55252 526310 OfficeSupp	624.58	2,790.00	4,000.00	1,486.40	2,790.00	600.00	-85.0%
55252 529000 ConfExp	.00	.00	5,500.00	863.50	.00	849.00	-84.6%
TOTAL OPERATING EXPENSES	624.58	3,090.00	11,570.00	3,040.38	3,090.00	2,945.00	-74.5%
TOTAL AAA Support	3,014.54	.00	.00	3,421.77	.00	.00	.0%
53 Omsbudman							
41 FEDERAL REVENUES							
45253 411000 FederalRev	-31,999.89	-89,463.00	-89,463.00	-31,342.88	-89,463.00	-89,463.00	.0%
TOTAL FEDERAL REVENUES	-31,999.89	-89,463.00	-89,463.00	-31,342.88	-89,463.00	-89,463.00	.0%
45 OTHER REVENUES							
45253 421000 StateReven	-6,743.11	-18,023.00	-17,895.00	-8,955.12	-18,023.00	-17,895.00	.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED	CHANGE
Aging Program									
45253	425500	DuesTrans	-5,971.50	-11,943.00	-11,929.00	-5,964.50	-11,943.00	-11,929.00	.0%
TOTAL OTHER REVENUES			-12,714.61	-29,966.00	-29,824.00	-14,919.62	-29,966.00	-29,824.00	.0%

50 SALARIES & BENEFITS

55253	503520	SW-Directr	7,188.22	9,771.00	9,580.00	2,037.67	9,771.00	16,540.00	72.7%
55253	503530	SW-CaseMgr	22,704.83	44,969.00	45,088.00	23,219.81	44,969.00	46,678.00	3.5%
55253	503599	SW-Indirec	11,299.19	16,270.00	16,841.00	9,646.60	16,270.00	20,812.00	23.6%
55253	504200	FICAMCAR	2,240.65	4,188.00	4,182.00	1,895.79	4,188.00	4,784.00	14.4%
55253	504300	HlthIns	5,049.28	10,557.00	12,229.00	4,674.94	10,557.00	10,443.00	-14.6%
55253	504400	Retirement	2,066.71	3,925.00	3,865.00	1,737.90	3,925.00	4,171.00	7.9%
55253	504450	401K	292.32	547.00	547.00	245.80	547.00	632.00	15.5%
TOTAL SALARIES & BENEFITS			50,841.20	90,227.00	92,332.00	43,458.51	90,227.00	104,060.00	12.7%

52 OPERATING EXPENSES

55253	504500	Workmns Co	.00	382.00	447.00	447.00	382.00	244.00	-45.4%
55253	504550	Unemploy	.00	1,128.00	1,128.00	.00	1,128.00	1,010.00	-10.5%
55253	521360	Mbrshp/Due	30.00	1,000.00	1,000.00	.00	1,000.00	500.00	-50.0%
55253	523100	TravelMile	2,901.93	7,000.00	7,000.00	3,422.32	7,000.00	6,000.00	-14.3%
55253	523300	TravelMeal	122.13	500.00	500.00	127.54	500.00	500.00	.0%
55253	523500	Trvl-RegTg	.00	1,000.00	1,000.00	.00	1,000.00	500.00	-50.0%
55253	523700	TravelResr	205.41	1,000.00	1,000.00	846.66	1,000.00	1,000.00	.0%
55253	524109	HSInternet	484.63	.00	.00	.00	.00	.00	.0%
55253	524110	PhoneLocal	38.55	.00	.00	.00	.00	.00	.0%
55253	524121	TelWirelSv	.00	.00	.00	.00	.00	300.00	.0%
55253	524124	TeleL/LD	.00	400.00	400.00	18.55	400.00	100.00	-75.0%
55253	524125	TeleISP	.00	1,100.00	1,100.00	630.90	1,100.00	700.00	-36.4%
55253	524126	IT-Svc&Fee	.00	150.00	150.00	.00	150.00	.00	-100.0%
55253	525575	StaffDev	.00	.00	1,000.00	1,000.00	.00	.00	-100.0%
55253	526310	OfficeSupp	166.77	1,000.00	1,000.00	.00	1,000.00	.00	-100.0%
55253	526350	PrintMater	1,790.10	2,500.00	3,900.00	1,512.00	2,500.00	1,000.00	-74.4%
55253	526370	Advertisng	.00	1,500.00	1,500.00	.00	1,500.00	.00	-100.0%
55253	527300	Rent	945.00	1,890.00	1,890.00	945.00	1,890.00	1,890.00	.0%
55253	529000	ConfExp	.00	1,500.00	2,190.00	.00	1,500.00	1,233.00	-43.7%
55253	529100	Miscellaneous	220.03	4,402.00	.00	.00	4,402.00	.00	.0%
55253	529110	VolReceptn	568.13	2,000.00	1,000.00	250.51	2,000.00	.00	-100.0%
55253	529400	Postage	151.10	750.00	750.00	139.14	750.00	250.00	-66.7%
TOTAL OPERATING EXPENSES			7,623.78	29,202.00	26,955.00	9,339.62	29,202.00	15,227.00	-43.5%
TOTAL Ombudsman			13,750.48	.00	.00	6,535.63	.00	.00	.0%

54 Elder Abuse

41 FEDERAL REVENUES

45254	411000	FederalRev	.00	-3,337.00	-3,337.00	.00	-3,337.00	-3,337.00	.0%
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 3434jlew | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Aging Program	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
TOTAL FEDERAL REVENUES	.00	-3,337.00	-3,337.00	.00	-3,337.00	-3,337.00	.0%
45 OTHER REVENUES							
45254 421000 StateReven	.00	-195.00	-195.00	.00	-195.00	-195.00	.0%
45254 425500 DuesTrans	-196.02	-392.00	-392.00	-196.02	-392.00	-392.00	.0%
TOTAL OTHER REVENUES	-196.02	-587.00	-587.00	-196.02	-587.00	-587.00	.0%
52 OPERATING EXPENSES							
55254 529000 ConfExp	.00	3,924.00	3,924.00	.00	3,924.00	3,924.00	.0%
TOTAL OPERATING EXPENSES	.00	3,924.00	3,924.00	.00	3,924.00	3,924.00	.0%
TOTAL Elder Abuse	-196.02	.00	.00	-196.02	.00	.00	.0%
57 HCCBG							
41 FEDERAL REVENUES							
45257 411000 FederalRev	.00	-595,304.00	-595,304.00	-113,673.68	-595,304.00	-1,069,745.00	79.7%
TOTAL FEDERAL REVENUES	.00	-595,304.00	-595,304.00	-113,673.68	-595,304.00	-1,069,745.00	79.7%
45 OTHER REVENUES							
45257 421000 StateReven	.00	-978,222.00	-978,222.00	-187,050.32	-978,222.00	.00	-100.0%
45257 433016 Cont.Serv	-335,657.00	.00	.00	.00	.00	.00	.0%
TOTAL OTHER REVENUES	-335,657.00	-978,222.00	-978,222.00	-187,050.32	-978,222.00	.00	-100.0%
52 OPERATING EXPENSES							
55257 521100 ContServcs	339,971.80	1,573,526.00	1,573,526.00	300,724.00	1,573,526.00	1,069,745.00	-32.0%
TOTAL OPERATING EXPENSES	339,971.80	1,573,526.00	1,573,526.00	300,724.00	1,573,526.00	1,069,745.00	-32.0%
TOTAL HCCBG	4,314.80	.00	.00	.00	.00	.00	.0%
58 Legal							
41 FEDERAL REVENUES							
45258 411000 FederalRev	-3,050.65	-9,713.00	-9,713.00	-5,170.00	-9,713.00	-9,713.00	.0%

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 3434jlew |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Aging Program	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
TOTAL FEDERAL REVENUES	-3,050.65	-9,713.00	-9,713.00	-5,170.00	-9,713.00	-9,713.00	.0%
45 OTHER REVENUES							
45258 421000 StateReven	-1,183.35	-571.00	-571.00	.00	-571.00	-571.00	.0%
TOTAL OTHER REVENUES	-1,183.35	-571.00	-571.00	.00	-571.00	-571.00	.0%
52 OPERATING EXPENSES							
55258 521100 ContServcs	4,015.00	10,284.00	10,284.00	5,169.00	10,284.00	10,284.00	.0%
TOTAL OPERATING EXPENSES	4,015.00	10,284.00	10,284.00	5,169.00	10,284.00	10,284.00	.0%
TOTAL Legal	-219.00	.00	.00	-1.00	.00	.00	.0%
7 Senior Games							
45 OTHER REVENUES							
45243 424800 O/S Donati	-200.00	-600.00	-600.00	-800.00	-600.00	-2,500.00	316.7%
45243 441000 ProgramInc	.00	-3,000.00	-3,000.00	-815.00	-3,000.00	-3,000.00	.0%
TOTAL OTHER REVENUES	-200.00	-3,600.00	-3,600.00	-1,615.00	-3,600.00	-5,500.00	52.8%
46 APPROP FUND BALANCE							
45243 460000 AppFundBal	.00	-10,000.00	-10,000.00	.00	-10,000.00	-3,000.00	-70.0%
TOTAL APPROP FUND BALANCE	.00	-10,000.00	-10,000.00	.00	-10,000.00	-3,000.00	-70.0%
52 OPERATING EXPENSES							
55243 521100 ContServcs	22.02	5,940.00	5,940.00	.00	5,940.00	.00	-100.0%
55243 523100 TravelMile	281.37	.00	.00	.00	.00	.00	.0%
55243 526350 PrintMater	.00	7,000.00	7,000.00	728.00	7,000.00	5,000.00	-28.6%
55243 529000 ConfExp	.00	660.00	660.00	16.80	660.00	3,500.00	430.3%
TOTAL OPERATING EXPENSES	303.39	13,600.00	13,600.00	744.80	13,600.00	8,500.00	-37.5%
TOTAL Senior Games	103.39	.00	.00	-870.20	.00	.00	.0%
8 MIPPA							
41 FEDERAL REVENUES							
45265 411000 FederalRev	.00	-18,000.00	-19,104.00	-19,103.39	-18,000.00	.00	-100.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Aging Program	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
TOTAL FEDERAL REVENUES	.00	-18,000.00	-19,104.00	-19,103.39	-18,000.00	.00	-100.0%
50 SALARIES & BENEFITS							
55265 503513 S&WAgPlann	.00	5,577.00	4,626.00	4,660.07	5,577.00	.00	-100.0%
55265 503520 SW-Directr	.00	.00	5,614.00	5,410.70	.00	.00	-100.0%
55265 503556 SW-AgingSp	.00	3,257.00	.00	.00	3,257.00	.00	.0%
55265 503599 SW-Indirec	.00	2,756.00	2,840.00	3,437.62	2,756.00	.00	-100.0%
55265 504200 FICAMCAR	.00	676.00	708.00	760.84	676.00	.00	-100.0%
55265 504300 HlthIns	.00	2,296.00	479.00	451.34	2,296.00	.00	-100.0%
55265 504400 Retirement	.00	633.00	663.00	712.00	633.00	.00	-100.0%
55265 504450 401K	.00	88.00	48.00	54.10	88.00	.00	-100.0%
TOTAL SALARIES & BENEFITS	.00	15,283.00	14,978.00	15,486.67	15,283.00	.00	-100.0%
52 OPERATING EXPENSES							
55265 504500 Workmns Co	.00	.00	71.00	71.00	.00	.00	-100.0%
55265 523100 TravelMile	.00	2,717.00	455.00	454.16	2,717.00	.00	-100.0%
55265 526370 Advertisng	.00	.00	3,600.00	3,600.00	.00	.00	-100.0%
TOTAL OPERATING EXPENSES	.00	2,717.00	4,126.00	4,125.16	2,717.00	.00	-100.0%
TOTAL MIPPA	.00	.00	.00	508.44	.00	.00	.0%
91 Caregiver							
41 FEDERAL REVENUES							
45291 411000 FederalRev	-55,217.19	-117,978.00	-112,079.00	-43,949.06	-117,978.00	-112,079.00	.0%
TOTAL FEDERAL REVENUES	-55,217.19	-117,978.00	-112,079.00	-43,949.06	-117,978.00	-112,079.00	.0%
45 OTHER REVENUES							
45291 421000 StateReven	-3,680.81	-7,866.00	-9,339.00	-2,929.94	-7,866.00	-9,339.00	.0%
45291 429125 Conf	-1,660.00	.00	.00	-718.31	.00	.00	.0%
TOTAL OTHER REVENUES	-5,340.81	-7,866.00	-9,339.00	-3,648.25	-7,866.00	-9,339.00	.0%
50 SALARIES & BENEFITS							
55291 503513 S&WAgPlann	26,589.17	.00	.00	.00	.00	.00	.0%
55291 503520 SW-Directr	1,529.38	9,771.00	.00	.00	9,771.00	.00	.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Aging Program	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
55291 503565 SW-Care	.00	40,594.00	42,788.00	21,394.02	40,594.00	44,625.00	4.3%
55291 503599 SW-Indirec	10,869.21	15,156.00	12,331.00	8,134.57	15,156.00	15,461.00	25.4%
55291 504200 FICAMCAR	2,097.34	3,853.00	3,273.00	1,574.88	3,853.00	3,339.00	2.0%
55291 504300 HlthIns	5,552.19	10,557.00	8,736.00	3,816.75	10,557.00	10,521.00	20.4%
55291 504400 Retirement	1,987.99	3,611.00	3,025.00	1,512.54	3,611.00	2,911.00	-3.8%
55291 504450 401K	281.19	504.00	428.00	213.96	504.00	447.00	4.4%
<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>48,906.47</b>	<b>84,046.00</b>	<b>70,581.00</b>	<b>36,646.72</b>	<b>84,046.00</b>	<b>77,304.00</b>	<b>9.5%</b>

52 OPERATING EXPENSES

55291 504500 Workmns Co	.00	115.00	204.00	204.00	115.00	170.00	-16.7%
55291 504550 Unemploy	.00	1,128.00	1,128.00	.00	1,128.00	890.00	-21.1%
55291 521105 InHouseRes	7,141.89	15,000.00	15,000.00	5,283.50	15,000.00	13,914.00	-7.2%
55291 521106 InstituRes	1,270.00	5,000.00	9,454.00	2,842.80	5,000.00	10,000.00	5.8%
55291 521208 SuppServic	.00	5,000.00	9,454.00	6,033.71	5,000.00	7,500.00	-20.7%
55291 521360 Mbrshp/Due	30.00	.00	.00	.00	.00	.00	.0%
55291 523100 TravelMile	1,804.29	3,000.00	4,000.00	1,448.72	3,000.00	2,000.00	-50.0%
55291 523300 TravelMeal	82.52	700.00	700.00	172.72	700.00	500.00	-28.6%
55291 523500 Trvl-RegTg	185.00	925.00	925.00	.00	925.00	600.00	-35.1%
55291 523700 TravelResr	448.70	700.00	700.00	581.91	700.00	500.00	-28.6%
55291 524109 HSInternet	246.66	.00	.00	.00	.00	.00	.0%
55291 524110 PhoneLocal	77.55	.00	.00	.00	.00	.00	.0%
55291 524121 TelWirelSv	.00	.00	.00	.00	.00	300.00	.0%
55291 524124 TeleL/LD	.00	382.00	382.00	33.25	382.00	150.00	-60.7%
55291 524125 TeleISP	.00	500.00	500.00	240.96	500.00	600.00	20.0%
55291 526350 PrintMater	596.08	2,000.00	2,000.00	500.00	2,000.00	.00	-100.0%
55291 526370 Advertisng	.00	1,000.00	1,000.00	225.00	1,000.00	.00	-100.0%
55291 527300 Rent	945.00	1,890.00	1,890.00	945.00	1,890.00	1,890.00	.0%
55291 529000 ConfExp	2,532.33	3,250.00	3,250.00	3,034.28	3,250.00	5,000.00	53.8%
55291 529100 Miscellane	.00	208.00	.00	53.00	208.00	.00	.0%
55291 529400 Postage	1.65	1,000.00	250.00	57.86	1,000.00	100.00	-60.0%
<b>TOTAL OPERATING EXPENSES</b>	<b>15,361.67</b>	<b>41,798.00</b>	<b>50,837.00</b>	<b>21,656.71</b>	<b>41,798.00</b>	<b>44,114.00</b>	<b>-13.2%</b>
<b>TOTAL Caregiver</b>	<b>3,710.14</b>	<b>.00</b>	<b>.00</b>	<b>10,706.12</b>	<b>.00</b>	<b>.00</b>	<b>.0%</b>

97 Senior Center-General Purpose

45 OTHER REVENUES

45260 421000 StateReven	-11,680.00	-50,923.00	-50,923.00	.00	-50,923.00	-50,923.00	.0%
<b>TOTAL OTHER REVENUES</b>	<b>-11,680.00</b>	<b>-50,923.00</b>	<b>-50,923.00</b>	<b>.00</b>	<b>-50,923.00</b>	<b>-50,923.00</b>	<b>.0%</b>

52 OPERATING EXPENSES

55260 521100 ContServices	11,680.00	50,923.00	50,923.00	.00	50,923.00	50,923.00	.0%
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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Aging Program	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
TOTAL OPERATING EXPENSES	11,680.00	50,923.00	50,923.00	.00	50,923.00	50,923.00	.0%
TOTAL Senior Center-General	.00	.00	.00	.00	.00	.00	.0%
-----							
S1 Disease Prevention/Health Prom							
-----							
41 FEDERAL REVENUES							
-----							
45263 411000 FederalRev	.00	-10,418.00	-8,786.00	-53,378.11	-10,418.00	-10,418.00	18.6%
TOTAL FEDERAL REVENUES	.00	-10,418.00	-8,786.00	-53,378.11	-10,418.00	-10,418.00	18.6%
-----							
45 OTHER REVENUES							
-----							
45263 421000 StateReven	.00	-610.00	-518.00	-3,139.89	-610.00	-610.00	17.8%
TOTAL OTHER REVENUES	.00	-610.00	-518.00	-3,139.89	-610.00	-610.00	17.8%
-----							
52 OPERATING EXPENSES							
-----							
55263 521100 ContServcs	.00	11,028.00	7,304.00	.00	11,028.00	11,028.00	51.0%
55263 526350 PrintMater	.00	.00	2,000.00	1,000.00	.00	.00	-100.0%
TOTAL OPERATING EXPENSES	.00	11,028.00	9,304.00	1,000.00	11,028.00	11,028.00	18.5%
TOTAL Disease Prevention/Hea	.00	.00	.00	-55,518.00	.00	.00	.0%
-----							
S5 Special Projects							
-----							
46 APPROP FUND BALANCE							
-----							
45288 460000 AppFundBal	.00	-10,000.00	-10,000.00	.00	-10,000.00	-7,000.00	-30.0%
TOTAL APPROP FUND BALANCE	.00	-10,000.00	-10,000.00	.00	-10,000.00	-7,000.00	-30.0%
-----							
52 OPERATING EXPENSES							
-----							
55288 525400 SpecialPro	7,331.71	10,000.00	10,000.00	6,251.07	10,000.00	7,000.00	-30.0%
TOTAL OPERATING EXPENSES	7,331.71	10,000.00	10,000.00	6,251.07	10,000.00	7,000.00	-30.0%
TOTAL Special Projects	7,331.71	.00	.00	6,251.07	.00	.00	.0%
-----							
S8 CRC/LCA Expansion							
-----							
45 OTHER REVENUES							
-----							
45296 421000 StateReven	-11,004.33	.00	-30,000.00	-5,856.27	.00	-30,000.00	.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

Aging Program	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
TOTAL OTHER REVENUES	-11,004.33	.00	-30,000.00	-5,856.27	.00	-30,000.00	.0%
<b>50 SALARIES &amp; BENEFITS</b>							
55296 503513 S&WAgPlann	964.28	.00	11,015.00	5,337.16	.00	15,500.00	40.7%
55296 503520 SW-Directr	6,575.86	.00	9,940.00	696.35	.00	.00	-100.0%
55296 503599 SW-Indirec	2,761.31	.00	5,751.00	2,015.06	.00	5,875.00	2.2%
55296 504200 FICAMCAR	566.15	.00	1,603.00	456.95	.00	1,462.00	-8.8%
55296 504300 HlthIns	958.19	.00	110.00	138.93	.00	5,106.00	4541.8%
55296 504400 Retirement	533.08	.00	1,481.00	426.56	.00	1,274.00	-14.0%
55296 504450 401K	65.76	.00	100.00	6.96	.00	155.00	55.0%
TOTAL SALARIES & BENEFITS	12,424.63	.00	30,000.00	9,077.97	.00	29,372.00	-2.1%
<b>52 OPERATING EXPENSES</b>							
55296 504500 Workmns Co	.00	.00	.00	.00	.00	75.00	.0%
55296 504550 Unemploy	.00	.00	.00	.00	.00	398.00	.0%
55296 521100 ContServcs	163.90	.00	.00	.00	.00	.00	.0%
55296 523100 TravelMile	.00	.00	.00	.00	.00	155.00	.0%
TOTAL OPERATING EXPENSES	163.90	.00	.00	.00	.00	628.00	.0%
TOTAL CRC/LCA Expansion	1,584.20	.00	.00	3,221.70	.00	.00	.0%
<b>T2 SMP</b>							
<b>41 FEDERAL REVENUES</b>							
45298 411000 FederalRev	-7,000.00	-7,000.00	-3,500.00	-3,500.00	-7,000.00	-3,500.00	.0%
TOTAL FEDERAL REVENUES	-7,000.00	-7,000.00	-3,500.00	-3,500.00	-7,000.00	-3,500.00	.0%
<b>45 OTHER REVENUES</b>							
45298 425500 DuesTrans	-1,500.00	-3,000.00	-1,500.00	-750.00	-3,000.00	-1,500.00	.0%
TOTAL OTHER REVENUES	-1,500.00	-3,000.00	-1,500.00	-750.00	-3,000.00	-1,500.00	.0%
<b>50 SALARIES &amp; BENEFITS</b>							
55298 503513 S&WAgPlann	.00	5,577.00	3,264.00	3,264.00	5,577.00	3,600.00	10.3%
55298 503599 SW-Indirec	.00	1,724.00	912.00	1,080.15	1,724.00	909.00	-.3%
55298 504200 FICAMCAR	.00	427.00	252.00	252.00	427.00	.00	-100.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15 FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED CHANGE	CHANGE
-----									
55298	504300	HlthIns	.00	1,377.00	36.00	36.00	1,377.00	.00	-100.0%
55298	504400	Retirement	.00	400.00	234.00	234.00	400.00	.00	-100.0%
55298	504450	401K	.00	56.00	.00	.00	56.00	36.00	.0%
TOTAL SALARIES & BENEFITS			.00	9,561.00	4,698.00	4,866.15	9,561.00	4,545.00	-3.3%
-----									
52	OPERATING EXPENSES								
-----									
55298	504500	Workmns Co	.00	.00	58.00	58.00	.00	50.00	-13.8%
55298	504550	Unemploy	.00	.00	.00	.00	.00	200.00	.0%
55298	523100	TravelMile	.00	439.00	244.00	220.64	439.00	205.00	-16.0%
TOTAL OPERATING EXPENSES			.00	439.00	302.00	278.64	439.00	455.00	50.7%
TOTAL SMP			-8,500.00	.00	.00	894.79	.00	.00	.0%
-----									
T3	Blanket Project								
-----									
45	OTHER REVENUES								
-----									
45299	424800	O/S Donati	-100.00	.00	.00	-250.00	.00	-250.00	.0%
TOTAL OTHER REVENUES			-100.00	.00	.00	-250.00	.00	-250.00	.0%
-----									
52	OPERATING EXPENSES								
-----									
55299	525425	HDBlanketP	.00	.00	.00	.00	.00	250.00	.0%
TOTAL OPERATING EXPENSES			.00	.00	.00	.00	.00	250.00	.0%
TOTAL Blanket Project			-100.00	.00	.00	-250.00	.00	.00	.0%
TOTAL Aging Program			133,518.34	.00	.00	23,301.36	.00	.00	.0%

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 3434jlew | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED	CHANGE
M0	NWDB-On the Job Training								
41	FEDERAL REVENUES								
47151	411000	FederalRev	-66,805.59	.00	.00	.00	.00	.00	.0%
	TOTAL FEDERAL REVENUES		-66,805.59	.00	.00	.00	.00	.00	.0%
50	SALARIES & BENEFITS								
57151	503558	SW-ES	13,239.43	.00	.00	.00	.00	.00	.0%
57151	503599	SW-Indirec	4,783.58	.00	.00	.00	.00	.00	.0%
57151	504200	FICAMCAR	938.35	.00	.00	.00	.00	.00	.0%
57151	504300	HlthIns	1,557.26	.00	.00	.00	.00	.00	.0%
57151	504400	Retirement	936.44	.00	.00	.00	.00	.00	.0%
57151	504450	401K	68.87	.00	.00	.00	.00	.00	.0%
	TOTAL SALARIES & BENEFITS		21,523.93	.00	.00	.00	.00	.00	.0%
52	OPERATING EXPENSES								
57151	521205	OJT Incen	46,973.26	.00	.00	.00	.00	.00	.0%
	TOTAL OPERATING EXPENSES		46,973.26	.00	.00	.00	.00	.00	.0%
	TOTAL NWDB-On the Job Traini		1,691.60	.00	.00	.00	.00	.00	.0%
M7	Incumbent Worker Program								
41	FEDERAL REVENUES								
47157	411000	FederalRev	-14,000.00	-46,322.00	-61,719.00	-25,048.56	-46,322.00	.00	-100.0%
	TOTAL FEDERAL REVENUES		-14,000.00	-46,322.00	-61,719.00	-25,048.56	-46,322.00	.00	-100.0%
52	OPERATING EXPENSES								
57157	521146	Contract1	.00	5,729.00	13,409.00	7,880.00	5,729.00	.00	-100.0%
57157	521147	Contract2	14,000.00	6,615.00	14,832.00	10,734.56	6,615.00	.00	-100.0%
57157	521148	Contract3	.00	8,478.00	8,478.00	8,154.00	8,478.00	.00	-100.0%
57157	521149	Contract4	.00	25,000.00	25,000.00	.00	25,000.00	.00	-100.0%
57157	526365	MarkBusSer	.00	500.00	.00	.00	500.00	.00	.0%
	TOTAL OPERATING EXPENSES		14,000.00	46,322.00	61,719.00	26,768.56	46,322.00	.00	-100.0%
	TOTAL Incumbent Worker Progr		.00	.00	.00	1,720.00	.00	.00	.0%
	TOTAL Incentive & Capacity B		1,691.60	.00	.00	1,720.00	.00	.00	.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED	CHANGE
-----									
M2	WD-Adult								
-----									
42	STATE REVENUES								
-----									
47350	411100	RevAdmPool	-227,309.74	-509,076.00	-728,420.00	-226,087.52	-509,076.00	-831,241.00	14.1%
TOTAL STATE REVENUES			-227,309.74	-509,076.00	-728,420.00	-226,087.52	-509,076.00	-831,241.00	14.1%
-----									
50	SALARIES & BENEFITS								
-----									
57350	503515	SW-AdminAs	3,607.56	8,893.00	8,893.00	3,938.90	8,893.00	6,251.00	-29.7%
57350	503518	SW-BusSerR	5,028.12	10,430.00	10,430.00	4,021.29	10,430.00	.00	-100.0%
57350	503545	SW-IM	2,492.90	.00	.00	.00	.00	.00	.0%
57350	503552	SW-DirWD	9,116.14	19,158.00	19,158.00	3,311.06	19,158.00	12,982.00	-32.2%
57350	503554	SW-Monitr	5,904.26	13,475.00	13,475.00	6,396.60	13,475.00	11,407.00	-15.3%
57350	503558	SW-ES	32,819.91	68,738.00	68,738.00	39,256.02	68,738.00	64,373.00	-6.4%
57350	503589	S&WReserve	.00	3,983.00	3,983.00	.00	3,983.00	.00	-100.0%
57350	503599	SW-Indirec	22,119.58	35,909.00	35,909.00	20,657.31	35,909.00	31,180.00	-13.2%
57350	504200	FICAMCAR	4,374.67	9,233.00	9,233.00	4,321.63	9,233.00	7,269.00	-21.3%
57350	504300	HlthIns	9,469.40	23,435.00	23,435.00	6,969.01	23,435.00	15,149.00	-35.4%
57350	504400	Retirement	4,175.55	8,654.00	8,654.00	3,962.01	8,654.00	6,337.00	-26.8%
57350	504450	401K	419.92	1,207.00	1,207.00	228.56	1,207.00	950.00	-21.3%
TOTAL SALARIES & BENEFITS			99,528.01	203,115.00	203,115.00	93,062.39	203,115.00	155,898.00	-23.2%
-----									
52	OPERATING EXPENSES								
-----									
57350	504550	Unemploy	.00	2,373.00	2,373.00	.00	2,373.00	1,456.00	-38.6%
57350	521205	OJT Incen	16,039.22	.00	50,000.00	16,382.67	.00	75,000.00	50.0%
57350	521215	CCcosts	9,221.30	20,000.00	30,000.00	9,411.80	20,000.00	75,000.00	150.0%
57350	521220	OffMacLese	.00	.00	5,000.00	1,009.08	.00	3,960.00	-20.8%
57350	521360	Mbrshp/Due	100.00	250.00	250.00	100.00	250.00	500.00	100.0%
57350	521450	OthPartCo	6,022.69	40,000.00	38,000.00	12,816.45	40,000.00	75,000.00	97.4%
57350	521500	IndTrAcct	55,618.70	75,000.00	125,000.00	40,757.51	75,000.00	125,000.00	.0%
57350	522300	Bond/Insur	.00	892.00	892.00	892.00	892.00	1,000.00	12.1%
57350	523100	TravelMile	1,234.09	4,000.00	4,000.00	1,307.24	4,000.00	4,000.00	.0%
57350	523300	TravelMeal	60.02	500.00	500.00	27.35	500.00	1,000.00	100.0%
57350	523500	Trvl-RegTy	363.75	700.00	700.00	240.00	700.00	1,000.00	42.9%
57350	523700	TravelResr	845.90	750.00	1,750.00	400.68	750.00	1,000.00	-42.9%
57350	523925	ParTrans	82,339.84	73,364.00	169,183.00	72,990.40	73,364.00	200,920.00	18.8%
57350	524110	PhoneLocal	194.99	.00	.00	.00	.00	.00	.0%
57350	524124	TeleL/LD	.00	150.00	650.00	462.37	150.00	1,000.00	53.8%
57350	524125	TeleISP	.00	.00	.00	.00	.00	1,000.00	.0%

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3434jlew |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED	CHANGE
WD-Adult/Dislocated Worker									
57350	524144	Equipment	.00	.00	1,800.00	1,800.00	.00	2,500.00	38.9%
57350	524175	TRGN	.00	.00	.00	.00	.00	500.00	.0%
57350	526310	OfficeSupp	116.85	1,500.00	1,500.00	357.65	1,500.00	1,500.00	.0%
57350	526350	PrintMater	65.59	500.00	500.00	.00	500.00	2,500.00	400.0%
57350	526356	Marketing	.00	.00	.00	.00	.00	2,500.00	.0%
57350	526370	Advertisng	.00	.00	.00	.00	.00	2,500.00	.0%
57350	527300	Rent	.00	636.00	636.00	.00	636.00	636.00	.0%
57350	529000	ConfExp	.00	.00	.00	.00	.00	2,500.00	.0%
57350	529400	Postage	103.50	500.00	500.00	76.25	500.00	1,000.00	100.0%
57350	529900	Reserve	.00	84,846.00	92,071.00	.00	84,846.00	92,371.00	.3%
TOTAL OPERATING EXPENSES			172,326.44	305,961.00	525,305.00	159,031.45	305,961.00	675,343.00	28.6%
TOTAL WD-Adult			44,544.71	.00	.00	26,006.32	.00	.00	.0%

M3 WD-Dislocated Worker

42 STATE REVENUES

47355	411100	RevAdmPool	-234,766.78	-1,036,092.00	-728,420.00	-141,499.32	-1,036,092.00	-837,094.00	14.9%
TOTAL STATE REVENUES			-234,766.78	-1,036,092.00	-728,420.00	-141,499.32	-1,036,092.00	-837,094.00	14.9%

50 SALARIES & BENEFITS

57355	503515	SW-AdminAs	4,137.61	8,893.00	8,893.00	4,329.33	8,893.00	6,251.00	-29.7%
57355	503518	SW-BusSerR	7,763.63	13,907.00	13,907.00	3,594.29	13,907.00	22,137.00	59.2%
57355	503545	SW-IM	5,807.25	.00	.00	.00	.00	.00	.0%
57355	503552	SW-DirWD	9,162.48	19,158.00	19,158.00	3,330.43	19,158.00	12,982.00	-32.2%
57355	503554	SW-Monitr	7,157.95	13,475.00	13,475.00	6,660.33	13,475.00	11,407.00	-15.3%
57355	503558	SW-ES	63,236.93	160,388.00	160,388.00	44,144.13	160,388.00	150,204.00	-6.3%
57355	503589	S&WReserve	.00	7,122.00	7,122.00	.00	7,122.00	.00	-100.0%
57355	503599	SW-Indirec	36,474.42	64,211.00	64,211.00	22,863.29	64,211.00	66,610.00	3.7%
57355	504200	FICAMCAR	7,204.75	16,510.00	16,510.00	4,710.58	16,510.00	15,528.00	-5.9%
57355	504300	IlthIns	15,636.46	41,906.00	41,906.00	8,632.47	41,906.00	32,364.00	-22.8%
57355	504400	Retirement	6,846.48	15,474.00	15,474.00	4,387.51	15,474.00	13,539.00	-12.5%
57355	504450	401K	690.29	2,158.00	2,158.00	348.12	2,158.00	2,030.00	-5.9%
TOTAL SALARIES & BENEFITS			164,118.25	363,202.00	363,202.00	103,000.48	363,202.00	333,052.00	-8.3%

52 OPERATING EXPENSES

57355	504550	Unemploy	.00	4,244.00	4,244.00	.00	4,244.00	3,106.00	-26.8%
57355	521100	ContServcs	2,000.00	102,429.00	.00	.00	102,429.00	.00	.0%
57355	521205	OJT Incen	9,667.51	75,000.00	50,000.00	14,139.80	75,000.00	75,000.00	50.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

WD-Adult/Dislocated Worker	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
57355 521215 CCcosts	6,555.50	50,000.00	25,000.00	1,398.00	50,000.00	50,000.00	100.0%
57355 521220 OffMacLese	1,804.56	5,000.00	1,500.00	932.11	5,000.00	.00	-100.0%
57355 521310 LegalFees	.00	500.00	500.00	.00	500.00	500.00	.0%
57355 521360 Mbrshp/Due	400.00	1,000.00	1,000.00	250.00	1,000.00	1,000.00	.0%
57355 521450 OthPartCo	3,699.03	50,000.00	15,000.00	1,108.00	50,000.00	45,265.00	201.8%
57355 521500 IndTrAcct	34,458.20	75,000.00	75,000.00	12,450.74	75,000.00	75,000.00	.0%
57355 522300 Bond/Insur	.00	1,595.00	1,595.00	1,595.00	1,595.00	1,500.00	-6.0%
57355 523100 TravelMile	2,007.40	10,000.00	6,000.00	1,303.60	10,000.00	10,000.00	66.7%
57355 523300 TravelMeal	260.17	2,500.00	1,500.00	17.29	2,500.00	2,500.00	66.7%
57355 523500 Trvl-RegTg	848.75	5,000.00	1,500.00	240.00	5,000.00	5,000.00	233.3%
57355 523700 TravelResr	1,757.00	5,000.00	2,500.00	806.07	5,000.00	5,000.00	100.0%
57355 523925 ParTrans	39,677.79	75,000.00	75,000.00	15,452.50	75,000.00	90,721.00	21.0%
57355 524110 PhoneLocal	642.43	.00	.00	.00	.00	.00	.0%
57355 524124 TeleL/LD	.00	5,000.00	5,000.00	365.87	5,000.00	5,000.00	.0%
57355 524125 TeleISP	.00	.00	.00	.00	.00	1,500.00	.0%
57355 524126 IT-Svc&Fee	.00	1,500.00	1,000.00	.00	1,500.00	.00	-100.0%
57355 524144 Equipment	.00	1,500.00	1,801.00	1,800.04	1,500.00	2,500.00	38.8%
57355 524175 TRGN	500.00	5,000.00	1,000.00	500.00	5,000.00	5,000.00	400.0%
57355 526310 OfficeSupp	1,269.65	10,000.00	4,000.00	658.85	10,000.00	10,000.00	150.0%
57355 526350 PrintMater	540.78	5,000.00	1,500.00	531.66	5,000.00	5,000.00	233.3%
57355 526356 Marketing	825.00	.00	.00	.00	.00	5,000.00	.0%
57355 526370 Advertisng	339.55	5,000.00	2,500.00	407.14	5,000.00	5,000.00	100.0%
57355 527300 Rent	2,197.00	2,940.00	2,940.00	1,470.00	2,940.00	2,940.00	.0%
57355 529000 ConfExp	.00	.00	.00	.00	.00	2,500.00	.0%
57355 529400 Postage	125.50	2,000.00	2,000.00	76.25	2,000.00	2,000.00	.0%
57355 529900 Reserve	.00	172,682.00	83,138.00	.00	172,682.00	93,010.00	11.9%
TOTAL OPERATING EXPENSES	109,575.82	672,890.00	365,218.00	55,502.92	672,890.00	504,042.00	38.0%
TOTAL WD-Dislocated Worker	38,927.29	.00	.00	17,004.08	.00	.00	.0%
TOTAL WD-Adult/Dislocated Wo	83,472.00	.00	.00	43,010.40	.00	.00	.0%

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 3434jlew |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED CHANGE	CHANGE
-----									
B1	WD-Administrative Fund								
-----									
42	STATE REVENUES								
-----									
47900	411100	RevAdmPool	-56,637.72	-224,377.00	-286,009.00	-55,418.84	-224,377.00	-272,652.00	-4.7%
TOTAL STATE REVENUES			-56,637.72	-224,377.00	-286,009.00	-55,418.84	-224,377.00	-272,652.00	-4.7%
-----									
45	OTHER REVENUES								
-----									
47900	441000	ProgramInc	-15.00	.00	.00	.00	.00	.00	.0%
TOTAL OTHER REVENUES			-15.00	.00	.00	.00	.00	.00	.0%
-----									
50	SALARIES & BENEFITS								
-----									
57900	503515	SW-AdminAs	3,625.79	8,893.00	8,893.00	4,759.78	8,893.00	15,628.00	75.7%
57900	503518	SW-BusSerR	5,209.56	10,430.00	10,430.00	4,483.79	10,430.00	22,137.00	112.2%
57900	503545	SW-IM	2,245.79	.00	.00	.00	.00	.00	.0%
57900	503552	SW-DirWD	8,730.43	19,158.00	19,158.00	9,927.90	19,158.00	25,964.00	35.5%
57900	503554	SW-Monitr	6,064.00	13,475.00	13,475.00	6,660.00	13,475.00	28,518.00	111.6%
57900	503589	S&WReserve	.00	1,714.00	1,714.00	.00	1,714.00	.00	-100.0%
57900	503599	SW-Indirec	9,522.18	15,458.00	15,458.00	9,140.53	15,458.00	30,272.00	95.8%
57900	504200	FICAMCAR	1,917.22	3,975.00	3,975.00	1,963.58	3,975.00	7,057.00	77.5%
57900	504300	HlthIns	3,460.84	10,088.00	10,088.00	2,158.45	10,088.00	14,708.00	45.8%
57900	504400	Retirement	1,833.78	3,725.00	3,725.00	1,826.29	3,725.00	6,153.00	65.2%
57900	504450	401K	235.87	520.00	520.00	258.31	520.00	922.00	77.3%
TOTAL SALARIES & BENEFITS			42,845.46	87,436.00	87,436.00	41,178.63	87,436.00	151,359.00	73.1%
-----									
52	OPERATING EXPENSES								
-----									
57900	504550	Unemploy	.00	1,022.00	1,022.00	.00	1,022.00	1,411.00	38.1%
57900	521100	ContServcs	.00	32,937.00	.00	.00	32,937.00	.00	.0%
57900	521107	CleanSvcs	45.00	.00	.00	.00	.00	.00	.0%
57900	521220	OffMacLese	2,141.28	4,000.00	4,000.00	1,730.73	4,000.00	5,000.00	25.0%
57900	521310	LegalFees	.00	1,000.00	1,000.00	264.00	1,000.00	1,000.00	.0%
57900	521360	Mbrshp/Due	1,112.50	1,500.00	1,500.00	1,198.50	1,500.00	1,500.00	.0%
57900	522300	Bond/Insur	470.36	384.00	832.00	831.41	384.00	1,000.00	20.2%
57900	523100	TravelMile	2,886.52	5,000.00	5,000.00	2,378.47	5,000.00	5,000.00	.0%
57900	523300	TravelMeal	344.68	5,000.00	5,000.00	537.99	5,000.00	2,996.00	-40.1%
57900	523500	Trvl-RegTg	910.00	5,000.00	5,000.00	640.00	5,000.00	5,000.00	.0%
57900	523700	TravelRear	1,349.49	5,000.00	5,000.00	1,184.47	5,000.00	5,000.00	.0%

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 3434jlew |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED	CHANGE
WD-Administrative Fund									
57900	523751	WIABdTrav3	2,291.83	3,000.00	4,000.00	2,843.69	3,000.00	5,000.00	25.0%
57900	523775	BoardExpen	2,458.82	5,000.00	7,000.00	833.31	5,000.00	5,000.00	-28.6%
57900	524110	PhoneLocal	582.92	.00	.00	.00	.00	.00	.0%
57900	524124	TeleL/LD	.00	2,500.00	2,500.00	119.65	2,500.00	2,500.00	.0%
57900	524125	TeleISP	.00	.00	.00	.00	.00	1,500.00	.0%
57900	524126	IT-Svc&Fee	.00	2,500.00	2,500.00	191.90	2,500.00	2,500.00	.0%
57900	524144	Equipment	.00	1,500.00	4,000.00	.00	1,500.00	2,500.00	-37.5%
57900	524175	TRGN	.00	1,500.00	3,000.00	106.68	1,500.00	2,500.00	-16.7%
57900	526310	OfficeSupp	768.01	3,000.00	6,000.00	1,047.26	3,000.00	3,000.00	-50.0%
57900	526350	PrintMater	203.31	2,500.00	2,500.00	29.04	2,500.00	2,500.00	.0%
57900	526356	Marketing	.00	1,000.00	5,000.00	.00	1,000.00	2,500.00	-50.0%
57900	526370	Advertisng	.00	1,000.00	5,000.00	.00	1,000.00	2,500.00	-50.0%
57900	527100	RM-General	137.45	.00	1,000.00	640.56	.00	.00	-100.0%
57900	527300	Rent	5,576.00	9,702.00	9,702.00	5,176.00	9,702.00	9,702.00	.0%
57900	528100	MotorFuel	103.86	.00	.00	.00	.00	1,000.00	.0%
57900	529000	ConfExp	.00	5,000.00	5,000.00	.00	5,000.00	4,000.00	-20.0%
57900	529275	Contingenc	.00	.00	82,223.00	.00	.00	.00	-100.0%
57900	529400	Postage	145.92	500.00	500.00	143.44	500.00	500.00	.0%
57900	529900	Reserve	.00	37,396.00	30,294.00	.00	37,396.00	46,184.00	52.5%
TOTAL OPERATING EXPENSES			21,527.95	136,941.00	198,573.00	19,897.10	136,941.00	121,293.00	-38.9%
TOTAL WD-Administrative Fund			7,720.69	.00	.00	5,656.89	.00	.00	.0%
TOTAL WD-Administrative Fund			7,720.69	.00	.00	5,656.89	.00	.00	.0%

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 3434jlew | NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED CHANGE	
-----									
K1	WD-YouthJoblink								
-----									
41	FEDERAL REVENUES								
-----									
48100	411000	FederalRev	-73,214.24	-220,475.00	-362,993.00	-76,379.62	-220,475.00	-147,908.00	-59.3%
TOTAL FEDERAL REVENUES			-73,214.24	-220,475.00	-362,993.00	-76,379.62	-220,475.00	-147,908.00	-59.3%
-----									
50	SALARIES & BENEFITS								
-----									
58100	503515	SW-AdminAs	1,504.65	1,482.00	1,482.00	993.54	1,482.00	625.00	-57.8%
58100	503522	SW-YouthSv	11,912.57	20,583.00	20,583.00	10,593.48	20,583.00	8,818.00	-57.2%
58100	503545	SW-IM	2,291.65	.00	.00	.00	.00	.00	.0%
58100	503552	SW-DirWD	1,609.34	3,193.00	5,443.00	2,410.72	3,193.00	2,596.00	-52.3%
58100	503554	SW-Monitr	1,327.39	2,246.00	2,246.00	1,306.54	2,246.00	1,141.00	-49.2%
58100	503558	SW-ES	23,718.38	40,676.00	40,676.00	27,029.06	40,676.00	21,998.00	-45.9%
58100	503589	S&WReserve	.00	2,250.00	.00	.00	2,250.00	.00	.0%
58100	503599	SW-Indirec	15,264.02	20,285.00	20,285.00	14,711.42	20,285.00	11,544.00	-43.1%
58100	504200	FICAMCAR	3,202.64	5,216.00	5,216.00	3,224.50	5,216.00	2,691.00	-48.4%
58100	504300	HlthIns	4,648.49	13,239.00	13,239.00	2,962.45	13,239.00	5,609.00	-57.6%
58100	504400	Retirement	2,999.25	4,888.00	4,888.00	2,992.96	4,888.00	2,346.00	-52.0%
58100	504450	401K	202.76	682.00	682.00	51.14	682.00	352.00	-48.4%
TOTAL SALARIES & BENEFITS			68,681.14	114,740.00	114,740.00	66,275.81	114,740.00	57,720.00	-49.7%
-----									
52	OPERATING EXPENSES								
-----									
58100	504550	Unemploy	.00	1,341.00	1,341.00	.00	1,341.00	539.00	-59.8%
58100	521100	ContServcs	4,006.25	41,843.00	41,843.00	6,142.50	41,843.00	50,569.00	20.9%
58100	521215	CCcosts	4,140.00	2,500.00	7,500.00	2,620.00	2,500.00	2,000.00	-73.3%
58100	521310	LegalFees	.00	250.00	250.00	.00	250.00	100.00	-60.0%
58100	521360	Mbrshp/Due	.00	250.00	250.00	.00	250.00	100.00	-60.0%
58100	521450	OthPartCo	101.00	1,250.00	20,000.00	1,926.30	1,250.00	5,000.00	-75.0%
58100	522300	Bond/Insur	.00	504.00	792.00	792.00	504.00	219.00	-72.3%
58100	523100	TravelMile	1,187.73	2,500.00	5,000.00	1,571.60	2,500.00	1,000.00	-80.0%
58100	523300	TravelMeal	117.42	1,000.00	2,000.00	42.68	1,000.00	400.00	-80.0%
58100	523500	Trvl-RegTg	306.25	1,000.00	2,000.00	440.00	1,000.00	400.00	-80.0%
58100	523700	TravelResr	600.20	1,000.00	2,000.00	748.33	1,000.00	400.00	-80.0%
58100	523925	ParTrans	5,234.65	5,000.00	15,000.00	4,031.55	5,000.00	3,000.00	-80.0%
58100	524110	PhoneLocal	321.14	.00	.00	.00	.00	.00	.0%
58100	524124	TeleL/LD	.00	500.00	500.00	391.77	500.00	400.00	-20.0%
58100	524125	TeleISP	.00	325.00	325.00	.00	325.00	200.00	-38.5%
58100	524126	IT-Svc&Fee	.00	500.00	500.00	130.20	500.00	.00	-100.0%

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

WD-Youth	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
58100 524144 Equipment	.00	.00	2,500.00	1,000.00	.00	500.00	-80.0%
58100 524175 TRGN	262.50	1,000.00	6,000.00	25.00	1,000.00	2,000.00	-66.7%
58100 526310 OfficeSupp	160.53	1,000.00	2,000.00	191.24	1,000.00	500.00	-75.0%
58100 526350 PrintMater	131.86	1,000.00	2,000.00	133.94	1,000.00	500.00	-75.0%
58100 526359 MarketingY	.00	1,000.00	5,000.00	.00	1,000.00	1,461.00	-70.8%
58100 526370 Advertising	169.77	500.00	4,500.00	80.60	500.00	1,000.00	-77.8%
58100 527300 Rent	295.00	1,704.00	1,704.00	852.00	1,704.00	682.00	-60.0%
58100 528100 MotorFuel	.00	.00	1,000.00	.00	.00	.00	-100.0%
58100 529000 ConfExp	800.00	.00	.00	.00	.00	3,500.00	.0%
58100 529275 Contingenc	.00	.00	80,363.00	.00	.00	.00	-100.0%
58100 529400 Postage	103.50	250.00	250.00	76.25	250.00	100.00	-60.0%
58100 529900 Reserve	.00	39,518.00	43,635.00	.00	39,518.00	15,618.00	-64.2%
TOTAL OPERATING EXPENSES	17,937.80	105,735.00	248,253.00	21,195.96	105,735.00	90,188.00	-63.7%
TOTAL WD-YouthJoblink	13,404.70	.00	.00	11,092.15	.00	.00	.0%

K8 WD

41 FEDERAL REVENUES

48135 411000 FederalRev	-64,842.86	-220,475.00	-362,993.00	-71,422.04	-220,475.00	-591,634.00	63.0%
TOTAL FEDERAL REVENUES	-64,842.86	-220,475.00	-362,993.00	-71,422.04	-220,475.00	-591,634.00	63.0%

50 SALARIES & BENEFITS

58135 503515 SW-AdminAs	1,498.75	1,482.00	1,482.00	843.88	1,482.00	2,500.00	68.7%
58135 503522 SW-YouthSv	9,906.76	20,583.00	20,583.00	8,303.45	20,583.00	35,271.00	71.4%
58135 503545 SW-IM	2,291.65	.00	.00	.00	.00	.00	.0%
58135 503552 SW-DirWD	1,594.72	3,193.00	5,443.00	4,398.36	3,193.00	10,386.00	90.8%
58135 503554 SW-Monitr	1,327.39	2,246.00	2,246.00	1,306.54	2,246.00	4,563.00	103.2%
58135 503558 SW-ES	22,758.99	40,676.00	40,676.00	22,454.90	40,676.00	66,339.00	63.1%
58135 503589 S&WReserve	.00	2,250.00	.00	.00	2,250.00	.00	.0%
58135 503599 SW-Indirec	14,176.64	20,285.00	20,285.00	12,978.38	20,285.00	39,070.00	92.6%
58135 504200 FICAMCAR	2,974.88	5,216.00	5,216.00	2,841.09	5,216.00	9,108.00	74.6%
58135 504300 HlthIns	4,286.64	13,239.00	13,239.00	2,653.41	13,239.00	18,983.00	43.4%
58135 504400 Retirement	2,787.93	4,888.00	4,888.00	2,637.65	4,888.00	7,941.00	62.5%
58135 504450 401K	184.07	682.00	682.00	50.69	682.00	1,191.00	74.6%
TOTAL SALARIES & BENEFITS	63,788.42	114,740.00	114,740.00	58,468.35	114,740.00	195,352.00	70.3%

52 OPERATING EXPENSES

58135 504550 Unemploy	.00	1,341.00	1,341.00	.00	1,341.00	1,825.00	36.1%
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3434jlew |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

WD-Youth	2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
58135 521100 ContServcs	4,162.50	41,843.00	41,843.00	4,865.00	41,843.00	87,213.00	108.4%
58135 521205 OJT Incen	.00	.00	.00	.00	.00	150,467.00	.0%
58135 521215 CCcosts	365.00	2,500.00	7,500.00	1,924.00	2,500.00	8,000.00	6.7%
58135 521310 LegalFees	.00	250.00	250.00	.00	250.00	400.00	60.0%
58135 521360 Mbrshp/Due	200.00	250.00	250.00	.00	250.00	400.00	60.0%
58135 521450 OthPartCo	750.21	1,250.00	20,000.00	2,792.67	1,250.00	20,000.00	.0%
58135 522300 Bond/Insur	.00	504.00	792.00	504.00	504.00	877.00	10.7%
58135 523100 TravelMile	2,461.51	2,500.00	5,000.00	1,282.79	2,500.00	4,000.00	-20.0%
58135 523300 TravelMeal	50.23	1,000.00	2,000.00	29.05	1,000.00	1,600.00	-20.0%
58135 523500 Trvl-RegTg	306.25	1,000.00	2,000.00	440.00	1,000.00	1,600.00	-20.0%
58135 523700 TravelResr	746.54	1,000.00	2,000.00	872.34	1,000.00	1,600.00	-20.0%
58135 523925 ParTrans	2,575.05	5,000.00	15,000.00	7,055.82	5,000.00	12,000.00	-20.0%
58135 524110 PhoneLocal	321.16	.00	.00	.00	.00	.00	.0%
58135 524124 TeleL/LD	.00	500.00	500.00	391.78	500.00	1,600.00	220.0%
58135 524125 TeleISP	.00	325.00	325.00	.00	325.00	800.00	146.2%
58135 524126 IT-Svc&Fee	.00	500.00	500.00	130.20	500.00	.00	-100.0%
58135 524144 Equipment	.00	.00	2,500.00	1,000.03	.00	2,000.00	-20.0%
58135 524175 TRGN	262.50	1,000.00	6,000.00	25.00	1,000.00	8,000.00	33.3%
58135 526310 OfficeSupp	524.05	1,000.00	2,000.00	473.92	1,000.00	2,000.00	.0%
58135 526350 PrintMater	131.87	1,000.00	2,000.00	230.61	1,000.00	2,000.00	.0%
58135 526359 MarketingY	.00	1,000.00	5,000.00	.00	1,000.00	5,300.00	6.0%
58135 526370 Advertisng	169.77	500.00	4,500.00	326.54	500.00	4,000.00	-11.1%
58135 527300 Rent	275.00	1,704.00	1,704.00	852.50	1,704.00	2,726.00	60.0%
58135 528100 MotorFuel	63.39	.00	1,000.00	84.75	.00	.00	-100.0%
58135 529000 ConfExp	800.00	.00	.00	.00	.00	15,000.00	.0%
58135 529275 Contingenc	.00	.00	80,363.00	.00	.00	.00	-100.0%
58135 529400 Postage	125.50	250.00	250.00	76.25	250.00	400.00	60.0%
58135 529900 Reserve	.00	39,518.00	43,635.00	.00	39,518.00	62,474.00	43.2%
TOTAL OPERATING EXPENSES	14,290.53	105,735.00	248,253.00	23,357.25	105,735.00	396,282.00	59.6%
TOTAL WD	13,236.09	.00	.00	10,403.56	.00	.00	.0%

03 NWDB - Youth Work Experience

41 FEDERAL REVENUES

48136 411000 FederalRev	-8,323.17	-33,272.00	-33,272.00	-8,257.01	-33,272.00	-45,892.00	37.9%
TOTAL FEDERAL REVENUES	-8,323.17	-33,272.00	-33,272.00	-8,257.01	-33,272.00	-45,892.00	37.9%

50 SALARIES & BENEFITS

58136 503537 SW-OOSYout	1,678.39	14,500.00	14,500.00	416.88	14,500.00	32,000.00	120.7%
58136 503538 SW-InSchYo	5,211.32	14,500.00	14,500.00	6,170.49	14,500.00	8,000.00	-44.8%

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 3434jlew |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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 |bgnyrpts

PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

WD-Youth			2014 ACTUAL	2015 ORIG BUD	2015 REVISED BUD	2015 ACTUAL	2015 PROJECTION	2016 REQUESTED	PCT CHANGE
58136	504200	FICAMCAR	527.09	2,219.00	2,219.00	503.93	2,219.00	3,060.00	37.9%
TOTAL SALARIES & BENEFITS			7,416.80	31,219.00	31,219.00	7,091.30	31,219.00	43,060.00	37.9%
52	OPERATING EXPENSES								
58136	522300	Bond/Insur	1,137.00	2,053.00	2,053.00	1,314.00	2,053.00	2,832.00	37.9%
TOTAL OPERATING EXPENSES			1,137.00	2,053.00	2,053.00	1,314.00	2,053.00	2,832.00	37.9%
TOTAL NWDB - Youth Work Expe			230.63	.00	.00	148.29	.00	.00	.0%
05	WD-Youth-CTGP								
41	FEDERAL REVENUES								
48145	411000	FederalRev	.00	.00	-1,350.00	-1,350.00	-1,350.00	.00	-100.0%
TOTAL FEDERAL REVENUES			.00	.00	-1,350.00	-1,350.00	-1,350.00	.00	-100.0%
52	OPERATING EXPENSES								
58145	523925	ParTrans	.00	.00	312.00	311.44	300.00	.00	-100.0%
58145	526356	Marketing	.00	.00	259.00	259.00	240.00	.00	-100.0%
58145	529000	ConfExp	.00	.00	779.00	685.59	810.00	.00	-100.0%
TOTAL OPERATING EXPENSES			.00	.00	1,350.00	1,256.03	1,350.00	.00	-100.0%
TOTAL WD-Youth-CTGP			.00	.00	.00	-93.97	.00	.00	.0%
TOTAL WD-Youth			26,871.42	.00	.00	21,550.03	.00	.00	.0%

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 3434jlew |NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

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PROJECTION: 2016 2015-2016 BUDGET PREP 1-23-15

FOR PERIOD 6

ACCOUNTS FOR:

			2014	2015	2015	2015	2015	2016	PCT
			ACTUAL	ORIG BUD	REVISED BUD	ACTUAL	PROJECTION	REQUESTED CHANGE	CHANGE
-----									
00									
-----									
45	OTHER REVENUES								
-----									
48200	425000	Interest	-3,604.16	-5,350.00	-5,350.00	-2,130.37	-5,350.00	-5,350.00	.0%
48200	441000	ProgramInc	1,225.63	.00	.00	-2,050.32	.00	.00	.0%
TOTAL OTHER REVENUES			-2,378.53	-5,350.00	-5,350.00	-4,180.69	-5,350.00	-5,350.00	.0%
-----									
52	OPERATING EXPENSES								
-----									
58200	521310	LegalFees	.00	4,800.00	4,800.00	75.00	4,800.00	4,800.00	.0%
58200	523100	TravelMile	.00	200.00	200.00	.00	200.00	200.00	.0%
58200	523300	TravelMeal	.00	150.00	150.00	.00	150.00	150.00	.0%
58200	526310	OfficeSupp	.00	200.00	200.00	.00	200.00	200.00	.0%
TOTAL OPERATING EXPENSES			.00	5,350.00	5,350.00	75.00	5,350.00	5,350.00	.0%
TOTAL Loan Programs			-2,378.53	.00	.00	-4,105.69	.00	.00	.0%
GRAND TOTAL			210,771.71	.00	.00	43,132.45	.00	.00	.0%

\*\* END OF REPORT - Generated by Jan Lewis \*\*

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# **EXECUTIVE SESSION**

The Executive Committee has asked to go into executive session to discuss the Executive Director's evaluation.

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# **Meeting Minutes**

Approval of the March 19, 2015 Minutes

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**MINUTES OF THE  
ALBEMARLE COMMISSION BOARD MEETING  
March 19, 2015**

**Opening**

Chairman Bob Woodard opened the March 19, 2015 Albemarle Commission Board meeting at 7:00 p.m. The meeting was held at the Albemarle Commission in Hertford.

**Pledge of Allegiance**

The Board pledged allegiance to the United States flag.

**Invocation**

The invocation was offered by Terry Gore, Dare County Delegate.

**Determination of a Quorum**

A quorum was present with the following delegates in attendance.

<b>Name</b>	<b>County</b>
Michael McLain	Camden
Keith Nixon	Chowan
Marion Gilbert	Currituck
Diane Bray	Currituck
Bob Woodard	Dare
Terry Gore	Dare
Linda Hofler	Gates
Earl Pugh	Hyde
Janet Russ	Hyde
Lloyd Griffin	Pasquotank
Leroy Spivey	Tyrrell
Tracey Johnson	Washington

Also present for the meeting were Dwight Wheless, Legal Counsel; Zack Bray, NWDB Chairman; and Commission staff.

**Nominating Committee Presentation**

Chairman Woodard called upon Terry Gore, Dare County Delegate to present the slate of officers from the Nominating Committee. Those nominations are:

- |                       |                      |
|-----------------------|----------------------|
| <b>Bob Woodard</b>    | <b>Chairman</b>      |
| <b>Marion Gilbert</b> | <b>Vice Chairman</b> |
| <b>Leroy Spivey</b>   | <b>Secretary</b>     |

Terry Gore, Dare County Delegate moved to accept the slate of officers as presented. His motion was seconded by Tracey Johnson, Washington County Delegate and unanimously carried.

**Approval of January 15, 2015 AC Minutes**

Chairman Woodard asked if there were any corrections to the January 15, 2015 minutes. With no corrections noted, Terry Gore, Dare County Delegate moved to

approve the minutes as written. His motion was seconded by Linda Hofler, Gates County Delegate and unanimously carried.

### **Partnership with the Albemarle Resource Conservation and Development Council**

Cathy Davison, Albemarle Commission Executive Director presented information to the Board regarding the potential partnership with the Albemarle Resource Conservation and Development Council. Executive Director Davison reported that in January she met with ARC&D Council to provide an overview of the services the Albemarle Commission provides and to discuss the current partnership the Albemarle Commission has with the ARC&D. Mrs. Davison said the ARC&D is interested in forming an informal relationship with the Commission through the provision of ongoing technical assistance with grants. Executive Director Davison said that in looking at the overall scope of the services that ARC&D provides, this is a two way opportunity; the ARD&C could formally come under the umbrella of the Albemarle Commission or keep the relationship the same but funnel additional grant opportunities to the ARD&C. Mrs. Davison said the ARD&D is looking at a formal Memorandum of Understanding with the Albemarle Commission to provide grant writing services. It is the recommendation of Executive Director Davison that the Board move forward with a formal MOU to utilize the ARC&D grant writing and grant administration/management capability.

After Board discussion, Diane Bray, Currituck County Delegate moved that the Board continue to work with the Albemarle Resource Conservation and Development Council and pursue a formal Memorandum of Understanding. Her motion was seconded by Terry Gore, Dare County Delegate and unanimously carried.

### **2015-2016 Cost Allocation Plan**

Cathy Davison, Albemarle Commission Executive Director asked for the Board's consideration on the Cost Allocation Plan provided in the agenda packet.

After discussion, Diane Bray recommended adding consideration of the Cost Allocation Plan to the April agenda to allow the Board ample time to review the ~~Budget to better understand the~~ Cost Allocation Plan break down as it pertains to the budget.

### **Resolution Amending the Regional Councils Retention and Disposition Schedule**

Executive Director Davison reported that a change amending the Regional Councils Retention and Disposition Schedule was implemented November 2015. The change revised the number of years the employee eligibility records must be maintained following an employee being hired or leaving the COG. The change was specifically for I-9 Immigration and Naturalization Services, Employment Eligibility Verification forms. The schedule states, mandatory retention throughout the duration of an individual's employment. After separation, the records can be destroyed after 3 years from the date of hire or 1 year from separation, whichever occurs later.

Linda Hofler, Gates County Delegate moved to adopt the Retention and Disposition Schedule as presented. Her motion was seconded by Michael McLain, Camden County Delegate and unanimously carried.

### **Resolution for Disposal of Surplus Equipment**

Cathy Davison, Albemarle Commission Executive Director asked for the Board's consideration on the Resolution for Disposal of Surplus Equipment provided in the agenda packet.

The Board discussed concerns about the advertising and posting of surplus items. After discussion, the Board ~~set the~~ requested that the Executive Director work with legal counsel to clarify the Resolution further ~~resolution aside~~ in order to have time to work out concerns.

### **Resolution Awarding Senior Nutrition Program Food Service Bids**

Cathy Davison, Albemarle Commission Executive Director reviewed the Senior Nutrition program Food Service Bids for FY 2016-2018 provided in the agenda packet. It is recommended that ~~the~~ Title III-C Nutritional Services contracts ~~were~~ be awarded to the following bidders:

Golden Corral: Chowan, Gates, Pasquotank, Perquimans

Trinity Services: Camden, Currituck, Dare

Eastern 4-H Center: Hyde, Tyrrell, Washington

Michael McLain, Camden County Delegate moved to adopt the resolution awarding the Senior Nutrition Food Service Bids as presented. His motion was seconded by Marion Gilbert, Currituck County Delegate and unanimously carried.

### **Director's Comments**

Cathy Davison, Albemarle Commission Executive Director reviewed her report as provided in the agenda packet with the Board. Executive Director Davison reported that Economic Development Administration has officially accepted the Revolving Loan Fund's Corrective Action Plan. Mrs. Davison said the Commission is on path to stabilizing the Revolving Loan Fund. Mrs. Davison noted that the RLF may now be utilized for public infrastructure projects if there is an Economic Development component. Attorney Wheless reported that the Wake County Sheriff's office has in its possession a writ of execution to satisfy a judgment for payment of money owed on the Laffin Gull loan.

### **Staff Reports**

#### **Northeastern Workforce Development Board (NWDB)**

Northeastern Workforce Development Board Director Dave Whitmer reported that two new members have been appointed to the WIOA board. Director Whitmer said NWDB staff continues ~~in their to~~ work on the RFP process. Mr. Whitmer noted the RFP release dates are as follows:

Youth RFP: March 20, 2015

Adult/DW RFP: March 23-27, 2015

Mr. Whitmer also stated that a stipulation has been added to the current RFP. ~~Mr. Whitmer said that~~ the service provider would be required to hire NWDB staff as permanent full-time employees ~~at,~~ at least, their current salary level.

#### **Financial Report and Budget Amendment #17**

Albemarle Commission Finance Officer Dawn Kent presented the financial report and budget amendment #17 to the Board. With no corrections or discussion noted, Lloyd

Griffin, Pasquotank County Delegate made a motion to approve the Budget Amendment as presented. His motion was seconded by Terry Gore, Dare County Delegate and unanimously carried.

### **Area Agency on Aging & Senior Nutrition**

Area Agency on Aging Program and Contracts Specialist Faith Mallette reviewed the AAA report as provided in the agenda packet with the Board. Mrs. Mallette reported that over 30 elected officials are participating in the March for Meals initiative by delivering meals to homebound seniors in the March for Meals initiative. Mrs. Mallette also noted that 325 seniors are registered to participate in the 2015 Albemarle Senior Games.

### **Albemarle Rural Planning Organization (RPO)**

Albemarle Rural Planning Organization Director Angela Welsh reviewed her report with the Board. Director Welsh reported that Congressman Butterfield has not introduced the new legislation in support of a Future Interstate Highway Designation for US 64 and US 17 from Raleigh to Hampton Roads, yet, however, it should be introduced by the end of this the month. Director Welsh said that Perquimans County DOT has assigned an employee-engineer to work on the Perquimans County CTP and a meeting with the ARPO is scheduled for the beginning of April. Ms. Welsh noted that the ARPO has a mini-grant available for the printing and/or purchasing of local bicycle and/or pedestrian maps and bicycle and/or pedestrian informational and safety materials such as posters, pamphlets and handouts in support of local bicycle and pedestrian informational and safety efforts. as well as The Albemarle Regional Bicycle Plan. The total amount available is \$16,000.00. Applications are due by 5:00 p.m. April 3 and will be reviewed by the ARPO TAC at their in-April meeting. The Board requested that this information be sent to them.

### **Chairman's Comments**

Chairman Woodard thanked Executive Director Davison for progress she's made for the Albemarle Commission during her first six months of employment. Chairman Woodard noted that the Search-Executive Committee would meet immediately following the close of the Board meeting to review Executive Director Davison's performance evaluation.

### **Other Business**

Lloyd Griffin, Pasquotank County Delegate noted the increase in solar farms in the region. Mr. Griffin said Dr. Eckerlin, Director, Department of Mechanical and Aerospace Engineering at NC State University, is available for presentations to educate the public on the downsides and benefits in solar farms. Mr. Griffin asked Chairman Woodard to have Executive Director Davison follow up with Dr. Eckerlin.

### **Adjournment**

With no further business to conduct, the Chairman entertained a motion to adjourn. A motion to adjourn was offered by Terry Gore, Dare County Delegate, seconded by Leroy Spivey, Tyrrell County Delegate, and unanimously carried.

---

Robert L. Woodard, Sr., Chairman

Quin Hodges, Commission Board Clerk

DRAFT



# Cost Allocation Plan

The Cost Allocation Plan is presented based on the procedures and calculations prescribed in the federal Office of Management & Budget Circular A-87. Under this circular, there are exclusions that cannot be counted towards the costs; those being allocated fund balance and federal pass through funds. There are also expenditures that are not allowable as OMB requires funds to be allocated in direct line items and not in in contingency, reserve and miscellaneous line items for calculation purposes.

The simplified calculation is as follows:

## Indirect Costs

### Direct Salaries & Fringe Benefits

Current Allocation Percentage:	22%
Simplified Method:	18%
Simplified with actual Salaries & Expenses:	24%
Simplified Annualized Actual Work:	35% (based on work allocation study)

It is my recommendation that the budgeted allocated amount be 25%.

Note: Staff cannot charge an across the board percentage, but it must be budgeted in this manner. They must charge for actual hours worked. The actual amount at year-end may be less and whatever amount is left over will be transferred back to the individual program.

Items covered by indirect under the budgeted allocation of 25%

1. All indirect salaries, including a small portion of the finance director. A small portion of the ED salary will be paid out of EDA because of her work in Economic Development
2. Entire Workers Compensation
3. Entire Unemployment Insurance
4. Entire Contract Services for IT, Finance and Legal
5. General Office Supplies (copy paper, note pads, paper clips, staples, pens and pencils)
6. Entire Building Rent
7. Entire Staff Development – Wellness Program, General Employee Development – i.e. staff meetings for program discussion and education, technology training, state policy changes, commission policy changes and updates
8. Entire Office Equipment Replacement (printers, calculators, phones)
9. Entire Copier – change to a contract that is inclusive except for staples
10. Partial Program Support Position in partnership with AAA & Senior Nutrition
11. Entire Board Expenses (Board Monthly Stipend, Mileage, Meals and Training/Conferences)



Bob Woodard, Sr.  
Board Chair

Cathy Davison, ICMA-CM  
Executive Director

## **2015-2016**

### **Cost Allocation Plan Statement of Function & Benefit**

The Albemarle Commission was formed with legislative action in 1969 under GS 143-341 when the North Carolina General Assembly created a system of multi-regional planning districts, now known as Regional Council of Governments. The Albemarle Commission provides services to the 10 counties of the Albemarle Region: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington.

The mission of the Albemarle Commission is to improve the ability of our member governments to enhance the quality of the lives of our citizens in the Albemarle Region through direct service, grant writing, planning and assessment, program development and management, as multi-agency public-private partnership.

The Albemarle Commission provides a multitude of programs, ranging from Area Agency of Aging, Senior Nutrition, Rural Planning Organization, and Workforce Development, along with an Economic Development Revolving Loan Fund.

#### **Area Agency on Aging**

The Area Agency on Aging (AAA), as mandated in the Older Americans Act, provides leadership in responding to the needs of older adults 60 years of age and older and their caregivers. AAA is charged with advocacy, planning, counseling, service provision, program coordination, monitoring, and training. AAA contracts for services with local service providers, issues grants for the Albemarle Region's senior centers.

#### **Senior Nutrition**

The Albemarle Commission's Senior Nutrition Program continues to be an effective program meeting the nutritional needs of our seniors throughout the Commission's 10 County Region. We provide congregate meals at congregate nutrition centers across the Region. For those seniors that are homebound, meals are delivered to by a plethora of dedicated volunteers regardless of weather conditions. The Senior Nutrition program also provides nutritional supplements based on participants medical doctor permission. We also manage an energy assistance program that provides an annual stipend for energy costs to seniors that participate in the Senior Nutrition program. During the holidays, inclement weather, and to areas without a nutrition route, the

512 South Church Street P.O. Box 646 Hertford, NC 27944 Phone: 252-426-5753 Fax: 252-426-8482 [www.albemarlecommission.org](http://www.albemarlecommission.org)

Proudly serving Northeastern NC Counties and Municipalities: Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, Washington, Columbia, Creswell, Duck, Edenton, Elizabeth City, Gatesville, Hertford, Kill Devil Hills, Kitty Hawk, Manteo, Nags Head, Plymouth, Roper, Southern Shores, and Winfall

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Senior Nutrition program provides freezer meals and shelf stable meals to program participants. All meals served by the Senior Nutrition Program are approved by the Division of Aging and Adult Services as meeting the 1/3 Recommended Daily Allowance.

### **Albemarle Rural Planning Organization**

The Albemarle Rural Planning Organization (ARPO) serves Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington counties. Rural Planning Organizations were formed, by the North Carolina General Assembly, in order to involve rural county and municipal governments, as well as the public in transportation issues in their regions. The Albemarle Commission has served as the lead planning agency for the ARPO since May 2002. Since that time, the RPO has been working cooperatively with the NC Department of Transportation, local officials and citizens to enhance transportation planning opportunities for rural areas in the ten county region.

The ARPO is responsible for the development of long-range transportation plans, called Comprehensive Transportation Plans, for the region. The Albemarle RPO is currently in the process of developing Comprehensive Transportation Plans for Dare, Pasquotank, Chowan, Gates, Washington, and Perquimans counties.

The ARPO is also instrumental in the development and prioritization of projects for the State Transportation Improvement Program (STIP). Every two years, the ARPO solicits new projects from member counties, develops local point assignment methodology and scores over 100 projects, across all modes of transportation, for the ARPO's 10 County region.

The ARPO also is a participant in the project merger process which includes projects throughout the region. Current merger projects include: the Ocracoke Island, Hatteras Village and Buxton Hot Spots, Rodanthe Hot Spots , US 64 improvements, US 158 Camden and Currituck, the S Bridge in Hertford, and US 158 from Sunbury to Morgans Corner.

The Albemarle Rural Planning Organization also provides a forum for public involvement in the transportation planning process. The ARPO is made up of RPO administrative staff and two Boards; the Transportation Advisory Committee (TAC) and the Transportation Coordinating Committee (TCC). These Boards meet quarterly, at a minimum, and public comment is welcomed during the public comment period of the meetings.

### **Economic Development & Revolving Loan Fund**

The Albemarle Commission is the lead regional economic development agency for the Region working with member counties to create a shared vision for the Region, as well as attract industry, while supporting current businesses. Through its economic development services, the Albemarle Commission manages an Economic Development Administration approved revolving loan fund. The goal of the RLF Program is to assist in raising the standard of living in the Albemarle Commission's region through sound economic development policies. The RLF uses innovative and creative approaches to business financing by accepting a wider range of credit and security arrangements and

by being more flexible in loan terms by matching source and use of funds. Eligible borrowers must be private, for profit proprietorships, partnerships or corporations with activities that directly benefit the local economy employing at least one full time employee per \$10,000 borrowed.

### **Workforce Development**

The Northeastern Workforce Development Board (NWDB) provides services in all 10 counties in the Albemarle Commission's region. Under the Workforce Investment Act of 1998, the NWDB assists dislocated, unemployed and underemployed workers with obtaining training that will enable them to become sustainably employed. The NWDB also manages the certified NCWorks Career Centers in Pasquotank and Dare Counties. The Board has training and employment specialists working in all of the counties within the Albemarle Commission's Region. In addition to adult services, the Northeastern Workforce Development Board provides training and employment opportunities for Youth. This training focuses on a high school credential in preparation for post-secondary training or job placement.

# # #

2015 Cost Allocation Plan

		<u>Direct Costs</u>		<u>Simplified Method</u>	<u>Simplified with actual expenses</u>	<u>Annualized Actual Worked ***</u>	<u>Indirect Budget Allocation</u>
<b>Programs</b>							
Economic Development	Current Indirect Costs	Salaries & Wages without indirect salaries	Expenditures for All Other Purposes	Indirect Costs Direct Salaries & Fringe Benefits	With CDBG & Loan Programs Contributed to Indirect		
RPO	18,629.00	92,480.00	25,149.00				23,120.00
CDBG*	21,076.00	111,355.00	33,176.00				27,838.75
	0.00	0.00	400,000.00				0.00
Aging and Senior Nutrition	111,771.00	616,486.00	2,862,220.00				154,121.50
Workforce Development	156,148.00	914,452.00	1,650,724.00				228,613.00
General Transfer Fund	0.00	0.00	120,154.00				0.00
Loan Programs**	0.00	0.00	5,350.00				0.00
<b>Indirect Subtotal</b>	<b>307,624.00</b>	<b>1,734,773.00</b>	<b>5,096,773.00</b>		<b>415,624.00</b>		<b>433,693.25</b>
<b>PROGRAM ALLOCATION</b>	<b>22%</b>			<b>18%</b>	<b>24%</b>	<b>35%</b>	
*Nothing allocated for this program, even though staff does work. There would be an additional \$88,000 to indirect if 100% of the grant wasn't budgeted as contract services (the Board did not approve the current contract for these services nor the grant)							
**Per the loan program guidelines, a minimal amount of salary and wages can be charged back to the program for administrative services. This has never been budgeted and could be allocated up to \$25,000 for indirect							
***Indirect Costs based on 2 month (17% of the year) Work Allocation Study (832 hours worked over 2 months x 6 months)/4336 total annual hours available to work for 2 employees							

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# **Executive Director's** **Report**

Update on the activities of the Albemarle Commission



*The Sound of Progress*

Working Together - Standing Strong - Caring for Our Region

## **Executive Director's Report**

### **PERSONAL VISION**

To be a manager for a government organization that utilizes my leadership and organizational skills, education and financial and economic development experience in order to with a heart for service, offer exceptional service to the constituents of the community for which I serve in a manner that is faithful to my ethics and beliefs, and that does not hinder my relationship with my family and friends.

### **April 2015 Board Meeting**

#### **Training (Workforce Development)**

The Workforce Development Board held their retreat on March 27<sup>th</sup> and 28<sup>th</sup>. It was well attended by board members and management staff. Emily Nicholson has started as the Business Services and Economic Development Coordinator. She has hit the ground running and is an excellent asset to the TEAM. The monitoring of the NCWorks Programs has been occurring this week.

#### **Economic & Community Development**

I presented the overview of economic development for the Region at the OBX Chamber of Commerce's Economic Forecast Breakfast. The presentation was well received. A copy of which is attached to this report.

We have started to get more interest in the Revolving Loan Fund. Not only are we marketing the fund at the stewardship presentations with the counties, but at the county economic development commission meetings, as well as through the Small Business Technology & Development Center and the Chambers. As you are aware, this is an exceptional method for small businesses to expand while hiring additional employees.

Work continues on the economic development plan with a completion date anticipated by the end of June.

The first steering committee meeting was held for the Merging Nature and Commerce – Ecotourism Program Development Training. I continue to work with U.S. Fish and

Wildlife and The Nature Conservancy to put together this ecotourism program training for our Region. As you will recall this is an area that aligns with the criteria of the EDA grant the Commission receives every three years. The program is a 3 day event that will cost approximately \$2,000 per person/organization to participate.

Over the last month, I met with the Towns of Edenton and Plymouth to discuss grant opportunities and community development that support the Region's economic development sectors.

### **Area Agency on Aging & Senior Nutrition**

The AAA and Senior Nutrition programs have been quite busy with education programs being developed to support and educate our seniors and family caregivers. The business plan development process will begin shortly for the Senior Nutrition Program. As you are aware, the moving of the Senior Nutrition Program to the Albemarle Commission facility will save the program more than \$10,000 a year. Albemarle Electric Coop has donated \$1,000 for the senior nutrition program and will be donating for both the fan and blank program. This is an excellent partnership for AAA and Senior Nutrition. Senior Games are underway and you can still help at an event in your county.

### **Mapping, Planning & Transportation (RPO)**

I continue to work with the RPO to learn more about the transportation plans for the Region. Angela is doing an exceptional job with getting the information out regarding the future designation of US 17/US 64 as an interstate. She and I will be attending the NC East meeting next week to see what information they are providing – we had not been made aware of these meeting by NC East until this week.

### **Administration & Finance**

The budget process is ongoing with the Draft Budget having to be submitted to ARHS on March 20<sup>th</sup>. Please see the remainder of the formal budget calendar below.

April 16, 2015	Full Board Budget Review (Board Budget Workshop)
May 21, 2015	Submission of Budget and Budget Message
May 21, 2015	Public Hearing
June 18, 2015	Adoption of Budget (this will be the story of the Albemarle Commission in the format of our budget)

An outline for strategic planning facilitation services has been developed allowing for our counties to utilize the Commission for a fee.

Changes to staff have been made in order to stream line our operations, as well as have a joint position that will be program driven instead of administrative. We are in the application process for the Title V employee that will be manning the front desk for 15 hours a week and handling minimal administrative tasks. This is a free service to the Commission through the NCWorks Career Center in Elizabeth City.

While I was scheduled to be off on Monday, April 6<sup>th</sup> and Thursday, April 9<sup>th</sup>, I came in a half day on Monday to work on the revised budget, respond to administrative questions, as well as review my presentation for the Washington County Stewardship Report. On Thursday, the board agenda packet was prepared, and I conducted the bid opening for the Gates County Single Family Rehab Program and participated in the final monitoring visit for the Pasquotank County Single Family Rehab project which will officially close out this project – these meetings were scheduled by the Engineer after I had scheduled my vacation.

Staff continues to have opportunities to participate in leadership and team building training through ICMA and Cintrix. As these trainings are available, they are open to management staff, and when appropriate all staff members.

#### **Update on my action plan:**

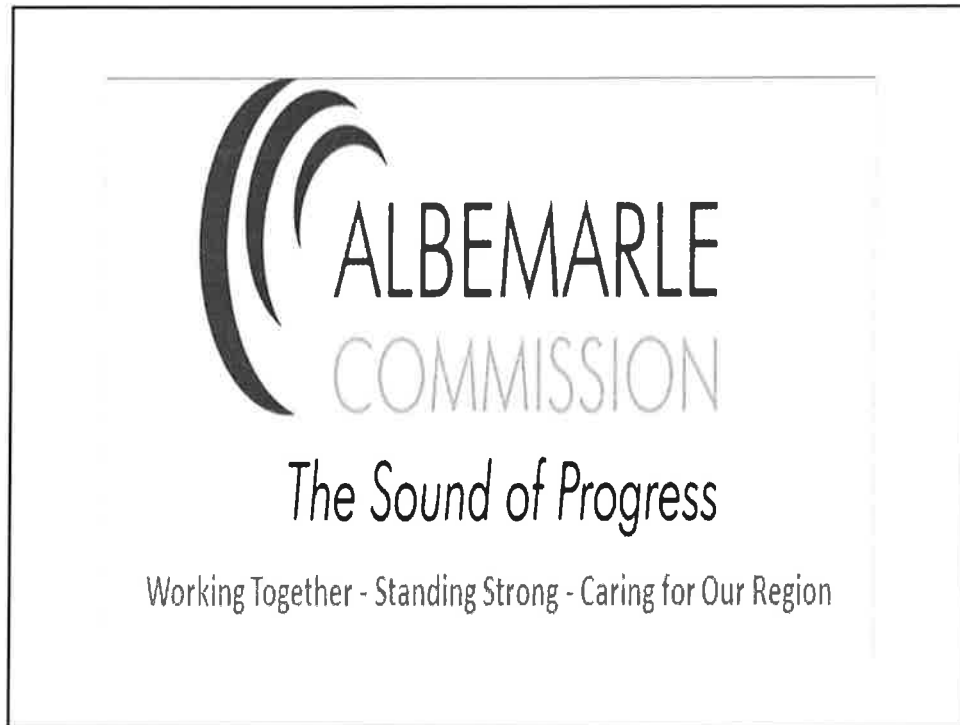
1. Finalize the cost allocation plan (**FINALIZED AND SUBMITTED TO THE BOARD**)
2. Create a budget process that tells the story of the Commission with an executive summary that can be utilized as the Commission's annual report. (**STARTED**)
3. Update the website so that it is interactive and relevant to the Region.
4. Establish better relationships with the College of the Albemarle and Elizabeth City State University (**ONGOING**)
5. Move forward with being the lead economic development agency in the Region through partnerships with NEED (**CONTINUES**)
6. Continue to review grant opportunities through partnerships with COA, ECSU and ARDC (**ONGOING**)
7. Continue to make stewardship reports to our member counties (**CONTINUES – 1 more county to complete**)
8. Create a quarterly employee newsletter (**ONGOING – the first edition is attached**)

9. Create a full Board Orientation / Retreat that will be the basis of the Commission's strategic plan **(STARTED)**
10. Write the Economic Development Plan for the Region **(CONTINUES)**
11. Work to consolidate staff to one location (senior nutrition and RPO) in Hertford. **(STARTED)**

**Upcoming Schedule:**

- |   |   |
|---|---|
| April 9 <sup>th</sup>                     | SFR Gates County Bid Opening                            |
| April 9 <sup>th</sup>                     | SFR Pasquotank County Final Monitoring Visit            |
| April 13 <sup>th</sup>                    | EDPNC International Trade Luncheon                      |
| April 14 <sup>th</sup>                    | NWDB Economic Development Committee Meeting             |
| April 15 <sup>th</sup>                    | NC East Future Designation of US 17 / US 64 meeting     |
| April 16 <sup>th</sup>                    | HR Planning District Commission Meeting                 |
| April 16 <sup>th</sup>                    | Albemarle Commission Board Meeting                      |
| April 20 <sup>th</sup>                    | Chowan County Board of Commissioners Stewardship Report |
| April 22 <sup>nd</sup>                    | Program Directors Meeting                               |
| April 27 <sup>th</sup> & 28 <sup>th</sup> | NC Tomorrow Conference                                  |
| May 1 <sup>st</sup>                       | Wellness Program Staff Meeting                          |



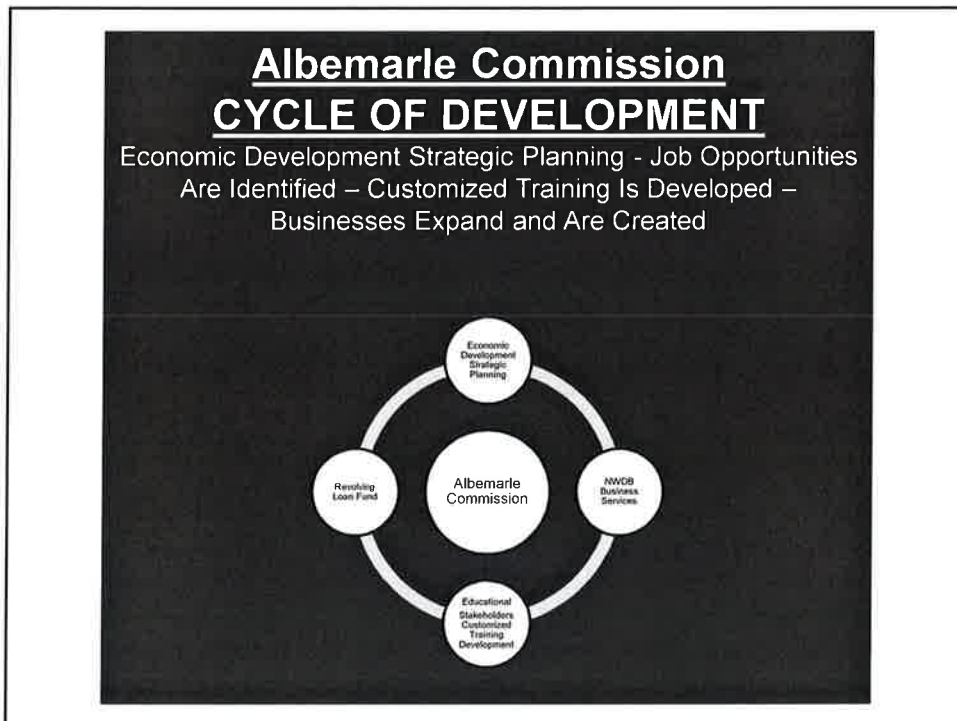


**The Albemarle Commission**  
Founded in 1969 by the General Assembly

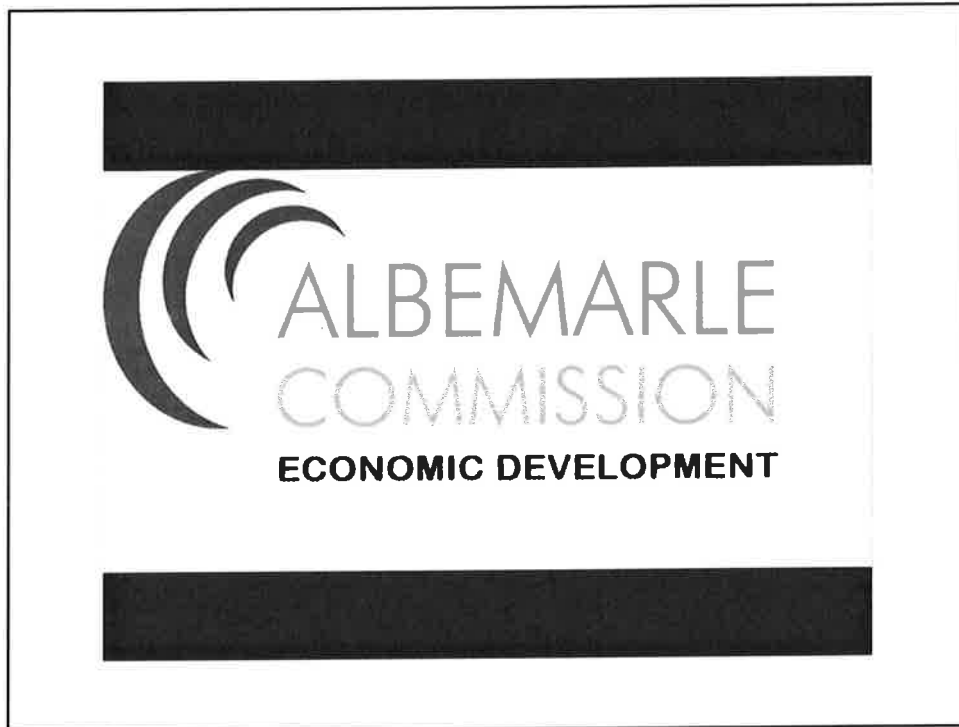
**Mission:** improve member governments ability to enhance quality of lives of citizens

**Objective:** Provide direct Services, grant writing, planning and assessment, program development and management, and economic development

**Represent:** Counties of Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell, and Washington



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**Economic Development**

Tasked by the Economic Development Administration to develop a Regional comprehensive economic development strategy in order to support local government in their economic development efforts to:

- Retain
- Expand
- Attract

**Business and Industry**

## Economic Development

### Strategic Planning

- Comprehensive Economic Development Strategy for the Region with a workable action plan.
  - 3 sub-regions within our 10 County Region
    - Currituck and Dare
    - Hyde , Tyrrell, and Washington
    - Camden, Chowan, Currituck, Gates, Pasquotank and Perquimans

## Economic Development

### Strategic Planning

- Economic Development Clusters for the Region
  - Eco-Tourism
  - Tourism
  - Aviation
  - Marine – boat building and fishing
  - Agricultural Business / Biotechnology
  - Public Health
  - Small Business/Entrepreneur
  - Warehouse Distribution/Logistics
  - Technology
  - Retiree / Relocation
  - Alternative Energy

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**Economic Development**

**Strategic Planning**

- Economic Development Clusters for the Region
  - Currituck, Dare**
    - Tourism
    - Eco-Tourism
    - Aviation
    - Higher Education
    - Marine – Boat Building and Fishing
  - Hyde, Tyrrell, Washington**
    - Eco-Tourism
    - Agricultural Business
    - Marine
    - Forestry
    - Aviation

**Economic Development**

**Strategic Planning**

- Economic Development Clusters for the Region
  - Camden, Chowan, Currituck, Gates, Pasquotank, Perquimans**
    - Warehouse Distribution/Logistics
    - Eco-Tourism
    - Retiree/Relocation
    - Aviation
    - Higher Education
    - Agricultural
    - Military

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## **Workforce Development**

The Northeastern Workforce Development Board provides employee recruitment, training services, and business support services within the Albemarle Region.

### **NC Works Career Centers**

- Work with businesses to fill job openings with qualified workers through a comprehensive screening process if so elected by the business.
  - Customized job applicant screening
  - Qualified Candidate Referrals
  - Arrange Job Fairs
  - Offsite space available for interviews
  - Labor Market Analysis is available

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## Workforce Development

### On-The Job Training (OJT) grants

- The training program utilizes the Employer as the trainer.
- Provides a substantial reimbursement of a new employee's pay rate for an agreed upon training period
- Training reimbursement is designed to offset the cost associated with training an employee who exhibits a skills gap

## Workforce Development

### Incumbent Worker Development Program (IWDP)

- The training program available to businesses to train their current employees.
- Assists employers with identifying the skills gaps and training needs of current employees.
- A set grant amount is contracted with the employer to provide these services.
- Approvable training includes.
  - Occupational and educational skills designed to meet the special requirements of the business

## Workforce Development

### Business Services & Economic Development Coordinator

- Works closely with the Region's businesses directly and through the local chambers of commerce and economic development organizations to:
  - Understand the workforce needs of existing and new businesses
  - Collect and communicate information regards skills, education and experience of the current workforce
  - Provides labor market analysis, comprehensive economic forecasting and economic input data
  - Assists with human resource consulting services

## Workforce Development

### Market & Economic Research

Having the right information to make decisions and develop workforce strategies is key to business success.

- Economic Forecasting Reports: current statistics and 10 year projections of job growth/decline by industry or occupation and demographics

<http://www.nwdbworks.org/2015/03/the-2014-nwdb-databook-is-here/>



## Workforce Development

### Market & Economic Research Continued

- Economic Impact Reports: Input-Output Models
- Wage data by industry or occupation
- Educational Attainment data
- Import and Export analysis data



## Revolving Loan Fund

The Albemarle Commission's Small Business Loan Program is a loan program designated by the U.S. Economic Development Administration 1992.

### Purpose

- Grow the Region's business environment
- Develop a competitive business environment

## Revolving Loan Fund

### Objectives

- Reduce unemployment by creating and retaining jobs
- Increase the Region's tax base by assisting with the expansion of existing businesses and encouraging new business development
- Provide capital for existing and new industry

## Revolving Loan Fund

### Requirements

- Up to \$100,000 per borrower, but a waiver is available from the EDA
- Minimum loan amount is \$10,000
- 1 full-time job must be created for every \$10,000 borrowed
- \$2 of private funding for every \$1 borrowed
- Collateral must be dollar to dollar
- Interest Rates are NY Prime plus or minus 4%
- Application Fee. \$500, partially refundable if the loan is not approved

## Revolving Loan Fund

### Eligible Expenditures

- Land & Site Improvements & Infrastructure costs
- Building Improvements
- Purchase of Machinery and Equipment
- Other costs contributing directly to the value of fixed assets, such as sales and use taxes, and interest on interim construction financing
- Adequate contingency reserves
- Start-up and working capital
- Relocation expenses as per Uniform Relocation Assistance Act

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**CLOSING**  
**CYCLE OF DEVELOPMENT**

Economic Development Strategic Planning - Job Opportunities Are Identified – Customized Training Is Developed – Businesses Expand and Are Created



**Contact**

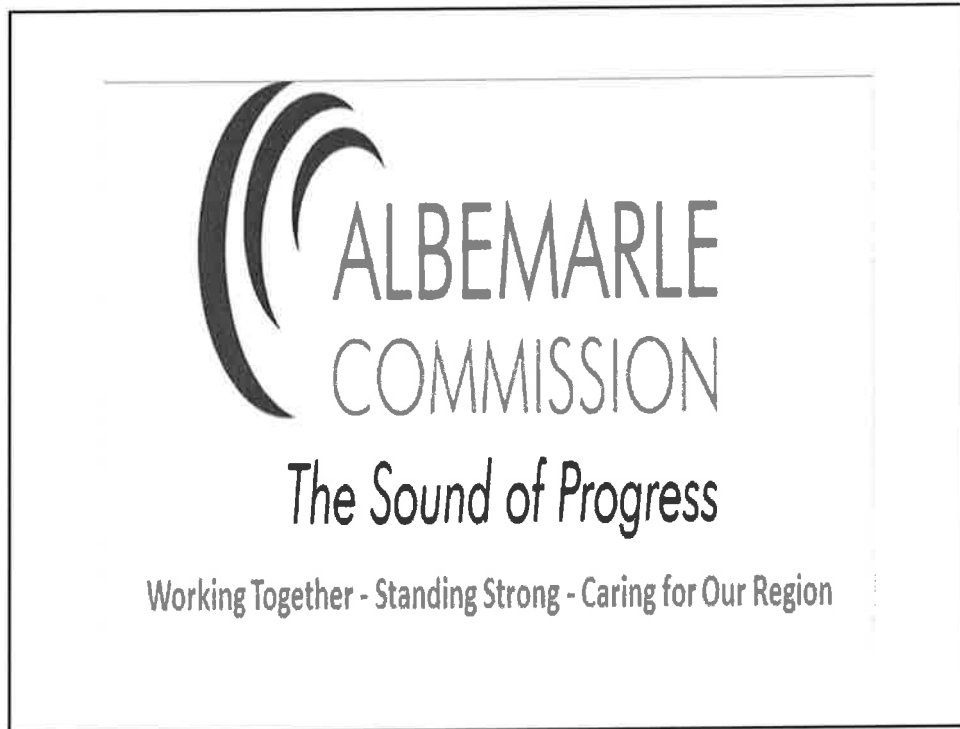
**Cathy Davison, ICMA-CM**  
**Executive Director**

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## ***PROGRAM (T.E.A.M.) REPORTS***

**T**rainning (Workforce Development)

**E**conomic & Community Development, Administration & Finance

- Monthly Financial Report
- Budget Amendments (If Necessary)

**A**rea Agency on Aging & Senior Nutrition

**M**apping, Planning & Transportation (RPO)

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**Northeastern Workforce Development Board Report:**  
**Mid-March to mid-April 2015**  
 Submitted by Dave Whitmer, NWDB Director

**I. Organization Structure/staffing:**

We are fully staffed.

**II. Counts**

Below are numbers from both of our NCWorks Career Centers and the Edenton Career Center for March:

	New Customers	Total Customers Served	Services Provided
Edenton Workforce Center	47	737	2,441
NCWorks Career Center - Dare Co.	38	508	3,568
NCWorks Career Center - Pasquotank Co.	70	1,021	4,850
<b>TOTAL</b>	<b>155</b>	<b>2,226</b>	<b>10,859</b>

Some of the services provided include the following:

- Posting a resume
- Applying for a job
- Obtaining instructions on how to use NCWorks Online
- Job search assistance and career counseling
- Labor market information
- Interview preparation

Current Participant Counts for WIA Training Services are as follows:

**86 Adults**

**22 Dislocated Workers**

**III. Board Organization**

Two WIOA Board appointments were made at the March Consortium meeting. WIOA Board appointments will continue to be made as our goal is to have a full board in place by July 1, 2015.

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#### IV. Updates

- Career Centers:
  - The DWS/Center Manager position in Elizabeth City was inadvertently posted incorrectly and will be reposted. Previous applicants as well as new applicants will be able to apply.
  - The Career Center in Edenton has relocated to COA's Edenton Campus. We plan to work to have this location certified as a Level 2 NCWorks Career Center.
  - Interviews for the permanent DWS (Division of Workforce Solutions) staff position in the NCWorks Career Center in Dare County have been conducted and a candidate has been hired. Lucy Wallace starts on April 13. Interviews for the temporary position the state approved have not been conducted.
- Soft Skills Training: We started the Working Smart soft skills trainings. We are offering the training at two locations – NCWorks Career Center in Elizabeth City and COA in Edenton. We may offer it at the Hugh Cale Center in Elizabeth City as well. Classes are open to WIA participants as well as the public. WIA participants will have priority. When we are able to have additional staff certified to teach the soft skills curriculum in June, we will offer the training in other counties including Dare.

We have been working with Elizabeth City Mayor Joe Peel to include this soft skills training as part of the curriculum to address the needs of local service and retail businesses – those who are already located in the area and those who will locate in the area in the future.

- Pathways to Prosperity: NWDB continues to partner with the Pathways to Prosperity initiative led by Rob Boyce. The focus of PtP is now being reframed as the NCWorks Career Pathways project given its funding thru community college grants. The PtP focus will extend its parameters into pathways for community colleges in the field of advanced manufacturing whereas the previous two pathways in healthcare and agri-science/biotechnology were geared towards high schools. Businesses in the region are being identified to attend 3 plenary meetings, beginning 4/21, with the overarching goal of receiving their input on what they need from the workforce in terms of technical, academic and soft skills. In addition to the existing partners who are collaborating on the project, partnerships with Beaufort Community College, ESCU and the region's economic developers are being identified in the effort to develop a scalable framework for executing the critical elements of career preparation.
- WIOA (Workforce Innovation and Opportunity Act): Preview copies of WIOA Notices of Proposed Rulemaking have been released. They are expected to be published on April 16. At that time they will be open for a 60 day comment period.

We continue to prepare for WIOA as best as we can. Our next steps will be to have our 10 county designated as a Local Area and establish a Consortium and Workforce Board.





- **Board Retreat:** The board retreat was held on March 27 – 28. Nine board members, 4 NWDB staff and Albemarle Commission Executive Director, Cathy Davison attended the retreat. Feedback from the retreat has been extremely positive. Board members and staff have expressed that they have a better understanding of the role and responsibilities of the Board. Retreat attendees created a 90-day action plan representing the immediate the immediate actions that
- **RFP:** The WIOA Adult/DW Services RFP and WIOA Youth Services RFP have both been released. The Bidder's Conference was held on March 30. Attendance was as follows:  
  
Adult/DW RFP: GMSI, Tyrrell County CDC  
  
Youth RFP: Tyrrell County CDC, River City CDC, M&E Preschool  
  
Organizations who did not attend the bidder's conference are not eligible to submit a proposal. Proposals for Adult/DW services are due on April 22. Proposals for Youth services are due on April 17.
- **Community College Collaboration:** We have had a strong focus on collaborating with our Community Colleges. Recently we have been focusing on collaboration with COA's Continuing Education Department and Adult Education and Literacy. Strong relationships with our Community Colleges have always been important but will be even more important as we transition into WIOA. COA and Beaufort Community College have already started helping us recruit to increase our caseloads. COA has started working with us to develop strategies to increase our Out-of-School Youth enrollments and to introduce NCWorks Online to their students. We have also had discussions regarding the possibility of having COA staff at our NCWorks Career Center in Elizabeth City.

**V. WIA Youth Program, March 2015:**

- Active Youth – 73
- Youth in Follow Up – 19
- Youth Exited this PY – 18
- **Sylvan** – Tutoring hours as of Mar 31, 2015 – 514.5 hours
- **Current Work Experiences:**
  - 2 youth in work experiences in 2 counties
- **Program Updates:**
  - **Staff Training:**  
Monthly training was held at the College of the Albemarle covering participant tracking procedures, changes affected by WIOA, OJT procedures and procedures for more occupational skills services offered.

*He*

- **Marketing/Recruitment:**

- A 7-day marketing campaign is being developed to advertise WIA services using Facebook to assist in the recruitment of youth with the focus on targeting out-of-school youth.
- TES is collaborating with BCCC to introduce a GED program in Hyde county.

- **Youth Activities**

- Ten youth are scheduled to attend the annual NC Youth Summit in Greensboro on Apr 24-26. In conjunction with the Summit, a manufacturing tour is scheduled for Apr 23 at MSI in Whitsett, NC and a college tour is scheduled on Apr 24 at UNC-Greensboro.

**Albemarle Commission**

## Financial Statement

as of March 31, 2015

	<u>Revenues</u>	<u>Expenses</u>	<u>Variance</u>
<b>Economic Development</b>	71,635.11	58,494.37	13,140.74
<b>RPO</b>	79,195.00	93,120.17	(13,925.17)
<b>CDBG</b>	103,731.00	127,552.06	(23,821.06)
<b>Aging and Senior Nutrition</b>	1,633,664.74	1,728,007.53	(94,342.79)
<b>Workforce Development</b>	919,673.89	1,031,244.71	(111,570.82)
<b>General Transer Fund</b>	110,901.33	66,090.34	44,810.99
<b>Loan Programs</b>	3,076.01	1,187.00	1,889.01

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TO: Cathy Davison, Executive Director, Albemarle Commission  
Dawn Kent, Finance Officer  
Jerry Parks, Health Director, Albemarle Regional Health Services

CC: Battle Betts, Finance Director, Albemarle Regional Health Services

FROM: Jan Lewis  
Finance Department

DATE: 4-9-15

SUBJECT: Review of March 2015 R and E Report for Albemarle Commission

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Enclosed please find the budget analysis for the month of March. I have noted that Regional Due Revenues and Legislative Payments come in at certain times of the year and have not addressed these two issues.

#### INDIRECT FUND

This department is showing a profit of \$0.01. This is due to rounding.

52100-503515 S&E Administrative Assistant, 52100-504500 Workman's Comp, 52100-521315 Audit Fees, 52100-523100 Travel – Mileage, 52100-527300 Rent and 52100-529100 Miscellaneous are high for this time of year. The recommended percentage for this time of year is 75%.

52100-503589 S&W Reserve is showing a negative balance available of \$27.86. 52100-504300 Health Insurance is showing a negative balance available of \$404.00. 52100-504550 Fringe/Unemployment is showing a negative balance available of \$2,422.24. 52100-521100 Contracted Services is showing a negative balance available of \$2,026.00. 52100-521360 Memberships/Dues is showing a negative balance available of \$935.00. 52100-523500 Travel – Registration is showing a negative balance available of \$114.00. 52100-524119 Computer Services and Fees is showing a negative balance available of \$1,920.00. 52100-524125 Telephone – ISP is showing a negative balance available of \$313.23. 52100-524126 IT – Services and Fees is showing a negative balance available of \$554.78. 52100-529400 Postage is showing a negative balance available of \$10.63. Please submit budget revisions to correct these situations.

#### REGIONAL DUES

This department is showing a profit of \$44,521.68.

#### MOTORFLEET

This department is showing a profit of \$289.31.

79

52223-522300 Bonding/Insurance is high for this time of year. The recommended percentage is 75%.

EDA

This department is showing a profit of \$15,025.88.

53200-503511 S&W Finance Officer is high for this time of year. The recommended percentage is 75%.

53200-526310 Office Supplies is showing a negative balance available of \$65.62. Please submit a budget revision to correct this situation.

205J GRANT PROJECT

This department is showing a loss of \$1,885.14.

53209-521100 Contracted Services are high for this time of year. The recommended percentage is 75%.

53209-503511 S&W Finance Officer is showing a negative balance available of \$349.47. Please submit a budget revision to correct this situation.

DEPARTMENT OF TRANSPORTATION

This department is showing a loss of \$13,925.17.

53650-503599 S&W Indirect, 53650-504300 Health Insurance, 53650-504500 Workman's Comp and 53650-527300 Rent are high for this time of year. The recommended percentage is 75%.

SFR – GATES COUNTY

This department is showing a loss of \$23,934.06.

54292-521310 Legal Fees are high for this time of year. The recommended percentage is 75%.

SFR – CURRITUCK COUNTY

This department is showing a profit of \$2,489.00.

SFR PASQUOTANK COUNTY

This department is showing a loss of \$2,376.00.

FAN HEAT RELIEF

This department is showing no activity for the year.

AGING - NUTRITION - CONGREGATE

This department is showing a profit of \$22,592.49.

55249-503520 S&W Director, 55249-521220 Office Machine Lease, 55249-522300 Bonding/Insurance and 55249-524125 Telephone - ISP are high for this time of year. The recommended percentage is 75%.

55249-503531 S&W Site Manager is showing a negative balance available of \$519.06. 55249-503556 S&W Aging Specialist is showing a negative balance available of \$2,281.09. 55249-503599 Indirect is showing a negative balance available of \$951.39. 55249-504200 FICA is showing a negative balance available of \$129.84. 55249-527300 Rent is showing a negative balance available of \$125.00. Please submit budget revisions to correct these situations.

AGING - NUTRITION - HOME DELIVERED

This department is showing a loss of \$90,757.94.

55250-503527 S&W Home Delivered Meals, 55250-503599 S&W Indirect, 55250-504300 Health Insurance, 55250-504500 Workman's Comp, 55250-522300 Bonding/Insurance, 55250-524124 Telephone Local/LD, 55250-524125 Telephone ISP, 55250-526310 Office Supplies and 55250-527300 Rent are high for this time of year. The recommended percentage is 75%.

55250-526510 Equipment Purchase is showing a negative balance available of \$212.43. Please submit a budget revision to correct this situation.

AGING - P&A

This department is showing a profit of \$3,218.83.

All salary and fringe lines except 55251-504300 Health Insurance are high for this time of year. Also, 55251-504500 Workman's Comp, 55251-523100 Travel - Mileage and 55251-527300 Rent are high for this time of year. The recommended percentage is 75%.

AGING - AAA Support

This department is showing a loss of \$4,319.62.

55252-503565 S&W Caregiver and 55252-504500 Workman's Comp and 55252-523100 Travel - Mileage are high for this time of year. The recommended percentage is 75%.

81

55252-504300 Health Insurance is showing a negative balance available of \$1,801.12. Please submit a budget revision to correct this situation.

OMSBUDMAN

This department is showing a loss of \$9,885.97.

55253-503530 S&W Case Manager, 55253-503599 S&W Indirect, 55253-504300 Health Insurance, 55253-504500 Workman's Comp, 55253-523700 Travel Reservations, 55253-524125 Telephone ISP, 55253-525575 Staff Development and 55253-527300 Rent are high for this time of year. The recommended percentage is 75%.

ELDER ABUSE

This department is showing a profit of \$294.03.

HCCBG

This department is breaking even for the year.

LEGAL

This department is showing a profit of \$1.00.

SENIOR GAMES

This department is showing a profit of \$5,371.01.

MIPPA

This budget is showing a profit of \$3,842.00.

All budget lines are high for this time of year. The recommended percentage is 75%.

55265-503513 S&W Aging Planner is showing a negative balance available of \$34.07. 55265-503599 S&W Indirect is showing a negative balance available of \$351.18. 55265-504200 FICA is showing a negative balance available of \$52.84. 55265-504400 Retirement is showing a negative balance available of \$49.00. 55265-504450 401K is showing a negative balance available of \$6.10. Please submit budget revisions to correct these situations.

CAREGIVER

This department is showing a loss of \$14,060.53.

82

55291-503599 S&W Indirect, 55291-504500 Workman's Comp, 55291-523700 Travel – Reservations, 55291-527300 Rent and 55291-529000 Conference Expenses are high for this time of year. The recommended percentage is 75%.

55291-504300 Health Insurance is showing a negative balance available of \$61.23. Please submit a budget revision to correct this situation.

#### SENIOR CENTER – GENERAL PURPOSE

This department is breaking even for the year.

#### DISEASE PREVENTION/HEALTH PROMOTION

This department is showing a loss of \$100.00.

#### SPECIAL PROJECTS

This department is showing a loss of \$7,161.54.

#### CRC/LCA EXPANSION

This department is showing a loss of \$3,184.19.

55296-503513 S&W Aging Planner is high for this time of year. The recommended percentage is 75%.

55296-504300 Health Insurance is showing a negative balance available of \$1,332.85. Please submit a budget revision to correct this situation.

#### SMP

This department is showing a loss of \$442.36 for the year.

All expense lines are high for this time of year. The recommended percentage is 75%.

55298-55298-503599 S&W Indirect is showing a negative balance available of \$90.72. Please submit a budget revision to correct this situation.

#### BLANKET PROJECT

This department is showing no budget for the 2015 year, however, there are revenues posted to this budget. Please check to make sure these revenues have been coded correctly. If not, please notify ARHS staff to have this corrected. If the revenues are posted correctly, please submit a budget revision to budget this department for the year.



INCUMBENT WORKER PROGRAM

This department is breaking even for the year.

57157-521148 Contract 3 is high for this time of year. The recommended percentage is 75%.

WD - ADULT

This department is showing a loss of \$41,550.65.

57350-503558 S&W Employment Specialist, 57350-503599 S&W Indirect, 57350-522300 Bonding/ Insurance and 57350-524144 Equipment are high for this time of year. The recommended percentage is 75%.

57350-524124 Telephone Local/LD is showing a negative balance available of \$336.14. 57350-526370 Advertising is showing a negative balance available of \$333.08. Please submit budget revisions to correct these situations.

WD - DISLOCATED WORKER

This department is showing a loss of \$22,364.18.

57355-522300 Bonding/Insurance, 57355-524144 Equipment and 57355-527300 Rent are high for this time of year. The recommended percentage is 75%.

57355-524175 Training is showing a negative balance available of \$220.50. 57355-526356 Marketing is showing a negative balance available of \$3,200.00. Please submit budget revisions to correct these situations.

WD - ADMIN FUND

This department is showing a loss of \$13,822.72.

57900-503515 S&W Administrative Assistant, 57900-503552 S&W Director – Workforce Development, 57900-503554 S&W Monitor, 57900-503599 S&W Indirect, 57900-521220 Office Machine Lease, 57900-521360 Membership/Dues, 57900-522300 Bonding/Insurance and 57900-526356 Marketing are high for this time of year. The recommended percentage is 75%.

57900-524125 Telephone – ISP is showing a negative balance available of \$200.00. 57900-527300 Rent is showing a negative balance available of \$505.00. Please submit budget revisions to correct these situations.

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WD-YOUTH JOBLINK

This department is showing a loss of \$18,429.32.

58100-503522 S&W Youth Services Coordinator, 58100-503552 S&W Director Workforce Development, 58100-503554 S&W Monitor, 58100-504200 FICA, 58100-504400 Retirement, 58100-522300 Bonding/Insurance and 58100-527300 Rent are high for this time of year. The recommended percentage is 75%.

58100-503515 S&W Administrative Assistant is showing a negative balance available of \$310.36. 58100-503558 S&W Employment Specialist is showing a negative balance available of \$596.91. 58100-503599 S&W Indirect is showing a negative balance available of \$2,146.84. 58100-523700 Travel – Reservations is showing a negative balance available of \$815.43. 58100-524124 Telephone – Local/LD is showing a negative balance available of \$290.21. Please submit budget revisions to correct these situations.

WD

This department is showing a loss of \$15,435.48.

58135-503554 S&W Monitor, 58135-503558 S&W Employment Specialist, 58135-503599 S&W Indirect, 58135-504200 FICA, 58135-504400 Retirement and 58135-527300 Rent are high for this time of year. The recommended percentage is 75%.

58135-503515 S&W Administrative Assistant is showing a negative balance available of \$144.64. 58135-503552 S&W Director – Workforce Development is showing a negative balance available of \$1,055.92. 58135-523700 Travel – Reservations is showing a negative balance available of \$305.54. 58135-524124 Telephone Local/LD is showing a negative balance available of \$290.23. Please submit budget revisions to correct these situations.

NWDB – YOUTH WORK EXPERIENCE

This department is showing a loss of \$62.44.

WD-YOUTH-CTGP

This department is showing a profit of \$93.97.

All expense lines are high for this time of year. The recommended percentage is 75%.

LOANS

This department is showing a profit of \$1,889.01.

If I can be of further assistance please call me at 338-4409.

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### Memorandum

To: Cathy Davison, Executive Director  
The Albemarle Commission Board of Delegates  
The Regional Advisory Council  
Senior Tar Heel Delegates

From: Laura Alvarico, Area Agency on Aging Director

Date: April 9, 2015

Re: Monthly Report for March 2015

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#### Home and Community Care Block Grant Services

(not including Congregate/ Home Delivered Meals):

*Aging Resource Management System (ARMS) reporting deadline for community service providers is close of business 4/13/2015. Actual units of service will be available at the April board meeting.*

#### **Monitoring/ Quality Assurance**

- The Area Agency on Aging conducted monthly desk monitoring of HCCBG providers.
- Programmatic monitoring was conducted for Martin-Tyrrell- Washington District Health Dept. and Washington County Center for Human Services.
- Trained new service providers at Dare County DSS and Coastal Home Care.

#### Senior Nutrition Program:

*Aging Resource Management System (ARMS) reporting deadline for community service providers is close of business 4/13/2015. Actual units of service will be available at the April board meeting.*

- 8 new clients added to the homebound program
- 12 new referrals made in the homebound program
- 29 clients reassessed for eligibility
- 11 clients receiving Ensure/ Glucerna
- 2 client(s) receiving energy assistance



- 1 client(s) receiving pet food
- 1 client(s) receiving additional food

#### **Volunteer Program**

- Number of volunteers- **877**

#### **Other Notable Activities**

- 32 Community Champions delivered meals throughout the county during the March for Meals campaign to bring awareness to the issues of senior hunger and isolation throughout the Albemarle Region.
- Congregate Site Monitoring visits were conducted in Chowan County and Pasquotank County.
- Caterer contracts for FY 2015-16 were sent to local caterers.
- The Senior Nutrition Program was awarded \$700.00 for our participation in the Subaru Share the Love Event.

#### **Long Term Care Ombudsman Program:**

- **10** Client's Complaint Case Records opened involving long term care
- **7** Client's Complaint Case Records closed involving long term care
- **10** Client complaint visits to Long Term Care Facilities
- **14** Ombudsman monitoring visits to Long Term Care Facilities
- Community Advisory Council (CAC) Meetings were held in the following counties:
  - Pasquotank County Adult Care Home CAC- 4 present
  - Dare County Joint CAC- 5 present
  - Pasquotank County Nursing Home CAC- 5 present
- **3** New CAC members were trained in Gates County
- Staff facilitated the Down East Family Council- **9** attendees
- Long Term Care Ombudsman provided technical assistance to **29** individuals and/or families.

#### **Family Caregiver Support Program:**

- **3** home visits were conducted for respite, supplemental and/or case management services
- **4** new clients added to the program
- Staff facilitated Alzheimer's Support Group meeting in Gates County- **7** in attendance
- The Family Caregiver Resource Specialist (FCRS) provided information and assistance to **22** clients/ individuals and **15** community service providers.

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### Special Projects/ Initiatives:

- **Community Education and Outreach/ Staff Development-**
  - Staff participated in the March for Meals Campaign by accompanying some of the community champions while they volunteered to deliver meals in their respective counties.
  - Assisted 5 Medicare beneficiaries with benefits and SHIP questions.
  - 3 staff attended the quarterly SHIP update training.
  - 4 staff attended the Managing Challenging Behaviors in Alzheimer's at Sentara Albemarle.
  - Sponsored an "Advance Care Planning" workshop in Pasquotank County. Partnered with The Law Office of Hornthal, Riley, Ellis and Maland, Albemarle Home Care and Hospice and Vidant Community Health Outreach- 27 in attendance.
  - Staff attended the statewide CAAR Committee teleconference.
  - Staff attended the Gates County Aging and Adult Task Force Meeting in Gates County.
  - Staff attended the Local Contact Agency (LCA) conference call.
  - Staff attended the Tyrrell County Senior Center Advisory Board.
  - Staff attended the Money Follows the Person lunch and learn meeting.
  - Staff met with the Administrator and/or Social Worker at Sentara Nursing Center in Barco and Kindred and Winslow's in Elizabeth City to discuss the function of the LCA, Options Counseling, and Money Follows the Person project.
  - Staff attended the Senior Tar Heel Legislature meeting in Raleigh with 7 delegates and 2 alternates.
  - 4 staff attended the Chamber of Commerce Dinner in Elizabeth City.
  - Staff member attended the Hopeline Legislative Breakfast.
  - Staff member attended "AAA Business Acumen Training" in Asheville.
  
- **Albemarle Senior Games-**
  - Bowling- 61 Participants
  - Billiards- 43 Participants
  - Bowling Doubles- 52 Participants
  - Bowling Mix Doubles- 44 Participants

*Albemarle Senior Games will continue through April 2015. There was a total of 332 registered participants.*

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Mid- March through mid-April 2015 ARPO Activity Report

Comprehensive Transportation Plans

Dare County

The final DRAFT of the CTP has been forwarded for review by the steering committee members. If there are no changes, the CTP will be bound and copies will be delivered to the County, municipalities and the ARPO. The project will then be closed out.

Pasquotank County Comprehensive Transportation Plan

The TPB Engineer is working on the problem statements for the CTP. They should be forwarded to the steering committee for review soon.

Perquimans County Comprehensive Transportation Plan

A TPB employee has been assigned to this project. She is reviewing the maps and documentation which has been completed to date and will begin drafting the problems statements soon.

Chowan County Comprehensive Transportation Plan

This project is moving forward on schedule and the Planning Director is assisting the TPB with technical work. Local adoptions should take place in the late spring/early summer.

Washington County Comprehensive Transportation Plan

This project is moving forward on schedule and the plan has been presented to the County and municipalities. A public comment period has been opened and local adoptions should take place in June.

Gates County Comprehensive Transportation Plan

This project is moving forward on schedule and local adoptions should take place in May.

Currituck County Comprehensive Transportation Plan

Currituck County would like to amend their adopted CTP to include a northern east-west connector road to align with a similar connector road in Camden County. The connection will facilitate traffic between proposed employment centers in both Currituck and Camden counties. The request was forwarded to the TPB and we are waiting for an Engineer to be assigned to the CTP amendment.

Camden County Comprehensive Transportation Plan

Camden County is also interested in amending their adopted CTP to include a northern east-west connector to align with an east-west connector in Currituck. The RPO Director met with the Camden CTP steering committee in November to discuss the connector location. Their request was forwarded to the TPB and an Engineer should be starting on the project soon.



#### SPOT 4.0

The Planning Director continues to work closely with the SPOT 4.0 workgroup and provide the information they request. This process should be complete in late May or early June. Seasonal traffic counts will be used as a criteria in the SPOT 4.0 process. Evacuation as a criteria will not be included in the criteria. There is also support for letting new and replacement ferry vessels compete at the "regional" level as well at the "division" level for funding in SPOT 4.0.

#### Other

The ARPO continues to work with Representative Butterfields office regarding the future interstate designation for US 64/ US 17. I also attended a meeting held by NC East regarding this project on April 15.

Three municipalities have applied for the ARPO has a mini-grant available for the printing and/or purchasing of local bicycle and/or pedestrian maps and bicycle and/or pedestrian informational and safety materials such as posters, pamphlets and handouts in support of local bicycle and pedestrian informational and safety efforts as well as The Albemarle Regional Bicycle Plan. The applications will be reviewed by the ARPO TAC in April.

The Planning Director continues to keep up to date on NCGA transportation related bills and updates RPO TCC and TAC members each Friday:

The RPO Director also:

- Attended the Draft STIP public meeting in Williamston on March 17, 2015
- Attended the US 64/ Alligator River Bridge meeting in Dare County on March 19
- Attended the regional transit meeting in Washington on March 31.
- Attended the Washington BOC meeting on April 6
- Attended the Roper and Plymouth Council meetings on April 13
- Attended the Washington County CTP workshop on April 14
- Attended the NC East I-44 meeting on April 15
- Attended the Southern Albemarle Association meeting on April 16

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ALBEMARLE COMMISSION  
TRAVEL REIMBURSEMENT-Board Member Travel

Name \_\_\_\_\_

Address \_\_\_\_\_

This instrument has been preaudited in the manner required by the Local Govt Budget and Fiscal Control Act.

\_\_\_\_\_  
\_\_\_\_\_

Date	Destination	Miles	Miles X .57.5	# of Meals	Meal Expense	Other	Total By Trip
Subtotal							

Total Reimbursement Due

Vendor # \_\_\_\_\_

SIGNATURES	ADMINISTRATION USE ONLY
Board Member Signature _____	Budget Code
Date _____	52100-521319

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CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – February 2<sup>nd</sup>, 2015

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1                                   **Camden County Board of Commissioners**  
2                                   **Regular Meeting**  
3                                   **February 2<sup>nd</sup>, 2015**  
4                                   **6:00 P.M. - Closed Session**  
5                                   **7:00 P.M. - Regular Meeting**  
6                                   **Historic Courtroom, Courthouse Complex**  
7                                   **Camden, North Carolina**

8  
9                                   ***MINUTES***

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11                   *The regular meeting of the Camden County Board of Commissioners was held on*  
12                   *February 2nd, 2015 in the Historic Courtroom, Camden, North Carolina. The following*  
13                   *Commissioners were present:*

14  
15                   *Chairman Michael McLain, Vice Chairwoman Sandra Duckwall, Commissioners Garry*  
16                   *Meiggs, Clayton Riggs, and Tom White;*

17  
18                   *Also attending were County Manager Michael Renshaw, County Attorney John Morrison*  
19                   *and Clerk to the Board Angela L. Wooten. Present for purposes of making a*  
20                   *presentation(s) or providing supporting information for agenda items were the following*  
21                   *persons: Tax Administrator Lisa Anderson, Planning Director Dan Porter, Greg Adams*  
22                   *of Thompson, Price, Scott & Adams PA, and Finance Officer Stephanie Humphries.*

23  
24                   ***Regular Session: 7:00 P.M.***

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26                   *Chairman Michael McLain called to order the February 2<sup>nd</sup>, 2015 meeting of the Camden*  
27                   *County Board of Commissioners at 6:58 P.M.*

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30                   ***Invocation & Pledge of Allegiance:***

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32                   *Chairman Michael McLain gave the invocation and led those present in the Pledge of*  
33                   *Allegiance.*

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37                   ***Public Comments:***

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39                   *None*

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43                   ***Consideration of the Agenda:***

44  
45                   *Chairman McLain asked if there were any changes to the agenda. Not hearing any*  
46                   *changes, Chairman McLain called for a motion.*

47  
48                   *Tom White made a motion to approve the agenda as presented. The motion passed 5-0*  
49                   *with Chairman Michael McLain, Vice-Chair Sandra Duckwall, Commissioners Garry*

CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – February 2<sup>nd</sup>, 2015

50 *Meiggs, Clayton Riggs, and Tom White, voting aye; no Commissioner voting no; no*  
51 *Commissioners absent; and no Commissioner not voting.*

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55 **New Business**

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57 ***Item 3.A - FY13-14 Audit for Camden County by Greg Adams, CPA, with Thompson-***  
58 ***Price-Scott-Adams & Company***

59

60 *Stephanie Humphries introduced Mr. Greg Adams of Thompson, Price, Scott & Adams*  
61 *CPA. Ms. Humphries informs the board that the LCG has accepted our audit although it*  
62 *is a little late.*

63

64 *Greg Adams of Thompson, Price, Scott & Adams gave presented the results of the June*  
65 *2014 County audit.*

66 *A copy of the Audit Report Year Ended June 30, 2014, is kept in the Clerk's office for*  
67 *public inspection.*

68

69 *Garry Meiggs made a motion to approve the County Audit as presented. The motion*  
70 *passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry*  
71 *Meiggs, Clayton Riggs, and Tom White voting aye; no Commissioner voting no; no*  
72 *Commissioners absent; and no Commissioner not voting.*

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***Item 3.B - Monthly Tax Report – December***

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77 *Tax Administrator Lisa Anderson presented December's Monthly Tax Report.*

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

**OUTSTANDING TAX DELINQUENCIES BY YEAR**

<b><u>YEAR</u></b>	<b><u>REAL PROPERTY</u></b>	<b><u>PERSONAL PROPERTY</u></b>
2013	139,167.47	13,307.52
2012	47,840.93	13,888.02
2011	23,368.99	11,140.94
2010	20,827.90	6,538.28
2009	8,360.86	6,117.03
2008	6,864.63	6,354.62
2007	6,552.05	9,926.25
2006	2,223.60	14,548.14
2005	1,690.71	26,585.64
2004	939.82	12,136.83

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CAMDEN COUNTY BOARD OF COMMISSIONERS  
 Regular Meeting – February 2<sup>nd</sup>, 2015

TOTAL REAL PROPERTY TAX UNCOLLECTED	257,836.96
TOTAL PERSONAL PROPERTY UNCOLLECTED	120,543.27
TEN YEAR PERCENTAGE COLLECTION RATE	99.43%
COLLECTION FOR 2014 vs. 2013	14,036.46 vs. 21,452.70

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2013	97.81%
2012	99.13%
2011	99.51%

**THIRTY LARGEST UNPAID ACCOUNTS**

SEE ATTACHMENT "A"

**THIRTY OLDEST UNPAID ACCOUNTS**

SEE ATTACHMENT "B"

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS**ENDING December 2014  
BY TAX ADMINISTRATOR

<u>35</u>	NUMBER DELINQUENCY NOTICES SENT
<u>300</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>2</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>14</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>2</u>	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
<u>0</u>	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
<u>0</u>	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
<u>0</u>	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
<u>0</u>	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
<u>0</u>	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
<u>0</u>	NUMBER OF JUDGMENTS FILED

81

82

CAMDEN COUNTY BOARD OF COMMISSIONERS  
 Regular Meeting – February 2<sup>nd</sup>, 2015

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
001799	001799	1,109.70	0	JOSH MATTHEW CARTER	CAMDEN	188 HWY
001808	001808	1,242.88	0	LESLIE KRYSTOFIC JR	CAMDEN	481 188 100 W
001812	001812	1,242.88	0	INTON JIM NUCKER	CAMDEN	134 EGGWATER TR
001818	001818	836.48	0	HOW DUNN	HILLSDALE	185 MAGNOLIA
001824	001824	745.88	0	JEFFREY EDWIN DAVIS	ROSELAND	185 MAGNOLIA
001828	001828	555.31	0	CONANT TO EMERY POWERS COATING	CAMDEN	185 MAGNOLIA
001832	001832	736.87	0	GEORGE SCHELAND	CAMDEN	185 MAGNOLIA
001836	001836	443.88	0	KARIS DODD	CAMDEN	185 MAGNOLIA
001840	001840	41.11	0	ROBERT F. HENNEY	WILMINGTON	185 MAGNOLIA
001844	001844	403.00	0	AL JORDAN	WILMINGTON	185 MAGNOLIA
001848	001848	182.00	0	REBECCA H. CHASE	CAMDEN	185 MAGNOLIA
001852	001852	780.00	0	BAR CORPORATION RETAIL	SOUTH WILLS	185 MAGNOLIA
001856	001856	395.88	0	THOMAS EDWIN THOMAS	HILLSDALE	185 MAGNOLIA
001860	001860	725.17	0	JAMES EDWARD WILKINS	CAMDEN	185 MAGNOLIA
001864	001864	182.00	0	WORLDWIDE AUTOMOTIVE, INC.	CAMDEN	185 MAGNOLIA
001868	001868	380.33	0	JAMES P. MASE	SOUTH WILLS	185 MAGNOLIA
001872	001872	381.89	0	ALLIANCE WILSON	CAMDEN	185 MAGNOLIA
001876	001876	221.79	0	FRANK DUTTON MATERIALS, INC.	SOUTH WILLS	185 MAGNOLIA
001880	001880	214.00	0	JEFFREY EDWIN DAVIS	ROSELAND	185 MAGNOLIA
001884	001884	185.18	0	JAMES EDWARD WILKINS	SOUTH WILLS	185 MAGNOLIA
001888	001888	182.40	0	BYRLE CALVIN MARTINWAY	SOUTH WILLS	185 MAGNOLIA
001892	001892	177.40	0	ADAM D. A. TRACT O.V. JONES	WILMINGTON	185 MAGNOLIA

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
001896	001896	18	0,282.37	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001900	001900	18	2,120.41	LESLIE KRYSTOFIC JR	CAMDEN	185 MAGNOLIA
001904	001904	18	1,388.84	JOE SHIPPEN BRINE	CAMDEN	185 MAGNOLIA
001908	001908	18	888.72	EMERY POWERS	CAMDEN	185 MAGNOLIA
001912	001912	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001916	001916	18	294.82	JAMES P. MASE	SOUTH WILLS	185 MAGNOLIA
001920	001920	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001924	001924	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001928	001928	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001932	001932	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001936	001936	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001940	001940	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001944	001944	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001948	001948	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001952	001952	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001956	001956	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001960	001960	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001964	001964	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001968	001968	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001972	001972	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001976	001976	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001980	001980	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001984	001984	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001988	001988	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001992	001992	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
001996	001996	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002000	002000	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
002004	002004	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002008	002008	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002012	002012	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002016	002016	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002020	002020	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002024	002024	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002028	002028	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002032	002032	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002036	002036	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002040	002040	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002044	002044	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002048	002048	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002052	002052	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002056	002056	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002060	002060	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002064	002064	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002068	002068	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002072	002072	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002076	002076	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002080	002080	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002084	002084	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002088	002088	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002092	002092	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002096	002096	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002100	002100	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
002104	002104	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002108	002108	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002112	002112	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002116	002116	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002120	002120	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002124	002124	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002128	002128	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002132	002132	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002136	002136	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002140	002140	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002144	002144	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002148	002148	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002152	002152	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002156	002156	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002160	002160	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002164	002164	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002168	002168	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002172	002172	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002176	002176	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002180	002180	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002184	002184	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002188	002188	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002192	002192	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002196	002196	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA
002200	002200	18	1,388.84	ANDREW JILLET	HILLSDALE	185 MAGNOLIA

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Commissioner Clayton Riggs made a motion to approve Decembers Monthly Tax Report as presented. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not voting.

**Item 3.C - Courthouse Complex Security Improvements**

CAMDEN COUNTY BOARD OF COMMISSIONERS  
 Regular Meeting – February 2<sup>nd</sup>, 2015

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91 *Manager Renshaw relayed the concerns discussed at the November 10<sup>th</sup> meeting of the*  
 92 *Courthouse Complex Security Committee.*

93  
 94 *The committee's primary concerns were the lack of control over physical access into both*  
 95 *the Clerk of Court and Tax Office work areas.*

96  
 97 *These access points include;*

- 98 • *hallway/lobby doors*
- 99 • *low countertop areas (allowing direct access into controlled areas of both*  
 100 *buildings)*

101 *The Committee recommended obtaining estimates for installing electronic door card*  
 102 *readers for the Courthouse and Tax/Planning Office.*

103  
 104 *Those estimates are as follows:*

	<i>Courthouse</i>	<i>Tax</i>	<i>Total</i>
<i>Gately Communications</i>	<i>\$12,137.62</i>	<i>\$10,332.06</i>	<i>\$22,469.68</i>
<i>Envirocon</i>	<i>\$13,931.00</i>	<i>\$11,610.00</i>	<i>\$25,541.00</i>
<i>Eastern Data</i>	<i>\$8,931.83</i>	<i>\$8,569.90</i>	<i>\$17,501.73</i>

105  
 106 *The Committee recommends the use of existing \$49,640 Courthouse Facilities Fees fund*  
 107 *balance to fund the installation of the Courthouse electronic door card readers and*  
 108 *shatter-proof glass. Non-Departmental Capital Outlay-Inventory and Capital Outlay*  
 109 *funds from both the Tax and Planning Office approved budgets to fund the installation of*  
 110 *electronic door card readers in the Tax/Planning Offices. The shatter-proof glass window*  
 111 *in the Tax Office lobby area will be installed using existing Building/Facilities*  
 112 *Maintenance funds and will be completed by County maintenance staff.*

113  
 114 *The County Manager, through the Courthouse Complex Security Committee, recommends*  
 115 *that the Camden Board of Commissioners award the installation of electronic door card*  
 116 *readers at both the Courthouse and Tax/Planning Offices to Eastern Data and approve*  
 117 *funding as outlined in the amount of \$17,501.73.*

118  
 119 *Commissioner Garry Meiggs made a motion to approve the County Manager's*  
 120 *recommendation as presented. The motion passed 5-0 with Chairman McLain, Vice Chair*  
 121 *Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White voting*  
 122 *aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not*  
 123 *voting.*

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126

127

128 **Consent Agenda**

129

130 *Vice Chairwoman Sandra Duckwall made a motion to approve the consent agenda as*  
 131 *presented. The motion passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall,*  
 132 *Commissioners Garry Meiggs, Clayton Riggs, and Tom White voting aye; no*  
 133 *Commissioner voting no; no Commissioners absent; and no Commissioner not voting.*

CAMDEN COUNTY BOARD OF COMMISSIONERS  
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**Item 4.A – Draft Minutes**

***November 24<sup>th</sup>, 2015 Draft Meeting Minutes***

<p style="text-align: center;">Camden County Board of Commissioners Work Session NOVEMBER 24, 2015 Historic Courthouse, Conference Complex Camden, North Carolina</p> <p style="text-align: center;"><b>MINUTES</b></p> <p>A Work Session of the Camden County Board of Commissioners was held on November 24th, 2015 in Camden's Historic Courthouse, Conference Complex TC. The purpose of the Work Session was to discuss items related to the proposed schedule, agenda, and vote for the 2015 November and Emergency Medical Services in Camden County.</p> <p>The following Commissioners were present: Chairman Curry Midge, Vice Chairman Michael Melius, Commissioner Randy Dickstein, Commissioner Deyane Hogg and Commissioner Sandy Kinkaid were absent.</p> <p>The attending were County Manager Michael Beasley, and Clerk to the Board Angela Weston. Present for purposes of making a presentation or providing supporting information for agenda items were the following persons: The Administrator Lisa Anderson, Mr. Bob Frazier of Parametrix Medical Service, Inc.</p> <p><b>Work Session 9:00 A.M.</b></p> <p><b>Call to Order:</b> Chairman Curry Midge called to order the November 24<sup>th</sup>, 2015 work session of the Camden County Board of Commissioners at 9:00 A.M.</p> <p><b>Present schedule, agenda, and vote for the 2015 November</b> Manager Beasley notified the board members and the public of the 2015 Schedule of Public Hearings scheduled for night November 24th at 7:00PM.</p> <p>Mr. Beasley asks the Administrator and Mr. Frazier to come forward and give a brief overview of the 2015 Schedule of Public Hearings and Present the Public Hearings accepted at the November 17<sup>th</sup>, BOC Regular Meeting.</p> <p>Mr. Frazier of Parametrix Medical Service gave a brief overview of the 2015 November process here in Camden County.</p> <ol style="list-style-type: none"> <li>I. Economy</li> <li>II. Approved Process       <ol style="list-style-type: none"> <li>a. Objective Fair Market Value and Equity</li> <li>b. Drafting and Commercial Filings           <ol style="list-style-type: none"> <li>1. Accurate Information</li> <li>2. Dependable indicators of condition</li> </ol> </li> <li>c. Drafting and Other Features           <ol style="list-style-type: none"> <li>1. Common Classification</li> <li>2. Dependable reflection of condition at secondary value</li> </ol> </li> <li>d. Land Market &amp; The Value           <ol style="list-style-type: none"> <li>1. Classification Building Use (open, residential, commercial etc.)</li> <li>2. Road access, View, etc., Privacy, etc off Road etc.</li> <li>3. How L2/D Table</li> <li>4. Adjustments: Features, Road access, topography, shape, slope, etc.</li> </ol> </li> </ol> </li> <li>III. Neighborhood Definitions       <ol style="list-style-type: none"> <li>a. Rules by Neighborhood</li> <li>b. Rules by Countywide</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>IV. Customer Service       <ol style="list-style-type: none"> <li>a. Lines to property owners and offer to meet with them and arrange to have that offer reflect property value</li> <li>b. Be willing to share information that may make it unbecoming the approved process           <ol style="list-style-type: none"> <li>1. Explain the property record and address to hand.</li> </ol> </li> </ol> </li> <li>V. Appeal Process       <ol style="list-style-type: none"> <li>a. Mail Notice           <ol style="list-style-type: none"> <li>1. Informal</li> <li>2. Board of EAS</li> <li>3. Property Tax Commission</li> </ol> </li> </ol> </li> </ol> <p>Mr. Frazier answers a few questions from the board.</p> <p>Manager Beasley reminded everyone of the Public Hearing being held at 7:00 PM.</p> <p><b>Emergency Medical Service in Camden County</b> Manager Beasley presented the following items in reference to Emergency Medical Service in Camden County:</p> <p><b>Inter-local Agreement with Pampernick County</b></p> <ul style="list-style-type: none"> <li>+ Established in 2002 with 5 year term       <ul style="list-style-type: none"> <li>o Automatically renewing additional 2 years</li> </ul> </li> <li>+ Camden provided EMS in exchange for annual contribution to College of William &amp; Mary       <ul style="list-style-type: none"> <li>o \$50,000 in 2002</li> <li>o Annual fee increase equal to Pampernick's increase</li> </ul> </li> <li>+ Agreement "expired" in 2007, however the relationship continued</li> <li>+ FY2013, Camden contributed \$75,000 to CD and \$100,000 to Pampernick Camden EMS</li> <li>+ The Inter-local EMS agreement signed November 2013       <ul style="list-style-type: none"> <li>o Effective to be CD &amp; Camden (CD &amp; EMS are not independently funded)</li> <li>o Camden EMS contributes an 80% of the EMS budget (based on population)</li> <li>o Three year term thru June 30, 2015 with option to extend additional two years</li> </ul> </li> </ul> <p><b>Current Level of Service in Camden County</b></p> <ul style="list-style-type: none"> <li>+ VFD: Station #12 (Haynes Creek) staffed by AEM (Advanced Life Support) crew</li> <li>+ Paramedics &amp; EMTs Interlocal</li> <li>+ 11 hour shift of 10:00 a.m. to 10:00 p.m., seven days per week, 362 days</li> <li>+ Stand open peak started or discontinued by Pampernick Camden EMS</li> <li>+ Station 1000 a.m. and after 10:00 p.m., ambulance dispatched from Station 1000 (adjacent to Camden Medical Center in Elizabeth City)</li> <li>+ Camden cost in Camden is \$14,300 monthly</li> <li>+ Camden Pampernick joint board meeting, Oct. 12       <ul style="list-style-type: none"> <li>o Discuss operational and budget concerns (10 questions)</li> <li>o Parametrix accepted, Max defined key before meeting</li> </ul> </li> </ul> <p><b>PCOEM Budget W/om. Threshold</b></p> <ul style="list-style-type: none"> <li>+ Pampernick County budget making EMS increase scheduled in Camden 2015</li> <li>+ PCOEM advisory board, March 11, 2014       <ul style="list-style-type: none"> <li>o Pampernick Manager and Thomas Officer first advised Board of \$600,000 increase allowed</li> <li>o Full 5 months into fiscal year – they delay notice to Camden County 2014 payment</li> <li>o Proposition that increase allowable will continue</li> </ul> </li> <li>+ Camden will contribute an 80% increase from \$15,000 to \$26,400</li> <li>+ 2015 Camden Manager requested 16 hour meeting at Station 12 (Pampernick increased additional cost not paid)</li> </ul>
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CAMDEN COUNTY BOARD OF COMMISSIONERS  
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<p>November 2013 EMS Advisory Board again considered 24-hour coverage of Camden II, certain calls to non-emergency 911 (EMTs) in Camden III, 4 in Camden III, 4 in Camden III, 4 in Camden III and 4 EMTs total in each Camden III</p> <p>July 2014 Camden County Manager advised of a 24-hour response time. The call was from South Mills placed to 911.</p> <p><b>Amberlite Response Times in Camden (Depends on level)</b></p> <table border="1"> <thead> <tr> <th>Quarter</th> <th>Q1 (2013)</th> <th>Q2 (2013)</th> <th>Q3 (2013)</th> <th>Q4 (2013)</th> <th>Q1 (2014)</th> <th>Q2 (2014)</th> <th>Q3 (2014)</th> <th>Q4 (2014)</th> </tr> </thead> <tbody> <tr> <td>Call</td> <td>10/13/13</td> <td>10/13/13</td> <td>11/13/13</td> <td>11/13/13</td> <td>10/13/14</td> <td>10/13/14</td> <td>11/13/14</td> <td>11/13/14</td> </tr> <tr> <td>South Mills</td> <td>10/13/13</td> <td>10/13/13</td> <td>11/13/13</td> <td>11/13/13</td> <td>10/13/14</td> <td>10/13/14</td> <td>11/13/14</td> <td>11/13/14</td> </tr> </tbody> </table> <p>Information: ADA Risk-Reduction Strategy</p> <p>EMT-100-10000-01-2000 response times</p> <p>For Paramedic-Certified EMS System that complies through 11/1/2014, 911 calls</p> <p><b>Request Camden EMS Law with System Alternatives</b></p> <p><b>PCEMD Initial Input to the Issue Agreement</b></p> <p>"The way of that, Howell said, that we support for PCEMD is contingent upon it responding to 90 percent of the calls within nine minutes, an industry standard. It wouldn't mean that compliance with its conditions not allow to half Howell said."</p> <p><b>First Hospital Loss Language</b></p> <p><b>Emergency Ground Transportation (Exhibit B)</b></p> <p>"The following standards specified in municipal contracts, PCEMD will meet or exceed with the EMS industry standards for 911 and response times, which is currently that at least 90% of 911 calls will be responded to within 8 minutes and 20 minutes and no later than 12 minutes for 100% of calls. Response is measured from the time a 911 call is received by the 911 center until the EMS vehicle arrives at the patient's location."</p> <p><b>Final Loss Language (Response Times)</b></p> <p><b>Emergency Ground Transportation (Exhibit C)</b></p> <p>"The following standards specified in municipal contracts, PCEMD will meet or exceed the following 911 and response times at least 90% of 911 calls will be responded to within 7 minutes and at least 90% of 911 calls will be responded to within 10 minutes. Response is measured from the time a 911 call is received by the 911 center until the EMS vehicle arrives at the patient's location."</p>	Quarter	Q1 (2013)	Q2 (2013)	Q3 (2013)	Q4 (2013)	Q1 (2014)	Q2 (2014)	Q3 (2014)	Q4 (2014)	Call	10/13/13	10/13/13	11/13/13	11/13/13	10/13/14	10/13/14	11/13/14	11/13/14	South Mills	10/13/13	10/13/13	11/13/13	11/13/13	10/13/14	10/13/14	11/13/14	11/13/14	<p><b>Camden EMS Call Volume by Township</b></p> <table border="1"> <thead> <tr> <th>Township</th> <th>2013</th> <th>2014</th> <th>2015</th> <th>2016</th> <th>2017</th> <th>2018</th> <th>2019</th> </tr> </thead> <tbody> <tr> <td>Camden</td> <td>111</td> <td>112</td> <td>113</td> <td>114</td> <td>115</td> <td>116</td> <td>117</td> </tr> <tr> <td>South Mills</td> <td>118</td> <td>119</td> <td>120</td> <td>121</td> <td>122</td> <td>123</td> <td>124</td> </tr> </tbody> </table> <p><b>Request for Proposals for Countywide EMS Services</b></p> <ul style="list-style-type: none"> <li>Issued September 8, 2014</li> <li>Seek to significantly enhance the level of services in Camden III (hour coverage to 24-hour coverage)</li> <li>County oversight with control over spending</li> <li>County to own assets (ambulances, radios, etc)</li> </ul> <p><b>Elements of RFP</b></p> <ul style="list-style-type: none"> <li>Continuity of Quality Improvement</li> <li>Professional services provider, sound financial management</li> <li>24-hour initial response</li> <li>Staffing at 405 level (and each crew comprised of EMT-Paramedic and EMT-Intermediate)</li> <li>Response times must be under 12 minutes to 90% of calls</li> <li>County to own/maintain three Type III ambulances and Quick Response Vehicle</li> <li>EMS crews to operate out of VFD Stations 12 and 14</li> <li>Performance-based Contract, liquidated damages if response times not met</li> <li>Proposal to include billing/collections (certified ambulance cost reimbursement)</li> </ul>	Township	2013	2014	2015	2016	2017	2018	2019	Camden	111	112	113	114	115	116	117	South Mills	118	119	120	121	122	123	124
Quarter	Q1 (2013)	Q2 (2013)	Q3 (2013)	Q4 (2013)	Q1 (2014)	Q2 (2014)	Q3 (2014)	Q4 (2014)																																												
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Camden	111	112	113	114	115	116	117																																													
South Mills	118	119	120	121	122	123	124																																													
<p><b>Qualified Proposal Response</b></p> <ul style="list-style-type: none"> <li>One qualified proposal received on November 7, 2014             <ul style="list-style-type: none"> <li>American Medical Response (AMR)                     <ul style="list-style-type: none"> <li>Industry leader with 52 years of experience in EMS nationwide</li> <li>Serving over 2,200 communities in 40 states</li> <li>Medical Transport Inc, owned by Serrano Hospital, also attended pre-submittal meeting</li> </ul> </li> </ul> </li> </ul> <p><b>Camden EMS Proposal Review Committee</b></p> <ul style="list-style-type: none"> <li>Met to review proposal on November 28, 2014</li> <li>Presentations given by AMR team</li> <li>Worked staffing needs/costs under further review</li> <li>AMR provides very competitive salary &amp; benefits package, priority to hire locally</li> <li>Capex/operation on annual cost increases (1%)</li> </ul>	<p><b>Question 1 - Certified Billing Coders</b></p> <p>"How many certified billing coders does the Paramedic-Certified EMS Office department have? If not certified, what is the cost of obtaining this certification vs. cost of potential coding errors that may result in lost revenues?"</p> <p><b>Answer</b></p> <p>Paramedic-Certified EMS does not have any CAC's (Certified Ambulance Coding) Coders. In order to certify staff, the National Association of Ambulance Coding (NAAC) charges approximately \$7,000.00 per person for the 20-hour online version of the Ambulance Coding Course. For our coding system we have and some of our units are nationally certified via what compliance codes entered into the patient care reporting software, we need that coding system and internal and that the cost of verifying our billing staff is not warranted.</p> <p>If determination is made that PCEMD should have CAC's, it would be recommended that each certified coder receive the appropriate salary increase which would be commensurate with national median rates for similar Accountable Executive positions with a CAC which is \$40,000. This salary is 20% above our Accountable Executive Supervisor position at EMS-Office Manager currently receives. If we used, PCEMD would need to verify the following positions at the current additional salary increase for each:</p> <table border="1"> <tbody> <tr> <td>• EMS Director</td> <td>\$13,875</td> </tr> <tr> <td>• EMS Assistant Director</td> <td>\$10,260</td> </tr> <tr> <td>• EMS Billing Dept Manager</td> <td>\$10,000</td> </tr> <tr> <td>• EMS Office Supervisor</td> <td>\$ 9,420</td> </tr> <tr> <td>• EMS Training Officer</td> <td>\$10,260</td> </tr> <tr> <td>• Chief (1) EMS (Fast) Team-Office Assistant</td> <td>\$ 9,300</td> </tr> <tr> <td><b>Total Salary Impact</b></td> <td><b>\$62,715</b></td> </tr> </tbody> </table> <p>The staff of PCEMD feels that the cost of certification and the budget impacts will exceed savings realized with CAC's. The current EMS Billing/audit line item is \$50K, which is in fact, insufficient for any credible approaches facing in our current underutilized EMS unit. Approx. A national certified PCEMD practice as well as some of others.</p> <p>Although human error exists in submission of numbers regardless of a CAC status, PCEMD wants diligently to follow up on all states that have been reported by financial companies to them as well. From the data that is collected on an insurance company's Statement of Benefits (SOB), and are reported upon annual at our office, any affected claims are promptly reviewed and resubmitted for proper reimbursement.</p>	• EMS Director	\$13,875	• EMS Assistant Director	\$10,260	• EMS Billing Dept Manager	\$10,000	• EMS Office Supervisor	\$ 9,420	• EMS Training Officer	\$10,260	• Chief (1) EMS (Fast) Team-Office Assistant	\$ 9,300	<b>Total Salary Impact</b>	<b>\$62,715</b>																																					
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• Chief (1) EMS (Fast) Team-Office Assistant	\$ 9,300																																																			
<b>Total Salary Impact</b>	<b>\$62,715</b>																																																			



CAMDEN COUNTY BOARD OF COMMISSIONERS  
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**Question 2 - Write-Off Procedures**

"What is the percentage of revenue billing collections that are written off in both Camden and Pleasanton County versus what would actually be payable if no write-off policy was in place? What are the total amounts of revenue that are written-off in both counties?"

**Answer:**

For FY 2014, there is no revenue write-off procedure in either Camden or Pleasanton County. The only policy of write-off procedure currently in place is for the County's Billing Practices, under Pleasanton County's (PCC) Account Writer's Policy, Appendix C.

With PCC, all bills are taken to the PCC and all bills are collected. There is no write-off policy in place. The only write-off procedure is for the County's Billing Practices, under Pleasanton County's (PCC) Account Writer's Policy, Appendix C.

For FY 2014, there is no revenue write-off procedure in either Camden or Pleasanton County. The only policy of write-off procedure currently in place is for the County's Billing Practices, under Pleasanton County's (PCC) Account Writer's Policy, Appendix C.

The total amount of revenue that is written off in Camden is \$1,419,790. The total amount of revenue that is written off in Pleasanton County is \$1,419,790.

- The amount of revenue that is written off in Camden is \$1,419,790. The amount of revenue that is written off in Pleasanton County is \$1,419,790.
- The amount of revenue that is written off in Camden is \$1,419,790. The amount of revenue that is written off in Pleasanton County is \$1,419,790.

**Question 3 - Utility Analysis**

"Please provide a utility analysis for Pleasanton County (PCC) for FY 2014 and FY 2015. The analysis should include a comparison of utility rates in Camden and Pleasanton County and a comparison of utility rates in Pleasanton County to other counties in the region."

**Answer:**

The utility analysis for PCC for FY 2014 and FY 2015 is as follows:

Utility	FY 2014	FY 2015
Electricity	\$1,100,000	\$1,100,000
Gas	\$1,100,000	\$1,100,000
Water	\$1,100,000	\$1,100,000
Sewer	\$1,100,000	\$1,100,000
Waste	\$1,100,000	\$1,100,000
Telephone	\$1,100,000	\$1,100,000
Internet	\$1,100,000	\$1,100,000
Health Insurance	\$1,100,000	\$1,100,000
Total	\$1,100,000	\$1,100,000

**FY 2014 Loaded Salaries and Wages**

Director	1
Assistant Director	1
EMS Training Officer	1
Chief Billing Manager	1
Chief Billing Assistant	1
EMT	10
EMT	8
EMT Intermediate	8
EMT Paramedic	19
Full Time Salaries and Wages	\$ 1,419,790
Overtime	100,000
Part Time Salaries and Wages	80,000
PCA	114,200
Retirement	88,800
Health Insurance	287,500
Total "Loaded" Salaries/Benefits	\$ 2,069,290

**FY 2015 Loaded Salaries and Wages**

Director	1
Assistant Director	1
EMS Training Officer	1
Chief Billing Manager	1
Chief Billing Assistant	1
EMT	10
EMT	8
EMT Intermediate	8
EMT Paramedic	19
Full Time Salaries and Wages	\$ 1,504,000
Overtime	118,000
Part Time Salaries and Wages	80,000
PCA	117,000
Retirement	115,400
Health Insurance	293,000
Total "Loaded" Salaries/Benefits	\$ 2,268,400

**FY 2014 Loaded Salaries and Wages**

Director	1
Assistant Director	1
EMS Training Officer	1
Chief Billing Manager	1
Chief Billing Assistant	1
EMT	10
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Full Time Salaries and Wages	\$ 1,419,790
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**FY 2015 Loaded Salaries and Wages**

Director	1
Assistant Director	1
EMS Training Officer	1
Chief Billing Manager	1
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EMT	10
EMT	8
EMT Intermediate	8
EMT Paramedic	19
Full Time Salaries and Wages	\$ 1,504,000
Overtime	118,000
Part Time Salaries and Wages	80,000
PCA	117,000
Retirement	115,400
Health Insurance	293,000
Total "Loaded" Salaries/Benefits	\$ 2,268,400

**Question 4 - MET Services and Expenses**

"Please provide a summary of MET services and expenses for Pleasanton County for FY 2014 and FY 2015. The summary should include a comparison of MET services and expenses in Camden and Pleasanton County and a comparison of MET services and expenses in Pleasanton County to other counties in the region."

**Answer:**

The summary of MET services and expenses for PCC for FY 2014 and FY 2015 is as follows:

Category	FY 2014	FY 2015
Personnel	\$1,100,000	\$1,100,000
Materials	\$1,100,000	\$1,100,000
Travel	\$1,100,000	\$1,100,000
Other	\$1,100,000	\$1,100,000
Total	\$4,400,000	\$4,400,000

**Question 5 - MET Services and Expenses**

"Please provide a summary of MET services and expenses for Pleasanton County for FY 2014 and FY 2015. The summary should include a comparison of MET services and expenses in Camden and Pleasanton County and a comparison of MET services and expenses in Pleasanton County to other counties in the region."

**Answer:**

The summary of MET services and expenses for PCC for FY 2014 and FY 2015 is as follows:

Category	FY 2014	FY 2015
Personnel	\$1,100,000	\$1,100,000
Materials	\$1,100,000	\$1,100,000
Travel	\$1,100,000	\$1,100,000
Other	\$1,100,000	\$1,100,000
Total	\$4,400,000	\$4,400,000

CAMDEN COUNTY BOARD OF COMMISSIONERS  
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Item	2014	2015	2016	2017	2018	2019	2020
...	...	...	...	...	...	...	...

**Question 6 - Camden County Response Times**

Please provide the average EMS response times for each Camden County emergency response area. Please include the following information: location, response time, and the number of calls received in that area for the year 2014.

Area	2014	2015	2016	2017	2018	2019	2020
...	...	...	...	...	...	...	...

1. Provide the data for each area.  
2. Provide the data for each area.

**Question 8 - Response Time Improvement Initiative**

Response Time Initiative (RTI) was approved by the average EMS response time in Camden County for calendar years 2014 through 2015 was over 12 minutes. It was also reported that the Paramedic Critical Care Unit (PCCU) was not responding to calls in a timely manner. Please provide the following information: location, response time, and the number of calls received in that area for the year 2014.

Answer:  
With the need to decrease response times in Camden County, the PCCU began operations in early 2014 to allow an ambulance to arrive at the South Camden Fire Department Station 12 located on Stone's Creek Road. On September 1, 2014, PCCU was able to place a call to Station 12 during the hours of Paramedic Critical Care Unit in Camden County, which was, until 11:59 a.m. until 12 p.m. These calls are handled locally to ensure that the ambulance is not creating the peak times in Camden.

- 1) Providing four personnel (10 a.m. to 6 p.m.) peak period back to back at Station 12 located behind Camden Alternative Medical Center. This staff would be placed in order to assist with the transportation of ambulances during the response area covered by this station. This staff would also assist for EMS to accommodate the increasing number of ambulance requests.
- 2) Providing an additional personnel to EMS to increase coverage times to 24 hours a day at Station 12 so that ambulance coverage would be maintained and response times would be maintained. Camden County residents are a 100% fire rated area.

The reason to have the 4 additional personnel at the EMS Station 12 and a paramedic staff to help with the 24-hour coverage is to help reduce response times to 12 minutes or less, as well as to accommodate the increasing number of ambulance requests.

At recent meetings of the EMS Board, Camden County Manager Mike Houston has requested information or costs of providing coverage on a 24-hour basis with an ambulance located at Station 12 in South Camden. These figures were provided to the Camden County Board of Commissioners on 1/21/15. No further discussion has been made for that presentation of information.

There had been no response when Camden County was being notified the amount of 24-hour EMS coverage within the Camden County Board of Commissioners. The amount for the 24-hour EMS coverage currently has not been updated in Appendix B, "Call Request".

**Question 7 - PCERS Review in Expense Analysis**

Please provide a review of expense analysis for Paramedics Critical Care Unit (PCCU) for calendar years 2014 through 2015. Please include the following information: location, response time, and the number of calls received in that area for the year 2014.

Answer:  
Below are the expenditures for Paramedics Critical Care Unit (PCCU) for calendar years 2014 through 2015. Please refer to the attached spreadsheet for more information.

Item	2014	2015	2016	2017	2018	2019	2020
...	...	...	...	...	...	...	...

**Question 9 - Camden EMS Pre-Bid Analysis**

Please provide a review of pre-bid analysis for Paramedics Critical Care Unit (PCCU) for calendar years 2014 through 2015. Please include the following information: location, response time, and the number of calls received in that area for the year 2014.

Answer:  
The current contract for EMS services was awarded to EMS on 1/21/15. The current contract for EMS services was awarded to EMS on 1/21/15. The current contract for EMS services was awarded to EMS on 1/21/15.

EMERGENCY MEDICAL SERVICES (EMS) services are provided by the Camden County Board of Commissioners. The current contract for EMS services was awarded to EMS on 1/21/15. The current contract for EMS services was awarded to EMS on 1/21/15.

Item	2014	2015	2016	2017	2018	2019	2020
...	...	...	...	...	...	...	...

Item	2014	2015	2016	2017	2018	2019	2020
...	...	...	...	...	...	...	...

**Question 10 - PCERS Financial Overview**

Please provide a review of financial overview for Paramedics Critical Care Unit (PCCU) for calendar years 2014 through 2015. Please include the following information: location, response time, and the number of calls received in that area for the year 2014.

Answer:  
The financial overview for Paramedics Critical Care Unit (PCCU) for calendar years 2014 through 2015 is as follows: ...

As a result of the Camden County Board of Commissioners' decision to award the contract for EMS services to EMS on 1/21/15, the Camden County Board of Commissioners has approved the following financial overview for Paramedics Critical Care Unit (PCCU) for calendar years 2014 through 2015. ...

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**Division 18 - EMS Revenue Schedule**

In the order of the Board's 2014 amendment of a large volume schedule, what is being done here is to amend the schedule and provide the most appropriate and fair revenue schedule for the future. The schedule is being amended to reflect the following changes:

**Notes:**

Division 18 revenue schedule is a schedule of rates and charges for emergency medical services (EMS) provided by the Camden County Board of Commissioners. The schedule is subject to the approval of the Board of Commissioners. The schedule is subject to the approval of the Board of Commissioners. The schedule is subject to the approval of the Board of Commissioners.

Item	Rate	Amount
1. Camden County Board of Commissioners	100.00	100.00
2. Camden County Board of Commissioners	100.00	100.00
3. Camden County Board of Commissioners	100.00	100.00
4. Camden County Board of Commissioners	100.00	100.00
5. Camden County Board of Commissioners	100.00	100.00
6. Camden County Board of Commissioners	100.00	100.00
7. Camden County Board of Commissioners	100.00	100.00
8. Camden County Board of Commissioners	100.00	100.00
9. Camden County Board of Commissioners	100.00	100.00
10. Camden County Board of Commissioners	100.00	100.00

**Public Hearing**

The Camden County Board of Commissioners held a Public Hearing on November 18th, 2014 in Camden, South Carolina, Camden County, SC. The purpose of the Public Hearing is to allow the public to provide input on the proposed schedule, schedule, and rate for the 2015 Schedule of Rates. The following Commissioners were present:

The Chairman, Michael McCall, Commissioners Randy Trudwell, Clayton Higgs, and Randy Trudwell.

Chairman Gary Higgs was absent.

The meeting was moderated by Michael Trudwell, and Clerk to the Board Angela Thomas. Present for purposes of making a presentation, or providing supporting information for a specific item was the following person: The Administrator Lisa Anderson, Mr. Bob Francis of Francis Appraisal Service, Inc.

**Public Hearing**

The Chairman McCall called the Public Hearing to order at 7:00 PM.

**Declaration of Public Hearing**

Commissioner Clayton Higgs gave the invocation and led those present in the Pledge of Allegiance.

**Public Comments**

None.

**Public Hearing**

2015 Schedule of Rates and Present Land Use Values

Commissioner Randy Trudwell made a motion to go into a public hearing at 7:00 PM. The motion passed 4-0 with Vice Chairman Michael McCall, and Commissioners Randy Trudwell, Randy Trudwell and Clayton Higgs voting yes and Chairman Gary Higgs absent from the meeting.

County Manager Mike Sanderson welcomed everyone to the public hearing on the 2015 Schedule of Rates and Present Land Use Values and welcome the public that they are available for public input to the Tax Administrators office.

Mr. Francis introduced Mr. Francis of Francis Appraisal.

Mr. Francis of Francis Appraisal made a brief overview of the evaluation process.

**Public Comments**

The applicant mentioned Michael with the listed property value.

There should be noted as the property owner the beginning of February.

**Appraisals**

Mr. Francis will make every attempt to resolve any informal appeal.

Formal appeals made to the Board of Equalization and Review and the SC Property Tax Commission would start in April.

**Public Comments**

The Chairman McCall calls for public comments pertaining to the 2015 Schedule of Rates and Present Land Use Values.

William Reuber of Canal #1 in Camden County comes on the board to officially present a list of the bid items and ask for the board to approve them for the County. Mr. Reuber mentions that the items that come to his board are very professional, informative and great about as far as bid items. His appraisal date comes and although they handled the process very well.

The Chairman McCall asked if there were any other public comments.

Mr. Francis informed the board that there were no public comments on the bid items.

The Chairman McCall asked if there were other public comments.

There were no other comments from the public.

Commissioner Clayton Higgs made a motion to close the public hearing at 7:00 PM. The motion passed 4-0 with Vice Chairman Michael McCall, and Commissioners Randy Trudwell, Randy Trudwell and Clayton Higgs voting yes and Chairman Gary Higgs absent from the meeting.

**Commissioner Comments**

None.

**Meeting Adjourns**

None.

**Meeting Adjourned**

At 7:00 PM, the Chairman McCall, asked if there were any other motions to move before the Board of Commissioners, hearing none, he declared the meeting adjourned.

**ATTEST:**

Clayton Higgs  
Camden County Board of Commissioners

Angela Thomas  
Clerk to the Board

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**Item 4.B - Tax Refunds, Pickups, & Releases**

CAMDEN COUNTY BOARD OF COMMISSIONERS  
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**REFUNDS OVER \$100.00**

Refunds to be issued by Finance Office

CAMDEN COUNTY

Refund No	Refund To	Refund Amount	Refund Description
815.00	LINDSEY CHRISTOPHER 611 WILSON AVENUE CAMDENVILLE, NC 27824	2014 NC 01 0041-02 08 1219 0000 0010100 0 21114	2014 NC 01 0041-02 08 1219 0000 0010100 0 21114
2,761.00	REFUND STATE FUNDING AGEN PO BOX 21217 WASHINGTON, NC 27888	2014 NC 01 0041-02 08 1219 0000 0010100 0 21114	2014 NC 01 0041-02 08 1219 0000 0010100 0 21114
<b>4,576.00 Total Refunds</b>			

Submitted by Lisa S. Anderson Date 1-29-15  
 Lisa S. Anderson, Tax Administrator Camden Co.

Approved by P. Michael McLain Date 2-2-15  
 P. Michael McLain, Chairman Camden Co. Board of Commissioners

**REFUNDS OVER \$100.00**

Refunds to be issued by Finance Office


CAMDEN COUNTY

Refund No	Refund To	Refund Amount	Refund Description
2,000.00	YONKALAN - WEST-ROBERT SEPT 800 BOX 91208 SOUTH MILLS, NC 27576	2014 NC 01 0041-02 08 1219 0000 0010100 0 21114	2014 NC 01 0041-02 08 1219 0000 0010100 0 21114
186.00	EMILE D. WOOD P.O. BOX 5831 COLUMBIA, NC 28038	2014 NC 01 0041-02 08 1219 0000 0010100 0 21114	2014 NC 01 0041-02 08 1219 0000 0010100 0 21114
5,100.00	FIRST STATE BANK-NORTHSIDE LEAN PO BOX 21417 WASHINGTON, NC 27888	2014 NC 01 0041-02 08 1219 0000 0010100 0 21114	2014 NC 01 0041-02 08 1219 0000 0010100 0 21114
<b>7,376.00 Total Refunds</b>			

Submitted by Lisa S. Anderson Date 1-29-15  
 Lisa S. Anderson, Tax Administrator Camden Co.

Approved by P. Michael McLain Date 2-2-15  
 P. Michael McLain, Chairman Camden Co. Board of Commissioners

**REFUNDS OVER \$100.00**



North Carolina Vehicle Tax System


**NCVTS Pending Refund report**

Agency	Agency Code	Agency Name	Agency Address	Agency City	Agency State	Agency Zip	Agency Phone	Agency Fax	Agency Email	Agency Website	Agency Status	Agency Type	Agency Category	Agency Subcategory	Agency Subcategory Code	Agency Subcategory Description	Agency Subcategory Code	Agency Subcategory Description	Agency Subcategory Code	Agency Subcategory Description
0001	0001	CAMDEN COUNTY	100 WILSON AVENUE	CAMDEN	NC	27824	704-992-1111	704-992-1114	lisa.anderson@camdennc.gov	www.camdennc.gov	Active	01	01	01	01	01	01	01	01	01

Submitted by Lisa S. Anderson Date 1-29-15  
 Lisa S. Anderson, Tax Administrator Camden Co.

Approved by P. Michael McLain Date 2-2-15  
 P. Michael McLain, Chairman Camden Co. Board of Commissioners

**REFUNDS OVER \$100.00**



North Carolina Vehicle Tax System

**NCVTS Pending Refund report**

Agency	Agency Code	Agency Name	Agency Address	Agency City	Agency State	Agency Zip	Agency Phone	Agency Fax	Agency Email	Agency Website	Agency Status	Agency Type	Agency Category	Agency Subcategory	Agency Subcategory Code	Agency Subcategory Description	Agency Subcategory Code	Agency Subcategory Description	Agency Subcategory Code	Agency Subcategory Description
0001	0001	CAMDEN COUNTY	100 WILSON AVENUE	CAMDEN	NC	27824	704-992-1111	704-992-1114	lisa.anderson@camdennc.gov	www.camdennc.gov	Active	01	01	01	01	01	01	01	01	01

Submitted by Lisa S. Anderson Date 1-29-15  
 Lisa S. Anderson, Tax Administrator Camden Co.

Approved by P. Michael McLain Date 2-2-15  
 P. Michael McLain, Chairman Camden Co. Board of Commissioners

CAMDEN COUNTY BOARD OF COMMISSIONERS  
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REFUNDS OVER \$100.00

ACS Tax System 1/29/15 9:34:55 CAMDEN COUNTY  
 Refunds to be Issued by Finance Office

Refunds: 187.99 Remit To: FIRST AMERICAN TITLE COMPANY Reference: 2014 R 01-8907-00-30-8837.0000 Drawer/Transaction Info: 20141125 1 215475  
 6 CAMDEN CIRCLE TX 76262 refund Harold Johnson

187.99 Total Refunds: \*\*\*

Submitted by Lisa S. Anderson Date 1-29-15  
 Lisa S. Anderson, Tax Administrator Camden Co.

Approved by P. Michael McLain Date 2-2-15  
 P. Michael McLain, Chairman Camden Co. Board of Commissioners

NAME	REASON	TYPE NO.
NC Dept of Transportation	\$804.04 Release North voter fee owed by State	Release/17018 E-8114-14
Karen Bundy	Discovery \$185.61	Pick-Up/17228 P-11529-14
Donald Simmons Porter, Jr.	Discovery \$172.78	Pick-Up/17350 P-11749-14
George Rowland	Discovery \$198.21	Pick-Up/17370 P-11777-14
Michael & Michelle Stone	Discovery \$209.28	Pick-Up/17447 P-11800-14
Dung Le Tran	Discovery \$150.62	Pick-Up/17458 P-11818-14
Buddy Gregory's Body Shop	Discovery \$275.08	Pick-Up/17488 P-11835-14
Lt Kim Hayth	Discovery \$198.42	Pick-Up/17501 P-11860-14
FFF Investments, LLC	Discovery \$159.90	Pick-Up/17502 P-11857-14
Ricky's Welding	Discovery \$527.47	Pick-Up/17508 P-11862-14
Sween & Temple	Discovery \$6,458.01	Pick-Up/17507 P-11863-14

NAME	REASON	TYPE NO.
D.P. Medlin, Jr.	\$145.80 Assessment Correction	Release/17188 R-81412-14
Joyce Medlin	\$145.80 Assessment Correction	Adjustment/17187 R-81412-14
Carey Farms, Inc.	Discovery \$366.12	Pick-Up/17230 P-11531-14
Wilbur Ray Berry	Discovery \$135.49	Pick-Up/17238 P-11503-14
Steven M. Bonn	Discovery \$150.08	Pick-Up/17242 P-11509-14
Kevin & Stacy Anderson	Discovery \$100.28	Pick-Up/17228 P-11462-14
Melissa P. Linton	Discovery \$114.44	Pick-Up/17273 P-11863-14
Keith Dennis	Discovery \$119.46	Pick-Up/17213 P-11562-14

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**Item 4.C - Tax Authorization to Collect (March Renewals)**

CAMDEN COUNTY BOARD OF COMMISSIONERS  
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STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County Marsh. Ren.) Due 4/15/15 (NEW SYSTEM)

You are hereby authorized, empowered, and commended 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
16,883.19	17,723.63	9,791.62	44,398.44

Witness my hand and official seal this 2nd day of Feb, 2015



[Signature]  
Chairman, Camden County Board of Commissioners

[Signature]  
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.

[Signature]  
Tax Administrator of Camden County

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**Item 4.D - Resolution in support of a future interstate designation**

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**Item 4.E - Settlement Agreement-Camden Square Associates of NC, LLC**

<p>NORTH CAROLINA                  CAMDEN COUNTY</p> <p>CAMDEN COUNTY,                  A BODY POLITICAL AND                  POLITICAL SUBDIVISION                  OF THE STATE OF                  NORTH CAROLINA,                  PLAINTIFF</p> <p>vs.</p> <p>CAMDEN SQUARE                  ASSOCIATES OF NC, LLC,                  A NORTH CAROLINA                  LIMITED LIABILITY COMPANY                  and BANK OF HAMPTON                  ROADS, A VIRGINIA                  BANKING LIMITED LIABILITY                  COMPANY,                  DEFENDANTS</p> <p>In the General Court of Justice                  Superior Court Division                  File No. 14-CVS-127</p> <p><b>SETTLEMENT AGREEMENT</b></p> <p>This settlement agreement is made and entered into this <u>15<sup>th</sup></u> day of January, 2015, by and among Camden County, Camden Square Associates of NC, LLC, and Bank of Hampton Roads, a Virginia banking limited liability company.</p> <p><b>RECITALS</b></p> <p>1. As is indicated in the caption to this document, the parties are currently engaged in litigation in the Superior Court of Camden County wherein Plaintiff seeks to recover ad valorem property tax from Defendant, Camden Square Associates of NC, LLC, together with interest and attorney fees, and if necessary, sale of the property specified in such litigation free and clear of any lien of Defendant, Bank of Hampton Roads.</p> <p>2. The parties have reached a settlement agreement which each is desirous of pursuing and is made after careful reflection on their current legal position.</p> <p>3. The ultimate effect of such litigation will be a full payment of all taxes due, as recited hereinafter, together with attorney's fees and interest, by Defendant, Camden Square Associates of NC, LLC, without the necessity of further litigation or the potential of a tax foreclosure sale depriving Defendant, Bank of Hampton Roads of its security on a loan to Defendant, Camden Square Associates of NC, LLC.</p> <p>1</p>	<p>NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter expressed, the parties agree as follows.</p> <p><b>Section One                  Forbearance of Prosecution by Plaintiff</b></p> <p>So long as the following terms are timely complied with, Plaintiff agrees to forbear from prosecution, and to request the Superior Court of Camden County to place this action in a dormant status. However, on failure of Defendant, Camden Square Associates of NC, LLC, to timely meet the obligations incurred herein, Plaintiff shall be free, without further notice, to prosecute its action unimpeded by this agreement to the same extent as if it never existed.</p> <p><b>Section Two                  Time is of the Essence</b></p> <p>All obligations arising under this agreement are agreed to be time sensitive and time is of the essence regarding the faithful fulfillment of the obligations imposed upon Defendant, Camden Square Associates of NC, LLC.</p> <p><b>Section Three                  Agreed Obligation</b></p> <p>It is agreed Defendant, Camden Square Associates of NC, LLC, is currently obligated to Plaintiff for ad valorem taxes for the years 2013 and 2014, together with interest accruing, court costs in the amount of \$200.00, and attorney's fees in the amount of \$2,000.00 for a total sum of \$39,548.14, which shall continue to incur interest on unpaid amounts of tax as by law mandated. Said sum shall be paid in twelve (12) equal installments of \$3,300.00, the first of which shall be paid simultaneously with the execution of this agreement. Thereafter, a like sum shall be paid on or before the 15<sup>th</sup> day of each succeeding month with the final payment being made on December 15, 2015, in the stated amount of \$3,300.00. At each time, the Tax Administrator will make an adjustment of interest payment, which may result in either a modest additional increase or decrease. In the event an increase has occurred, that amount shall likewise be paid on or before December 15, 2015. If a decrease occurs, any refunds will promptly be paid to Defendant. Payments must be received by the Camden County Tax Administrator no later than 5:00 p.m. on the 15<sup>th</sup> day of each month. Payment may be by cash, certified funds, or personal check. However, if a check is dishonored, for any reason, that shall be deemed a material breach of this agreement.</p> <p>Nothing contained herein shall prohibit pre-payment of the then outstanding balance, in whole or in part.</p> <p>2</p>
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CAMDEN COUNTY BOARD OF COMMISSIONERS  
 Regular Meeting – February 2<sup>nd</sup>, 2015

Section Four  
Plaintiff's Remedies

Attached hereto as Exhibit "A" is a Confession of Judgment from Defendant, Camden Square Associates of NC, LLC, to Plaintiff, which shall be executed simultaneously with this agreement. The Confession of Judgment shall be held in escrow by Plaintiff and upon timely satisfaction of Defendants' obligations, the same shall be returned to Defendants, marked "satisfied." In the event of a breach of the timely payment requirements, Plaintiff may file the same with the Superior Court of Camden County, which shall provide all relief specified in the Confession of Judgment immediately to the same extent as if this case had been fully litigated and the relief granted had been ordered by the Superior Court of Camden County. This relief includes a judgment against Defendant, Camden Square Associates of NC, LLC, for all unpaid taxes, accumulated interest, and attorney's fees, together with judgment interest of eight percent (8%) per annum as by law provided, as the same may thereafter accrue. Additionally, it is understood, the court will order appointment of a commissioner to sell and further order the subject property be sold by tax foreclosure sale procedures specified in the North Carolina General Statutes. Although no financial relief is requested of, nor shall be granted against Defendant, Bank of Hampton Roads, said Defendant shall not contest the validity of such sale based upon any encumbrance it may otherwise possess on the subject real property nor assert a priority lien.

Section Five  
Dismissal of Pending Litigation

If this settlement agreement is timely complied with for full payment, Plaintiff shall cause a voluntary dismissal with prejudice to be filed against Defendants, which dismissal shall be limited to any claims for delinquent taxes accruing in the years 2013 and 2014, together with interest and attorney's fees thereon.

Section Six  
Option to Pursue Current Litigation

Nothing contained herein shall, at option of Plaintiff, prohibit Plaintiff from pursuing the current litigation in lieu of relief by the Confession of Judgment, if in Plaintiff's discretion that process is more appropriate. Provided, however, is entitled to but one relief for the outstanding taxes, accumulated interest, filing costs, and attorney's fees and it shall not pursue alternate relief if this agreement is fully complied with.

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Section Seven  
Careful Review

All Defendants stipulate they have carefully reviewed this settlement agreement, have been given ample time for consideration, have had the opportunity to have the same studied by counsel of their choosing, and that John S. Morrison, attorney for Plaintiff, has given no legal advice to any of them. This agreement is the result of careful consideration and perceived benefit by each Defendant.

Section Eight  
Execution in Counterparts Permissible

This document may be executed in counterparts by facsimile or by email with the appropriate electronic signatures.

Entered into this the 15<sup>th</sup> day of January, 2015, and executed in triplicate originals.

CAMDEN COUNTY, PLAINTIFF

By: [Signature]  
 Michael Ranshaw, County Manager

CAMDEN SQUARE ASSOCIATES OF NC, LLC

By: [Signature]  
 Waverly Sawyer, Managing Member

[Signature]  
 E. Lee Boyer, III, Managing Member

[Signature]  
 Robert A. Widener, Managing Member

BANK OF HAMPTON ROADS,  
 a Virginia Banking Limited Liability Company

By: [Signature]  
 Paul A. Driscoll  
 Title: Senior Vice President

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NORTH CAROLINA  
 CAMDEN COUNTY

CAMDEN COUNTY,  
 A BODY POLITIC AND  
 POLITICAL SUBDIVISION  
 OF THE STATE OF  
 NORTH CAROLINA,  
 PLAINTIFF

CAMDEN SQUARE  
 ASSOCIATES OF NC, LLC,  
 A NORTH CAROLINA  
 LIMITED LIABILITY COMPANY  
 and BANK OF HAMPTON  
 ROADS, A VIRGINIA  
 BANKING LIMITED LIABILITY  
 COMPANY,  
 DEFENDANTS

IN THE GENERAL COURT OF JUSTICE  
 SUPERIOR COURT DIVISION  
 FILE NO. 14-CV5-127

CONFESSION OF JUDGMENT

Defendants respectfully show unto the court:

1. Plaintiff is a body politic and political subdivision of the State of North Carolina and as such has power and authority to assess, levy, and collect taxes against real and personal property located within its boundary in accordance with the laws of North Carolina.
2. Defendant, Camden Square Associates of NC, LLC, is a limited liability company brought into existence under the laws of the State of North Carolina and is the owner of the property listed in the Complaint of record in this cause. Ad valorem taxes are owing for the years 2013 and 2014, with accrued interest in the current amount of \$39,548.14.
3. The reasonable attorney's fees expended by Plaintiff in collecting these taxes is the sum of \$2,000.00. The cost accrued by Plaintiff in filing this action together with service fees is the sum of \$300.00.

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4. Defendant, Bank of Hampton Roads, a Virginia banking limited liability company, with its principal office located in Chesapeake, Virginia, is the holder of a Deed of Trust on the subject property more particularly described in Book 155, Page 460, of the Camden County Public Registry, which document bears a date of February 27, 2002, and recorded February 28, 2002. But for the priority of ad valorem tax liens, this Defendant would possess a first lien against the subject property.

5. The total amount due at this time, together with penalties and interest, for 2013 and 2014, is \$39,548.14 as of January 2015. The undersigned Defendant, Camden Square Associates of NC, LLC, by and through its managing members whose signatures are affixed hereto, authorizes entry judgment in favor of the Plaintiff in the sum of \$39,548.14 less any credits for monies paid since the execution of this document by Defendants, or increased by accruing interest on unpaid amounts, which sum may be tendered by counsel for Plaintiff without question or notice to any Defendants herein.

6. Defendants further agree this court shall enter an order appointing a commissioner to sell the real estate described in the Complaint for both tracts after due advertisement in accordance with law and under the direction of this court and to deliver to the purchaser of such sale a Deed to the real estate in fee simple, free and clear of all encumbrances, including those of Defendant, Bank of Hampton Roads, and the interest and equities of redemption of all Defendants in the property will be forever barred and foreclosed.

The commissioner so appointed shall be ordered to pay from the proceeds of the sale the taxes, penalties, interest, and costs due to Plaintiff together with the costs of this action, including a reasonable attorney's fee, in the amount of \$2,000 and to pay the surplus, if any, to such parties as may be entitled thereto, or to pay it into the court for the benefit of said parties with particular emphasis being given to the otherwise outstanding lien of Defendant, Bank of Hampton Roads.

7. No financial relief is to be awarded to Plaintiff from the Bank of Hampton Roads, other than it shall surrender without question what would otherwise be its priority lien remedy.

This the 15<sup>th</sup> day of January, 2015.



CAMDEN COUNTY BOARD OF COMMISSIONERS  
Regular Meeting – February 2<sup>nd</sup>, 2015

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186 **Commissioner's Report**

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188 *Chairman McLain mentioned the following items of interest:*

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- *Tax help is available at the Senior Center*
- *A Small Business Loan fund is available through the Albemarle Commission*

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192 *Vice Chairwoman Sandra Duckwall gave a brief report on the Library*

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200 **County Manager's Report**

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202 *County Manager Mike Renshaw had the following items to report:*

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- *One Mill Park – 100 day construction day cycle*
- *Board Retreat – March 9<sup>th</sup>, 2015 10:00 AM – 4:30 PM – Public Library*

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207 **Recess Commissioner's Meeting**

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211 *Tom White made a motion to recess and go into a meeting of the South Camden Water &*  
212 *Sewer District at 7:25PM. The motion passed 5-0 with Chairman McLain, Vice Chair*  
213 *Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White voting*  
214 *aye; no Commissioner voting no; no Commissioners absent; and no Commissioner not*  
215 *voting.*

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**SOUTH CAMDEN WATER & SEWER DISTRICT**  
**BOARD OF DIRECTORS**

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220 **Consideration of the Agenda**

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222 *Clayton Riggs made a motion to adopt the agenda as presented. The motion passed 5-0*  
223 *with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs,*  
224 *Clayton Riggs, and Tom White voting aye; no Commissioner voting no; no Commissioners*  
225 *absent; and no Commissioner not voting.*

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228 **New Business**

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230 *Item 3.A – Seymour Drive Well Engineering Services Proposal*

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CAMDEN COUNTY BOARD OF COMMISSIONERS  
 Regular Meeting – February 2<sup>nd</sup>, 2015

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232 *Manager Renshaw presented the proposal for an additional raw water production well on*  
 233 *the five acre lot the County purchased on Seymour Road. The current CIP includes*  
 234 *funding for the plans and specifications necessary for permitting and constructing a new*  
 235 *production well. The proposal from Diehl & Phillips is included and is under the*  
 236 *budgeted amount in the CIP.*  
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**Construction of Additional Well Site Project (Seymour Drive)**

Land Acquisition Phase (FY 2013-2014)

Land Purchase Expense \$50,000

Water/Sewer Upgrade Fund Balance \$50,000

Engineering/Site Design Phase (FY 2014-2015)

Engineering Expense \$40,000

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240 *Garry Meiggs made a motion to authorize the County Manager to enter into a contract*  
 241 *agreement with Diehl & Phillips. The motion passed 5-0 with Chairman McLain, Vice*  
 242 *Chair Sandra Duckwall, Commissioners Garry Meiggs, Clayton Riggs, and Tom White*  
 243 *voting aye; no Commissioner voting no; no Commissioners absent; and no Commissioner*  
 244 *not voting.*  
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246 *At 7:35 PM, Chairman McLain asked if there were any other matters to come before the*  
 247 *South Camden Water & Sewer Board of Directors, hearing none, he adjourned the South*  
 248 *Camden Water & Sewer Board of Directors meeting*  
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**Reconvene Commissioner's Meeting**

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**Recess Commissioner's Meeting**

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259 *Clayton Riggs made a motion to enter Closed Session at 7:35 PM. The motion passed 5-0*  
 260 *with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry Meiggs,*  
 261 *Clayton Riggs, and Tom White voting aye; no Commissioner voting no; no Commissioners*  
 262 *absent; and no Commissioner not voting.*

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**CLOSED SESSION**

**Pursuant to G.S. 143-318.11(a)(5) – Contract Negotiations**

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267 *Garry Meiggs made a motion to come out of Closed Session at 7:55 PM. The motion*  
 268 *passed 5-0 with Chairman McLain, Vice Chair Sandra Duckwall, Commissioners Garry*  
 269 *Meiggs, Clayton Riggs, and Tom White voting aye; no Commissioner voting no; no*  
*Commissioners absent; and no Commissioner not voting.*

CAMDEN COUNTY BOARD OF COMMISSIONERS  
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**Reconvene Commissioner's Meeting**

**Meeting Adjourned**

*At 7:56 PM, Chairman McLain asked if there were any other matters to come before the Board of Commissioners, hearing none, and by acclamation the meeting was adjourned.*

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*Chairman McLain  
Camden County Board of Commissioners*

**ATTEST:**

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*Angela L. Wooten  
Clerk to the Board*

