



**CAMDENCOUNTY**

new energy. new vision.

**BOARD  
OF  
COMMISSIONERS**

**April 02, 2018  
7:00 PM**

*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.*

*Special accommodations for the disabled who attend public meetings can be made by contacting the Clerk to the Board 24 hours in advance at 252-338-6363, Ext. 100.*

**Please turn Cell Phone ringers off during the meeting.**

## **Agenda**

**Camden County Board of Commissioners  
BOC - Regular Meeting  
April 02, 2018  
7:00 PM  
Historic Courtroom, Courthouse Complex**

### **ITEM 6:00 CIP Work Session**

### **ITEM 7:00 PM REGULAR MEETING**

#### **Welcome & Call to Order**

#### **Invocation & Pledge of Allegiance**

Pastor Marc O'Neal

### **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** (For discussion and possible action)

1. 2017 Trillium Annual Report - Bland Baker
2. Cooperative Extension Annual Report - Cameron Lowe
3. Parks & Recreation Department Update - Tim White
4. Training Report - Sheriff Rodney Meads

### **Recess to South Camden Water & Sewer District Board of Directors Meeting**

### **Reconvene Commissioners' Meeting**

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

- A. Unified Development Ordinance Update - Dan Porter

**ITEM 5. New Business (For discussion and possible action)**

- A. National Public Safety Telecommunicators Week - Proclamation
- B. JCPC - Christy Edwards
- C. Tax Report - Lisa Anderson
- D. 2017 Advertisement of Tax Liens on Real Property
- E. Set Hearing Dates-2018 Board of Equalization and Review
- F. Resolution to Convey Property to South Camden Water & Sewer District - Ken Bowman
- G. Trillium Joint Ownership Distribution Agreement - Ken Bowman
- H. Standing Objection to Waiver of Court Costs and Fines - John Morrison
- I. Electronic Transactions & Signatures Resolution - Stephanie Humphries
- J. Banking Resolution - Stephanie Humphries
- K. Pasquotank River Yacht Club Lease - Stephanie Humphries

**ITEM 6. Board Appointments (For discussion and possible action)**

- 1. Senior Advisory Board - Reappointments

**ITEM 7. Consent Agenda**

- A. BOC Minutes - March 5, 2018
- B. FY 17-18 Budget Amendments
- C. School Budget Amendments
- D. Tax Collection Report - February 2018
- E. Pickups, Releases & Refunds
- F. DMV Monthly Report
- G. Refunds Over \$100.00
- H. Refunds Over \$100.00 - DMV
- I. Surplus Property Requests - Sheriff's Office
- J. Sheriff's Bond

K. Set Public Hearing - Special Use Permit - the Fairfax - Major Subdivision

**ITEM 8. Information, Reports & Minutes From Other Agencies**

A. Register of Deeds Report - February 2018

B. FY 17-18 Year to Date Finance Report

**ITEM 9. County Manager's Report**

**ITEM 10. Commissioners' Reports**

**ITEM 11. Other Matters (For discussion and possible action)**

**ITEM 12. Adjourn**





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

**Presentations**

**Item Number:** 3.1

**Meeting Date:** April 02, 2018

**Submitted By:** Karen Davis, Clerk to the Board  
Board of Commissioners  
Prepared by: Karen Davis

**Item Title** **2017 Trillium Annual Report - Mr. Bland Baker**

**Attachments:** 2017Annual Report Camden (PPTM)

**Summary:**

Mr. Bland Baker will present the 2017 Trillium Annual Report.

# TRILLIUM HEALTH RESOURCES ANNUAL REPORT CAMDEN COUNTY

*BLAND BAKER*

*REGIONAL DIRECTOR*

*2017*

Transforming Lives



# TRILLIUM UPDATE

Trillium's mission: Transforming lives of people in need by providing ready access to quality care.

Although the mission is simple, Trillium's efforts to accomplish this mission are not.

Trillium as well as all MCO's face continuous changes. Recurring budget cuts from the state and federal governments and proposed Medicaid reform cause us to adapt and evolve in order for us to continue to meet our contractual and regulatory obligations.

# Trillium prepares for Medicaid Reform

- On November 15<sup>th</sup>, 2017, Trillium announced an important step towards securing our position as a leader in Managed Care in North Carolina.
- Trillium is working with two other MCO's, Alliance Behavioral Health and Vaya Health to form a new coalition known as Advancing NC Whole Health.  
[www.advancingncwholehealth.com](http://www.advancingncwholehealth.com)
- This is a partnership-not a merger. Trillium believes by aligning our strengths and shared experiences, we can maximize our impact as we prepare for Medicaid Reform.

# Who We Were Last Fiscal Year

- 24 counties, stretching from Virginia to SC
  - ⌋ Largest LME/MCO in terms of number of counties and geography
- Total population of 1,260,828; approximately 185K Medicaid eligible
- 13% of State's total population, 13% of Medicaid enrollees
- 11,451.3 square miles, roughly the size of Maryland, or bigger than 8 states!
- Widely varying population density
  - ⌋ Wilmington and Greenville are 8<sup>th</sup> and 10<sup>th</sup> largest cities, respectively
  - ⌋ Most of catchment area very rural - includes NC's 2 lowest populated counties, Hyde and Tyrrell

# NASH COUNTY JOINS TRILLIUM JULY 1

- Total population including Nash - 1,355,828
- Medicaid eligible - 195,000
- 14% of total population, 16% of Medicaid enrollees
- Total of 25 counties

# Annual Gaps and Needs

- Data reviewed:
  - ⌋ Demographic and health information data
  - ⌋ National prevalence data for MH/DD/SA issues
  - ⌋ Survey participants and stakeholders
  - ⌋ Complaints and grievances,
  - ⌋ Geo-mapping data
- Process:
  - ⌋ Online surveys
  - ⌋ On-site work with CFACs and Board
  - ⌋ Compile and analyze data
  - ⌋ Develop strategies to address gaps and needs
  - ⌋ Present action plan to Board for adoption

# Current Statistics For 2016

- Served approximately 52,650 people
  - ; 79% with mental health needs
  - ; 19% with substance use disorders
  - ; 9% with intellectual and developmental disabilities
  
- Total Cost = \$355,201,859.00
  
- 429 Providers



# Trillium's 2017 Priorities

- Each year Trillium develops annual priorities to help staff determine where staff targets their efforts:
  1. Every person first, every time.  
Activities that improve our customer services to all customers
  2. Trillium 2020 Vision  
Evidenced based services, crisis services to enhance quality
  3. Advancing Technology  
Strengthen the use of Technology
  4. One Community Together  
Improve local community relationships through Advisory Boards, Systems of Care
  5. Enterprise Integration  
Work together to ensure a consistent level of functioning in all departments

# TRILLIUM ADDRESSES OPIOID CRISIS

- North Carolina has received \$31 million over the next two years to address the Opioid Crisis through the Cures Act.
- Trillium's allocation for the first year is \$1.2 million. The funding is designated for new individuals seeking opioid treatment for the first time or individuals who have been out of treatment and are ready to seek treatment again.

# OPIOID CRISIS CONTINUED

- As of December, Trillium has spent all of the 1.2 million dollars serving approximately 1269 new consumers.
- Many counties have held their Opioid Forums that have focused on Education, Prevention and Treatment

# TRILLIUM'S OPIOID INITIATIVES

- Healing Transitions in Raleigh - 354 admissions from the Trillium catchment who are looking for long term, peer led treatment for substance use disorders
- Oxford Houses - 242 people served in sober living homes including women and children.
- NC Harm Reduction - over 2245 kits distributed in the Trillium Catchment area
- Wellness Cities in Greenville, Wilmington, and New Bern provide peer support services to hundreds in recovery.

# Trillium's 2016 Initiatives in Advancing Technology

## Comprehensive Assessment for Teens

Increase overall self-disclosure from adolescents

## Crisis Chat

Offers online emotional support

## Assistive Technology

Assists adults and children offers items such as communication devices, security systems, and adaptive equipment.

## Access Point

Website offers on line, anonymous, evidenced based, screenings

# Trillium's Reinvestment Plan Outcomes

## – Support and Inclusion for People with I/DD

### 1. Summer Programs/After School/Respite Program

Summer Programs, after school programs, and respite for children with I/DD. 12 Summer Day Programs serving 380 youth, 7 Afterschool programs serving 218

Location for parents of children with I/DD to have support groups

8-10 locations throughout 24 county catchment area

### 2. Accessible playgrounds

30 Playgrounds funded across catchment area

# Reinvestment Plan Outcomes Con't

## Evidence-Based Services and Supports

### 1. Child First/Child-Parent Psychotherapy

Interventions for children 0 - 6 who have experienced trauma leading to mental health issues. 32 clinicians have been trained and 926 children have been served

### 2. DirectCourse Workforce Development

Training of non-licensed healthcare providers to reduce staff turnover and improve patient care. 647 Staff have completed all course work.

### 3. Compassion Reaction/Rachel's Challenge

Offered in 289 schools and 136,000 children participated.

### 4. Wellness Recovery Action Planning

Classes that help adults with mental illness learn to manage symptoms, achieve recovery, and live independently.

### 5. Mental Health First Aid Training

There are 2 classes- Adolescent and Adult that are offered to community stakeholders.

# Consumers served in Camden County

- Total Consumers served - 1170
- Mental Health - 939
- Substance Use - 209
- I/DD - 108

Total is unduplicated, since a single individual may receive services in more than one category



# QUESTIONS?

Transforming Lives





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

**Presentations**

**Item Number:** 3.2  
**Meeting Date:** April 02, 2018

**Submitted By:** Cameron Lowe, Cooperative Extension Director  
NC Cooperative Extension  
Prepared by: Karen Davis

**Item Title** **Cooperative Extension Annual Report - Cameron Lowe**

**Attachments:** Cooperative Extension Report (PPTX)

**Summary:**  
Cameron will present the annual report from NC Cooperative Extension.



# Annual Report to the People

Camden County 2017



# Reflections and takeaways



### Agriculture Impacts

Nearly **\$550,000** in income gains and/or preserved wages.



### FCS Impacts

**100+** individuals reported increased fruit and vegetable consumption



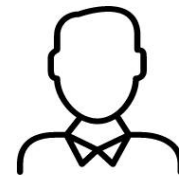
### 4-H Impacts

New school enrichment opportunities enhanced STEM education for nearly **200** youth.

**Key  
challenges  
this year**



Office and programming space



Lost 1 key team member

# Takeaways from challenges

- Beginning development plan for Treasure Point 4-H Camp
- New 4-H Agent






# Partnerships



Master Foods  
Volunteers



Farm  
Cooperators



Camden County  
4-H Foundation,  
Inc.



**Thank  
You**





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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Presentations

**Item Number:** 3.3

**Meeting Date:** April 02, 2018

**Submitted By:** Karen Davis, Clerk to the Board  
Administration  
Prepared by: Karen Davis

**Item Title** Parks & Recreation Department Update - Tim White

### **Attachments:**

### **Summary:**

Tim White will present a department update.



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

**Presentations**

**Item Number:** 3.4  
**Meeting Date:** April 02, 2018  
**Submitted By:** Ken Bowman,  
Administration  
Prepared by: Karen Davis

**Item Title** **Sheriff Rodney Meads**

**Attachments:**

**Summary:**

Sheriff Meads will give a report on recent training activity conducted by the Sheriff's Office in conjunction with other local emergency response personnel.



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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Old Business

**Item Number:** 4.A  
**Meeting Date:** April 02, 2018  
**Submitted By:** Dan Porter, Planning Director  
Planning & Zoning  
Prepared by: Karen Davis

**Item Title** Unified Development Ordinance Update - Dan Porter

### **Attachments:**

### **Summary:**

Dan Porter will report on the status of the proposed revised Unified Development Ordinance.



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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### New Business

**Item Number:**

5.A

**Meeting Date:**

April 02, 2018

**Submitted By:**

Karen Davis, Clerk to the Board  
Administration  
Prepared by: Karen Davis

**Item Title**

**Proclamation - National Public Safety Telecommunicators  
Week**

**Attachments:**

Proclamation - Telecommunicator Week (DOCX)

**Summary:**

The Board of Commissioners will present Pamela Collins from Pasquotank-Camden 911 Central Communications, a Proclamation acknowledging National Public Safety Telecommunicators Week for the week of April 8-14.

**Recommendation:**

Review, adopt and present proclamation.



# County of Camden

## Proclamation

**WHEREAS**, emergencies can occur at any time that require sheriff, police, fire and/or emergency medical services; and

**WHEREAS**, When an emergency occurs the prompt response of law enforcement, firefighters, and paramedics is critical to the protection of life and preservation of property; and

**WHEREAS**, professional telecommunicators are the single vital link for our law enforcement officers, firefighters, and emergency medical services by monitoring their activities by radio, providing them accurate up to date information and ensuring their safety; and

**WHEREAS**, professional telecommunicators are not as visible as the men and women who arrive at the scene of emergencies: and

**WHEREAS**, each telecommunicator has exhibited compassion, understanding, and professionalism during the performance of their job in the past year; and

**NOW, THEREFORE, BE IT RESOLVED** that the Camden County Board of Commissioners does hereby proclaim the week of April 8-14, 2018 as

### **NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK**

In Camden County in honor and recognition of our telecommunicators and the vital contributions they make to the safety and well-being of our citizens.

PASSED AND ADOPTED by the Board of County Commissioners on this 2<sup>nd</sup> day of April, 2018.

\_\_\_\_\_  
Tom White, Acting Chairman  
Camden County Board of Commissioners

ATTEST:

\_\_\_\_\_  
Karen M. Davis  
Clerk to the Board



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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### New Business

**Item Number:** 5.B  
**Meeting Date:** April 02, 2018

**Submitted By:** Karen Davis, Clerk to the Board  
Administration  
Prepared by: Karen Davis

**Item Title** **JCPC Report - Christy Edwards**

**Attachments:** CYS3programAgreementFull (PDF)

**Summary:**  
Presentation by Christy Edwards on the FY18-19 JCPC Program Application.

**Recommendation:**  
Approve FY17-18 JCPC Application.



# North Carolina Department of Public Safety

## JCPC Program - Program Application

SECTION I A	SPONSORING AGENCY AND PROGRAM INFORMATION		
<b>FUNDING PERIOD:</b>	FY 18-19	<b>DPS/JCPC FUNDING # (cont only)</b>	715-XXXX
<b>COUNTY:</b>	Camden	<b>AREA:</b>	Eastern Area
<b>Multi-County:</b>	No	<b>Multi-Components</b>	Yes
<b>NAME OF PROGRAM:</b>		Camden County Youth Services	

<b>SPONSORING AGENCY:</b>	Camden County		
<b>SPONSORING AGENCY PHYSICAL ADDRESS:</b>	330 East Hwy 158 Camden	NC	27921
<b>SPONSORING AGENCY MAILING ADDRESS:</b>	PO Box 190 Camden	NC	27921
<b>TYPE:</b>	Public	<b>FEDERAL ID #</b>	56-600282

COMPONENT ID #	NAME OF PROGRAM COMPONENT	PROGRAM TYPE	TOTAL COST OF EACH COMPONENT
20848	Camp BLUE (Building Leaders and Urging Excellence)	Experiential Skill Building	\$ 17,049
20849	Community Service	Restitution/Community Service	\$ 5,244
20850	C.R.O.W.N. Kids & B.E.A.R.S.	Interpersonal Skill Building	\$ 46,886
20851	Teen Court	Teen Court	\$ 5,744
<b>Total cost of components:</b>			\$ 74,923

### Program Manager Name & Address *(same person on signature page)*

<b>Name:</b>	Ken Bowman	<b>Title:</b>	County Manager		
<b>Mailing Address:</b>	330 East Highway 158 PO Box 190	<b>City:</b>	Camden	<b>Zip:</b>	27921
<b>Phone:</b>	(252) 338-6363 Ext:102	<b>Fax:</b>	(252) 331-7831	<b>E-mail:</b>	kbowman@camdencountync.gov

### Contact Person *(if different from program manager)*

<b>Name:</b>	Rodney Meads	<b>Title:</b>	Sheriff		
<b>Mailing Address:</b>	117 North NC Highway 343 PO Box 57	<b>City:</b>	Camden	<b>Zip:</b>	27921
<b>Phone:</b>	(252) 338-5046	<b>Fax:</b>	(252) 335-4300	<b>E-mail:</b>	rmeads@camdencountync.gov

### Program Fiscal Officer *(cannot be program manager)*

<b>Name:</b>	Stephanie Humphries	<b>Title:</b>	Camden County Finance Officer		
<b>Mailing Address:</b>	330 East Highway 158 PO Box 190	<b>City:</b>	Camden	<b>Zip:</b>	27921
<b>Phone:</b>	(252) 338-6363 Ext:107	<b>Fax:</b>	(252) 331-7831	<b>E-mail:</b>	shumphries@camdencountync.gov

SECTION I B	PROGRAM COMPONENT DESCRIPTION
COMPONENT ID #	COMPONENT INFORMATION
20848	<p><b>NAME OF COMPONENT:</b> Camp BLUE (Building Leaders and Urging Excellence)</p> <p><b>BRIEF DESCRIPTION:</b> A summer day camp program for youths providing hands-on educational activities, life skill development and social skill building lessons in a safe, supervised environment during a portion of the summer months during school vacation. Camp staff, local public safety departments and other county agencies will provide participants with opportunities for pro-social involvement and mentoring.</p>

COMPONENT ID #	COMPONENT INFORMATION
20849	<p><b>NAME OF COMPONENT:</b> Community Service</p> <p><b>BRIEF DESCRIPTION:</b> Provides youth offenders with positive consequences to negative behavior based on court ordered requirements thus holding them accountable for their actions. Victim restitution and community service is an effective program for reducing recidivism. Juveniles are provided a constructive supervised work environment where they may fulfill the requirements of their diversion plan/contract or court order.</p>

COMPONENT ID #	COMPONENT INFORMATION
20850	<p><b>NAME OF COMPONENT:</b> C.R.O.W.N. Kids &amp; B.E.A.R.S.</p> <p><b>BRIEF DESCRIPTION:</b> An interpersonal skill building component where youth increase life skills development, social skills, and have positive interactions with others during school hours, after school, and during school holiday/breaks. Skills sessions also offer opportunities for modeling of appropriate social interactions and practice of skills that have been taught.</p>

COMPONENT ID #	COMPONENT INFORMATION
20851	<p><b>NAME OF COMPONENT:</b> Teen Court</p> <p><b>BRIEF DESCRIPTION:</b> A structured component where first time, non-violent, misdemeanor offenders admitting guilt are given the option to plead their case before a jury of trained peers, volunteers who then provide a constructive sentence. Upon successful completion, the referring agency is notified. Teen Court is a diversion resource for juvenile intake, district court, SROs and other local law enforcement.</p>



<b>SECTION II</b>		<b>COMPONENT STATISTICAL INFORMATION</b>			
Multi-Components Yes					
<b>Component Service Statistics</b>		<b>PROGRAM COMPONENT INFORMATION - APPLICATION YEAR</b>			
<b>Component Name:</b> Teen Court				<b>Component ID #</b> 20851	
<b>What is this component's maximum client capacity at any given time?</b>				5	
Frequency of client contact per month:	2	Anticipated Average Length of Stay:	90	Days	
Total Component Cost:	\$5,744	÷ by	Estimated # to be served during funding period:	5	
<b>Estimated Average Cost Per Youth:</b>			<b>\$1,149</b>		
Applies to continuation programs only.	Actual number of youth admitted FY 16-17:		1		
	0	Number of admissions Juvenile Justice Referred	0% of total admissions		
	1	Number of admissions Law Enforcement Referred	100% of total admissions		
	0	Number of admissions District Court Referred	0% of total admissions		

Attachment: CYS3programAgreementFull (1994 : JCPC - Christy Edwards)

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Teen Court
<p><b>1. Statement of the Problem:</b> <i>In concise terminology, describe how the program will address continuum need(s) in the county.</i></p> <p>Although Camden County has had very few adjudicated youth in the past several years, there may still be youth whose disruptive and anti-social behaviors need to be addressed. Teen Court is a diversionary alternative to juvenile intake and district court.</p>	
<p><b>2. Target Population:</b> <i>Describe the target population, including age, and the steps taken to insure that the target population is served.</i></p> <p>Camden County youth between the ages of 11 - 17, attending school full-time, who commit a first-time, qualifying misdemeanor and admit guilt are eligible to participate in this program, by referral.</p>	
<p><b>3. Program Goal(s):</b> <i>Provide a brief statement to describe the overall purpose of the program.</i></p> <p>This program will hold first-time juvenile offenders accountable for their actions through creative sentencing and positive peer pressure without permanently affecting their record.</p>	
<p><b>4. Measurable Objective(s):</b> <i>State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.</i></p> <p>75% Clients successfully/satisfactorily completing the program will have no new complaints in the 12 months following completion.</p> <p>75% Clients will demonstrate improvement in developing and/or maintaining social and interpersonal interactions during program participation.</p> <p>75% Clients will successfully or satisfactorily complete services as intended by the program design/service plan.</p> <p>75% Clients will have no new complaints with an offense date after the admission date.</p> <p>75% Clients successfully/satisfactorily completing the program will have no new adjudications in the 12 months following completion.</p> <p>75% Clients will have no new adjudications for a complaint with an offense date after the admission date.</p>	
<p><b>5. Elevated Risks and Needs:</b> <i>Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.</i></p> <p>Teen Court will address the risk factor of negative peer groups by requiring all defendants to be trained for and participate as members of the Teen Court Jury for future cases. Positive peer associations will be promoted by providing participants with the positive peer interactions with student volunteers (jurors, attorney, court officers, etc.). School behavior problems will be addressed by referring the defendant to the C.R.O.W.N. Kids program, upon completion of the Teen Court Sentence.</p>	

Attachment: CYS3programAgreementFull (1994 : JCPC - Christy Edwards)

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Teen Court
<p><b>1. Location:</b> <i>List physical address(es) and describe where program services are delivered.</i></p> <p>Teen Court trainings/meetings may be held at either Camden Middle School, 248 Scotland Road, Camden, NC 27921, Camden High School, 103 US Highway 158 East, Camden, NC 27921 or at the Camden County Courthouse Complex at 117 North NC Highway 343, Camden, NC 27921. Initial youth/parent visits will take place at the Camden County Sheriff's Office or if necessary at the youth's home by appointment.</p>	
<p><b>2. Operation:</b> <i>Describe the daily/weekly schedule of program operation.</i></p> <p>The Program Coordinator works Monday - Friday, 8 AM to 5 PM. Program operation will be determined on a case by case basis.</p>	
<p><b>3. Staff Positions:</b> <i>Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.</i></p> <p>The JCPC Program Coordinator (full-time) prefers a Bachelor's degree in human services, or related field and minimal experience working with juveniles and at-risk youth, or equivalent combination of education and experience. A valid NC Driver's License is required.</p> <p>The Program Coordinator is responsible for the following:</p> <ul style="list-style-type: none"> <li>* Work in conjunction with SRO's at all County Schools</li> <li>* Recruit and trains all Teen Volunteers (jurors, attorneys, clerks, bailiffs)</li> <li>* Recruit adult volunteers to assist with component and teen court competition teams.</li> <li>* Accept/process referrals, case management, CTF Tracking and client follow-up</li> <li>* Reserve courtroom, schedule presiding judge, and prepare volunteers for court.</li> </ul>	
<p><b>4. Service Type SPEP:</b> <i>Describe implementation to include:</i></p> <p>This program is a STRUCTURE ONLY.</p>	
<p><b>5. Admission Process:</b> <i>Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.</i></p> <p>The Program Coordinator will accept and review referrals from Court Counselors, SRO's, and school officials. An admission visit will be arranged with the juvenile and their parent/guardian(s) to explain program details, rules and scheduling. A referral may not be accepted if the parent/guardian refuses to allow their child to participate upon which the referral source would be notified immediately.</p>	
<p><b>6. Termination Process:</b> <i>Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.</i></p> <p>Referral sources and parent/guardian(s) will be notified by the Program Coordinator upon a participant's termination from the program.</p> <p>A successful or satisfactory termination will result when a juvenile has completed all Teen Court sentence requirements with no or relatively few problems.</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Teen Court
<p>An unsuccessful termination will result if a juvenile fails to complete all necessary sentence mandates during the time allowed.</p> <p>A non-compliant termination will result when a juvenile and/or parent/guardian(s) refuses to participate in the program, as specified during the initial admissions visit.</p> <p><i>How is the referring agency involved with the termination process?</i></p> <p>The referring agency will be notified of all successful and satisfactory terminations after the fact. The referring agency will be notified before an unsuccessful or non-compliant termination is processed, and advised that the juvenile will be turned over to the referral source for further action, as necessary.</p>	
<p><b>7. Referring Agency Interaction:</b> <i>Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.</i></p> <p>Referring agencies will be taught how to complete the Camden Youth Services Referral Form. The Program Coordinator will be available for all referral sources to call, email, or visit to answer questions or address concerns. Referrals may be mailed, e-mailed, faxed or delivered in person. Contact with referral sources will be on going throughout the duration of the youth's involvement in the program. DJJ referrals will receive monthly progress reports.</p>	
<p><b>8. Intervention/Treatment:</b> <i>Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?</i></p> <p>Teen Court will provide defendants the opportunity to accept responsibility for their actions and to give back to the community through the completion of their constructive sentences. Learning that you will be held accountable for your actions gives youth the skills to recognize their choices and evaluate their behaviors. Parent/guardian(s) must agree to participate and be responsible for transporting their child to court and all scheduled sentence obligations, including workshops and Community Service, as applicable.</p>	
<p><b>9. Best Practice Model:</b> <i>Describe what model or evidence-supported/best practice the program is based upon.</i></p> <p>Teen Court is identified by the National Teen Court Association website as an effective diversion program from Juvenile Court. Since prior adjudications present the risk of future offending, a successful diversion to Teen Court may keep a juvenile from becoming adjudicated from the beginning.</p>	

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components Yes					
<b>Component Service Statistics</b>		<b>PROGRAM COMPONENT INFORMATION - APPLICATION YEAR</b>			
<b>Component Name:</b> Camp BLUE (Building Leaders and Urging Excellence)				<b>Component ID #</b> 20848	
<b>What is this component's maximum client capacity at any given time?</b>				12	
Frequency of client contact per month:	16	Anticipated Average Length of Stay:	45	Days	
Total Component Cost:	\$17,049	÷ by	Estimated # to be served during funding period:	12	
<b>Estimated Average Cost Per Youth:</b>			<b>\$1,421</b>		
Applies to continuation programs only.	Actual number of youth admitted FY 16-17:		20		
	0	Number of admissions Juvenile Justice Referred	0% of total admissions		
	0	Number of admissions Law Enforcement Referred	0% of total admissions		
	0	Number of admissions District Court Referred	0% of total admissions		

Attachment: CYS3programAgreementFull (1994 : JCPC - Christy Edwards)

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Camp BLUE (Building Leaders and Urging Excellence)
<p><b>1. Statement of the Problem:</b> <i>In concise terminology, describe how the program will address continuum need(s) in the county.</i></p> <p>There are children in Camden County that lack the social and interpersonal skills necessary to foster self-discipline and positive behaviors at home and in the community. These children are often left unattended during summer vacation from school and may lack necessary adult supervision. Camp BLUE will address the need for enrichment and skill building services in the summer months targeting juveniles with identified risk factors such as school behavior problems, academic failure or attendance issues, negative peer associations, and parental supervision challenges.</p>	
<p><b>2. Target Population:</b> <i>Describe the target population, including age, and the steps taken to insure that the target population is served.</i></p> <p>Camden County youth ages 6 to 17 (youth must have completed kindergarten and not graduate high school) are eligible for service. Youth ages 6 to 12 will be campers and youth ages 13 to 17 will be teen leaders in training. Priority placement will be given to those who exhibit at-risk behaviors as described above and/or those referred to the program from juvenile court counselors, SROs, school staff, parents or other community agencies.</p>	
<p><b>3. Program Goal(s):</b> <i>Provide a brief statement to describe the overall purpose of the program.</i></p> <p>Program participants will be provided with adult supervision and enrichment activities for 6 weeks during summer vacation from school. Participants will obtain life skills including communication skills, problem solving, impulse control and other vital social skills, have opportunities to participate in a Challenge-style day camp program where law enforcement, EMS and local first responders are regular volunteers to the program. Weekly and culminating enrichment activities will also reinforce skills obtained throughout the curriculum.</p>	
<p><b>4. Measurable Objective(s):</b> <i>State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.</i></p> <p>75% Clients will demonstrate improvement in targeted skills identified in the individual service plan.</p> <p>75% Clients will have no new complaints with an offense date after the admission date.</p> <p>75% Clients successfully/satisfactorily completing the program will have no new adjudications in the 12 months following completion.</p> <p>75% Clients successfully/satisfactorily completing the program will have no new complaints in the 12 months following completion.</p> <p>75% Clients will have no new adjudications for a complaint with an offense date after the admission date.</p> <p>75% Clients will successfully or satisfactorily complete services as intended by the program design/service plan.</p> <p>75% Clients will reduce specific problem behaviors presented at referral and targeted in the individual service plan.</p>	
<p><b>5. Elevated Risks and Needs:</b> <i>Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.</i></p> <p>Associations with delinquent peers will be addressed by providing participants with a safe, supervised environment to learn and interact with peers in a positive manner. Opportunities for interpersonal skill building and healthy relationship</p>	

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Camp BLUE (Building Leaders and Urging Excellence
formation are the foundation of program activities. Positive peer relationships are fostered and social competence is improved through participation in skill building activities. Skills sessions will also target school behavior and academic failure and encourage school connectedness.	

Attachment: CYS3programAgreementFull (1994 : JCPC - Christy Edwards)

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Camp BLUE (Building Leaders and Urging Excellence)
<p><b>1. Location:</b> <i>List physical address(es) and describe where program services are delivered.</i></p>	<p>Grandy Primary School 175 N Carolina Hwy 343 S, Camden, NC 27921 ( Camden Youth Service class and office space). Other field trips may take place at various locations according to a published schedule, and resources available.</p>
<p><b>2. Operation:</b> <i>Describe the daily/weekly schedule of program operation.</i></p>	<p>The Day Camp will operate Monday - Friday from 9 AM to 3 PM for approximately 6 consecutive weeks beginning early July and ending mid-August. Camp BLUE will provide a daily schedule of skills sessions and enrichment activities that will build upon itself every week through completion. The curriculum for Camp BLUE may come from a number of varied sources, however, all curriculum will be delivered in a cognitive and experiential manner: 1) Staff teach a new skill; 2) Staff model the new skill; 3) Campers practice the new skill; and 4) Campers transfer the knowledge to practical situations within the camp setting, at home, school and within the community.</p>
<p><b>3. Staff Positions:</b> <i>Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.</i></p>	<p>The position of Camden Youth Services Program Coordinator (paid full-time) prefers a Bachelor's degree in human services, or related field and some experience with juveniles and at-risk youth, or equivalent combination of education and experience.</p> <p>Staff positions: Day Camp will be administered by the Program Coordinator and 2 paid staff positions, all of which must have a valid NC Driver's License and be certified in First Aid and CPR. Camp Counselors must be at least 21 years of age.</p> <p>The Program Coordinator will work to plan/coordinate all camp activities, hire/train counselors, enter and track all client information into NC Allies and ensure the safe implementation of all camp activities. They will interface regularly with parents to exchange information and provide status updates on participants. The camp staff will implement educational lessons daily, responsible for the care and supervision of the youth assigned to their group, act as a positive role model for youth, and adhere to the daily schedule as stated by the Program Coordinator.</p>
<p><b>4. Service Type SPEP:</b> <i>Describe implementation to include:</i></p>	<p>Primary Service: Challenge Programs; Secondary Service: None</p>
<p><b>5. Admission Process:</b> <i>Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.</i></p>	<p>The Camden Youth Services Program Coordinator will accept referrals for campers from Juvenile Court Counselors, SRO's, Mental Health professionals, school staff, other youth serving agencies and parents/guardians. Camper applications and enrollment forms are made available for pick-up at the Camden Sheriff's Office. Applications will not be accepted if the youth referred has been removed from this program in the past for inappropriate behavior or causing an unsafe atmosphere within the program. A screening committee may be convened as appropriate such as when the program is nearing capacity and additional referrals are received to determine which referrals should be prioritized. Any referral from Juvenile Court will be given priority. Juveniles referred should have demonstrated relevant risk factors or problem behaviors and be committed to participate.</p>



SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Camp BLUE (Building Leaders and Urging Excellence)
	<p><b>6. Termination Process:</b> <i>Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.</i></p> <p>The Program Coordinator will enter information on all participating youth into Client Tracking in NC Allies upon admission and will terminate upon completion of the program. Individual termination notifications will be made for Day Camp participants by the Camp Director a copy of the letter will be will be given to the referring agency, parent/ guardian and the kept in the camper's file.</p> <p>Successful termination - juvenile completes camp; improves in identified skills.  Satisfactory termination - juvenile completes the majority of the camp sessions; shows reasonable improvement.  Unsuccessful termination - less than half of the weeks of service; little improvement; resistant or poor participation in activities.  Non-compliant - does not participate.</p> <p><i>How is the referring agency involved with the termination process?</i></p> <p>The referring agency will be notified of all successful and satisfactory terminations after the fact. The referring agency will be contacted before an unsuccessful or non-compliant termination is processed, as a courtesy and in an effort to get the child/parent to cooperate with the program.</p>
	<p><b>7. Referring Agency Interaction:</b> <i>Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.</i></p> <p>Referring agencies will have an organizational meeting during the May JCPC meeting. The Program Coordinator will be available for all referral sources to call, email, or visit to answer any questions and to address concerns. Referrals may be mailed, e-mailed, faxed, or delivered in person. Contact with the referral sources, if applicable, will be on going during the duration of a youth's involvement in the program.</p>
	<p><b>8. Intervention/Treatment:</b> <i>Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?</i></p> <p>The program is housed in the Camden Sheriff's Office, under the supervision of the County Sheriff. Therefore, this program will have the ability to utilize the resources of law enforcement and other government agencies as volunteers and mentors to the program. All curriculum presented will be age-appropriate and delivered utilizing the experiential learning model which is a cognitive approach. With the use of these resources, as well as others, the program will provide participants with a short-term intense summer experience that will challenge and provide opportunities to strengthen life skills development through physical challenge, curriculum, citizenship, leadership and community service activities. Participants who learn and strengthen life skills and participate in a group environment will be able to work together as a team and re-direct inappropriate behavior. The Program Coordinator will work with clients, their parents/guardian(s), and their school to identify any issue(s) that may need to be addressed per individual.</p>
	<p><b>9. Best Practice Model:</b> <i>Describe what model or evidence-supported/best practice the program is based upon.</i></p> <p>Camp BLUE is based on experiential learning theory which is a cognitive approach to skill internalization. In addition to teaching skills and practical knowledge to participants in a "teach-model-practice-transfer" learning environment, the local area in Camden and surrounding counties' will provide local services and recreational offerings. Other daily</p>

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Camp BLUE (Building Leaders and Urging Excellence
activities will include crafts that incorporate what we have learned and the provision of youth activities to take home and practice with their families each week will be standard in Camp BLUE.	

Attachment: CYS3programAgreementFull (1994 : JCPC - Christy Edwards)

SECTION II		COMPONENT STATISTICAL INFORMATION			
Multi-Components Yes					
<b>Component Service Statistics</b>		<b>PROGRAM COMPONENT INFORMATION - APPLICATION YEAR</b>			
Component Name: Community Service				Component ID # 20849	
What is this component's maximum client capacity at any given time?				5	
Frequency of client contact per month:	2	Anticipated Average Length of Stay:	90	Days	
Total Component Cost:	\$5,244	÷ by	Estimated # to be served during funding period:	5	
<b>Estimated Average Cost Per Youth:</b>			<b>\$1,049</b>		
Applies to continuation programs only.	Actual number of youth admitted FY 16-17:		2		
	2	Number of admissions Juvenile Justice Referred	100% of total admissions		
	0	Number of admissions Law Enforcement Referred	0% of total admissions		
	0	Number of admissions District Court Referred	0% of total admissions		

Attachment: CYS3programAgreementFull (1994 : JCPC - Christy Edwards)

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	Community Service
<p><b>1. Statement of the Problem:</b> <i>In concise terminology, describe how the program will address continuum need(s) in the county.</i></p> <p>Community service/victim restitution is a needed service for diverted, Level I and II adjudicated juveniles, and is a sentencing option regularly utilized by the Juvenile Court to hold youth offenders accountable for their actions. This program will serve the juvenile offenders in Camden County so they will have local assignments to complete court ordered community service requirements, when ordered. The program may also serve diverted juveniles as referred.</p>	
<p><b>2. Target Population:</b> <i>Describe the target population, including age, and the steps taken to insure that the target population is served.</i></p> <p>Camden County youth between the ages of 6-17 are eligible to participate in the program upon referral.</p>	
<p><b>3. Program Goal(s):</b> <i>Provide a brief statement to describe the overall purpose of the program.</i></p> <p>To enable youth offenders to complete diversion requirements, and court ordered community service hours as well as victim compensation in the local area thereby benefitting the community as well as the juvenile.</p>	
<p><b>4. Measurable Objective(s):</b> <i>State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.</i></p> <p>75% Clients successfully/satisfactorily completing the program will have no new adjudications in the 12 months following completion.</p> <p>75% Clients will complete restitution or community service within the timeframe permitted by JCPC policy.</p> <p>75% Clients will successfully or satisfactorily complete services as intended by the program design/service plan.</p> <p>75% Clients will have no new adjudications for a complaint with an offense date after the admission date.</p> <p>75% Clients will demonstrate accountability by actively participating in restitution/community service activities.</p> <p>75% Clients will have no new complaints with an offense date after the admission date.</p> <p>75% Clients successfully/satisfactorily completing the program will have no new complaints in the 12 months following completion.</p>	
<p><b>5. Elevated Risks and Needs:</b> <i>Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.</i></p> <p>Disruptive school behavior and associations with delinquent peers are often factors in increasingly delinquent behaviors. When a delinquent juvenile is ordered to complete community service they will be enrolling in a program that will give them avenues to prevent future delinquent behavior. These avenues include: holding them accountable for their delinquent acts, surrounding them with positive role models, and giving them access to opportunities within their community to have a positive, instead of a negative impact.</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Community Service
<p><b>1. Location:</b> <i>List physical address(es) and describe where program services are delivered.</i></p>	Camden Sheriff's Office, 117 N Hwy. 343, Camden, NC 27921
<p><b>2. Operation:</b> <i>Describe the daily/weekly schedule of program operation.</i></p>	The Camden Youth Services Program Coordinator works Monday - Friday, 8 AM to 5 PM. Daily/weekly schedules will be determined on a case by case basis.
<p><b>3. Staff Positions:</b> <i>Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.</i></p>	<p>The position of the Camden Youth Services Program Coordinator (full-time) prefers Bachelor's degree in human sciences or a related field, and a some experience of working with juveniles and at-risk youth, or an equivalent combination of education and experience. A valid NC driver's license is required. The program coordinator is responsible for:</p> <ul style="list-style-type: none"> <li>* Accepting referrals</li> <li>* Processing the referred youth (with parental permission)</li> <li>* Arranging community service work sites</li> <li>* Providing a work schedule</li> <li>* Follow up to ensure sentence completion</li> <li>* Submission and notification to the referral source upon completion of community service &amp; termination of juvenile from program.</li> </ul>
<p><b>4. Service Type SPEP:</b> <i>Describe implementation to include:</i></p>	Primary Service: Restitution / Community Service; Secondary Service: None
<p><b>5. Admission Process:</b> <i>Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.</i></p>	<p>The Program Coordinator will accept and review referrals from court counselors. At admission, a visit will be arranged with the juvenile and their parent/guardians to explain program details, rules, and available work site options. A referral may not be accepted if the parent/guardians refuse to allow their child to participate at which the referral source will be notified immediately.</p>
<p><b>6. Termination Process:</b> <i>Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.</i></p>	<p>Referral source(s), and parent/guardians will be notified by the Program Coordinator when the juvenile is terminated from the program.</p> <p>A successful termination will result when a juvenile has completed all necessary community service hours with no problems.</p> <p>A satisfactory termination will result when a juvenile has completed all necessary community service hours with a few</p>

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	Community Service
<p>problems and/or negative comments from work site supervisors.</p> <p>An unsuccessful termination will result when a juvenile fails to complete all necessary community service hours during time allowed.</p> <p>A non-compliant termination will result when a juvenile and/or parent/guardian refuses to participate in the program as specified during the initial admission visit.</p> <p><i>How is the referring agency involved with the termination process?</i></p> <p>The referring agency will be notified of all successful and satisfactory terminations after the fact.</p> <p>The referring agency will be contacted before an unsuccessful or non-compliant termination is processed as a courtesy, and to get the child/parent to comply with program requirements.</p>	
<p><b>7. Referring Agency Interaction:</b> <i>Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.</i></p> <p>Referring agencies will be taught how to complete the Camden Youth Services Referral Form. The Program Coordinator will be available for all referral sources to call, email, or visit to answer questions or address concerns. Referrals may be mailed, e-mailed, faxed or delivered in person. Contact with the referral sources will be ongoing during the duration of the juvenile's involvement in the program.</p>	
<p><b>8. Intervention/Treatment:</b> <i>Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?</i></p> <p>The Community Service Program will provide participants with the opportunity to take responsibility for their actions and complete community service hours as well as allowing them to experience the connectedness to their community by actively participating in it. The Program Coordinator serves as a positive role model and will encourage participants to continue their civic involvement through C.R.O.W.N. Kids upon the completion of their requirements in order to maintain the positive focus and to surround the youth with positive peers.</p>	
<p><b>9. Best Practice Model:</b> <i>Describe what model or evidence-supported/best practice the program is based upon.</i></p> <p>Community service has been found to be an effective juvenile justice program made slightly more effective by adding behavior management elements in the contract. A work liability contract is utilized with this program to identify work obligations and expectations of proper behavior projecting a reasonable timeline for completion. The Coordinator monitors progress toward completion of the contract.</p>	

<b>SECTION II</b>		<b>COMPONENT STATISTICAL INFORMATION</b>			
Multi-Components Yes					
<b>Component Service Statistics</b>		<b>PROGRAM COMPONENT INFORMATION - APPLICATION YEAR</b>			
<b>Component Name:</b> C.R.O.W.N. Kids & B.E.A.R.S.				<b>Component ID #</b> 20850	
<b>What is this component's maximum client capacity at any given time?</b>				15	
Frequency of client contact per month:	4		Anticipated Average Length of Stay:	150	Days
Total Component Cost:	\$46,886	÷ by	Estimated # to be served during funding period:	20	
<b>Estimated Average Cost Per Youth:</b>			<b>\$2,344</b>		
Applies to continuation programs only.	Actual number of youth admitted FY 16-17:			25	
	0	Number of admissions Juvenile Justice Referred		0% of total admissions	
	0	Number of admissions Law Enforcement Referred		0% of total admissions	
	0	Number of admissions District Court Referred		0% of total admissions	

Attachment: CYS3programAgreementFull (1994 : JCPC - Christy Edwards)

SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	C.R.O.W.N. Kids & B.E.A.R.S.
<p><b>1. Statement of the Problem:</b> <i>In concise terminology, describe how the program will address continuum need(s) in the county.</i></p> <p>In 2017/2018, Camden County the few court involved juveniles demonstrated the following risk factors; alcohol and substance abuse, domestic discord, negative peer groups and school behavior problems. The interpersonal skills component provides opportunities for social competency through group skills sessions, community service projects, and enrichment activities designed to lessen the impact of risk factors and increase protective factors thereby building resiliency among referred juveniles.</p>	
<p><b>2. Target Population:</b> <i>Describe the target population, including age, and the steps taken to insure that the target population is served.</i></p> <p>Youth ages 6 -17, who are currently enrolled in Camden County Public Schools are eligible for service. This program will serve youth considered at-risk, by behavior or home environment, as referred by School Resource Officers (SRO's), school administration and teachers, parents/guardians, juvenile court counselors, and/or other youth serving community agencies.</p>	
<p><b>3. Program Goal(s):</b> <i>Provide a brief statement to describe the overall purpose of the program.</i></p> <p>For youth in grades 1st - 12th, this program will teach problem solving, conflict resolution, interpersonal/social skills, as well as other identified life skills during and after school hours, school vacation and some holidays, while monitoring participant behavior at home, at school, and within the community. Youth will participate in weekly, age-appropriate workshops/community service/meeting times as established by the Program Coordinator and school/site administrator. The Program Coordinator will also establish an "in-school schedule" to be more available to youth participants dealing with school and personal issues and complaints.</p> <p>Participants will increase school attendance, improve their GPA and improve overall school behavior as a result of these programs.</p>	
<p><b>4. Measurable Objective(s):</b> <i>State in measurable terms (%) the intended effect of the program on specific undisciplined and/or delinquent behaviors. Example: anticipated reductions in court referrals, runaway behavior, disruptive behavior at school, anticipated improved school attendance and academic achievement. These objectives must include impact on participants.</i></p> <p>75% Clients will successfully or satisfactorily complete services as intended by the program design/service plan.</p> <p>75% Clients will have no new complaints with an offense date after the admission date.</p> <p>75% Clients successfully/satisfactorily completing the program will have no new adjudications in the 12 months following completion.</p> <p>75% Clients will have no new adjudications for a complaint with an offense date after the admission date.</p> <p>75% Clients successfully/satisfactorily completing the program will have no new complaints in the 12 months following completion.</p> <p>75% Clients will demonstrate improvement in targeted skills identified in the individual service plan.</p> <p>75% Clients will reduce specific problem behaviors presented at referral and targeted in the individual service plan.</p>	



SECTION III	COMPONENT SUMMARY
<b>NAME OF COMPONENT:</b>	C.R.O.W.N. Kids & B.E.A.R.S.
<p><b>5. Elevated Risks and Needs:</b> <i>Describe how you will address one or more of the Elevated Risk and Needs of adjudicated juveniles listed in the local JCPC Request for Proposal.</i></p> <p>The program will provide the necessary protective factors such as positive peer modeling, accountability/social competence and school connectedness by creating an environment of positive peer interactions, teaching interpersonal /social skills and providing opportunities for academic enrichment, all while working in conjunction with each participant's parent/guardian(s) and school administrators. The program is designed to reduce school behavior problems and negative peer associations.</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	C.R.O.W.N. Kids & B.E.A.R.S.
<p><b>1. Location:</b> <i>List physical address(es) and describe where program services are delivered.</i></p> <p>Camden County Public Schools</p> <ul style="list-style-type: none"> <li>* Grandy Primary School - 175 NC Highway 343 North, Camden, NC 27921</li> <li>* Camden Intermediate School - 123 Noblitt Road, Camden, NC 27921</li> <li>* Camden Middle School - 248 Scotland Road, Camden, NC 27921</li> <li>* Camden County High School - 103 US Highway 158 East, Camden, NC 27921</li> <li>* Camden Early College - 103A US Highway 158 East, Camden, NC 27921</li> </ul> <p>Camden County Sheriff's Office, 117 North NC Highway 343, Camden, NC 27921</p> <p>Camden Camp B.L.U.E- 248 Scotland Road, Camden, NC 27921</p>	
<p><b>2. Operation:</b> <i>Describe the daily/weekly schedule of program operation.</i></p> <p>The Camden Youth Services Program Coordinator will create a monthly program schedule for each group of students (GPS, CIS, CMS, CCHS, &amp; CTHS). B.E.A.R.S. &amp; C.R.O.W.N. Kids programs will meet for a minimum of two (2) hours per week in age appropriate groups after school, typically with a 2 hour group meeting or workshop and and .5 hour lunch period. Hours may also be met by participating in a Community Service projects or a Fun Incentive Activity.</p>	
<p><b>3. Staff Positions:</b> <i>Describe paid or volunteer position qualifications, (certifications, degrees, work experience) and position(s) responsibilities relative to this component.</i></p> <p>The position of the Camden Youth Services Program Coordinator (full-time) prefers a Bachelor's degree in human services, or related field, and some experience working with juveniles and at-risk youth, or equivalent combination of education and experience. A valid NC Driver's License is required. Unpaid adult volunteers must complete a NC Sheriff's standards Volunteer application and have a criminal background check administered prior to volunteering in any Camden Youth Services Program. Coordinator is responsible for conducting skills sessions, planning and implementing activities both community service and field trips that support skills learned, confidential files content and management, ALLIES client tracking, and other DJJ policy requirements.</p>	
<p><b>4. Service Type SPEP:</b> <i>Describe implementation to include:</i></p> <p>Primary Service: Social Skills Training; Secondary Service: None</p>	
<p><b>5. Admission Process:</b> <i>Describe the specific referral, screening, admission process (including timeline), the staff responsible for making decisions about admissions and reasons why a referral may not be accepted.</i></p> <p>The Camden Youth Services Program Coordinator will accept referrals from SRO's, law enforcement, court counselors, mental health professionals, school officials, faith community members, other youth serving agencies, and parents. A screening committee may be convened as appropriate such as when the program is nearing capacity and additional referrals are received to determine which referrals should be prioritized. Any referral from Juvenile Court will be given priority. The Program Coordinator will coordinate the admission process with the referred juvenile and his/her parent/guardian(s) within 30 days of referral. All juveniles referred with relevant risk factors or problem behaviors and willing to participate will be admitted to the program, unless behavior and/or individual needs are such that they cannot adequately be served by the program.</p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	C.R.O.W.N. Kids & B.E.A.R.S.
<p><b>6. Termination Process:</b> <i>Describe the termination process to include the staff responsible for making decisions and the criteria for a successful termination, satisfactory termination, unsuccessful completion and non-compliant termination.</i></p> <p>The Program Coordinator is responsible for making all termination decisions.</p> <p>A successful termination will result when a juvenile has demonstrated sufficient behavior/attitude modifications and are no longer demonstrating at-risk behaviors either at home, in school or in the community.</p> <p>Satisfactory terminations will result when a juvenile has participated and improved, and either become involved in other after school activities (sports/club/job) that prohibit group participation, or is removed after receiving a full dose of service.</p> <p>Unsuccessful completion will result when a juvenile enrolled in the program demonstrates no improvement in behavior or attitude at home, at school, or in the community.</p> <p>A non-compliant termination will result when a juvenile routinely fails to participate in offered programs &amp; activities. <i>How is the referring agency involved with the termination process?</i></p> <p>A referring entity as well as parent/guardian will be notified of termination and a copy of the written termination summary will be provided.</p>	
<p><b>7. Referring Agency Interaction:</b> <i>Describe the interaction with juvenile court counselors and/or other referring agencies including how client progress will be communicated.</i></p> <p>Referring agencies will be gathered annually to discuss the upcoming program year and provide input/feedback. A discussion of the Camden Youth Services Referral process and paperwork will occur after the September JCPC Meeting. The Program Coordinator will be available for referral sources to call, email, or visit to answer questions or address the duration of the juvenile's involvement in the program. Regular monthly updates will be provided per policy, and random contact will occur as needed.</p>	
<p><b>8. Intervention/Treatment:</b> <i>Describe specifically what the component will do to redirect inappropriate youth behavior or how the component will address the identified needs of the youth and family. What interventions will typically be utilized in this component and how will parents/guardians be involved?</i></p> <p>This program is housed in the Camden County Sheriff's Office, under the supervision of the County Sheriff. Therefore, the program will endeavor to utilize the research-based resources and information from juvenile justice and law enforcement to develop the highest quality programming. Being housed within the sheriff's office will offer opportunities for officer and emergency personnel to interact with juveniles in a positive manner. With the use of these resources, as well as others, the program will provide the participants with opportunities to strengthen life skill development through curriculum, citizenship, leadership and community service activities. Participants who learn and strengthen life skills and participate in a group environment will be able to work together as a team and redirect inappropriate behavior. The Program Coordinator will work with clients, their parent/guardian(s) and their school to identify any issue(s) that may need to be addressed for each individual.</p>	
<p><b>9. Best Practice Model:</b> <i>Describe what model or evidence-supported/best practice the program is based upon.</i></p>	

SECTION IV	COMPONENT NARRATIVE (attach for each component)
<b>NAME OF COMPONENT:</b>	C.R.O.W.N. Kids & B.E.A.R.S.
<p>This program was originally based on the Edna McConnel Clark Foundation's "Mentoring Programs for Youth Development: A Synthesis," a study of youth mentoring programs. It has further developed into a social skills program with a cognitive approach that teaches, models, and practices necessary life skills that help juveniles to make better decisions and function within the law and at their highest potential. Mentoring is one component of a comprehensive intervention, according to the Clark Foundation study, and the Coordinator is regularly interacting with participants and modeling appropriate socialization skills. Warm and close friendships with caring adults, supervision and positive role models are the common resources and investments that mentoring intervention contributes to youth development. As stated above, all curriculum will be presented in an age-appropriate and hands-on learning style, delivered utilizing the experiential learning model. Human Relations Media is one of the resources used in social skills development.</p>	

**SECTION V****Terms of Agreement**

**This section of the JCPC Program Application will ONLY be completed if approved for funding and will be included in the required JCPC Program Agreement document for completion.**

This Agreement is entered into by and between Department of Public Safety, (*hereinafter referred to as the DPS*), and County, (*hereinafter referred to as the County*), the County's Juvenile Crime Prevention Council (*hereinafter referred to as the JCPC*) and (*hereinafter referred to as the Sponsoring Agency*).

The DPS, the County, the JCPC and the Sponsoring Agency do mutually agree as follows:

**Term of Agreement**

This Agreement shall become effective \_\_\_\_\_ and shall terminate \_\_\_\_\_.

**Payment to Sponsoring Agency**

All parties agree that services will be delivered as described in the approved JCPC Program Agreement and that JCPC funds will be disbursed in an amount not to exceed the amount \$ \_\_\_\_\_ for the term of this agreement, unless amended by an approved JCPC Program Agreement Revision.

**Availability of Funds:**

All parties to this Agreement agree and understand that the payment of the sums specified in this JCPC Program Agreement budget is dependent and contingent upon and subject to the appropriation, allocation, and availability of funds for this purpose to the DPS.

**Responsibilities of the Parties**

DPS shall:

1. Disburse funds monthly to County Governments, for payment to the Sponsoring Agency, from the Juvenile Crime Prevention Council (JCPC) fund appropriation by the General Assembly;
2. Reserve the right to suspend payment to the County for any non-compliance by the Sponsoring Agency with any reporting requirements set forth in the JCPC Policy and Procedures;
3. Notify in writing the County and Sponsoring Agency immediately if payments are suspended and again once payments resume;
4. Pay only for work as described in the JCPC Program Agreement provided by the Sponsoring Agency and approved subcontractors;
5. Provide technical assistance, orientation and training to the Sponsoring Agency, the County and the JCPC;
6. Monitor Sponsoring Agency's JCPC funded program(s) in accordance with JCPC Policy 3. Operations: Program Oversight and Monitoring; and
7. Notify parties entering into this Agreement of all due dates in a timely manner in order for reports to be submitted by the established due date.

The Sponsoring Agency shall:

1. Comply with all laws, ordinances, codes, rules, regulations, and licensing requirements that are applicable to the conduct of its business, including those of Federal, State, and local agencies having jurisdiction and/or authority;
2. Comply with all Federal and State laws relating to equal employment opportunity;
3. Keep as confidential and not divulge or make available to any individual or organization without the prior written approval of the DPS any information, data, instruments, documents, studies or reports given to or prepared or assembled by the Sponsoring Agency under this Agreement;
4. Acknowledge that in receiving, storing, processing or otherwise dealing with any confidential information it will safeguard and not further disclose the information except as otherwise provided in this Agreement;
5. Comply with the Juvenile Crime Prevention Policy and Procedures established by the DPS and the North Carolina Administrative Procedures;
6. Secure local match as required, pursuant to 14B NCAC 11B.0105, for the approved JCPC funds;
7. Create and adopt individualized guidelines specific to the funded program, while also adhering to JCPC Policy and Procedures established by DPS for all JCPC funded programs and for the specific program type for which they receive funding;
8. Ensure that state funds received are spent in accordance with the approved JCPC Program Agreement and be accountable for the legal and appropriate expenditure of those state funds;
9. Maintain reports, records, and other information to properly document services rendered and outcomes; also maintain an ability to send and receive electronic communication;
10. Have the capacity to use DPS electronic, internet-based system for tracking clients served;
11. Use generally accepted accounting procedures that guarantee the integrity of the expenditure of JCPC funds, maintain reports, records, and other information to properly account for the expenditure of all State funds provided to the Sponsoring Agency;
12. Receive from the North Carolina Division of Revenue a refund of all sales and use taxes paid by them in the performance of the JCPC Program Agreement, pursuant to N.C.G.S. §105-164.14(c); and exclude all refundable sales and use taxes from all reportable expenditures before the expenses are entered in their reimbursement reports;
13. Submit JCPC Program Agreement Revisions, Third Quarter Accounting, Final Accounting and annual detailed check ledgers to the JCPC. These reports must be in accordance with the submission process as outlined in the JCPC Policy and Procedures established by DPS and with the due dates established by DPS;
14. Make personnel, reports, records and other information available to DPS, the County, the JCPC, and/or the State Auditor for oversight, monitoring and evaluation purposes;
15. Submit any other information requested by the JCPC, County or DPS;
16. Be responsible for the performance of all subcontractors as described in the JCPC Program Agreement;
17. Indemnifies and holds harmless DPS, the State of North Carolina, the County and any of their officers, agents and employees, from any claims of third parties arising out of any act or omission of the Sponsoring Agency in connection with the performance of the JCPC Program Agreement;
18. Receive permission and budgetary approval from DPS prior to using the JCPC Program Agreement as a part of any news release or commercial advertising and acknowledge DPS funding in partnership with the County;
19. Comply with DPS trainings and requirements regarding the United States Department of Justice national standards to prevent, detect, and respond to prison rape under the Prison Rape Elimination Act (PREA);

*Reference: 14B; Chapter 11; Subchapter B, and in compliance with JCPC Policy 2: Operations: Program Operational Requirements*

#### **Sponsoring Agency Contractor(s)/Subcontractors**

- Yes, subcontractors are included in the JCPC Program Agreement budget.  
 No, subcontractors are not included in the JCPC Program Agreement budget.

If yes, the following only applies when subcontractors are providing services as described in the JCPC Program Agreement (listed in Line Item 190 of the budget).

20. Receive prior approval from DPS in the form of an unsigned contract being submitted with the JCPC Program Agreement if any of the services described in the JCPC Program Agreement are provided by a subcontractor; *NOTE: Contracts signed by all parties must be submitted once the JCPC Program Agreement receives signed approval from DPS. Sponsoring Agencies will be notified requesting this information.*

21. Hold any contractor or subcontractor to which the Sponsoring Agency provides State funds accountable for the legal and appropriate expenditure of State funds, and to all applicable laws and Juvenile Crime Prevention Council Policies and Procedures;

22. Ensure that all subcontractors provide all information necessary to comply with the standards set forth in the JCPC Program Agreement; and

23. Be deemed an independent contractor in the performance of services described in the JCPC Program Agreement and as such shall be wholly responsible for the services to be performed and for the supervision of its employees. The Sponsoring Agency represents that it has, or shall secure at its own expense, all personnel required in performing the services as described in the JCPC Program Agreement. Such employees shall not be employees of, or have any individual contractual relationship with, DPS;

The JCPC shall:

1. Ensure the Sponsoring Agency uses JCPC funds for only the purposes DPS has approved in JCPC Program Agreement or JCPC Program Agreement Revision(s);
2. Comply with the Juvenile Crime Prevention Policy and Procedures established by DPS and the North Carolina Administrative Code; N.C.G.S. §143B-801(a);143B-602;143B-851
3. Review and locally approve Program Agreement Revisions received from the Sponsoring Agency and submit to the County in a timely manner;
4. Review and locally approve Third Quarter Accounting forms and submit to the County in order to meet the due date established by DPS;
5. Submit any other information requested by the County or DPS; and
6. Monitor the Sponsoring Agency's currently funded JCPC program(s) in accordance with JCPC Policy 3. Operations: Program Oversight and Monitoring

*Reference: 14B NCAC 11B.0202 and JCPC Policy 1, 7, 8, 9, 10, and 11.*

The County shall:

1. Ensure the Sponsoring Agency is appropriately licensed, and either a public agency or a 501 (c) 3 private non-

profit organization;

2. Use JCPC funds only for the purposes DPS has approved in program agreements or program agreement revisions;
3. Disburse JCPC funds monthly and oversee JCPC funds to the Sponsoring Agency in accordance with 14B NCAC 11B.0108
4. Comply with the Juvenile Crime Prevention Policy and Procedures established by DPS and the North Carolina Administrative Procedures;
5. Review and locally approve Program Agreement Revisions received from the Sponsoring Agency for final approval from DPS; and
6. Review and locally approve Third Quarter and Final Accounting forms for the JCPC and all JCPC funded programs according to the procedures and due dates established by DPS.

*Reference: 14B; Chapter 11; Subchapter B; JCPC Policy 3, 7, 8, 9, 10, and 11*

**Headings:** The Section and Paragraph headings in these General Terms and Conditions are not material parts of the agreement and should not be used to construe the meaning thereof.

**Choice of Law:** The validity of this Program Agreement and any of its terms or provisions, as well as the rights and duties of the parties to this Program Agreement, are governed by the laws of North Carolina. The parties, by signing this Program Agreement, agree and submit, solely for matters concerning this Program Agreement, to the exclusive jurisdiction of the courts of North Carolina and agree, solely for such purpose, that the exclusive venue for any legal proceedings shall be Wake County, North Carolina. The place of this Program Agreement and all transactions and agreements relating to it, and their situs and forum, shall be Wake County, North Carolina, where all matters, whether sounding in Program Agreement or tort, relating to the validity, construction, interpretation, and enforcement shall be determined.

**Assignment:** No assignment of the Sponsoring Agency's obligations or the Sponsoring Agency's right to receive payment hereunder shall be permitted. However, upon written request approved by the issuing purchasing authority, DPS may:

- (a) Forward the Sponsoring Agency's payment check(s) directly to any person or entity designated by the Program Manager, or
- (b) Include any person or entity designated by Sponsoring Agency as a joint payee on the Sponsoring Agency's payment check(s).

In no event shall such approval and action obligate DPS or County Government to anyone other than the Sponsoring Agency and the Sponsoring Agency shall remain responsible for fulfillment of all Program Agreement obligations.



**Beneficiaries:** Except as herein specifically provided otherwise, this Program Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors. It is expressly understood and agreed that the enforcement of the terms and conditions of this Program Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to DPS, the County Government, and the Sponsoring Agency. Nothing contained in this document shall give or allow any claim or right of action whatsoever by any other third person. It is the express intention of DPS and County Government that any such person or entity, other than DPS or the County Government, or the Sponsoring Agency receiving services or benefits under this Program Agreement shall be deemed an incidental beneficiary only.

### Property Rights

**Intellectual Property** - All deliverable items produced pursuant to this Program Agreement are the exclusive property of DPS. The Sponsoring Agency shall not assert a claim of copyright or other property interest in such deliverables.

**Physical Property** - the Sponsoring Agency agrees that it shall be responsible for the proper custody and care of any property purchased for or furnished to it for use in connection with the performance of this Program Agreement and will reimburse DPS for loss of, or damage to, such property. At the termination of this Program Agreement, the Sponsoring Agency, County Government, and JCPC shall follow the guidelines for disposition of property set forth in Administrative Code and JCPC policy.

*Reference: 14B NCAC 11B.0110; JCPC Policy 7. Fiscal Accounting and Budgeting: Audit Requirements*

### Disbursements and Internal Controls

#### Reversion of Unexpended Funds

Any remaining unexpended JCPC funds DPS disbursed to the County for the Sponsoring Agency must be refunded/ reverted back to DPS at the close of fiscal year or upon termination of this Agreement.

### Accountability for Funds

#### Audit Requirement - Local Government or Public Authority Requirements

Local Government or Public Authorities in accordance with N.C.G.S. §159-34 must have an audit performed in conformity with generally accepted auditing standards. The audit shall evaluate the performance of a unit of local government or public authority with regard to compliance with all applicable Federal and State agency regulations. This audit, combined with the audit of financial accounts, shall be deemed to be the single audit described by the "Federal Single Audit Act of 1984".

**Audit Requirement – Non-Governmental Entities:** An audit, when required by law, or requested by the County or DPS shall be performed in conformity with generally accepted auditing standards and audits of non-governmental entities, both for-profit and not-for-profit, and must meet the requirements of OMB Circular A-133. At a minimum, the required report shall include the financial statements prepared in accordance with generally accepted accounting principles, all disclosures in the public interest required by law, and the auditor's opinion and comments relating to financial statements. The audit report must be submitted to the State Auditor's office as required by law, to the County and DPS, and to other recipients as appropriate within nine (9) months after the end of your program's fiscal year.

## Oversight

**Access to Persons and Records:** The State Auditor shall have access to persons and records as a result of all Program Agreements entered into by State agencies or political subdivisions in accordance with N.C.G.S. §147-64.7. Additionally, as the State funding authority, DPS shall have access to persons and records as a result of all Program Agreements entered into by State agencies or political subdivisions.

**Record Retention:** Records shall not be destroyed, purged or disposed of without the express written consent of DPS. State basic records retention policy requires all records to be retained for a minimum of five years or until all audit exceptions have been resolved, whichever is longer. If the Program Agreement is subject to Federal policy and regulations, record retention may be longer than five years since records must be retained for a period of three years following submission of the final Federal Financial Status Report, if applicable, or three years following the submission of a revised final Federal Financial Status Report. Also, if any litigation, claim, negotiation, audit, disallowance action, or other action involving this Program Agreement has been started before expiration of the five-year retention period described above, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five-year period described above, whichever is later.

**No Overdue Tax Debt -Not for profit organizations ONLY will comply with this section. Form must be attached to the Program Agreement upon submission.**

The Sponsoring Agency shall be responsible for the payment of all State, local, and Federal taxes. Consistent with N.C.G.S. § 143C-6-23 (c), not for profit organizations shall file with DPS and the County a written statement completed by that Sponsoring Agency 's board of directors or other governing body, stating that the Sponsoring Agency does not have any overdue tax debts, as defined by N.C.G.S. 105-243.1, at the Federal, State, or local level. This written statement, *Certification of No Overdue Tax Debts*, shall be completed by the Sponsoring Agency and attached to the Program Agreement upon submission.

**Conflict of Interest –Not for profit organizations ONLY will comply with this section. Form must be attached to the Program Agreement upon submission.**

Consistent with the N.C.G.S. §143C-6-23 (b), not for profit organizations shall file with DPS and the County a copy of that Sponsoring Agency's policy addressing conflicts of interest that may arise involving the Sponsoring Agency's management employees and the members of its board of directors or other governing body. The policy shall address situations in which any of these individuals may directly or indirectly benefit, except as the Sponsoring Agency's employees or members of its board or other governing body, from the Sponsoring Agency's disbursing of State funds and shall include actions to be taken by the Sponsoring Agency or the individual, or both to avoid conflicts of interest and the appearance of impropriety. The policy shall be filed before the County or DPS may disburse any funds. The Sponsoring Agency shall also complete the DPS Conflict of Interest Policy Statement (*Form DPS 13 001*) and attach the statement and the Sponsoring Agency's policy addressing conflicts of interest to the JCPC Program Agreement upon submission.

**Amendment:** This Agreement may not be amended orally or by performance. Any amendment must be requested by the Sponsoring Agency through submission of a JCPC

Program Agreement Revision and executed by duly authorized representatives of DPS, the County Government, JCPC and Sponsoring Agency.

**Severability:** In the event that a court of competent jurisdiction holds that a provision or requirement of this Program Agreement violates any applicable law, each such provision or requirement shall continue to be enforced to the extent it is not in violation of law or is not otherwise unenforceable and all other provisions and requirements of this Program Agreement shall remain in full force and effect.

**Termination for Cause:** If, through any cause, the Sponsoring Agency shall fail to fulfill its obligations under this Program Agreement in a timely and proper manner, DPS shall have the right to terminate this Program Agreement by giving written notice to the Sponsoring Agency and specifying the effective date thereof. In that event, all finished or unfinished deliverable items prepared by the Sponsoring Agency under this Program Agreement shall, at the option of DPS, become its property and the Sponsoring Agency shall be entitled to receive just and equitable compensation for any satisfactory work completed on such materials, minus any payment or compensation previously made.

Notwithstanding the foregoing provision, the Sponsoring Agency shall not be relieved of liability to DPS for damages sustained by DPS by virtue of the Sponsoring Agency's breach of this agreement, and DPS may withhold any payment due the Sponsoring Agency for the purpose of setoff until such time as the exact amount of damages due DPS from such breach can be determined. The filing of a petition for bankruptcy by the Sponsoring Agency shall be an act of default under this Program Agreement.

**Termination without Cause:** DPS, the County Government, or the Sponsoring Agency may terminate this Agreement at any time and without cause by giving at least thirty (30) days advance written notice to the other. If this Program Agreement is terminated by DPS as provided herein, the Sponsoring Agency shall be reimbursed on a pro rata basis for services satisfactorily provided to DPS under this Program Agreement prior to Program Agreement termination.

**Waiver of Default:** Waiver by DPS of any default or breach in compliance with the terms of this Program Agreement by the Sponsoring Agency shall not be deemed a waiver of any subsequent default or breach and shall not be construed to be modification of the terms of this Program Agreement unless stated to be such in writing, signed by an authorized representative of DPS, County Government, the JCPC and the Sponsoring Agency and attached to the Program Agreement.

**Force Majeure:** Neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations by any act of war, hostile foreign action, nuclear explosion, riot, strikes, civil insurrection, earthquake, hurricane, tornado, or other catastrophic natural event or act of God.

**Survival of Promises:** All promises, requirements, terms, conditions, provisions, representations, guarantees, and warranties contained herein shall survive the Program Agreement expiration or termination date unless specifically provided otherwise herein, or unless superseded by applicable Federal or State statutes of limitation.

**END OF SECTION V – Terms of Agreement**

SECTION VI: BUDGET NARRATIVE			
Camden County Youth Services		Fiscal Year	FY 18-19
Item #	Justification	Expense	In Kind Expense
120	Salaries - Full Time Program Coordinator	\$32,306	
120	2 Day Camp Counselors (approx. 7 week summer employment up to 35 hours per week; 25 hrs of training; camp wrap-up @ up to \$12.50 per hour)	\$6,321	
180	Workmen's Compensation (Full-Time Program Coordinator & camp; Part-Time Camp Staff)	\$1,206	
180	Insurance (health insurance full time program coordinator @ \$647.42 a month life insurance @ \$5.20 a month.)	\$7,833	
180	Retirement	\$2,423	
180	FICA/Medicare (Full-Time Program Coordinator; Part-Time Camp Staff)	\$3,092	
180	401(K) - Full Time Program Coordinator	\$1,616	
190	Program Administration - County Sheriff (10% salary)		\$6,275
190	Program Administration - County Finance Officer (5% salary)		\$3,800
210	Household and Office Space Cleaning @\$30/month		\$360
230	Educational Materials (Participant Training Materials and expense)	\$50	
250	Vehicle Supplies (Gas and Maintenance)		\$1,200
250	Camp B.L.U.E. Fuel for Van during summer camp	\$1,200	
260	Office Supplies for program support	\$500	
370	Advertising in Local Paper	\$70	
390	Other Services - Victim restitution	\$560	
390	Other Services - Camden Camp B.L.U.E (Building Leaders and Urging Excellence) activities and to include snacks and Friday meals/activities	\$1,200	
390	Other Services - CROWN Kids/BEARS expense for 20 participants; special activities and field trips and to include meals for activities	\$2,226	
390	Other Services - Teen Court activity; mock trial expense	\$200	
390	Audit Expense prorated portion to the program	\$200	
410	Office Space (\$10/square foot x 100 square feet) Grandy Primary School		\$1,000
450	Insurance - Liability, Activity, Vehicle	\$1,285	
<b>TOTAL</b>		<b>\$62,288</b>	<b>\$12,635</b>

Attachment: CYS3programAgreementFull (1994 : JCPC - Christy Edwards)

Job Title	Annual Expense Wages	Annual In Kind Wages
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Program Coordinator - full time	\$32,306	
2 Day Camp Counselors - (approx. 7 week summer camp employment @ up to \$12.50 per hour)	\$6,321	
<b>TOTAL</b>	<b>\$38,627</b>	

Attachment: CYS3programAgreementFull (1994 : JCPC - Christy Edwards)

**SECTION VII****Program:** Camden County Youth Services**Fiscal Year:** FY 18-19**Number of Months:** 12

	Cash	In Kind	Total
<b>I. Personnel Services</b>	<b>\$54,797</b>	<b>\$10,075</b>	<b>\$64,872</b>
120 Salaries & Wages	\$38,627		\$38,627
180 Fringe Benefits	\$16,170		\$16,170
190 Professional Services*		\$10,075	\$10,075
*Contracts MUST be attached			
<b>II. Supplies &amp; Materials</b>	<b>\$1,750</b>	<b>\$1,560</b>	<b>\$3,310</b>
210 Household & Cleaning		\$360	\$360
220 Food & Provisions			\$0
230 Education & Medical	\$50		\$50
240 Construction & Repair			\$0
250 Vehicle Supplies & Materials	\$1,200	\$1,200	\$2,400
260 Office Supplies and Materials	\$500		\$500
280 Heating & Utility Supplies			\$0
290 Other Supplies and Materials			\$0
<b>III. Current Obligations &amp; Services</b>	<b>\$4,456</b>		<b>\$4,456</b>
310 Travel & Transportation			\$0
320 Communications			\$0
330 Utilities			\$0
340 Printing & Binding			\$0
350 Repairs & Maintenance			\$0
370 Advertising	\$70		\$70
380 Data Processing			\$0
390 Other Services	\$4,386		\$4,386
<b>IV. Fixed Charges &amp; Other Expenses</b>	<b>\$1,285</b>	<b>\$1,000</b>	<b>\$2,285</b>
410 Rental or Real Property		\$1,000	\$1,000
430 Equipment Rental			\$0
440 Service and Maint. Contracts			\$0
450 Insurance & Bonding	\$1,285		\$1,285
490 Other Fixed Charges			\$0
<b>V. Capital Outlay</b>			<b>\$0</b>
<b>[This Section Requires Cash Match]</b>			
510 Office Furniture & Equipment			\$0
530 Educational Equipment			\$0
540 Motor Vehicle			\$0
550 Other Equipment			\$0
580 Buildings, Structure & Improv.			\$0
<b>Total</b>	<b>\$62,288</b>	<b>\$12,635</b>	<b>\$74,923</b>

Attachment: CYS3programAgreementFull (1994 : JCPC - Christy Edwards)

<b>SECTION VIII</b>	<b>SOURCES OF PROGRAM REVENUE (ALL SOURCES)</b>
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**FY 18-19 Camden County Funding ID: 715-XXXX**

**Sponsoring Agency: Camden County Program: Camden County Youth Services**

\$51,907	<b>DPS/JCPC Funds</b>	* This is the amount of your request on your application				
20%	<b>Local Match Rate</b>	Is the Local Match Rate 10%, 20% or 30%?				
\$10,381	<b>County Cash</b>	Camden County <span style="float: right;"><i>(Specify Source)</i></span>				
	<b>Local Cash</b>	<span style="float: right;"><i>(Specify Source)</i></span>				
	<b>Local Cash</b>	<span style="float: right;"><i>(Specify Source)</i></span>				
\$12,635	<b>Local In-Kind</b>	Camden County Sheriff Department <span style="float: right;"><i>(Specify Source)</i></span>				
	<b>Other</b>	<span style="float: right;"><i>(Specify Source)</i></span>				
	<b>Other</b>	<span style="float: right;"><i>(Specify Source)</i></span>				
	<b>Other</b>	<span style="float: right;"><i>(Specify Source)</i></span>				
	<b>Other</b>	<span style="float: right;"><i>(Specify Source)</i></span>				
\$74,923	<b>TOTAL</b>	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%; border-top: 1px solid black; text-align: center;">\$10,381</td> <td style="width:50%; text-align: right;">\$23,016</td> </tr> <tr> <td style="text-align: center;"><small>Required Local Match</small></td> <td style="text-align: right;"><small>Match Provided</small></td> </tr> </table>	\$10,381	\$23,016	<small>Required Local Match</small>	<small>Match Provided</small>
\$10,381	\$23,016					
<small>Required Local Match</small>	<small>Match Provided</small>					

We, the undersigned, have reviewed this JCPC Program Application to be presented to the Juvenile Crime Prevention Council of this County in accordance with the procedures established by the local Juvenile Crime Prevention Council. Agencies seeking funding must be able to meet the applicable requirements of the North Carolina General Statutes, Administrative Code, and the Division of Adult Correction and Juvenile Justice.

We understand and acknowledge that the approval process is first with the Juvenile Crime Prevention Council, second with the County Board of Commissioners, and the final authority with the Department of Public Safety, Division of Adult Correction and Juvenile Justice.

All parties understand that the availability of funds is contingent upon the appropriation of those funds by the General Assembly of the State of North Carolina.

<b>Chair, County Board of Commissioners or County Finance Director</b>	<b>Date</b>
<b>Chair, Juvenile Crime Prevention Council</b>	<b>Date</b>
Ken Bowman	3/23/18
<b>Program Manager</b>	<b>Date</b>

Attachment: CYS3programAgreementFull (1994 : JCPC - Christy Edwards)



# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### New Business

**Item Number:** 5.C  
**Meeting Date:** April 02, 2018

**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Lisa Anderson

**Item Title** **February Monthly Report**

**Attachments:** Tax Report (PDF)

**Summary:** February Monthly Report

**Recommendation:** Review and approve



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

**OUTSTANDING TAX DELINQUENCIES BY YEAR**

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2017	319,941.12	9,763.68
2016	61,891.54	7,596.85
2015	23,728.61	1,326.86
2014	17,574.28	1,627.43
2013	11,528.67	5,591.42
2012	8,272.15	8,323.93
2011	5,981.89	6,729.79
2010	4,807.98	5,012.61
2009	4,017.55	4,678.37
2008	3,795.46	5,127.46

Attachment: Tax Report (1999 : Tax Report - Lisa Anderson)

TOTAL REAL PROPERTY TAX UNCOLLECTED	461,539.25
TOTAL PERSONAL PROPERTY UNCOLLECTED	55,778.40
TEN YEAR PERCENTAGE COLLECTION RATE	99.26%
COLLECTION FOR 2018 vs. 2017	61,410.99 vs. 81,199.72

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2017	95.32%
2016	98.96%
2015	99.62%

**THIRTY LARGEST UNPAID ACCOUNTS**

SEE ATTACHMENT "A"

**THIRTY OLDEST UNPAID ACCOUNTS**

SEE ATTACHMENT "B"

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS****ENDING February 2018****BY TAX ADMINISTRATOR**

5 NUMBER DELINQUENCY NOTICES SENT

132 FOLLOWUP REQUESTS FOR PAYMENT SENT

0 NUMBER OF WAGE GARNISHMENTS ISSUED

14 NUMBER OF BANK GARNISHMENTS ISSUED

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

0 NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)

0 PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF  
TAX ADMINISTRATOR

0 NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO  
COUNTY ATTORNEY

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

0 REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS

0 NUMBER OF JUDGMENTS FILED

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
R	02-8934-01-17-4778.0000	14,861.76	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	01-7989-00-01-1714.0000	8,748.30	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSHOE RD
R	02-8934-01-18-6001.0000	6,110.48	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	03-8899-00-45-2682.0000	4,945.29	10	SEAMARK INC.	SHILOH	HOLLY RD
R	03-8953-04-70-6605.0000	4,841.79	1	SHELLA RIGGS EDWARDS	SHILOH	901 343 HWY S
R	02-8937-00-50-8036.0000	4,530.96	1	CLEVELAND WALSTON LE	CAMDEN	187 HERMAN ARNOLD RD
R	03-8899-00-16-2671.2425	4,463.92	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	01-7989-04-51-8805.0000	4,279.48	1	NASRI MOHAMMAD	SOUTH MILLS	202 MAIN ST
R	02-8935-04-63-0820.0000	4,276.38	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	02-8944-00-87-7021.0000	4,183.02	1	MARK M. BRIGMAN SR & LISA L.	CAMDEN	175 MCKIMMEY RD
R	01-7998-01-08-6797.0000	4,053.10	1	EDWARD E. HARRIS JR.	SOUTH MILLS	343 HWY N
R	02-8943-01-26-9183.0000	3,857.74	1	EUGENIA O FOWLER REV TRUST	CAMDEN	111 RIVER RD
R	01-7999-00-46-1105.0000	3,765.32	1	LINDA EASON COLSON	SOUTH MILLS	176 PUDDING RIDGE RD
R	02-8945-00-41-2060.0000	3,753.90	1	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	03-8961-00-68-3593.0000	3,624.69	1	SECRETARY OF VETERANS AFFAIRS	SHILOH	169 RAYMONS CREEK RD
R	01-7979-00-61-7358.0000	3,503.92	1	BERT LLC	SOUTH MILLS	HORSHOE RD
R	01-7997-00-75-4295.0000	3,452.35	1	JACKIE E BAILEY	SOUTH MILLS	100 ROBIN CT W
R	03-8953-03-12-6266.0000	3,424.88	1	R. VERNON BRAY, JR.	SHILOH	120 LAUREN LN
R	02-8936-00-81-9147.0000	3,418.96	2	JUDITH TILLET	CAMDEN	190 RUN SWAMP RD
R	03-8972-00-54-4332.0000	3,204.21	1	GILBERT WAYNE OVERTON &	SHILOH	1330 343 HWY S
R	01-7080-00-07-3293.0000	3,172.08	1	CAMDEN SQUARE ASSOCIATES	SOUTH MILLS	
R	01-7090-00-64-6040.0000	2,893.98	1	LINTON RIDDICK	SOUTH MILLS	129 LILLY RD
R	02-8923-00-19-3774.0010	2,823.66	6	WILLIAM CONOVER	CAMDEN	431 158 US W
R	02-8935-02-66-7093.0000	2,805.26	1	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	03-8953-03-02-2479.0000	2,767.37	1	ROBERT P DAIL JR ET AL	SHILOH	212 RIVERVIEW AVE
R	03-8962-00-05-0472.0000	2,730.38	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8953-03-30-0094.0000	2,677.87	1	NORMA MIDGETT MADEIRA	SHILOH	140 A WALSTON LN
R	03-8971-00-14-2206.0000	2,586.25	1	WILLARD O. FORBES	SHILOH	192 THOMAS POINT RD
R	03-8971-00-54-7373.0000	2,584.63	1	DWAYNE HARRIS	SHILOH	125 ONE MILL RD
R	02-8934-01-18-8282.0000	2,582.04	1	BRIDGET CARTWRIGHT JOHNSON	CAMDEN	144 158 US W

03/01/18 11:05:56

Delinquencies Top-30 Unpaid

Real

1

Roll	Parcel Number	YrsDltg	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	8,748.30	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	4,945.29	SEAMARK INC.	SHILOH	HOLLY RD
R	01-7988-00-91-0179.0001	10	2,126.56	L. THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	10	2,116.86	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	03-8952-00-95-8737.0000	10	1,955.58	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	1,797.88	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,733.11	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	1,056.42	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	01-7989-04-60-1954.0000	10	1,030.78	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8962-00-50-0273.0000	10	883.88	DAISEY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7090-00-60-5052.0000	10	757.21	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	10	592.68	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8936-00-24-7426.0000	10	576.45	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	03-8980-00-61-1968.0000	10	249.67	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	01-7090-00-95-5262.0000	10	244.56	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-9809-00-45-1097.0000	10	202.56	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8893-00-37-0046.0000	10	157.01	ELIZABETH LONG	SHILOH	HIBISCUS
R	03-9809-00-17-2462.0000	10	141.58	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	02-8945-00-41-2060.0000	9	3,753.90	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	01-7080-00-62-1977.0000	9	2,062.78	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-9809-00-24-6322.0000	9	550.77	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	01-7998-01-08-6797.0000	8	4,053.10	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8980-00-84-0931.0000	8	187.90	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	03-8962-00-04-9097.0000	7	1,856.31	CECIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8920-00-64-8379.0000	7	792.39	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	7	574.95	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	03-8962-00-70-7529.0000	7	512.66	MARY SNOWDEN	SHILOH	WICKHAM RD
R	01-7989-04-90-0938.0000	7	453.61	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	7	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R	02-8954-00-97-4350.0000	7	280.89	GEORGE SHAW	CAMDEN	TROTSMAN RD N

Delinquencies Top-30 Oldest

03/01/18 11:05:57

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001623	7,940.35	1	ATLANTIC COASTAL CLEARING	CAMDEN	158 HWY
P	0001709	2,003.83	9	JOHN MATTHEW CARTER	CAMDEN	MIC MAC TRAIL
P	0001538	866.88	10	JEFFREY EDWIN DAVIS	HERTFORD	133 EDGEWATER DR
P	0001046	764.04	10	THIEN VAN NGUYEN	SHILOH	431 158 US W
P	0000738	748.98	7	LESLIE ETHERIDGE JR	CAMDEN	CAMDEN CAUSEWAY
P	0001476	706.41	1	MIKE TAYLOR	ELIZABETH CITY	105 AARON DR
P	0001072	673.30	10	PAM BUNDY	SHILOH	849 SANDY HOOK RD S
P	0002194	551.38	3	MORGAN ROBERSON	SHILOH	158 US W
P	0001827	483.28	6	KAREN BUNDY	CAMDEN	107 RIDGE ROAD
P	0001104	456.99	1	MICHAEL & MICHELLE STONE	CAMDEN	330 158 HWY E
P	0002185	448.60	2	DIRECT TV, LLC	CAMDEN	101 ROBIN CT W
P	0000295	412.03	1	HENDERSON, AUDIOMETRICS, INC.	CAMDEN	150 158 HWY W
P	0001230	411.11	6	JAMES NYE	SOUTH MILLS	111 AARON DR
P	0001681	312.08	6	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0000905	300.20	3	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0001694	288.99	6	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0002565	277.38	2	DUANE EDWARD DUNIVAN	SOUTH MILLS	115 WAYLAND CT
P	0001106	261.90	9	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001693	253.06	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0001952	238.91	6	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0002886	222.38	7	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P	0000025	211.66	1	SCOTT C. ANKNEY	SOUTH MILLS	264 BINGHAM RD
P	0001638	210.76	1	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN
P	0000466	205.60	1	LAMES OF CAMDEN	CAMDEN	HWY 158 W
P	0000846	201.12	2	TOAN TRINH	SHILOH	152 HWY 158 W
P	0002442	200.37	1	GERALD WHITE STALLS JR	SOUTH MILLS	229 SAILBOAT RD
P	0001250	194.43	1	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001010	189.68	5	RAYBURN BURGESS	SOUTH MILLS	108 BINGHAM RD
P	0001546	189.57	1	GEORGE ROWLAND	SHILOH	116 EDGEWATER DR
P	0000297	182.53	1	ADAM D. & TRACY J.W. JONES	CAMDEN	431 158 US W
						WALSTON LN

03/01/18 11:06:22

Delinquencies Top-30 Unpaid

Personal

1

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
P	0001538	10	866.88	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	10	764.04	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	10	748.98	LESLIE ETHERIDGE JR	CAMDEN	
P	0001072	10	673.30	PAM BUNDY	SHILOH	
P	0001106	10	253.06	JAMI ELIZABETH VANHORN	SOUTH MILLS	105 AARON DR
P	0000248	10	159.99	ROBERT H. OWENS	CAMDEN	617 MAIN ST
P	0001540	10	120.95	DAVID LUKE	ELIZABETH CITY	A STREET
P	0001709	9	2,003.83	JOHN MATTHEW CARTER	CAMDEN	CAMDEN CAUSEWAY
P	0001693	9	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY
P	0001673	9	177.05	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0000316	9	115.56	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0001827	8	483.28	KAREN BUNDY	CAMDEN	431 158 US W
P	0002886	7	222.38	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P	0001722	7	140.55	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001230	6	411.11	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001681	6	312.08	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001694	6	288.99	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	6	238.91	SANDY BOTTOM MATERIALS, INC	CAMDEN	319 PONDEROSA RD
P	0001740	6	109.23	JASON & KEVIN WORDEN	SOUTH MILLS	STILLES LANE
P	0002194	5	551.38	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001010	5	189.68	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0000905	3	300.20	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0001638	3	210.76	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN
P	0001250	3	194.43	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0000945	3	145.98	RAMONA F. TAZEWELL	CAMDEN	239 SLEEPY HOLLOW RD
P	0001623	2	7,940.35	ATLANTIC COASTAL CLEARING	CAMDEN	
P	0001476	2	706.41	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001104	2	456.99	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0002185	2	448.60	DIRECT TV, LLC	CAMDEN	
P	0000295	2	412.03	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E

Delinquencies Top-30 Oldest

03/01/18 11:06:22



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

**New Business**

**Item Number:** 5.D  
**Meeting Date:** April 02, 2018  
**Submitted By:** Lisa Anderson, Tax Administrator  
 Taxes  
 Prepared by: Lisa Anderson

**Item Title**                                **2017 Advertisement of Tax Liens on Real Property**

**Attachments:**                            20180326145715027.pdf    (PDF)

**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 OF MARCH 26, 2018 THE TOTAL AMOUNT OF UNPAID TAXES FOR THE CURRENT FISCAL YEAR THAT ARE LIENS ON REAL PROPERTY IS \$250,205.03 AND THAT THIS FIGURE SHALL CHANGE OVER TIME WITH COLLECTIONS AND RELEASES.

2. MOTION TO SET THE 2017 TAX LIENS ON REAL PROPERTY ADVERTISING DATE OF APRIL 30, 2018.



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ACS Tax System
03/26/2018 13:40:55
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* * * * * Update Lien Fee
* * * * * L I E N A D
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CAMDEN COUNTY
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Report Selection:

Update Lien Fee if Delinquent

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Update Parcels for Year..... 2017
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

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Run Instructions:

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

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Update Lien Fee

Parcel#	Taxbill#	Owner	Legal-Desc	Principal Tax
03-8965-00-13-0149-0000	106300	CARELL ABBOTT & DORIS ABBOTT		248.93
03-8972-00-44-8500-0000	106314	ABODE OF CAMDEN INC.		1,346.52
03-8972-00-53-8746-0000	106316	ABODE OF CAMDEN, INC.		1,199.65
03-8972-00-54-8028-0000	106317	ABODE OF CAMDEN, INC.		43.71
03-8972-00-63-0431-0000	106318	ABODE OF CAMDEN, INC.		199.65
03-8972-00-63-2818-0000	106319	ABODE OF CAMDEN, INC.		199.65
03-8972-00-64-2120-0000	106320	ABODE OF CAMDEN, INC.		242.01
02-8945-00-58-2482-0000	103938	CICELY A. ADAMS		192.05
03-8990-00-17-3935-0000	106329	KARL L ADCOCK	MINORCA	465.53
01-8907-00-07-7637-0000	101701	GEORGE LEE ALLEN	NASH	224.07
02-8944-00-90-1018-0000	103954	RICHARD SCOTT ALLEN	DANSON'S GRANT	212.03
03-8899-00-35-9977-0000	106373	KEVIN PAUL AMICK		494.01
03-8899-00-36-9198-0000	106374	KEVIN PAUL AMICK		381.25
02-8934-01-18-8072-0000	103976	ARNOLD AND THORNLEY, INC.	LONGPORT MARINA	854.03
02-8934-01-18-8072-1000	103977	ARNOLD AND THORNLEY, INC.	VILLAGE CARPET LEASEHOLD	146.99
01-7999-00-62-3898-0000	101735	MICHAEL ASKEW		908.02
02-8945-00-67-0400-0000	103985	ELLA AYDLETT HEIRS	BRAY; KRISTA LONG ABBOTT & KARANATHA ISLAND	395.64
01-7997-00-75-4295-0000	101750	JACKIE E BAILEY	LOTS 10 & 1/2 OF 11	2,361.35
03-8970-00-29-5452-0000	106409	WILLIAM G. BALL		846.98
01-7979-00-94-6193-0000	101779	HERSEY LYN BARBER		859.82
01-7999-00-32-3510-0000	101782	LEAH BARCO	MULLEN LOT 1	215.16
03-8962-00-04-9097-0000	106429	CECIL BARNARD HEIRS	BARCO 2	150.37
03-8962-00-67-1021-0000	106430	CECIL BARNARD HEIRS	BARCO	171.39
01-7999-00-89-6175-0000	101789	DOUGLAS E BARNARD		801.91
02-8926-00-77-4923-0000	104017	DAVID L. BARNES		809.61
02-8944-00-14-1898-0000	104019	RUBY B. BARNES (PARKER)		193.34
03-8961-00-59-6614-0000	106435	FELICIA L. BARRETT		2.25
03-8963-00-39-2431-0000	106442	IRIS J. BARTLETT		959.88
01-7998-01-16-3991-0000	101799	ERNEST A. BASS III	ALSO LOT 16	650.27
02-8944-00-49-1932-0000	104039	NANCY AND CHARLIE BAUM LE	NANCY & CHARLIE BAUM RESERVED LEASEHOLD; NANCY AND CHARLIE MINI-STORAGE	367.64
02-8944-00-49-1932-1000	104040	NANCY L BAUM LE		99.86
02-8935-04-63-0820-0000	104056	BELCROSS PROPERTIES, LLC		3,903.43
03-0000-00-00-9999-9999	106463	E.C. BELL HEIRS		18.14
01-7979-00-56-6017-0000	101817	BENJAMIN WILSON BENTON JR.		1,545.65
01-7988-00-88-3098-0000	101820	EVELYN H BENTON		841.69
03-9809-00-14-7236-0000	106487	ELEANOR BISHOP	RIVIERA PARK	95.02
03-8965-00-44-3855-0000	106491	OTTIS K. BLACK JR.	FORBES HOME PLACE	195.43
01-7072-00-27-7531-0000	101837	WILLIAM E BLAND JR	COUNTRY HERITAGE	1,540.71
02-8945-00-44-4690-0000	104110	DONALD BOGUES		323.20
02-8945-00-76-8351-0000	104111	GEORGE H. & KAY BOGUES		121.38
02-8945-00-74-4558-0000	104113	JAMES BOGUES SR.		121.21
02-8945-00-98-2525-0000	104114	JAMES BOGUES SR.		154.09
02-8955-00-04-7556-0000	104115	JAMES BOGUES SR.		234.67
02-8945-00-66-3126-0000	104116	LINWOOD BOGUES SR.		18.07
02-8945-00-75-6450-0000	104120	MARILYN BOGUES		130.61
02-8945-00-88-9097-0000	104121	MARILYN BOGUES		17.78
02-8955-00-04-5387-0000	104122	MARILYN BOGUES		18.07
01-7080-00-25-5863-0000	101859	CARL T. BOOTHE	WHARF'S LANDING	17.75
03-8889-00-96-1964-0000	106516	FRED H. BRADLEY JR	EDGEWATER	1,552.67
03-8953-03-03-0111-0000	106521	GRACE CARTER BRAY		752.45
02-8934-03-30-5529-0000	104172	DAVID E. BRICKHOUSE		295.25
01-7080-00-51-5912-0000	101880	JIMMY D. BRICKHOUSE JR.		144.28
01-7998-00-61-7934-0000	101881	JOE ABNER BRICKHOUSE	1 LOT	128.77
				1,057.10

Parcel #	Taxbill#	Owner	Legal-Desc	Principal Tax
03-8971-00-65-2545.0000	106528	JAMES L. BRIGMAN		474.08
02-8944-00-87-7021.0000	104187	MARK M. BRIGMAN SR & LISA L.	WRIGHT PORTION OF LOT 5	3,603.32
01-7989-04-60-1568.0000	101887	EMMA BRITE HEIRS		78.78
01-7988-00-13-0528.0000	101889	LENIAL M. BRITE	WILLIAMS	242.91
01-7988-00-91-0179.0001	101897	THOMAS L. BROTHERS HEIRS	0000 SARAH MURRAY	201.14
02-8936-00-48-6353.0000	104215	MARGARET OVERTON BROWN		618.96
03-8965-00-24-9220.0000	106542	ROBIN BROWN		1,087.27
01-7998-00-50-3860.0000	101902	SHIRLEY DUDLEY BROWN	C. T. SAWYER WOODLAND	203.93
03-8963-00-30-3615.0000	106548	A. GREGORY BUCKLEY		205.78
03-8963-00-31-3070.0000	106549	A. GREGORY BUCKLEY	HOMEPLACE	463.12
03-8963-00-40-1557.0000	106550	A. GREGORY BUCKLEY		85.09
03-8963-00-40-4522.0000	106551	A. GREGORY BUCKLEY		79.93
03-8963-00-40-7415.0000	106552	A. GREGORY BUCKLEY		78.94
03-8963-00-50-2349.0000	106554	A. GREGORY BUCKLEY		77.12
03-8962-00-09-6661.0000	106563	BEN FORBES BURGESS		5.72
03-8953-04-50-6925.0000	106565	CHRISTINA HILBERT BURGESS		649.33
03-8962-00-50-0273.0000	106579	DAISEY WILLIAMS BURNHAM		107.02
03-8989-00-36-1568.0000	106584	PETER BUTTS	HONEY SUCKLE	28.00
02-8934-03-43-0085.0000	104238	CARLTON BUTTS		503.76
02-8927-00-72-7845.0000	104242	GEORGE SWENDELL BUTTS	ALSO LOTS 15 & 16	255.78
02-8934-03-31-1027.0000	104243	GEORGE SWENDELL BUTTS		665.48
02-8934-03-31-9750.1000	104244	GEORGE SWENDELL BUTTS	THESE OUTBUILDINGS ARE ON	367.69
02-8934-03-43-4087.0000	104245	GEORGE SWENDELL BUTTS		216.60
02-8934-00-68-5406.0000	104246	GEORGE SWENDELL BUTTS		67.60
02-8954-00-78-7701.0000	104247	GEORGE SWENDELL BUTTS		655.60
02-8954-00-88-3091.0000	104248	GEORGE SWENDELL BUTTS		205.43
02-8927-00-83-4439.0000	104249	JOHN BUTTS III		509.56
02-8934-03-43-3133.0000	104250	JOHNNIE BUTTS IV		321.42
02-8927-00-50-7936.0000	104254	OSCAR BUTTS JR.	BUTTS	166.88
02-8927-00-94-1355.0000	104255	OSCAR BUTTS JR.		70.35
02-8954-00-08-3259.0000	104257	OSCAR E BUTTS		497.15
02-8954-00-09-7832.0000	104258	OSCAR E BUTTS		296.99
02-8927-00-61-0231.0000	104259	OSCAR E. BUTTS	BUTTS	166.94
02-8937-00-04-3129.0000	104260	OSCAR E. BUTTS		178.89
03-8909-00-23-8838.0000	106590	WILLIAM DAVID BYRUM		517.90
03-8909-00-23-9836.0000	106591	WILLIAM DAVID BYRUM		231.53
03-8990-00-25-6293.0000	106592	C N C ASSOCIATED	CAMDEN POINT SHORES	174.53
01-7080-00-49-5646.0000	101951	JANICE L CALDWELL	HURDLE & WEBB	1,546.14
01-7080-00-49-6793.0000	101952	JANICE L CALDWELL	HURDLE & WEBB	429.90
02-8935-02-89-7815.0000	104273	CAMDEN CROSSING PROPERTY OWNER		415.62
01-7081-00-91-3767.0000	102001	CRAIG S. CAREY	SAWYER/SHARON CHURCH ROAD	1,253.46
03-8990-00-63-0142.0000	106627	CYNTHIA CARTWRIGHT	ALSO N29	28.39
02-8933-02-99-0831.0000	104298	JAMES L. CARTWRIGHT		90.46
02-8934-04-90-7717.0000	104299	JAMES L. CARTWRIGHT		546.18
02-8944-00-02-2843.0000	104300	JAMES L. CARTWRIGHT		1,483.64
03-8953-04-81-9832.0000	106539	MAIDIA S. CECIL HEIRS	SWINDELL	996.13
02-8936-00-23-4750.0000	104322	AARON DARNELL CHAMBLEE ET AL	HEIRS: AARON DARNELL, JOYCE,	159.70
02-8936-00-25-5616.0000	104323	AARON DARNELL CHAMBLEE ET AL	HEIRS: AARON DARNELL, JOYCE,	146.67
02-8936-00-25-7407.0000	104324	AARON DARNELL CHAMBLEE ET AL	ALSO 15-19; HEIRS: AARON DARNELL	73.75
03-8971-00-86-7714.0000	106654	GLENNA CHAPPELL		362.16
01-7999-00-60-2149.0000	102044	JAMES THOMAS CHERRY	PIERCEVILLE	521.80
01-8907-00-34-3749.0000	102046	ROBERT J. CHESSON	1 LOT	490.95
02-8934-01-07-7514.0000	104339	WINSTON F. CLARK LE	REMAINDER INTEREST TO ANGELA	1,018.13

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03-8980-00-84-6726-0000	106676	OTIS COCKRILL	BURGESS	7.83
03-8972-00-67-4674-0000	106685	DONALD M. COLLINS		819.20
01-7999-00-46-1105-0000	102064	LINDA EASON COLSON		2,253.81
03-8971-00-75-0617-0000	106692	APRIL BENNETT CONNIE		193.66
02-8923-00-19-3774-0021	108597	WILLIAM CONOVER	PELICAN MARINA	262.02
02-8923-00-19-3774-0021	108598	WILLIAM CONOVER	PELICAN MARINA	262.02
02-8923-00-19-3774-0038	108599	WILLIAM CONOVER	PELICAN MARINA	262.02
02-8945-00-79-3470-0000	104369	MELVIN H COOPER JR	JUNIPER RIDGE	362.63
02-8936-00-25-8274-0000	104370	MICHAEL COOPER		309.94
02-8944-00-89-9502-0000	104380	CARDWELL COWELL JR.		267.59
02-8944-00-89-9502-0000	104384	MICHAEL DERRICK COWELL		588.13
02-8944-00-89-9510-0000	104385	NICHOLAS COWELL		187.45
02-8955-00-00-0232-0000	104387	NICHOLAS COWELL		152.81
02-8954-00-08-1825-0000	104388	NICHOLAS SCORZELLI		1,059.58
02-8936-00-24-7074-0000	104389	WINFORD COWELL JR.		161.17
02-8944-00-99-6389-0000	104390	YVONNEDA N. COWELL		216.84
03-8990-00-08-8480-0000	106714	MYRTLE G. CRAFTON		575.74
03-8909-00-33-4725-0000	106715	DENNIS GREASY	MINORCA THE POINT	150.53
01-7998-01-08-9951-0000	102099	KIM CREECY		168.26
01-7998-01-09-9025-0000	102100	KIM CREECY	OVERTON	375.77
03-8909-00-66-0120-0000	106724	RANDELL CRIDER	THE POINT	60.14
02-8934-04-90-0557-0000	104403	TABITHA RENEE CARTER CRUISE		652.82
03-8953-03-02-4624-0000	106742	ROBERT DAIL	TAYLOR'S BEACH	97.28
03-8953-03-02-4652-0000	106743	ROBERT DAIL	TAYLOR'S BEACH	176.06
03-8953-03-12-1762-0000	106744	ROBERT DAIL	TAYLOR'S BEACH	163.52
03-8953-03-02-2479-0000	106745	ROBERT P DAIL JR ET AL	TAYLOR'S BEACH	2,313.08
03-8953-03-02-2514-0000	106746	ROBERT P DAIL JR ET AL	TAYLOR'S BEACH	454.29
03-8964-00-20-6044-0000	106748	GEORGE DANCE ETAL	TAYLOR'S BEACH	332.49
02-8935-03-40-3531-0000	104431	EVERETT ASHLEY DAVENPORT JR	ETAL=GEORGE DANCE, JAMES, ALVIN,	425.98
02-8935-03-40-3652-0000	104432	EVERETT ASHLEY DAVENPORT JR		145.78
02-8935-03-40-3652-0000	104433	HOWARD DAVENPORT	LEASEHOLD	1.95
01-7081-00-52-2950-0000	102137	HUBERT A. DAVENPORT	SHARON HEIGHTS	1,435.83
02-8923-00-09-5774-0001	108601	DEBORAH COX WOOD REVOCABLE TRT		9,244.13
02-8924-00-61-4600-0000	104466	MARGARET DECKER HEIRS		8.68
02-8937-00-50-0274-0000	104477	DIAMOND SOLID INVESTMENTS LLC		3.32
01-7988-00-94-4244-0000	102162	DISMAL CANAL INCORPORATED	PRITCHARD	265.07
03-8980-00-60-3198-0000	106779	ROMEO DISMAYA	VICTORY GARDENS	14.40
01-7998-01-18-1579-0000	102163	FABIAN DIXON		1,357.07
02-8945-00-67-3935-0000	104480	RONALD P. DODSON		1,424.37
02-8945-00-53-2350-0000	104487	CARTER C DOZIER	HERBERT MERCER	360.97
03-8954-00-00-8730-0000	106791	RAMSEY B DUDLEY		207.43
01-7988-01-39-1006-0000	102173	CAROLYN A. DUNLO	WILLIAM JONES PLACE	374.32
01-7989-04-90-0938-0000	102178	DORIS EASON		84.32
01-8907-00-34-2520-0000	102181	JONATHAN & SHERRY EASON		208.41
01-8907-00-34-3335-0000	102182	JONATHAN & SHERRY EASON		410.95
01-7081-00-81-2862-0000	102187	WILLIE A. EASON SR.		466.00
03-8952-00-95-2607-0000	106809	RICKY LEE EDWARDS	CREEKMORE TRACT # 3	678.20
03-8973-00-22-6088-0000	106810	RICKY LEE EDWARDS		369.73
03-8973-00-22-6159-0000	106811	RICKY LEE EDWARDS		853.75
03-8973-00-22-6302-0000	106812	RICKY LEE EDWARDS		378.22
02-8935-03-40-3421-0000	104530	SHEILA RIGGS EDWARDS		276.26
03-8943-04-93-8280-0000	106813	SHEILA RIGGS EDWARDS	TAYLOR'S BEACH	456.31
03-8943-04-93-9117-0000	106814	SHEILA RIGGS EDWARDS	TAYLOR'S BEACH	96.57

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03-8953-03-13-2797.0000	106815	SHEILA RIGGS EDWARDS		109.58
03-8953-03-13-3719.0000	106816	SHEILA RIGGS EDWARDS		527.89
03-8953-04-70-4645.0000	106817	SHEILA RIGGS EDWARDS		467.33
03-8953-04-70-6605.0000	106818	SHEILA RIGGS EDWARDS		750.05
03-8971-00-86-8767.0000	106819	SHEILA RIGGS EDWARDS		208.66
03-8972-00-23-1293.0000	106820	SHEILA RIGGS EDWARDS		199.51
03-8972-00-23-2621.0000	106821	SHEILA RIGGS EDWARDS		187.62
03-8973-00-24-3317.0000	106822	SHEILA RIGGS EDWARDS		226.63
03-8973-00-24-4103.0000	106823	SHEILA RIGGS EDWARDS		387.39
03-8973-00-24-4223.0000	106824	SHEILA RIGGS EDWARDS		245.33
03-8973-00-30-0618.0000	106825	SHEILA RIGGS EDWARDS		702.66
02-8935-02-66-7093.0000	104543	B. F. ETHERIDGE HEIRS	FOSTER	775.04
02-8945-00-41-2060.0000	104546	LASELLE ETHERIDGE SR., HEIRS	ALSO 166 BUSHELL RD	609.50
01-7989-04-50-7223.0000	102212	LAURA ETHERIDGE ETAL LE	LE TO LAURA ETHERIDGE, ERNEST	274.03
02-8954-00-97-4241.0000	104550	TAWANDA M. ETHERIDGE		171.37
02-8943-01-26-9183.0000	104551	EUGENIA O. FOWLER REV TRUST		130.45
03-8954-00-97-9503.0000	106845	ANNIE EVANS	WHITEHALL SHORES	644.26
01-8907-00-22-1548.0000	102213	EDWARDS S. EVANS, ETUX		772.30
01-7997-00-36-9112.0000	102214	EDWARDS S. EVANS		798.88
02-8946-00-81-1428.0000	104561	EDWARDS S. EVANS		61.74
03-8962-00-45-9595.0000	106847	ERMA & MARVIN EVANS HEIRS		213.52
03-8973-00-33-5899.0000	106848	ERVIN EVANS		312.63
03-8961-00-69-3519.0000	106852	MARIETTA EVANS		855.90
01-7989-04-91-4923.0000	102228	ANDREW FEREBEE		359.29
01-7989-04-90-6715.0000	102230	ANDREW FEREBEE HEIRS		461.04
02-8944-00-36-1417.0000	104615	ROSA ALICE FEREBEE	SEYMOUR	552.57
02-8937-00-41-9024.0000	104616	TONIA BANKS FEREBEE		1,175.09
03-8971-00-23-8266.0000	106867	STEPHEN W. FINLEY		219.16
03-8965-00-37-4242.0000	106884	DORA EVANS FORBES	HOUSE & LOT	114.19
03-8965-00-37-9112.0000	106885	DORA EVANS FORBES		454.67
03-8974-00-32-7532.0000	106888	GEORGE H. FORBES III		126.68
03-8973-00-24-4219.0000	106889	GIDEON CALVIN FORBES		297.24
02-8935-03-30-3126.0000	104636	GLENN ALLAN FORBES ET AL		510.34
03-8973-00-18-4582.0000	106899	JEREMY WILLIAM FORBES		678.18
03-8965-00-43-8466.0000	106916	KEVIN S. FORBES		142.44
03-8990-00-64-8379.0000	106951	CHRISTOPHER FROST-JOHNSON	BROAD CREEK CLUB	25.29
03-8962-00-45-9335.0000	106961	JAMES E. GALLOP ETAL	WATERFRONT	796.17
01-7999-00-78-4680.0000	102288	BERTHA MARLENE GARRETT	MINORCA	304.59
03-8990-00-18-1154.0000	106997	WINTON EDWARD GILLESPIE	TURNER CUT	247.46
01-7997-00-56-7449.0000	102325	R. J. GONDER	MILES OVERTON	134.95
01-7080-00-34-9147.0000	102346	LINDA A GRAY	L DANIEL GRAY & NORA MANSFIELD	515.23
01-8907-00-16-8832.0000	102347	MELISSA N GRAY LE	L DANIEL GRAY & NORA MANSFIELD	12.39
01-8907-00-17-8300.0000	102348	MELISSA N GRAY LE		573.02
02-8926-00-31-6176.0000	104750	TIFFANY LANGLEY GRAY		1,077.18
02-8935-01-08-8786.0000	104768	LINWOOD GREGORY		367.17
01-7090-00-70-3221.0000	102351	LONZO FISHER GREGORY	# BOGUES	489.68
02-8945-00-65-2036.0000	104772	MERLE S. GREGORY		1,258.21
02-8945-00-54-7659.0000	104774	MILTON J. GREGORY		361.01
03-8953-04-90-1418.0000	107042	WILLIE M. GREGORY	LOY	281.69
01-7989-04-60-0628.0000	102357	JAMES GLEN GRIFFIN	WHITE	
01-7989-04-60-1711.0000	102358	JAMES GLEN GRIFFIN		
01-7090-00-60-5052.0000	102360	JOE GRIFFIN HEIRS		
01-7999-00-68-6558.0000	102361	JOHN E GRIFFIN HEIRS		



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01-7090-00-60-8249-0000	102367	PEARL GRIFFIN		264.04
01-7090-00-58-1714-0000	102374	WILLIAM EDWARD GRIFFIN		738.48
01-7998-00-53-8764-0000	102378	ERNESTO III & CLARISSA GUERRA		213.94
03-8965-00-36-4856-0000	107056	JEFFREY NEAL GURGANUS		738.88
03-8970-00-29-5354-0000	107057	JOHN GURGANUS	AVERY SHORES	910.96
03-8943-04-93-3222-0000	107063	MELINDA MILLER HAINES		26.02
02-8944-00-90-6944-0000	104799	GEORGE R. HALL II		819.80
02-8937-00-83-7359-0000	104807	HOWARD F. HANSEN		399.55
03-8972-00-73-5970-0000	107072	LYDIA HARNEY	LYDIA = 4/5 INT.	206.09
02-8946-00-60-5554-0000	104835	KENNETH A. & JANET M. HARRELL	BELLWOOD	147.94
02-8944-00-31-2148-0000	104845	CARL HARRINGTON		837.76
03-8971-00-54-7373-0000	107081	DWAYNE HARRIS	BURGESS	885.85
01-7998-01-08-6797-0000	102424	EDWARD E. HARRIS JR.	HARRIS	708.78
02-8936-00-25-9587-0000	104858	EDWARD O. HARRIS		227.86
02-8945-00-53-5250-0000	104861	EVELYN HARRIS		181.74
01-7998-00-83-6787-0000	102426	FRANCES WILLIAMS HARRIS	MILL SITE	118.55
03-8971-00-53-7463-0000	107082	JOSHUA KADE HARRIS		194.68
02-8943-01-07-0062-0000	104878	SCOTT & DAWN R. HARRIS	ALSO 87 & 1/2 85	79.54
03-8962-00-56-7217-0000	107088	TONYA HUGHES HARRIS		529.57
03-8953-03-13-0652-0000	107096	JESSE & DOROTHY HARRISON	BLOCK 1 L-11	257.61
03-8971-00-66-7005-0000	107100	PATSY M. HARRISON LE	PATSY HARRISON LE THEN TO	216.09
03-8971-00-66-6199-0000	107101	WILLIS DALTON HARRISON		192.50
02-8934-01-29-4776-5853	104894	C. RUSSELL HASTINGS JR.	108 WEST 158 US	2,084.96
02-8935-02-88-7841-0000	104895	C. RUSSELL HASTINGS		1,639.53
02-8943-01-17-1673-0000	104898	MILDRED A. HAVRILLA		1,735.33
03-8971-00-75-2067-0000	107122	PATRICIA PIERCE HEATH	ALSO LOT 10	145.27
01-7090-00-95-4019-0001	102416	MARK DAN HEWITT	1/2 UND INT	708.18
02-8934-04-61-9603-0000	104914	CAROLYN HICKOK	JOAN HARRIS, WIDOW; JAMES W	364.95
03-8955-00-44-3670-0000	107131	CLOAH J. HIGGINBOTHAM		310.95
03-8955-00-44-4401-0000	107132	CLOAH J. HIGGINBOTHAM	PINEY ACRES	82.53
02-8934-03-34-7901-0000	104931	FRANK P. HINER IV & SUSAN		353.90
01-7998-01-17-9903-0000	102478	BONNY SAWYER HINSON	HOME & MOBILE HOME PARK	206.13
02-8934-01-17-5367-0000	104936	LINDA SUE LAMB HINTON	SAWYER	4,012.99
02-8934-01-18-6001-0000	104937	LINDA SUE LAMB HINTON	FISHERMAN'S VILLAGE	621.04
01-8000-00-26-2552-0000	102480	ROBERT E. HOCUTT SR.	HARBOR PLACE UNIT	914.84
03-8899-00-46-4651-0000	107150	WILLIAM I. & PATRICIA HORTON		188.70
02-8923-00-09-5774-0006	108610	HOWARD K. HOUTZ JR.		171.11
03-8961-00-69-1918-0000	107163	CLEVELAND & RUBY HUGHES		24.18
03-8962-00-56-9704-0000	107165	CLEVELAND & RUBY HUGHES		428.20
03-8899-00-36-1699-0000	107178	RICHARD HUNEYCUTT		577.58
01-8908-00-41-8246-0000	102520	BERNARD R. HUNT JR.	HONEYSUCKLE	130.99
01-8908-00-35-5676-0000	102524	HUNTER WOOD FARM, INC.		975.46
01-7989-04-51-6248-0000	102542	TAMMY JO INGE	JUDITH MERCER ESTATE FILE 99E-	130.02
02-8935-01-07-0916-0000	104979	ROSETTA MERCER INGRAM	FAIRHAVEN	130.99
03-9809-00-24-8236-0000	107198	GENE W IRBY		250.91
01-7998-01-38-1944-0000	102551	BESSIE P. JACKSON		684.78
01-7929-00-36-0916-1000	102554	JOSEPH BAKER JACKSON JR	LEASEHOLD	743.90
02-8945-00-91-7911-0000	104994	ROBERT FRANCIS JAMES III	SPENCE	1,318.37
02-8934-01-18-8282-0000	105027	BRIDGET CARTWRIGHT JOHNSON		287.25
01-79979-00-64-6997-0000	102582	TOM JOHNSON		459.68
02-8916-00-39-4204-1000	105039	JONES BODY SHOP	LEASEHOLD	381.13
01-7989-04-90-2866-0000	102585	BESSIE M JONES		
01-7998-01-19-1030-0000	102586	BESSIE M JONES	OVERTON	

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02-8916-00-39-4204.0000	105043	DONALD RAY JONES			345.62
01-7999-00-89-7418.0000	102602	MARY STILES JONES LE		REMAINDER INTEREST TO DWAYNE	348.06
03-8971-00-75-2227.0000	107270	AMBER LEIGH JORDAN ET AL		CHARLES HEATH TO AMBER JORDAN	548.50
03-8943-04-93-8214.0000	107271	L. P. JORDAN HEIRS			188.70
03-8953-03-14-7710.0000	107278	ROY L. JUETT			399.78
03-8964-00-72-2957.0000	107279	KAJA HOLDINGS 2 LLC			8.96
03-8889-00-88-4188.0000	107280	LELAND KANE		SNAPDRAGON	13.96
03-8971-00-38-9516.0000	107284	BENNETT RAY KEEL SR.			358.09
01-7999-00-79-8376.0000	102634	DALE M. KELLEHER			107.38
03-8973-00-19-1323.0000	107293	BRIAN K. KIGHT			311.00
03-8973-00-23-4180.0000	107307	MORRIS LEO KIGHT SR.		RIGGS	237.41
03-8973-00-35-6761.0000	107308	MORRIS LEO KIGHT SR.		KIGHT	65.18
03-8973-00-44-9165.0000	107309	MORRIS LEO KIGHT SR.		KIGHT	263.96
03-8973-00-45-7863.0000	107310	MORRIS LEO KIGHT SR.		KIGHT	40.25
03-8973-00-54-3902.0000	107311	MORRIS LEO KIGHT SR.		KIGHT	58.34
03-9809-00-24-6322.0000	107323	MORRIS LEO KIGHT SR.		KIGHT	73.41
02-8934-01-17-4778.1000	105136	DAVID B. KIRBY		SAN MARCO	62.14
02-8934-01-17-4778.0000	105137	LARRY LAMB		LEASEHOLD	9,564.59
02-8934-01-26-6462.0000	105138	LARRY G. LAMB SR		STORE & MARINA	1,451.74
02-8954-00-97-5888.0000	105139	LARRY G. LAMB SR		KRAMER ACRES	360.23
02-8934-02-66-5075.0000	105147	RUSSELLETTE LAVERNE LAMB HEIRS			552.60
03-9809-00-14-4354.0000	107402	PATRICIA ANN LANE			103.53
01-7998-00-77-0454.0000	102700	JAMES & ELEANOR LEARY			261.12
02-8934-04-53-4559.0000	105173	SHAWN H. LEARY			186.16
02-8923-00-19-3774.0019	108615	WILLIAM DOUGLAS LEARY III			26.00
02-8945-00-78-0288.0000	105189	SCOTT J. LEONARD		CAMDEN POINT SHORES	15.55
03-8962-00-61-6700.0000	107422	MATTHEW B. & FRANCINE LEVESQUE		MERCER LONG LE & GLENN LONG LE	175.79
03-8962-00-91-9356.0000	107423	PENNY LEWIS HEIRS			1,167.21
03-8952-00-82-7695.0000	107432	PENNY LEWIS HEIRS			43.35
03-8899-00-37-0046.0000	107432	ELIA LLOYD			288.82
02-8934-03-43-7134.0000	105215	ELIZABETH LONG			15.55
02-8945-00-53-1518.0000	105221	MERCER BAILEY LONG SR LE			175.79
02-8934-03-03-7531.0000	105224	GARY D. & BETH A. LOYD			1,167.21
01-8010-00-03-2992.0000	102745	ROBERT LUTHER			41.04
01-8010-00-16-4421.0000	102746	ROBERT W. LUTHER III			14.22
01-8010-00-25-3230.0000	102747	ROBERT W. LUTHER III		CONNOR FARM	17.98
01-7090-00-82-5970.0000	102763	ROBERT W. LUTHER III		CONNOR FARM	47.18
01-7090-00-83-0122.0000	102764	MAINSTAY CONSTRUCTION, INC		TAR CORNER VILLAGE	80.35
01-7090-00-83-1303.0000	102765	MAINSTAY CONSTRUCTION, INC		TAR CORNER VILLAGE	36.97
01-7998-01-03-8245.0000	102766	MAINSTAY CONSTRUCTION, INC		TAR CORNER VILLAGE	249.17
03-8953-03-03-5096.0000	102770	JENNIFER MANCINI			336.99
01-7081-00-85-8339.0000	102785	ROBERT & MARGARET MANRIQUEZ			616.51
01-7989-04-51-2521.0000	102789	GLENN WHITEHURST MARKHAM			243.05
03-8971-00-67-5228.0000	107505	RANDALL MORRIS MARRS			933.81
03-8965-00-42-9214.0000	107509	DAVID MASON			140.90
02-8955-00-07-5999.0000	105270	JANICE FERRELL MASON			446.26
02-8943-00-68-6720.0000	105272	ROBERT F. & LYNN L. MASSIELLO			475.20
01-7998-01-09-1389.0000	102803	JOSEPH MATA			120.94
01-7997-00-38-0888.0000	102808	NANCY H. MCALLISTER, ETAL			3.10
01-7997-00-38-0888.0000	102808	DANIEL J. & SANDRA L. MCBRIDE			460.63
01-7997-00-38-0952.0000	102809	DANIEL J. & SANDRA L. MCBRIDE			283.05
01-7998-00-38-0982.0000	102820	EARNEST MCCOY			242.45
01-7998-01-19-4978.0000	102821	LEROY R. MCCOY			78.76
01-7998-01-19-4978.0000	102831	LEROY R. MCCOY			676.54

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03-8965-00-44-7928.0000	107536	WHALON & KATHLEEN MCCULLEN		404 SANDY HOOK ROAD HOME ALSO	618.20
03-8965-00-55-0402.0000	107537	WHALON & KATHLEEN MCCULLEN			206.09
02-8934-03-31-9750.0000	105288	CAROLYN MCDANIEL			470.94
02-8934-03-32-7553.0000	105289	CAROLYN MCDANIEL			296.02
02-8934-03-43-2243.0000	105290	CAROLYN MCDANIEL		ASKEW	344.00
02-8934-03-32-7553.0000	105292	RAYMOND MCDANIEL		LEASEHOLD	583.94
01-7969-00-94-6590.0000	102856	LAWRENCE MCGROGAN			283.16
02-8944-00-31-5401.0000	105308	LOIS F. MCILWHORN			296.33
03-8962-00-05-0472.0000	107547	FRANK MCILLIHAN HEIRS		STEVENS	931.27
02-8923-00-19-3774.0022	108622	MATTHEW D MCNAMARA		PELICAN MARINA	136.54
02-8944-00-91-5401.1000	105313	BRIAN KEITH MCPHERSON		LEASEHOLD	226.42
01-7091-00-10-8406.1000	102863	CLIFFIE MCPHERSON		MOBILE HOME	214.63
01-7999-03-01-1479.0000	102867	EMANUEL MCPHERSON			1,448.17
01-7999-00-22-4690.0000	102868	GEORGE MCPHERSON HEIRS		PEARCEVILLE	227.90
01-7989-04-91-6721.0000	102881	STEVE MCPHERSON ETAL		HEIRS-STEVE, EMMUANUEL, RUBY	520.05
01-7988-00-88-5213.0000	102898	MEG INVESTMENTS, LLC		HINTON TRACT	11.27
02-8945-00-90-0927.0000	105359	AMOS MERCER		TRACT #5	444.22
02-8955-00-23-1578.0000	105360	AMOS MERCER			61.81
02-8945-00-80-7505.0000	105362	BEATRICE MERCER			444.19
02-8955-00-13-8821.0000	105363	BEATRICE MERCER			61.76
02-8944-00-88-2672.0000	105369	JOHNNIE MERCER HEIRS		NOT OWNED BY JOHNNIE MERCER	17.61
02-8944-00-98-6938.0000	105370	JOHNNIE MERCER HEIRS		RESIDUAL ACRES AS PER	281.15
02-8944-00-99-1027.0000	105371	JOHNNIE MERCER HEIRS		RESIDUAL ACRES AS PER	315.08
02-8954-00-19-5386.0000	105372	JOHNNIE MERCER HEIRS			226.89
02-8945-00-43-7440.0000	105373	LARRY & ANNIE MERCER			199.15
02-8945-00-91-2245.0000	105374	LARRY & ANNIE MERCER			444.23
02-8955-00-13-7846.0000	105378	MARIE MERCER			61.78
02-8934-01-28-1071.0003	105384	JON R. MERRITT		WINNER CIRLE UNIT 3	1,063.17
01-7998-00-11-8261.0000	102915	CASSI D MICHALEK			290.03
01-7989-00-01-1714.0000	102924	CHARLES MILLER HEIRS			516.02
03-8963-00-46-8143.0000	107585	CHARLES L MILLER JR		SANDERLIN	560.90
02-8926-00-99-4118.0000	105399	KIMBERLY D & KENNETH G MINTON			281.48
02-8926-00-98-4273.0000	105400	KIMBERLY D. MINTON			350.61
02-8935-02-75-2509.0000	105401	PHYLLIS MINTON			354.15
01-7989-04-50-9879.0000	102936	CLARA MITCHELL		MCBRIDE CHURCH	178.85
01-7999-00-12-8596.0000	102958	MOSES MITCHELL HEIRS			206.87
01-7989-04-51-8805.0000	102958	NASRI MOHAMMAD			4,279.48
02-8937-00-50-2005.0000	105406	BRENDA MOORE		MCBRIDE	971.26
01-7989-04-51-0830.0000	102963	JUDY WESTON MOORE			409.26
02-8955-00-73-7446.0000	105410	MITHEO MOORE			226.89
01-7989-00-03-2301.0000	102978	ANTHONY D MORRIS			491.97
03-8990-00-18-6042.0000	107616	LARRY MOTLEY		PORTOFINO	843.36
01-7989-04-60-1101.0000	103008	CAROLYN JAMES MUNDEN		BLOODFIELD-CAROLYN DECEASED &	167.25
03-8965-00-13-1025.0000	107619	SHARON EVANS MUNDEN			291.21
01-7988-00-03-8823.0000	103015	WALTER MUNDEN JR			162.33
02-8955-00-28-8515.0000	105448	KIMBERLY S. MUTTA		KIMBERLY MUTTA & PEGGY BEDLOW	173.72
02-8955-00-26-9871.0000	105449	KIMBERLY S. MUTTA		KIMBERLY MUTTA & BRANDY BEDLOW	173.72
03-8964-00-85-4963.0000	107628	LESLIE L. NARRON			1,052.67
01-8907-00-27-0091.0000	103031	SAMUEL NASH III		960 NORTH 343 NC	387.83
03-8899-00-75-0584.0000	107662	MIRIAM G. NESTOR		RIVIERA PARK	115.64
03-8909-00-34-0230.0000	107666	DUNG NGUYEN		FAIRHAVEN	830.56
03-8953-00-00-8453.0000	107673	CHARLENE S. NICHOLSON			602.48
03-8952-02-63-1691.0000	107678	NORTH SHORE INVESTMENTS, LLC			1,177.71



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02-8926-00-13-6839.0000	105479	NORTHEASTERN COMMUNITY		150.35
03-9809-00-45-1097.0000	107685	MICHAEL OBER		21.84
03-8972-00-41-9485.0000	107699	BRITTON OVERTON		347.35
03-8972-00-51-8423.0000	107700	BRITTON OVERTON		1,569.47
03-8971-00-69-4490.0000	107713	GILBERT WAYNE OVERTON &	1/2 UNDIVIDED INTEREST	116.01
03-8972-00-44-8930.0000	107714	GILBERT WAYNE OVERTON &		140.61
03-8972-00-53-3618.0000	107715	GILBERT WAYNE OVERTON &	1/2 UNDIVIDED INTEREST	135.91
03-8972-00-54-4332.0000	107717	GILBERT WAYNE OVERTON &	1/2 UNDIVIDED INTEREST	823.48
03-8972-00-55-6038.0000	107718	GILBERT WAYNE OVERTON &	STANLEY	126.90
03-8972-00-55-7942.0000	107719	GILBERT WAYNE OVERTON &	ROY FORBES	76.51
03-8972-00-64-0538.0000	107722	GILBERT WAYNE OVERTON &		577.24
03-8972-00-64-0730.0000	107723	GILBERT WAYNE OVERTON &		501.11
03-8972-00-64-0822.0000	107724	GILBERT WAYNE OVERTON &		242.01
03-8972-00-64-0923.0000	107725	GILBERT WAYNE OVERTON &		242.01
03-8972-00-76-7268.0000	107727	GILBERT WAYNE OVERTON &		292.90
03-8982-00-17-3167.0000	107728	GILBERT WAYNE OVERTON &	1/2 UNDIVIDED INTEREST	70.13
02-8935-02-65-9762.0000	105506	CLARENCE OWENS	1/2 UNDIVIDED INTEREST	22.57
03-8909-00-16-9386.0000	107734	ANTHONY JOHN PADGETT	HUSBAND DECEASED	45.68
02-8936-00-80-6967.0000	105516	VIRGIL FARRISH		456.84
01-7998-01-09-7155.0000	103131	CORNELIUS P & GLORIA E PAXTON		858.08
03-8972-00-35-9613.0000	107755	MICHAEL D. & HELEN M. PERRY	MARY HELEN	309.74
03-8899-00-45-4950.0000	107761	PETER J CARPENICK FAMILY TRUST	FISHERMAN'S VILLAGE	189.29
03-8963-00-10-1500.0000	107769	KENNETH & PEGGY S. PIERCE		480.50
02-8943-01-29-4931.0000	105578	GEORGE & MARTHA M. POWELL		329.69
01-7081-00-81-2621.0000	103184	VERNON & PRECILLIA POWELL		1,029.13
03-8943-02-75-4196.0000	107795	SHERRILL M PRICE JR	COOK'S LANDING	1,028.56
01-7998-00-03-9565.0000	103210	DAVID PRITCHARD JR.	SWAMP	23.94
02-8936-00-24-7426.0000	105591	BERNICE PUGH		69.15
03-8972-00-65-4641.0000	107803	FORREST PUGH		720.63
03-8970-00-29-5521.0000	106410	JONATHAN E PULLIN	AVERY SHORES	235.14
03-8990-00-15-2103.0000	107805	THOMAS GREGORY PULLING	N-4 & N-25	18.61
02-8916-00-87-8514.0000	105596	JAMIE T. PYLE		58.74
02-8916-00-87-7299.0000	105597	JAMIE TEACHEY PYLE		266.21
03-8961-00-78-2681.0000	107819	RAYMONS CREEK LAND COMPANY LLC	RAYMONS CREEK PHASE 2	4.03
01-8907-00-26-6796.0000	103243	HARRY REEVES, SR & FAYE	WHITEHALL SHORES	140.68
02-8943-01-17-3472.0000	105616	MARIAN S RENEGAR		1,185.47
03-8962-00-49-2594.0000	107840	CHRISTINA MICHELLE RICHARDSON		14.77
03-8962-00-38-9683.0000	107844	SANDRA G RICHARDSON		309.70
03-8962-00-49-1075.0000	107845	SHELIA JANE RICHARDSON		298.89
01-7989-04-56-1954.0000	103255	CHRISTINE RIDDICK		76.90
01-7090-00-64-4058.0000	103256	GODFREY RIDDICK		421.33
01-7090-00-64-6040.0000	103257	LINTON RIDDICK		1,332.46
01-7998-01-06-7374.0000	103266	JASON M & JUNE E RIGGS		676.33
03-9809-00-17-2462.0000	107887	TODD ALLEN RIGGS	HUNTER'S PARK	14.52
03-8889-00-48-7259.0000	108032	ROBERT AND JANETTE TEMPLETON	SEABREEZE	876.78
01-7082-00-48-9874.0000	103296	MARY LANE ROBERTS	CARR-RIDDICK	389.68
02-8934-04-80-2634.0000	105674	KRAIG ROBINSON		33.54
01-7989-04-60-2267.0000	103304	MOSES RODGERSON		537.96
01-7989-04-80-5714.0000	103307	DANIELLE ROCHELLE ROHDE	WEBB	11.33
01-7989-04-80-5998.0000	103308	DANIELLE ROCHELLE ROHDE		238.42
01-7080-00-53-1141.0000	103313	KENNETH J ROSA SR		835.35
03-8962-00-51-0995.0000	108049	WILLIAM S ROSS HEIRS		363.54
02-8945-00-54-1099.0000	105695	GERTIE LEE & JONOLA T ROUNTREE		341.73

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03-8954-00-94-4308.0000	108087	BETTY O. SAWYER ETAL	BETTY SAWYER & FAITH BALLARD	216.91
01-7998-01-17-7997.0000	103356	CECIL SAWYER JR.		1,014.89
01-8907-00-16-5699.0000	103369	ELLEN FAYE SAWYER		343.98
01-8907-00-16-6691.0000	103370	ELLEN FAYE SAWYER		401.44
02-8916-00-48-1950.0000	105763	GARY L. SAWYER		195.38
02-8916-00-68-3801.0000	105764	GARY L. SAWYER		202.48
02-8925-00-89-7402.0000	105765	GARY L. SAWYER	SCOTLAND ACRES	9.48
01-7090-00-95-5262.0000	103387	JOHN F. SAWYER HEIRS		32.72
03-8953-03-12-3791.0000	108097	KIMBERLEE SAWYER	ALSO LOT 76	1,477.37
03-8953-00-38-5803.0000	108108	ROLAND ROGER SAWYER	ELTON & JUDY SAWYER CONVEYED	481.83
01-7998-01-18-6050.0000	103403	TOM L. & PATRICIA SAWYER		162.24
02-8916-00-48-3937.0000	105797	W.L. SAWYER JR.		826.80
01-8907-00-16-8511.0000	103417	WILLIE RAY & OLA JEAN SAWYER		827.74
03-8899-00-45-2682.0000	108130	SEAMARK INC.	CAMDEN POINT SHORES	177.77
03-8964-00-41-9769.0000	108132	PORTELEAN-MARIE ABDULLAH SEARS		6.21
03-8961-00-68-3593.0000	108133	SECRETARY OF VETERANS AFFAIRS	RAYMONS CREEK	1,433.05
01-7080-00-52-4343.0000	103439	JUDY FAYE SENTERS		454.56
01-7080-00-52-4413.0000	103440	JUDY FAYE SENTERS		424.39
03-8963-00-39-9364.0000	108136	RUDOLPH C. & REGINA M. SEYMOUR	FEREBEE	388.06
02-8934-01-29-4617.0000	105842	JAMES B. SEYMOUR ETAL	ETAL=CHARLES B. SEYMOUR, JOAN	808.55
02-8954-00-97-4350.0000	105851	GEORGE SHAW		65.46
02-8926-00-78-0341.0000	105853	DAVID M. SHIELDS		76.54
03-8899-00-07-0758.0000	108147	MICHAEL B. SHIELDS	SNAPDRAGON	16.44
01-7969-00-64-7728.0000	103451	MILTON SHOFFEIT	SHOFFEIT TRACT	9.37
02-8955-00-13-0662.0000	105860	THERESA WILLIAMS SIMMONS		841.89
02-8935-02-75-0867.0000	105867	ED SIVELLIS HEIRS		274.74
01-7989-04-60-2157.0000	103477	CLARINE SMALL		174.39
01-7998-00-02-0294.0000	103479	ALMA & CHARLIE SMITH		2.54
01-7088-01-38-0912.0000	103487	LINDA W SMITH LE	LINDA W SMITH RESERVED LE	299.38
02-8933-02-97-9625.0000	105885	SUSAN M SMITH	WHITEHALL SHORES	1,343.80
03-8962-00-70-7529.0000	108169	MARY SNOWDEN		77.87
02-8945-00-91-4594.0000	105901	FLOSSIE SPELLMAN		142.99
02-8945-00-65-5133.0000	105903	RUTH SPELLMAN		179.69
02-8955-00-02-3922.0000	105906	BETTY SPENCE HEIRS		1,188.05
03-8963-00-29-4448.0000	108178	DANNY SPENCE		524.41
02-8955-00-24-4753.0000	105909	JOHNNIE G. SPENCE ETAL		475.80
02-8916-00-68-4219.0000	105910	M. H. SPENCE	HEIRS=ESTER S. GUICE, THELMA	722.90
02-8935-01-18-3907.0000	105911	LINEAKA SPENCE		293.80
03-8963-00-49-0783.0000	108181	ODESSA M. SPENCE		103.36
01-7989-04-60-2216.0000	103522	SYLVIA W. SPENCE LE		69.15
01-7081-00-81-1854.0000	103522	WALTER A., LACHELLE M. & STEVEN SPENCER	CREEKMORE	200.00
03-8953-03-41-2658.0000	108185	STEVEN SPENCER		108.45
03-9809-00-54-8280.0000	108187	RODNEY STEVEN SPIVEY &	EDGEWATER	32.04
03-8899-00-16-2671.2425	108189	SPRING LOTUS LLC		2,671.15
01-7999-03-02-2065.0000	103555	JERRY ADAM STEVENSON	WICKHAM DOWNS	449.29
03-8972-00-34-4293.0000	108308	NANETTE K. STICKLES		750.05
01-7999-00-89-3197.0000	103561	TALLIE STILES JR.		351.22
03-9809-00-07-3250.0000	108312	MILDRED E. STOKLEY	HUNTERS PARK	15.25
02-8935-01-08-9626.0000	105964	RODNEY WAYNE STOKLEY		123.00
03-8899-00-07-5054.0000	108315	BUELL & TAMMY STUART		296.73
03-8898-00-07-4057.0000	108316	BUELL WATSON STUART	EDGEWATER	490.61
01-7989-03-11-5464.0000	103566	CHRISTOPHER SUBER		593.43
02-8935-03-40-1870.0000	105976	CHRISTOPHER SUBER		802.50

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03-8972-00-51-3157.0000	108324	ROBERT & BRIDGET SWAIN		503.31
03-8971-00-47-4971.0000	108329	TERESA FORBES SWINSON		933.47
02-8926-00-24-1130.0000	105985	EDWARD SYKES		302.20
03-8962-00-55-2255.0000	108331	VERNON L. & EDITH W. SYLVESTER	SPENCE	1,344.83
01-7979-00-82-7582.0000	103630	BERTIE TAYLOR HEIRS		86.11
01-7989-03-41-4179.0000	103631	BERTIE TAYLOR HEIRS		119.34
01-7989-03-41-6257.0000	103632	BERTIE TAYLOR HEIRS		117.51
02-8955-00-07-5604.0000	106019	WINZOLA TAYLOR		119.73
02-8935-01-08-3259.0000	106020	RAMONA & MICHAEL TAZEWELL	UPTON TRACT	257.85
03-8980-00-84-0931.0000	108347	CARL TEUSCHER	DOGWOOD	7.82
03-8980-00-84-1828.0000	108348	CARL TEUSCHER	DOGWOOD	7.83
03-8980-00-84-2825.0000	108349	CARL TEUSCHER	DOGWOOD	7.82
03-8980-00-84-4800.0000	108350	CARL TEUSCHER	DOGWOOD	7.81
03-8972-00-23-4364.0000	108357	AMY M THATCH		88.22
03-8962-00-43-8770.0000	108367	BARBARA THORNTON		578.34
03-8962-00-43-7474.0000	108369	EVELYN THERESA THORNTON	DB 85-333 TENANCY BY THE ENTIR	233.63
03-8952-00-95-8737.0000	108373	AUDREY TILLET		238.46
02-8936-00-81-9147.0000	106062	JUDITH TILLET		1,222.61
01-8000-00-47-1728.0000	103684	EDWARD L. TORBORG	BUCK ISLAND	457.56
03-8953-04-50-5486.0000	108378	STATHA TOXEY		672.45
02-8926-00-58-2200.0000	106071	BRADFORD TRAFTON		190.98
02-8926-00-91-3863.0000	106080	J. Z. TRAFTON HEIRS	ROBINSON	782.05
02-8936-00-01-1366.0000	106082	JUNIOUS ONEAL TRAFTON		66.34
02-8936-00-00-8926.0000	106086	ODELL TRAFTON		457.86
01-7989-04-60-0149.0000	103695	CHARLES TURNER		155.87
01-7091-00-64-6569.0000	103697	CLARENCE D. TURNER JR.		186.68
01-7989-04-60-0079.0000	103698	FRANCES ELLIOTT TURNER ETAL		213.97
01-7999-03-01-5492.0000	103700	JAMES N. TURNER		878.68
01-7999-00-95-3587.0000	103702	WALTER TURNER HEIRS	SWAMP	278.15
01-7998-01-08-8621.0000	103703	WILLIE L. TURNER ETAL	HARRIS ETAL=WILLIE	798.27
01-7989-03-30-8984.0000	103704	WILLIE LAVERNE TURNER		1,003.94
02-8943-00-79-1571.0000	106112	FRANCIS CARROLL TWIFORD JR.	DANSON'S GRANT	195.67
01-7080-00-19-4673.0000	103709	LEONARD UMBERGER	CULPEPPER FARMETTE	1,061.31
02-8954-00-83-1908.0000	106117	JOSHUA H UNDERWOOD		995.30
01-7999-00-04-1344.0000	103719	US BANK NATIONAL ASSOC TRUSTEE	PINE RIDGE	1,454.43
01-7081-00-52-1916.0000	103730	LEWIS G. & NINA E. VERNON	SHARON HEIGHTS	140.93
03-8889-00-96-2962.0000	108409	MARTIN VINES		65.51
01-7989-04-62-8071.0000	103737	KIRBY DELNO WADDELL		260.89
01-7999-00-88-5913.0000	103743	ELSIE MAE WALKER LE	AFTER LE GOES TO KEENON	156.86
01-7999-00-89-9494.0000	103744	GERALDINE WALKER (GRANT)		852.33
01-7999-00-89-4075.0000	103745	JAMES E. WALKER		1,102.03
01-7989-04-60-3659.0000	103751	LEWIS & BARBARA WALKER		199.98
01-7999-00-68-6442.0000	103752	NELLIE WALKER	PEARCEVILLE	891.44
01-7080-00-64-8324.0000	103755	TERESA L WALLER	STEWART	663.04
02-8937-00-50-8036.0000	106142	CLEVELAND WALSTON LE	LIFE ESTATE OF CLEVELAND	1,553.16
02-8923-00-49-2670.0000	106151	SANDRA H. WARD	MAP 115/487	1.18
03-8889-00-59-4400.0000	108427	DENNIS A. WASKEY	CAMDEN POINT SHORES	130.94
03-8889-00-77-7285.0000	108428	DENNIS A. WASKEY	CAMDEN POINT SHORES	15.55
03-8889-00-96-3879.0000	108429	DENNIS A. WASKEY	EDGEWATER	65.51
03-8899-00-16-0530.0000	108430	DENNIS A. WASKEY	CAMDEN POINT SHORES	65.51
02-8955-00-73-3302.0000	106159	BERNETTA L. WATSON		113.79
02-8926-00-78-5385.0000	106162	CLARENCE & CHERYL WEAVER		708.71
01-7988-00-88-1334.0000	103773	JOHN WEAVER JR.		193.24

Parcel#	Taxbill#	Owner	Legal-Desc	Principal Tax
03-8899-00-36-2719.0000	108446	LARRY WELDON	HONEYSUCKLE	24.19
03-8899-00-36-2940.0000	108447	LARRY WELDON	HONEYSUCKLE	24.18
03-8899-00-36-4664.0000	108448	LARRY WELDON	HONEYSUCKLE	15.98
03-8899-00-36-4784.0000	108449	LARRY WELDON	HONEYSUCKLE	15.97
03-8899-00-36-5814.0000	108450	LARRY WELDON	HONEYSUCKLE	15.98
03-8899-00-36-5943.0000	108451	LARRY WELDON	HONEYSUCKLE	15.97
03-8899-00-37-3258.0000	108452	LARRY WELDON	HONEYSUCKLE	22.26
03-8899-00-37-5072.0000	108453	LARRY WELDON	HONEYSUCKLE	15.98
03-8899-00-37-5192.0000	108454	LARRY WELDON	HONEYSUCKLE	15.98
03-9809-00-23-4988.0000	108457	LARRY WELDON	HONEYSUCKLE	1,398.68
03-9809-00-23-6923.0000	108458	WANDA H WELLS	ALSO LOT 14	38.13
01-7989-04-51-4187.0000	103786	BARBARA ANN WERDERMAN	SAN MARCO	480.54
03-8962-00-56-7522.0000	108470	LANDA HUGHES WEST		215.98
02-8944-00-68-1763.0000	106184	APRIL M WHITE		1,404.59
02-8936-00-25-8405.0000	106197	LETITIA D. BOGUES WHITE		34.31
02-8955-00-03-8834.0000	106215	ANNIE REBECCA WILLIAMS ETAL		73.99
02-8926-00-31-2196.0000	106220	DONALD E WILLIAMS JR		10.10
01-7989-03-41-3149.0000	103848	ENOCH WILLIAMS JR.		222.15
01-7988-00-14-2111.0000	103856	MARY B. WILLIAMS		164.33
03-8980-00-61-1968.0000	108556	WILLIAMSBURG VACATION	1/2 INTEREST	48.81
02-8926-00-69-8629.0000	106251	JOHNNIE WILSON		109.45
02-8926-00-79-2502.0000	106252	JOHNNIE WILSON		39.03
02-8926-00-89-0275.0000	106254	JOHNNIE W & MERLE S. WILSON		20.46
03-8972-00-39-6542.0000	108562	JAMES K WINTERS	DWIGGINS FARM	520.06
01-7999-00-88-1906.0000	103911	KEVIN E WORDEN		1,059.13
03-9809-00-53-4358.0000	108580	WILLIAM G. YATES	THE POINT	51.58
02-8924-00-50-3437.0000	106294	CAROL YEAGER, MARY ANN BECKETT		6.13
03-9809-00-23-7921.0000	108584	ROBERT ZIRKLE	FAIRHAVEN	149.94
** GRAND TOTALS **				250,205.03

558 Parcels updated with Lien Fee



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

**New Business**

**Item Number:** 5.E  
**Meeting Date:** April 02, 2018  
**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Lisa Anderson

**Item Title**                      **Set Hearing Dates-2018 Board of Equalization and Review**

**Attachments:**

**Summary:** Pursuant to G.S. 105-322(e), the hearing dates for the 2018 Board of Equalization and Review needs to be set in order to advertise at the appropriate time.

**Recommendation:** CONVENE-MAY 7, 2018  
ADJOURN-JUNE 4, 2018



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### New Business

**Item Number:** 5.F  
**Meeting Date:** April 02, 2018

**Submitted By:** Stephanie Humphries, Finance Director  
 Finance  
 Prepared by: Stephanie Humphries

**Item Title** **Resolution to Convey Property to South Camden Water & Sewer District**

**Attachments:** RESOLUTION APPROVING CONVEYANCE OF  
 PROPERTY TO SCWSD  
 (DOCX)

**Summary:** Property purchased for construction of the Wastewater Treatment Plant needs to be transferred from Camden County ownership to South Camden Water and Sewer District ownership. This property is the "Williams Tract" that was purchased as the Wastewater Treatment Plant site on US 158.

**Recommendation:** **Adopt Resolution**



**RESOLUTION APPROVING THE CONVEYANCE OF CERTAIN  
PROPERTY TO THE SOUTH CAMDEN WATER AND SEWER  
DISTRICT FOR THE PURPOSE OF FINANCING A WASTEWATER  
TREATMENT PLANT**

BE IT RESOLVED by the Board of Commissioners (the “Board”) for the County of Camden, North Carolina as follows:

Section 1. The Board does hereby find and determine as follows:

(a) There exists in the South Camden Water and Sewer District (the “District”) a need to finance the cost of acquiring, constructing and equipping a new wastewater treatment plant (the “Project”).

(b) In order to facilitate such financing, it is necessary for the Board, and the Board deems it wise, to convey ownership of the site of the Project to the District.

Section 2. The Board hereby approves the conveyance of the aforementioned site of the Project to the District and hereby requests the District to enter into the Agreement to provide funds, together with any other available funds, to pay the costs of the Project. The Chair, the Vice Chair, the Clerk to the Board and the attorney to the Board, and any other officers, agents and employees of the Board, are hereby authorized and directed to execute and deliver such deeds, instruments, agreements, certificates, opinions and other items of evidence as shall be deemed necessary to consummate the transactions described above.

Section 3. This resolution shall take effect immediately upon its passage.



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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### New Business

**Item Number:** 5.G  
**Meeting Date:** April 02, 2018  
**Submitted By:** Stephanie Humphries, Finance Director  
Finance  
Prepared by: Stephanie Humphries

**Item Title** Trillium Joint Ownership Distribution Agreement

### **Attachments:**

**Summary:** A draft contract has been attached for the distribution of the NCDC & CMP property ownership. This contract if approved, will allow for the County to own the "NCDC" property in whole and allow for a distribution of a portion of the CMP property to Trillium in exchange for their ownership in the remainder of the property. The survey is currently pending but staff needs the approval of the board to continue with the proposed distribution contract.

**Recommendation:** Approve contract





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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### New Business

**Item Number:**

5.H

**Meeting Date:**

April 02, 2018

**Submitted By:**

Stephanie Humphries, Finance Director  
Finance

Prepared by: Stephanie Humphries

**Item Title**

**Standing Objection to Waiver of Court Costs and Fines**

**Attachments:**

Standing Objection to Waiver of Court Costs and  
Fines (PDF)

**Summary:**

Legislation has been passed to allow agencies who are recipients of court costs and fines to object to waiving of these fees. The initial requirement was for Counsel to attend proceedings to object. It was not a feasible option for us to have an attorney attend all proceedings, however, the AOC has now created a process to register a standing objection by having our attorney file the attached filing.

**Recommendation:**

**Direct Attorney Morrison to register the attached filing with the AOC.**



ADMINISTRATIVE OFFICE OF THE COURTS

JONATHAN REDFORD HARRIS  
GENERAL COUNSEL  
OFFICE OF GENERAL COUNSEL

PO BOX 2448, RALEIGH, NC 27602  
O 919-890-1300  
F 919-890-1914  
JONATHAN.R.HARRIS@NCCOURTS.ORG

February 15, 2018

CAMDEN CO FINANCE OFFICE  
PO BOX 190  
CAMDEN, NC 27921

Re: Notice to Government Entities Receiving Court Costs and Fines

To Whom It May Concern—

The North Carolina Administrative Office of the Courts (NCAOC) is sending you this notice because you have been identified as a state or local government entity that may receive court costs or fines imposed in criminal and infraction cases. Effective December 1, 2017, government entities “directly affected” by any waiver or remission of court costs and fines are entitled to notice and the opportunity to be heard, through counsel, on any such waiver or remission.<sup>90</sup>

By this notice, you are advised that at any setting of criminal court, a court may waive or remit costs and fines. Below is a link to the NCAOC’s online criminal calendars webpage, searchable by county.

<http://www1.aoc.state.nc.us/www/calendars/Criminal.html>

If an entity chooses to send counsel to a session of criminal court, counsel shall notify the courtroom clerk that he or she is present and requests the opportunity to be heard on any waiver.

In the interest of providing both (i) an efficient mechanism for government entities to express their preferences on such waivers without appearing in court and (ii) a single resource that trial court officials may consult about each entity’s position, the NCAOC will maintain a statewide registry of entity responses generated from the form on the back of this notice. The registry will be made available online on February 16<sup>th</sup> at: <http://nccourts.org/costwaiver>

Any entity wishing to register a standing objection or a lack of objection to waivers/remissions may do so by completing the form on the back of this notice, by and through counsel for the entity, and returning it by mail or email. Entities may also note if they would like to stop receiving these notices from the NCAOC. Entities that do not waive future mailed notices will continue to receive notices monthly. Any objection or lack of objection can be rescinded and replaced at any time by subsequent submission of this form. An electronic copy of this form will be available on the same website as the registry of entity responses.

<sup>90</sup> See Session Law 2017-57, Sections 18B.6.(a) and (b) (<https://www.ncleg.net/EnactedLegislation/SessionLaws/HTML/2017-2018/SL2017-57.html>) for further details.

In The General Court Of Justice

Name And Address Of Submitting Agency (type or print)

**GOVERNMENT AGENCY  
STANDING RESPONSE TO WAIVER/ REMISSION  
OF COURT COSTS AND FINES**

G.S. 7A-304(a)

**Notes to Submitting Counsel:**

1. Counsel should submit standing responses only for agencies or political subdivisions for which counsel has clear authority to represent the agency's interests before the trial division, and this response must identify clearly the agency(ies) on whose behalf it is submitted. *E.g.*, a standing response by counsel for a county school board should identify the county board of education clearly as the agency in interest, not merely "County X," as it is unclear whether or not such a response purports to represent the county's interests for court costs to which it might be entitled under G.S. 7A-304 that are not disbursed for the use of the schools.
2. Responses should be submitted by **legal counsel for the agency, only**. To the extent this response may be considered by a court of the trial division, in order to avoid potential unauthorized practice of law by agency personnel not authorized to represent the agency before the courts, responses from non-counsel will not be included in the online registry.
3. Return completed forms with ink signature via mail or email to:  
 NCAOC – Office of General Counsel  
 Attn: Court Cost Waiver Standing Response  
 PO Box 2448  
 Raleigh, NC 27602  
 Email Address:  
 Waiver.Response@nccourts.org
4. Agencies may change their standing response at any time by submission of a subsequent response form, by and through appropriate counsel. A registry of current standing responses will be available online at: <http://nccourts.org/costwaiver>.

**AGENCY RESPONSE**

Now comes the above-named government entity, by and through counsel, and requests that the following standing responses concerning waivers or remissions of court costs or fines pursuant to G.S. 7A-304(a) be provided to the trial courts as the agency's position on any waiver/remission of a cost or fine to which the agency may be entitled. This standing response is subordinate to personal appearance by agency counsel at any individual hearing at which such waiver or remission may be considered, in which case the agency's position shall be the one expressed at such hearing, notwithstanding any content of this standing response to the contrary.

- 1. **Standing Objection/Waiver of Objection.** The above-named agency hereby registers its *(check one)*
  - a. objection to waiver or remission of any cost under G.S. 7A-304 or fine that may be due the agency.
  - b. lack of objection to any waiver or remission, for which the agency defers to the court's discretion.
- 2. **Waiver/Request for Notice.** The agency hereby requests that mailed notices under G.S. 7A-304(a) from the Administrative Office of the Courts be *(check one)*
  - a. **Discontinued.** The agency no longer wishes to receive monthly notices.
  - b. **Continued/Resumed.** The agency wishes to continue receiving mailed notices, or to resume receipt of notices for which receipt was previously discontinued.

<i>Signature</i>		<i>Date</i>
<i>Counsel Name (type or print)</i>	<i>Title</i>	<i>Bar No.</i>
<i>Firm Name (if applicable)</i>		<i>Address (if different from above)</i>
<i>Telephone No.</i>		

**Attachment: Standing Objection to Waiver of Court Costs and Fines (1991 : Standing Objection to Waiver of Court Costs and Fines)**



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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### New Business

**Item Number:** 5.1  
**Meeting Date:** April 02, 2018  
**Submitted By:** Stephanie Humphries, Finance Director  
 Finance  
 Prepared by: Stephanie Humphries

**Item Title** **Electronic Transactions & Signatures Resolution**

**Attachments:** Electronic transactions LGC memo (PDF)  
 Electronic Signature Resolution (DOCX)  
 Resolution for use of electronic payments  
 (DOCX)

**Summary:** The attached resolutions are being required by a new Administrative Law for electronic transactions. Camden has begun to comply with the new law by presenting these resolutions to you for approval and by writing the required policy/procedures. The attached resolutions have been created as suggested resolutions to establish the intent of the Commissioners to allow electronic transactions and signatures for conducting County financial transactions which is already standard practice for the County. The full discussion has been provided in the memo from the State Treasurers Office attached. The suggested resolutions follow the memo.

**Recommendation:** **Adopt resolution allowing electronic signatures**  
**Adopt resolutions allowing electronic payments**



NORTH CAROLINA  
DEPARTMENT OF STATE TREASURER

STATE TREASURER OF NORTH CAROLINA  
DALE R. FOLWELL, CPA

*Dale R. Folwell, CPA*

STATE AND LOCAL GOVERNMENT FINANCE DIVISION  
AND THE LOCAL GOVERNMENT COMMISSION

GREGORY C. GASKINS  
DEPUTY TREASURER

## Memorandum # 2018-05

To: Finance Officers of Local Governments and LEAs

From: Sharon Edmundson, Director, Fiscal Management Section

Subject: Changes to Pre-audit Certification Requirements for Electronic Obligations and Payments; Administrative Code - 20NCAC 03 .0409 and 20 NCAC 03 .0410

Date: March 12, 2018

The 2015 legislature modified GS 159-28 (d2) (local governments) and 115C-441(d2) (local school administrative units) to allow the Local Government Commission (LGC) to adopt rules to address the execution of the pre-audit and disbursement process related to electronic transactions for local government and local school administrative units. The new pre-audit and disbursement rules were effective as of November 1, 2017, and exist as part of the North Carolina Administrative Code (20 NCAC 03.0409 and 20 NCAC 03.0410).

Units of government can now be exempt from the pre-audit certificate and disbursement certificate requirements on electronic transactions **if they follow the requirements as detailed in the new administrative code rules**. The purpose of this memorandum is to briefly outline the requirements that will allow local governments to take advantage of these changes for electronic transactions utilizing the following:

- (1) charge cards;
- (2) credit cards;
- (3) debit cards;
- (4) gas cards;
- (5) procurement cards; or
- (6) electronic funds transfers

It is important to note that **none of these rule changes exempt a unit of government from going through the pre-audit process**; the rules only exempt a unit from affixing the certificate of pre-audit on electronic transactions IF the unit abides by the rules set forth in the administrative code.

Memorandum #2018-05  
 Changes to Pre-audit Certification Requirements for Electronic Obligations and Payments  
 March 12, 2018  
 Page 2

### **Requirements to Take Advantage of Pre-Audit Certificate Exemption on Electronic Obligations**

There are multiple steps a unit of government must take in order to take advantage of the rule change for electronic **obligations**. These steps are:

1. The unit's governing board shall adopt a resolution authorizing the unit to engage in electronic payments as defined by G.S. 159-28 or G.S. 115C-441 (see Addendum A for a sample resolution).
2. The unit's board must adopt policies and procedures for electronic obligations or delegate the authority and responsibility for writing those policies and procedures to the finance officer.
3. The written policy must outline the basic procedures for pre-auditing obligations incurred by electronic transactions. The written policy and any procedures developed by the finance officer must provide sufficient internal controls over the obligation process, which must include the following:
  - a. Ensure that there is an appropriate budget ordinance or project/grant ordinance appropriation authorizing the obligation;
  - b. ensure that sufficient monies remain within the appropriation to cover the amount that is expected to be paid out during the current fiscal year if accounted for in the budget ordinance, or to cover the entire amount if accounted for in a project or grant ordinance.
  - c. Record the amount of the transaction in the unit's encumbrance system.
4. The unit must provide training to all personnel about the written policy and the procedures that must be followed before undertaking an electronic transaction.
5. If a governmental unit is not already doing so, the unit of government must present to its governing board at least quarterly a budget to actual statement by fund that includes budgeted accounts, actual payments made, amounts encumbered (including electronic obligations) and the amount of the budget that is unobligated.
6. The unit's written policy and procedures must include a method to track obligations, commonly called an encumbrance system. The system can be manual or maintained as part of the unit's accounting system or any combination thereof.

### **Requirements to Take Advantage of Disbursement Certificate Exemption on Electronic Payments**

Likewise there are multiple steps a unit of government must take in order to take advantage of the rule change for electronic **payments**. These steps are:

1. The unit's governing board shall adopt a resolution authorizing the unit to engage in electronic payments as defined by G.S. 159-28 or G.S. 115C-441 (see Addendum A for a sample resolution).



Memorandum #2018-05

Changes to Pre-audit Certification Requirements for Electronic Obligations and Payments

March 12, 2018

Page 3

2. The unit's board must adopt policies and procedures for electronic payments or delegate the authority and responsibility for writing those policies and procedures to the finance officer.
3. The unit must adopt a written policy outlining basic procedures for disbursing public funds electronically. The written policy must provide sufficient internal controls to ensure the following:
  - a. ensure that the amount claimed is payable;
  - b. ensure that there is an appropriate budget ordinance or project/grant ordinance appropriation authorizing the expenditure;
  - c. ensure that sufficient monies remain within the appropriation to cover the amount that is due to be paid out during the current fiscal year if accounted for in the budget ordinance, or to cover the entire amount if accounted for in a project/grant ordinance; and
  - d. ensure that the unit has sufficient cash to cover the payment.

Some of the questions we have received about this new process, along with our responses, are noted below.

Q. *Does the board's delegation of authority to the finance officer to develop the policies and procedures need to be in writing?*

A. Yes.

Q. *My unit already publishes monthly budget-to-actual financial reports on its website – will these suffice for the requirement to provide these reports to the board?*

A. We believe so if they meet all the other requirements listed.

While these changes do not address all the business challenges that local governments face in operating in an increasingly electronic environment, they should provide a way for entities to more easily operate within the requirements of the General Statutes in this particular area.

If you have any questions or concerns about this publication, please contact us at (919) 814-4299 or via email at [Sharon.edmundson@nctreasurer.com](mailto:Sharon.edmundson@nctreasurer.com)

ADDENDUM A

**[City of Dogwood]  
Resolution authorizing [City of Dogwood]  
to engage in electronic payments as defined by G.S. 159-28 or G.S. 115C-441**

WHEREAS, it is the desire of the [Governing Body] that the [City of Dogwood] is authorized to engage in electronic payments as defined by G.S. 159-28 or G.S. 115C-441

WHEREAS, it is the responsibility of the Finance Officer, who is appointed by and serves at the pleasure of the [Governing Body], to adopt a written policy outlining procedures for pre-auditing obligations that will be incurred by electronic payments as required by NC Administrative Code 20 NCAC 03 .0409;

WHEREAS, it is the responsibility of the Finance Officer, who is appointed by and serves at the pleasure of the [Governing Body], to adopt a written policy outlining procedures for disbursing public funds by electronic transaction as required by NC Administrative Code 20 NCAC 03 .0410;

**NOW, THEREFORE, BE IT RESOLVED**, by the [Governing Body] of the [City of Dogwood]

**Section 1.** Authorizes the [City of Dogwood] to engage in electronic payments as defined by G.S. 159-28 or G.S. 115C-441;

**Section 2.** Authorizes the Finance Officer to adopt a written policy outlining procedures for pre-auditing obligations that will be incurred by electronic payments as required by NC Administrative Code 20 NCAC 03 .0409; (This section is optional and should be used only if the Board chooses to grant this authority to the Finance Officer. If the Board does not exercise this option, the Board is responsible for adopting the written policy.)

**Section 3.** Authorizes the Finance Officer to adopt a written policy outlining procedures for disbursing public funds by electronic transaction as required by NC Administrative Code 20 NCAC 03 .0410; and

**Section 4.** This resolution shall take effect immediately upon its passage. Upon motion of \_\_\_\_\_, and seconded by \_\_\_\_\_, the foregoing

Resolution was passed by the following vote:

Ayes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Nays: None  
Abstentions: None\*\*\*\*\*

I, \_\_\_\_\_, Clerk of the [Governing Body] of the [City of Dogwood], do hereby certify that the foregoing resolution is a true and exact copy of the "**Resolution authorizing the [City of Dogwood] to engage in electronic payments as defined by G.S. 159-28 or G.S. 115C-441**" duly adopted by the [Governing Body] of the [Unit Type] at the regular [special] meeting thereof duly called and held on \_\_\_\_\_, a quorum being present.

Attachment: Electronic transactions LGC memo (1986 : Electronic Transactions & Signatures Resolution)



**RESOLUTION ESTABLISHING**

**CHECK, PURCHASE ORDER AND DISBURSEMENT VOUCHER SIGNING**

**PROCEDURES**

WHEREAS, the Board of Commissioners of Camden County wishes to define the County's check, purchase order and disbursement voucher signing procedures; and

WHEREAS, NC General Statutes 159-25 and 159-28.1 establish legal requirements for financial disbursement procedures, establish responsibilities, and outline methods for expediting the check signing procedures.

NOW, THEREFORE BE IT RESOLVED, by the Board of County Commissioners of Camden County that the following procedures are hereby adopted:

1. Two signatures will be required on each County of Camden check or draft on an official depository
2. As required by G.S. 159-25(b), all checks, drafts, or orders of Camden County drawn against said funds shall be authorized and signed as appropriate by the following
  - a. One of the following officers:  
     Finance Officer or Deputy Finance Officer  
     and countersigned by
  - b. One of the following officers:  
     Chairman, Camden County Board of Commissioners, or  
     Vice Chairman, Camden County Board of Commissioners.

The names and signatures of the Authorized Signers shall be duly certified by the Clerk to the Camden County Board of Commissioners to the Official Depository as from time to time may be necessary and no check, draft, or order drawn against the Official Depository shall be valid unless so signed or authorized.

3. In accordance with N.C. G.S. 159-28.1, the use of facsimile signing of checks is hereby authorized for the Finance Officer and Chairman. The signature devices are to be kept under security by the Finance Officer, who shall be bonded and along with the sureties of the official bond are liable for any illegal, improper, or unauthorized use of them.
4. An exception to the dual signature requirement is allowed for the disbursement of funds through the Public School Building Capital Fund maintained with the state of North Carolina which will require only the Finance Officer's signature for reimbursement of state approved projects.
5. In accordance with N.C. G.S. 159-28 (a), preaudit of purchase orders and disbursement vouchers shall be signed by the Finance Officer; the Finance Officer's alternate shall be the Finance Specialist serving as Deputy.

Adopted, this the \_\_\_\_ day of \_\_\_\_\_

**Resolution Authorizing Camden County to Engage in  
Electronic Payments as defined by General Statute 159-28**

**WHEREAS**, it is the desire of the Board of Commissioners of Camden County that Camden County is authorized to engage in electronic payments as defined by General Statute 159-28

**WHEREAS**, it is the responsibility of the Finance Officer to adopt a written policy outlining procedures for use, to include pre-auditing requirements, by means of electronic payments in accordance to NC Administrative Code 20 NCAC 03 .0409;

**WHEREAS**, it is the responsibility of the Finance Officer to adopt a written policy outlining procedures for disbursing public funds by electronic transaction as required by NC Administrative Code 20 NCAC 03 .0410;

**NOW, THEREFORE, BE IT ORDAINED**, by the Board of Commissioners of Camden County that:

**Section 1.** Authorizes Camden County to engage in use of electronic payments as defined by G.S. 159-28;

**Section 2.** Authorizes the Finance Officer to prepare a written policy outlining procedures for use, to include preaudit requirements and ensure compliance with NC Administrative Code 20 NCAC 03 .0409;

**Section 3.** Authorizes the Finance Officer to prepare a written policy for disbursing public funds by electronic transaction to ensure compliance with NC Administrative Code 20 NCAC 03 .0410; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of Camden County this resolution shall take effect immediately upon its passage.

Adopted this the \_\_\_\_\_



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

**New Business**

**Item Number:**

5.J

**Meeting Date:**

April 02, 2018

**Submitted By:**

Stephanie Humphries, Finance Director  
Finance

Prepared by: Stephanie Humphries

**Item Title**

**Banking Resolution**

**Attachments:**

Xenith Camden County Depository Pooling Bank  
Resolution (DOC)

**Summary:**

At the last BOC meeting, Commissioners approved the banking relationship with Xenith in order to allow for Installment Financing of the South Camden VFD Fire Truck. This banking resolution legally establishes Xenith bank as an approved banking institution for Camden County.

**Recommendation:**

**Adopt resolution**

**Camden County**  
**Resolution Designating**  
**Xenith Bank, a division of Union Bank & Trust, Richmond,**  
**Virginia**  
**An Official Depository**

WHEREAS, it is the desire of the Camden County Board of Commissioners that all public funds of Camden County (hereafter "Camden") be deposited in a secure, efficient and effective manner;

WHEREAS, it is the responsibility of the Finance Officer, who is appointed by and serves at the pleasure of the Camden County Board of Commissioners, to supervise the receipt, custody and disbursement of the public funds of Camden County, NC;

WHEREAS, the Finance Officer has prepared and presented to the Camden County Board of Commissioners an analysis of responses to the Request for Proposals for Installment Financing and is charged with sound and responsible management of Camden County's cash assets, cash flow, diversification and investment of idle funds; and

WHEREAS, the Xenith Bank, a division of Union Bank & Trust, Richmond Va. is qualified to be an official depository for Camden County, NC pursuant to G.S. 159-31 and has selected to secure its uninsured public deposits under the "Pooling Method", which is a collateral pool under which each public depositor's uninsured deposits are secured with securities held by the State Treasurer's agent in the name of the State Treasurer.

**NOW, THEREFORE, BE IT RESOLVED**, by the Camden County Board of Commissioners of Camden County, NC that:

**Section 1.** Xenith Bank, a division of Union Bank & Trust, Richmond Virginia (hereafter the "Official Depository") is hereby designated as an official depository of Camden County, NC. The Finance Officer of Camden County, NC shall be and is hereby authorized and directed to deposit funds of Camden County, NC in the Official Depository in the name and to the credit of Camden County.

**Section 2.** As required by G.S. 159-25(b), all checks, drafts, or orders of Camden County, NC drawn against said funds shall be authorized and signed as appropriate by the following (hereinafter the "Authorized Signers"):

- a. One of the following officers:

Finance Officer or Deputy Finance Officer  
and countersigned by

- b. One of the following officers:

Chairman, Camden County Board of Commissioners, or  
Vice Chairman, Camden County Board of Commissioners.

The names and signatures of the Authorized Signers shall be duly certified by the Clerk to the Camden County Board of Commissioners to the Official Depository as from time to time may be necessary and no check, draft, or order drawn against the Official Depository shall be valid unless so signed or authorized.

**Section 3.** Upon opening an account with the Official Depository, the Finance Officer must:

- a. Give written instructions that the proceeds from all checks payable to the order of Camden County, NC shall be deposited to the credit of the Camden County and that under no circumstance may such an item be converted into cash.

**Camden County**  
**Resolution Designating**  
**Xenith Bank, a division of Union Bank & Trust, Richmond**  
**Virginia**  
**An Official Depository**

- b. Verify the method currently used by the depository to collateralize the public deposits and stay informed of any change in methods as the result of conversions to a different method or as the result of merger of depositories;
- c. Notify the depository at the time a new deposit account is opened or a certificate of deposit is purchased that the account is a public deposit account subject to the collateralization requirements;
- d. File a "Notification of Public Deposit" (Form INV-91) with each depository and provide a copy to the State Treasurer as of June 30 of each year;
- e. Execute such other forms and documentation with provisions consistent with this resolution as may be reasonably required by the Official Depository to establish the account;
- f. Report the amount of deposits and investments and such other information as may be required on the semi-annual reports on Form LGC 203 required to be filed with the Local Government Commission pursuant to G.S. 159-33; and
- g. Comply with other requirements of law, regulation or sound banking practice and with any requirements described in the State Treasurer's publication, The Collateralization of Public Deposits in North Carolina.

**Section 4.** Certified copies of this resolution shall be provided to the Official Depository herein designated.

**Section 5.** This resolution shall take effect immediately upon its passage.



# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### New Business

**Item Number:** 5.K  
**Meeting Date:** April 02, 2018

**Submitted By:** Stephanie Humphries, Finance Director  
Finance  
Prepared by: Stephanie Humphries

**Item Title** **Pasquotank River Yacht Club Lease**

**Attachments:** Pasquotank River Yacht Club request (PDF)

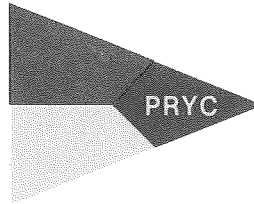
**Summary:** Request to extend lease for another 5 year term.

**Recommendation:** Approve lease agreement

# Pasquotank River Yacht Club

PRYC. Lease.txt

ELIZABETH CITY, NORTH CAROLINA 27907-0612



March 16, 2018

Camden County  
PO Box 190  
Camden, NC 27921

Dear Camden County Board of Commissioners,

The Pasquotank River Yacht Club Inc. would like to renew their lease dated August 20, 2013. The lease is for five (5) years with an annual payment beginning on May 1, 2014. In the lease we have been granted the option to renew for an additional five (5) years with not less than ninety (90) days written notice of our intentions. Please consider this timely notice our official request. If you need to contact me, you may call (252) 331-3355 or you can write to me at the above address. Thanking you in advance for your consideration.

Sincerely,

Karen M Askew  
Past Commodore (2017)  
Pasquotank River Yacht Club

Attachment: Pasquotank River Yacht Club request (1990 : Pasquotank River Yacht Club Lease)

## Pasquotank River Yacht Club, Inc. Lease Agreement

NORTH CAROLINA  
CAMDEN COUNTY

The Lease Agreement is entered into on this the 20 day of August, 2013, by and between Camden County, a body politic and political subdivision of the State of North Carolina, hereinafter referred to as "Lessor" or "County," and the Pasquotank River Yacht Club, Inc., a North Carolina non-profit corporation, with its principal offices being located in Elizabeth City, North Carolina, hereinafter referred to as "Lessee" or "Club."

### RECITALS

1. Since at least 1977, Lessee has leased from County a tract of real estate, situate in Courthouse Township on the Pasquotank River, adjacent to the Causeway which tract of property is more particularly described hereinafter.
2. In the course of this leasehold arrangement, Lessee has made significant improvements to the property, and by virtue of subleasing space to vessel owners has added to the tax base of Lessor.
3. All pre-existing written lease arrangements have expired although Lessee has continued to occupy the premises, with the permission of Lessor, and paid rent under the terms of a lease under date of July 16, 1990.
4. Both parties desire to continue the lease arrangement, as in their best interest, and to memorialize the same in this written agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants hereinafter expressed, it is agreed between the parties as follows:



**SECTION ONE**  
**TERM**

Lessor does lease to Lessee for a term of five (5) years from date that certain tract of real property, including riparian access, located in Courthouse Township, and more particularly described as follows:

*That certain tract of land containing .77 acres, more or less, and known as Lot 15, of the Division of the C.H. Robinson - Camden County land made amongst the grandchildren of C.H. Robinson under and by virtue of his Will, which was admitted to probate in Pasquotank County, North Carolina, on December 4, 1930, and lying on the northerly side of and abutting the state highway leading from Elizabeth City to Camden County (U.S. 158) and bounding on the north and west by the Pasquotank River; bounded on the east lands of now or formerly belonging to Elizabeth H. Strubing; bounded on the south by the aforesaid highway; and also bounded on the west by Lot No. 14 of said division, and being particularly described according to a survey made thereof by J.E. McGowan, under date of May 1956, a copy of which survey entitled "Map showing O.S. right - part Lot No. 15, C.H. Robinson Land of Camp Mfg. Co., Inc., Camden County - North Carolina," which is attached to the deed from Union Camp Corporation, to the Board of Camden County Commissioners, recorded in the Public Registry of Camden County.*

*The above described land is the same as that tract of land conveyed to Union Bag - Camp Paper Corporation, a predecessor to Union Camp Corporation, by deed dated June 27, 1956, recorded in the Public Registry of Camden County, in Deed Book 36, at Page 250.*

**SECTION TWO**  
**RENT**

For the exclusive use and occupancy of the above described premises, Lessee shall pay to Lessor an annual lease payment on or before May 1<sup>st</sup> of 2014 and each subsequent calendar year thereafter the sum of \$3,600, until the expiration of this lease and any amendments thereto.

**SECTION THREE**  
**QUIET ENJOYMENT**

Lessee, upon payment of the rental obligation, and subject to all other terms and covenants of this lease, on Lessee's part to be kept, shall quietly have and enjoy the leased premises during the term of this lease without hinderance or interference by any person. Lessee, for its self, successors and assigns, agrees that Lessee shall have continuance, peaceful, uninterrupted and exclusive possession and quiet enjoyment of the entire premises during the term of this lease.

At present, the property is properly zoned for the use being made of the same by Lessee and Lessor has no immediate or foreseeable plans to rezone the property in such

manner as to impair or destroy the current use. However, in the event the property is rezoned, Lessee shall have the benefit of the Camden County ordinances, and the law of North Carolina, relating to non-conforming uses, which will, if complied with, allow use to the same extent as is now enjoyed.

To this end, Lessor shall have no control or influence over the corporate structure of Lessee.

#### SECTION FOUR SUBLETTING OR ASSIGNMENT

Lessee shall not sublet or assign any rights in and to this lease without the specific written permission of Lessor. Provided, however, Lessee may sublet vessel berths with any income being derived therefrom remaining its sole and exclusive property. Such rentals shall not be deemed a violation of this lease, provided Lessee shall remain responsible to Lessor for any violation of law or damaged caused by such boat berthing arrangements.

#### SECTION FIVE TERMINATION PRIOR TO EXPIRATION OF TERM

Lessor, may at its sole election, terminate this lease in its entirety and have no further responsibility to Lessee should the Lessee's corporate charter be suspended or dissolved, Lessee petitions for bankruptcy, execution on a judgment is made against Lessee, or a receiver is appointed. Likewise, the lease may be terminated in its entirety for any material violation of the terms of this lease, which shall include, but not be limited to, failure to timely pay rent.

Lessor shall give Lessee written notice of any material violation and Lessee shall have ten (10) days from the date of said notification to cure the violation complained of. Thereafter, if the violation has not been remedied, the lease shall cease.

#### SECTION SIX INSURANCE AND INDEMNIFICATION

Lessee shall maintain insurance, both hazard and liability, on the leased premises in such fashion as to make Lessor a co-insured. Upon request, Lessee shall properly furnish to Lessor proof of the same. The amounts of coverage shall be subject to approval by Lessor. Failure to maintain insurance is a material and substantial breach of this agreement.

Regardless of the insurance requirements, Lessee does hereby agree to indemnify and hold harmless Lessor from any and all claims, demands, and judgments, arising from its leasehold, including reasonable attorney's fees in defense.

#### SECTION SEVEN CONDEMNATION

In the event of condemnation, all proceeds paid by the condemning body shall be paid to the Lessor unless the condemnation results in the destruction or rendering useless of any improvements made to the property by Lessee. In such event, the proceeds shall be prorated between Lessee and Lessor in such manner as to fairly compensate Lessee for its loss. In the event of condemnation, which in Lessee's discretion impairs its use, Lessee may immediately terminate this lease without further obligation.

#### SECTION EIGHT OPTION TO RENEW

Lessee is granted with this lease the option to renew for an additional term of five (5) years provided written notice is given to Lessor not less than ninety (90) days prior to the expiration of this lease. A renewal shall be on the same terms and conditions set forth herein, except that the annual lease payment shall be renegotiated between Lessee and Lessor following submission of a request to renew by Lessee. Additionally, an option to renew shall be void if at the time Lessee seeks to renew there is any existing breach of any of the terms of the existing lease.

#### SECTION NINE MAINTENANCE AND IMPROVEMENTS

All maintenance of the leased premises is the sole and exclusive responsibility, at its expense, of Lessee. This includes but is not limited to parking, access, driveways, buildings, piers, boat slips, steps, decks, pilings, and the like. At the termination of this lease, for any reason, or at its normal expiration, all permanent improvements shall be the sole and exclusive property of the county.

#### SECTION TEN LAWFUL COMPLIANCE

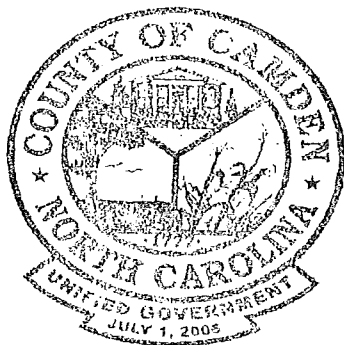
Lessee shall at all times occupy and use the subject premises in strict compliance with all local, state and federal laws, ordinances and regulations. This includes environmental laws and regulations. In the event any lawful authority imposes a fine, penalty, or sanction, it shall be the sole and exclusive responsibility of Lessee to promptly pay the same and to undertake such remedies as are necessary to come in full

compliance. Failure to abide this provision is a material and substantial breach of this agreement.

In the event Lessor is also cited, as the result of Lessee's activities or inactivity in this regard, Lessee shall be solely responsible for defense of Lessor and the payment any fines, fees, or sanctions imposed.

**SECTION ELEVEN**  
**SIGNATURES**

Camden County, by and through its duly elected Board of Commissioners has approved this lease and open session and authorized its execution by the County Manager, Michael R. Renshaw. The Pasquotank River Yacht Club, Inc., has likewise approved this lease by action of its Board of Directors and has authorized its execution by Timothy Askew, its President.



CAMDEN COUNTY  
BY: Michael Renshaw (SEAL)  
MICHAEL R. RENSHAW  
COUNTY MANAGER

PASQUOTANK RIVER YACHT CLUB, INC.  
BY: Timothy L. Askew (SEAL)  
PRESIDENT  
Commodore

Attachment: Pasquotank River Yacht Club request (1990 : Pasquotank River Yacht Club Lease)



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

**Board Appointments**

**Item Number:** 6.1  
**Meeting Date:** April 02, 2018  
**Submitted By:** Jasmine Wilson, Senior Center Director  
Senior Center  
Prepared by: Karen Davis

**Item Title**                      **Senior Advisory Board - Reappointments**

**Attachments:**

**Summary:**

It is the request of staff to reappoint the following to the Senior Advisory Board for a three-year term to expire April 5, 2021:

Patricia Delano

Edith Jennings

Dorothy Drake

**Recommendation:**

Approve reappointments.



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 7.A  
**Meeting Date:** April 02, 2018

**Submitted By:** Karen Davis, Clerk to the Board  
Administration  
Prepared by: Karen Davis

**Item Title** **BOC Minutes - March 5, 2018**

**Attachments:** bocminutes\_030518 (DOCX)

**Recommendation:**  
Review and approve.

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

**Camden County Board of Commissioners**

**March 5, 2018**

**Closed Session – 6:30 PM**

**Regular Meeting – 7:00 PM**

**Historic Courtroom, Courthouse Complex**

**Camden, North Carolina**

**MINUTES**

The regular meeting of the Camden County Board of Commissioners was held on March 5, 2018 in the Historic Courtroom, Camden, North Carolina.

**WELCOME & CALL TO ORDER**

The meeting was called to order by Chairman Clayton Riggs at 6:35 PM. Additional Board Members Present: Vice Chairman Tom White, Commissioners Garry Meiggs, Randy Krainiak and Ross Munro.

Staff Present for 6:30 PM Closed Session: Manager Ken Bowman, County Attorney John Morrison, Clerk to the Board Karen Davis, Economic Development Director Charlie Bauman.

**Motion to go into closed session for the purpose of economic development prospect discussion; for the purpose of personnel discussion.**

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Garry Meiggs, Commissioner
<b>AYES:</b>	Riggs, White, Krainiak, Meiggs, Munro

**Motion to come out of closed session.**

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Tom White, Vice Chairman
<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

Chairman Riggs reconvened the regular meeting of the Board of Commissioners at 7:05 PM. Additional Staff Present for Regular Meeting: Finance Officer Stephanie Humphries, Planning Director Dan Porter, Public Works Director David Credle, DSS Director Craig Patterson.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Reverend William Sawyer gave the invocation and led in the Pledge of Allegiance.

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

39 **ITEM 1. PUBLIC COMMENTS**

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40 None.

41

42 **ITEM 2. CONSIDERATION OF AGENDA**

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43

44 The consent agenda was amended to add a Budget Transfer and Budget Amendment 2017-18-  
45 BA018.

46

47 **Motion to approve the agenda as amended.**

48 <b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
49 <b>MOVER:</b>	Garry Meiggs, Commissioner
50 <b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

51

52 **ITEM 3. PRESENTATIONS**

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53

54 Craig Patterson, DSS Director, gave an update on the activity of the Department of Social  
55 Services. Topics included:

- 56 • Staffing
- 57 • VOIP Installation/Implementation
- 58 • LIEAP and CRISIS
- 59 • Opioid Crisis – Event: Opioid Crisis: Enhancing Understanding of the Effects on  
60 Children and Families; March 16, 2018 at Museum of the Albemarle
- 61 • Budget Season/Possible Impacts
  - 62 ◆ HB 630
  - 63 ◆ HB 372
  - 64 ◆ NC FAST: P4 for Child Welfare

65

66

67 Chairman Riggs recessed the meeting of the Board of Commissioners to the South Camden  
68 Water & Sewer District Board of Directors meeting.

69



**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

**Agenda  
Camden County Board of Commissioners  
SCWSD - Regular Meeting  
March 05, 2018  
7:00 PM  
Historic Courtroom, Courthouse Complex**

**1. CALL TO ORDER**

**ITEM 2. PRESENTATIONS** (For discussion and possible action)

**ITEM 3. 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 4. CONSIDERATION OF THE AGENDA**

**ITEM 5. OLD BUSINESS** (For discussion and possible action)

**ITEM 6. NEW BUSINESS** (For discussion and possible action)

A. Monthly Update

**ITEM 7. CONSENT AGENDA**

**ITEM 8. INFORMATION**

**ITEM 9. OTHER**

**ITEM 10. ADJOURN**

70

71

72 **Motion to approve the agenda as presented.**

73 **RESULT: PASSED [UNANIMOUS]**  
 74 **MOVER:** Tom White, Vice Chairman  
 75 **AYES:** Meiggs, Riggs, White, Krainiak, Munro  
 76

77

78 Public Works Director David Credle presented the monthly report.

79

80 **Motion to approve the monthly report.**

*South Camden Water & Sewer Board  
Monthly Work Order Statistics Report  
Period: January 2018*

	<i>Submitted Work Orders</i>	<i>Completed Work Orders</i>	<i>Percentage Completed</i>	<i>Status of Uncompleted Work Orders</i>
<i>Water/Distribution</i>	<i>101</i>	<i>101</i>	<i>100%</i>	<i>0</i>
<i>Sewer/Collection</i>	<i>3</i>	<i>3</i>	<i>100%</i>	<i>0</i>

Locates:

Water Line: 80

Sewer Line: 40

Water & Sewer, same ticket: 2

Public Works Director Notes/Comments: Ten work orders have been reviewed for accuracy.

Treated gallons at the R/O WTP in January, 11,364,260

Average daily water use 366589 gallons/ Current treatment capacity 720000 gallons per day.

South Camden fire hydrants were flushed and checked for proper operation in 2017.

South Camden fire hydrants will be flow tested in the next two years, 2018 and 2019, to be ready for the department's next inspection in 2020.

81

Attachment: bocminutes\_030518 (1980 : BOC Minutes - March 5, 2018)

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

The treated wastewater lagoon liner, on McPherson Road, has a tear about 135 feet long. The tear was discovered after the last snow storm. We think the ice and heavy winds caused the tear. Staff is working with Anlauf Engineering to discuss repair options and will have Joe Anlauf at the April Commissioners Meeting to explain the repair options. Staff has installed sheet plastic and Geo fabric to stabilize the berm from further damage.

The Noblet High School property was bush hogged in Mid-December, 42.5 ac. at a cost of \$4600.

82  
83

84 **Motion to approve the SCWSD monthly report.**

85 **RESULT:** PASSED [UNANIMOUS]  
86 **MOVER:** Tom White, Vice Chairman  
87 **AYES:** Meiggs, Riggs, White, Krainiak, Munro  
88

89

90 **Motion to adjourn SCWSD Board of Directors meeting.**

91 **RESULT:** PASSED [UNANIMOUS]  
92 **MOVER:** Randy Krainiak, Commissioner  
93 **AYES:** Meiggs, Riggs, White, Krainiak, Munro

94

95 Chairman Riggs reconvened the meeting of the Camden County Board of Commissioners.

96

97 **ITEM 4. NEW BUSINESS**

---

98

99 A. Sheriff's Vacancy

100

101 Chairman Riggs explained that according to NC General Statute, Chief Deputy Rodney Meads is  
102 the acting Sheriff due to Sheriff Perry's retirement. It is the responsibility of the Board of  
103 Commissioners to make an appointment within 30 days of the vacancy.

104

105 The chairman then entertained a motion to appoint a sheriff until time for the newly-elected  
106 sheriff to take office.

107

108 **Motion to appoint Rodney Meads as Sheriff.**

109 **RESULT:** PASSED [UNANIMOUS]  
110 **MOVER:** Tom White, Vice Chairman  
111 **AYES:** Meiggs, Riggs, White, Krainiak, Munro  
112

113

114 Chairman Riggs recessed the meeting of the Board of Commissioners for Sheriff Meads to take  
115 the oath of office.

116

117 Clerk to the Board, Karen Davis, administered the oath to Sheriff Meads.

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

118 **Motion to adjust Sheriff Meads' salary to the Sheriff's pay scale during the time he serves**  
119 **as Sheriff, which will be approximately \$7,000.**

120

121	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
122	<b>MOVER:</b>	Garry Meiggs, Commissioner
123	<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

124

**B. Wastewater Treatment Plant**

125

126  
127 Manager Bowman - Bids have been received for construction of the wastewater treatment plant.  
128 The winning bid needs to be approved by Commissioners to proceed to awarding the contract. If  
129 Commissioners elect to award the WTP construction contract, a public hearing will need to be  
130 set for the issuance of debt. In order to move forward within the EDA grant timeline, staff is  
131 asking that the Board approve funding for the project from General Fund until financing can be  
132 approved through the Local Government Commission.

**Ordinance No. 2018-03-01  
AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF  
CAMDEN COUNTY, NORTH CAROLINA,  
RELATING TO THE  
Camden Core Wastewater Treatment Plant Project**

BE IT ORDAINED by the Governing Board of Camden County, North Carolina that, pursuant to Section 13-2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1: The Capital Projects authorized by the Governing Board of Camden County in this ordinance is for the purpose of funding

- a.) A new Wastewater Treatment Plant

Section 2: The Governing Board of Camden County anticipates the time period for funding the project identified to be

- a.) The new treatment facility expects to be completed by 2019

Section 3: The Governing Board of Camden County anticipates that the funds needed

- a.) For costs related to a new Wastewater Treatment Plant will be approximately \$4,250,000

Section 4: Funding for the project, appropriated in the Water & Sewer and General Fund, will come from

- a.) Golden LEAF Grant \$200,000
- b.) Economic Development Administration \$1,375,495
- c.) Initial County Contributions \$2,674,505
- d.) Installment Financing \$2,674,505 with a reimbursement to repay County Contributions

Section 5: All prior actions of County officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

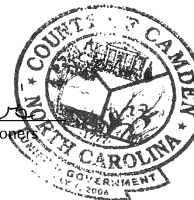
Copies of this Ordinance shall be furnished to the Clerk of the Governing Board and the Finance Officer for their direction.

Adopted this the 5th day of March 2018.

ATTEST:

*Clayton D. Riggs*  
Chairman, Board of Commissioners

*Karen M. Davis*  
Clerk to Board of Commissioners



133  
134

Attachment: bocminutes\_030518 (1980 : BOC Minutes - March 5, 2018)

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

135 **Motion to approve Wastewater Treatment Plant Project Ordinance to include**  
136 **appropriating General Fund Balance Contributions and refunding of contribution with**  
137 **proceeds of installment financing.**

**RESULT: PASSED [UNANIMOUS]**  
**MOVER:** Randy Krainiak, Commissioner  
**AYES:** Meiggs, Riggs, White, Krainiak, Munro

141  
142 **Motion to approve the awarding of the contract to the successful bidder.**

**RESULT: PASSED [UNANIMOUS]**  
**MOVER:** Ross Munro, Commissioner  
**AYES:** Meiggs, Riggs, White, Krainiak, Munro

146  
147 **Motion to set public hearing for April 2, 2018 for installment financing of treatment plant**  
148 **as required by statutes.**

**RESULT: PASSED [UNANIMOUS]**  
**MOVER:** Ross Munro, Commissioner  
**AYES:** Meiggs, Riggs, White, Krainiak, Munro

152  
153 **C. Approval of Contract for Property Purchase & Sale**

STATE OF NORTH CAROLINA  
COUNTY OF CAMDEN

PURCHASE AND SALE AGREEMENT FOR REAL PROPERTY

This agreement is made this the \_\_\_ day of March, 2018, by and between Pasquotank County (hereinafter seller) and Camden County (hereinafter purchaser), both bodies politic and political subdivisions of the State of North Carolina.

**RECITALS**

1. The Parties herein, in common with Trillium Mental Health, are each owners of a 1/3 undivided interest in 2 tracts of property situate in Courthouse Township, Camden County, which are more particularly described hereinafter.
2. North Carolina General Statute 168-274 allows for the purchase and sale of real property between governmental units under such terms and conditions as the governing boards of the local governments in their discretion deem advisable.
3. The Boards of Commissioners for each party have previously approved this instrument in open session to enable Pasquotank to sell, and Camden to purchase under the terms and conditions hereinafter set forth.

NOW, FOR AND IN CONSIDERATION of \$1 and other good and valuable consideration the receipt of which is hereby acknowledged, it is agreed:

**Section 1  
Purchase and Sale**

Seller shall sell and purchaser shall purchase 2 tracts of real property situate in Courthouse Township, Camden County, more particularly described as Tract 1 and Tract 2 on Exhibit A attached hereto. These properties have previously been known as the "Camden Medical Park" and the "NCDC Building".

**Section 2  
Consideration**

For conveyance of its 1/3 undivided interest in both properties, from seller to purchaser, purchaser shall pay to seller the sum of \$275,000.00 due and payable at closing.

**Section 3  
Warranty Deed**

Seller shall convey by Warranty Deed all its right title and interest including, common areas, in and to the subject properties to purchaser.

154

Attachment: bocminutes\_030518 (1980 : BOC Minutes - March 5, 2018)

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

**Section 4**

**Relief from Landscaping and Maintenance Agreements**

Seller, as of date of closing, shall be relieved of any further obligations, including those recited in a written maintenance agreement among Pasquotank, Camden and Trillium.

**Section 5**

**Condition of Improvements**

Both Tracts of property contain improvements thereon in the form of buildings, driveways, parking areas, and road ways. Purchaser has carefully inspected the condition of these properties together with other improvements and accepts the same "as is".

**Section 6**

**Closing**

Closing, which shall consist of the exchange of consideration and Deed, shall take place on or before March 12, 2018.

**Section 7**

**Taxation**

As local governments, the parties are not subject to *ad valorem* or transfer taxes.

**Section 8**

**Execution of Contract and Deed**

This Contract and the contemplated Deed, may be executed by the Chairman of the Board of either Board of Commission or the County Manager of either party.

**Section 9**

**Duplicate Originals**

This document shall be executed in duplicate originals with each party retaining a fully executed instrument. Provided further, the document may be executed in counter parts and transmitted between the parties via facsimile or email.

Executed by Seller on the \_\_\_\_ day of March, 2018 and by purchaser of the \_\_\_\_ day of March, 2018.

155  
156  
157

Pasquotank County (Seller):

Likewise, Camden County (Purchaser):

By: \_\_\_\_\_ (seal)  
Chairman of the Board

By: \_\_\_\_\_ (seal)  
Chairman of the Board

Attest:

Attest:

By: \_\_\_\_\_ (seal)  
Clerk to the Board

By: \_\_\_\_\_ (seal)  
Clerk to the Board

158  
159

**PRE-AUDIT CERTIFICATION  
CAMDEN**

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

160  
161  
162  
163  
164

\_\_\_\_\_  
Stephanie Humphries  
Camden County Finance Officer

Attachment: bocminutes\_030518 (1980 : BOC Minutes - March 5, 2018)



**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

EXHIBIT A

TRACT 1

BEGINNING AT AN EXISTING IRON PIPE SITUATED IN THE Western margin of the right-of-way of U.S. Highway 158, said POINT OF BEGINNING being located North 43 degrees 13 minutes 04 seconds East 757.0 feet from the intersection of the Western margin of the right-of-way of U.S. Highway 158 State Road #1240, and said POINT OF BEGINNING being the Northeast corner of property now or formerly owned by Watermark or Northeastern Education and Development Foundation, Inc.: running thence from said BEGINNING POINT North 73 degrees 43 minutes 11 seconds West 368.93 feet to ab existing iron pipe marking the Northwest corner of property not or formerly owned by Watermark or North Eastern Community Development Corporation, Inc.: thence from said existing iron pipe in a general Southwesterly direction along the West line of the Watermark of Northeastern Education and Development Foundation, Inc. property South 14 degrees 09 minutes 11 seconds West 137.08 feet to an iron pipe marking the Northeast terminus of the sixty (60) foot right-of-way of State Road #1240; running thence from said iron pipe and continuing in a Northwesterly direction along the terminus of State Road 1240, which existing iron pipe is situated in the East line of property now or formerly owned by Mary Godwin Harris; running thence from said existing iron pipe in a general Northeasterly direction along the East line of property now or formerly owned by Mary Godwin Harris and property now or formerly owned by Geraldine Wright Harold North 14 degrees 09 minutes 11 seconds East 415.56 feet to an iron rod situated in the East line of the Harold property; running thence from said iron rod along the edge of a swamp and the East line of property now or formerly owned by the A.B. Combs Estate the following courses and distances; North 78 degrees 11 minutes 10 seconds East 61.9 feet; South 63 degrees 35 minutes 17 seconds East 100.9 feet; North 44 degrees 06 seconds East 57.4 feet; North 5 degrees 03 minutes 27 seconds East 13.6 feet; North 4.1 degrees 10 minutes 44 seconds West 82.0 feet; North 22 degrees 25 minutes 26 seconds West 62.8 feet; North 50 degrees 43 minutes 13 seconds East 80.0 feet; South 64 degrees 10 minutes East 122.3 feet; North 28 degrees 10 minutes 23 seconds East 76.3 feet; North 18 degrees 45 minutes 43 seconds West 94.1 feet; North 5 degrees 16 minutes 09 seconds East 58.5 feet; North 13 degrees 11 minutes 26 seconds East 55.0 feet; North 37 degrees 49 minutes 29 seconds East 102.7 feet; North 74 degrees 31 minutes 46 seconds East 101.2 feet; North 66 degrees 51 minutes 43 seconds East 86.3 feet to a point; thence cornering and continuing along a Southern line of property now or formerly owned by the A.B. Combs Estate the following courses and distances to the Western margin of the right-of-way of U.S. Highway 158: South 27 degrees 21 minutes East 129.7 feet; South 39 degrees 41 minutes 28 seconds East 166.8 feet; South 24 degrees 01 minutes East 74.41 feet; and South 77 degrees 23 minutes East 36.0 feet to a point situated in the Western margin of the right-of-way of U.S. Highway 158; running thence from said point in a general Southwesterly direction along the Western margin of the right-of-way of U.S. Highway 158 South 39 degrees 14 minutes 21 seconds West 244.23 feet to a point running thence from said point and

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Attachment: bocminutes\_030518 (1980 : BOC Minutes - March 5, 2018)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
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*continuing in a Southwesterly direction along the Western margin of the right-of-way of U.S. Highway 158 South 43 degrees 13 minutes 04 seconds West 558.23 feet to the POINT AND PLACE OF BEGINNING, containing 9.74 acres.*

**TRACT 2**

*All that certain tract or parcel of land, together with any improvements located thereon, situated in Courthouse Township, Camden County, North Carolina, and being more particularly described as follows:*

*Beginning at an existing iron pin marking the northwest terminus of the sixty-foot right of way of State Road number 1240, and said existing iron pin and the BEGINNING POINT marking the northeast corner of property now or formerly known as the Godwin property (for reference see Deed Book 62, Page 659, Camden County Registry) and the southeast corner of property now or formerly known as the Harold Lot (for reference see Deed Book 88, Page 424, Camden County Registry); running thence from said existing iron pin and beginning point in a general northeasterly direction along an East line of the Harold property and property now or formerly owned by the Combs Estate North 14 degrees nine minutes eleven seconds East 415.56 feet to a point situated in a South line of property now or formerly owned by the Combs Estate; running thence from said point in a general northeasterly direction North 78 degrees 11 minutes 10 seconds East 61.90 feet to a point; running thence from said point in a general southeasterly direction along a south line of the Combs Estate property, South 63 degrees 35 minutes 17 seconds East 100.90 feet to a point; running thence from said point South 31 degrees 27 minutes 23 seconds East 29.94 feet to a point; running thence from said pint South 48 degrees 56 minutes 00 seconds East 84.14 feet to a point situated in an East line of property now or formerly owned by Watermark (for reference see Deed Book 89, Page 112, Camden County Registry); running thence from said point in a general southwesterly direction along an East line of the Watermark South 16 degrees 16 minutes 49 seconds West 141.42 feet to a point; running thence from said point in a general northwesterly direction along a North line of the Watermark property North 73 degrees 43 minutes 11 seconds West 198.33 feet to an existing iron pin marking a northwest corner of the Watermark property ; running thence from said existing iron pin in a general southwesterly direction along a West line of the Watermark property South 14 degrees 09 minutes 11 seconds West 137.08 feet to an existing iron pin marking the northeast terminus of the sixty-foot right of way State Road number 1240; running thence from said existing iron pin a general northwesterly direction along the northern terminus if the sixty-foot right of way of State Road number 1240 North 73 degrees 55 minutes 29 seconds West sixty feet to an existing iron pin marking the point and place of beginning containing 72,122.48 sq. feet or 1.66 acres. Same being a portion of the property conveyed to Albemarle Hospital et als by deed dated September 16, 1997, and recorded in Book 120, Page 372 Camden County Registry.*

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*For a more particular description of lands herein described, reference is made to that certain plat entitled in part "Minor Subdivision for Northeast Community Development Corporation, Courthouse Township, Camden County, North Carolina," dated May 21, 2002, and prepared by Edward T. Hyman, Jr., Professional Land Surveyor which plat is recorded in Plat Cabinet 4, Slide 32-B, Camden County Registry.*

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177 **Motion to approve the contract for purchase and sale of the two tracts of property owned**  
 178 **by Pasquotank County indicated in the contract and to instruct the county manager to**  
 179 **execute the documents.**

180

181 Chairman Riggs explained that the purpose of the purchase is to relocate the pre-k students back  
 182 into the facility previous known as NCDC. The building formerly known as Dr. Sutton's office  
 183 will be remarketed for economic development.

Attachment: bocminutes\_030518 (1980 : BOC Minutes - March 5, 2018)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
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184 **RESULT:** PASSED [UNANIMOUS]  
 185 **MOVER:** Garry Meiggs, Commissioner  
 186 **AYES:** Meiggs, Riggs, White, Krainiak, Munro

187  
 188 D. Tax Report

189  
 190 Lisa Anderson presented the tax report for January 2018.

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

OUTSTANDING TAX DELINQUENCIES BY YEAR

<u>YEAR</u>	<u>REAL PROPERTY</u>	<u>PERSONAL PROPERTY</u>
2017	382,542.03	10,200.67
2016	71,016.94	7,647.08
2015	27,041.34	1,338.94
2014	19,857.21	1,651.30
2013	11,528.67	5,654.41
2012	8,339.69	8,338.21
2011	5,981.89	6,747.41
2010	4,868.18	5,012.61
2009	4,017.55	4,678.37
2008	3,795.46	5,127.46
TOTAL REAL PROPERTY TAX UNCOLLECTED		538,988.96
TOTAL PERSONAL PROPERTY UNCOLLECTED		56,396.46
TEN YEAR PERCENTAGE COLLECTION RATE		99.15%
COLLECTION FOR 2018 vs. 2017		424,480.42 vs. 1,680,022.16

LAST 3 YEARS PERCENTAGE COLLECTION RATE

2017	94.43%
2016	98.82%
2015	99.57%

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**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**MARCH 5, 2018**

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS**  
**ENDING January 2018**  
**BY TAX ADMINISTRATOR**

<u>10</u>	NUMBER DELINQUENCY NOTICES SENT
<u>15</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>0</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>9</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>20</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>2</u>	NUMBER OF JUDGMENTS FILED

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**Thirty Largest Unpaid Accounts – Real**

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	9,438.94	10	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	5,505.31	10	SEAMARK INC.	SHILOH	HOLLY RD
R	02-8934-01-17-4778.0000	3,845.43	1	LARRY G. LAMB SR	CAMDEN	152 158 US W
R	01-7998-01-08-6797.0000	3,404.52	2	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	02-8945-00-41-2060.0000	3,144.40	1	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	02-8937-00-50-8036.0000	2,977.80	2	CLEVELAND WALSTON LE	CAMDEN	187 HERMAN ARNOLD RD
R	02-8934-01-18-6001.0000	2,727.46	1	LINDA SUE LAMB HINTON	CAMDEN	150 158 US W
R	02-8936-00-81-9147.0000	2,670.10	1	JUDITH TILLET	CAMDEN	190 RUN SWAMP RD
R	03-8899-00-06-0950.0000	2,607.04	1	NA NGUYEN	SHILOH	117 EDGEWATER DR
R	03-8961-00-68-3593.0000	2,459.40	1	SECRETARY OF VETERANS AFFAIRS	SHILOH	169 RAYMONS CREEK RD
R	02-8923-00-19-3774.0010	2,328.84	5	WILLIAM CONOVER	CAMDEN	431 158 US W
R	03-8899-00-16-2671.2425	2,239.96	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	03-8965-00-44-7928.0000	2,195.74	1	WHALON & KATHLEEN MCCULLEN	SHILOH	404 SANDY HOOK RD
R	03-8943-04-93-8214.0000	2,189.23	10	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7080-00-62-1977.0000	2,062.78	7	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	02-8935-02-66-7093.0000	2,029.22	2	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	01-7988-00-91-0179.0001	1,995.64	9	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8952-00-95-8737.0000	1,927.12	2	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-78-4680.0000	1,892.10	2	BERTHA MARLENE GARRETT	SOUTH MILLS	379 OLD SWAMP RD
R	03-8962-00-05-0472.0000	1,799.11	2	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	01-7999-00-32-3510.0000	1,777.65	2	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	03-8953-03-12-6266.0000	1,735.71	1	R. VERNON BRAY JR.	SHILOH	120 LAUREN LN
R	01-7999-00-12-8596.0000	1,714.51	2	MOSES MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	03-8971-00-54-7373.0000	1,698.78	2	DWAYNE HARRIS	SHILOH	125 ONE MILL RD
R	01-7080-00-53-1141.0000	1,570.31	1	KENNETH J ROSA SR	SOUTH MILLS	188 KEETER BARN RD
R	01-7090-00-64-6040.0000	1,561.52	1	LINTON RIDDICK	SOUTH MILLS	129 LILLY RD
R	03-8962-00-04-9097.0000	1,534.55	6	CENCIL BARNARD HEIRS	SHILOH	NECK RD
R	01-7999-00-46-1105.0000	1,511.51	1	LINDA EASON COLSON	SOUTH MILLS	176 PUDDING RIDGE RD
R	01-7989-04-51-8515.0000	1,498.18	2	WILLIAM LUCIAN ELKINS	SOUTH MILLS	205 MAIN ST
R	02-8934-01-29-4617.0000	1,456.65	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W

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Attachment: bocminutes\_030518 (1980 : BOC Minutes - March 5, 2018)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**MARCH 5, 2018**

212 Thirty Oldest Unpaid Accounts – Real

Roll	Parcel Number	YrsDlq	Unpaid Amount	Taxpayer Name	City	Property Address
R	01-7989-00-01-1714.0000	10	9,438.94	CHARLES MILLER HEIRS	SOUTH MILLS	HORSESHOE RD
R	03-8899-00-45-2682.0000	10	5,505.31	SEAMARK INC	SHILOH	HOLLY RD
R	03-8943-04-93-8214.0000	10	2,189.23	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	01-7988-00-91-0179.0001	10	1,995.64	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8952-00-95-8737.0000	10	1,927.12	AUDREY TILLET	SHILOH	171 NECK RD
R	01-7999-00-32-3510.0000	10	1,777.65	LEAH BARCO	SOUTH MILLS	195 BUNKER HILL RD
R	01-7999-00-12-8596.0000	10	1,714.51	MOSE MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1954.0000	10	1,088.28	CHRISTINE RIDDICK	SOUTH MILLS	105 BLOODFIELD RD
R	03-8962-00-50-0273.0000	10	872.12	DAISEY WILLIAMS BURNHAM	SHILOH	RAYMONS CREEK RD
R	01-7090-00-60-5052.0000	10	750.68	JOE GRIFFIN HEIRS	SOUTH MILLS	117 GRIFFIN RD
R	02-8955-00-13-7846.0000	10	599.63	MARIE MERCER	CAMDEN	IVY NECK RD
R	02-8956-00-24-7426.0000	10	569.75	BERNICE PUGH	CAMDEN	113 BOURBON ST
R	01-7998-00-57-2800.1000	10	427.45	TINA RENEE LEARY	SOUTH MILLS	111 LINTON RD
R	01-7090-00-95-5262.0000	10	241.60	JOHN F. SAWYER HEIRS	SOUTH MILLS	OLD SWAMP RD
R	03-8980-00-61-1968.0000	10	218.33	WILLIAMSBURG VACATION	SHILOH	CAMDEN POINT RD
R	03-8909-00-45-1097.0000	10	203.83	MICHAEL OBER	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	160.06	ELIZABETH LONG	SHILOH	HIBISCUS
R	03-8909-00-17-2462.0000	10	143.59	TODD ALLEN RIGGS	SHILOH	LITTLE CREEK RD
R	01-7989-04-60-1568.0000	9	977.64	EMMA BRITE HEIRS	SOUTH MILLS	116 BLOODFIELD RD
R	02-8945-00-41-2060.0000	8	3,144.40	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	01-7080-00-62-1977.0000	8	2,062.78	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	03-8909-00-24-6322.0000	8	477.36	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	01-7998-01-08-6797.0000	7	3,404.52	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8990-00-84-0931.0000	7	156.62	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	03-8962-00-04-9097.0000	6	1,534.55	CRCIL BARNARD HEIRS	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	6	649.95	CHRISTOPHER FROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	6	443.96	ROSETTA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	03-8962-00-70-7529.0000	6	434.79	MARY SNOWDEN	SHILOH	WICKHAM RD
R	01-7989-04-90-0938.0000	6	369.29	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	6	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD

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 214 Thirty Largest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001623	3,885.70	1	ATLANTIC COASTAL CLEARING	CAMDEN	
P	0001709	1,734.90	8	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0000738	837.43	6	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001538	827.33	9	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001604	776.11	9	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	622.29	9	PAM BUNDY	SHILOH	105 AARON DR
P	0001827	483.28	5	KAREN BUNDY	CAMDEN	617 MAIN ST
P	0002185	448.60	1	DIRECT TV,LLC	CAMDEN	115 WAYLAND CT
P	0001230	411.11	5	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0002194	407.91	2	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001476	306.68	1	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001694	288.99	1	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0002565	277.38	1	DUANE EDWARD DUNIVAN	SOUTH MILLS	115 WAYLAND CT
P	0001693	261.90	8	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001106	258.76	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0001681	254.46	5	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0001952	238.91	5	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0002886	222.38	6	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P	0001604	214.79	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000295	204.06	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000905	200.35	2	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0000248	194.51	10	ROBERT H. OWENS	CAMDEN	363 # 15
P	0001010	189.68	4	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0001673	177.05	8	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0001722	140.55	6	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001638	139.94	2	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN
P	0001250	137.82	2	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0000385	121.17	1	MARK SANDERS OVERMAN	SHAWORO	116 GARRINGTON ISLAND
P	0001540	120.95	9	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0000316	115.56	8	JAMES P. JONES	CAMDEN	142 SANDHILLS RD

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 216 Thirty Oldest Unpaid – Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0000738	837.43	10	LESLIE ETHERIDGE JR	CAMDEN	
P	0001046	776.11	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0001072	622.29	10	PAM BUNDY	SHILOH	105 AARON DR
P	0001106	258.76	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0000248	194.51	10	ROBERT H. OWENS	CAMDEN	363 # 15
P	0001538	827.33	9	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001540	120.95	9	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001709	1,734.90	8	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001693	261.90	8	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001673	177.05	8	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0001681	115.56	8	JAMES P. JONES	CAMDEN	142 SANDHILLS RD
P	0001827	483.28	7	KAREN BUNDY	CAMDEN	431 158 US W
P	0002886	222.38	6	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P	0001722	140.55	6	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001230	411.11	5	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001694	288.99	5	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001952	238.91	5	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	150 158 HWY W
P	0002194	407.91	4	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001010	189.68	4	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0000905	200.35	2	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0001638	139.94	2	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN
P	0001250	137.82	2	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0001623	3,885.70	1	ATLANTIC COASTAL CLEARING	CAMDEN	
P	0002185	448.60	1	DIRECT TV,LLC	CAMDEN	
P	0001476	306.68	1	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0002565	277.38	1	DUANE EDWARD DUNIVAN	SOUTH MILLS	115 WAYLAND CT
P	0001104	214.79	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0000295	204.06	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0000385	121.17	1	MARK SANDERS OVERMAN	SHAWORO	116 GARRINGTON ISLAND

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Attachment: bocminutes\_030518 (1980 : BOC Minutes - March 5, 2018)

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

221 **Motion to approve the tax report as presented.**

222	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
223	<b>MOVER:</b>	Tom White, Vice Chairman
224	<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

225  
226 **E. Fire Truck Financing**

227  
228 Stephanie Humphries - During the month that the Fire Truck was being built by the  
229 manufacturer, the interest rates have increased. Due to the almost 1 percent increase, the Finance  
230 Office requested new quotes from multiple banks for installment financing. Xenith Bank has the  
231 best rates and have agreed to provide an equal interest rate on deposited funds. Xenith Bank  
232 bought out the Elizabeth City branch of Gateway Bank and is an approved bank by the state  
233 Local Government Commission.

**Ordinance No. 2018-03-01  
AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF  
CAMDEN COUNTY, NORTH CAROLINA,  
RELATING TO THE  
Camden Core Wastewater Treatment Plant Project**

**BE IT ORDAINED** by the Governing Board of Camden County, North Carolina that, pursuant to Section 13-2 of Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

Section 1: The Capital Projects authorized by the Governing Board of Camden County in this ordinance is for the purpose of funding

- a.) A new Wastewater Treatment Plant

Section 2: The Governing Board of Camden County anticipates the time period for funding the project identified to be

- a.) The new treatment facility expects to be completed by 2019

Section 3: The Governing Board of Camden County anticipates that the funds needed

- a.) For costs related to a new Wastewater Treatment Plant will be approximately \$4,250,000

Section 4: Funding for the project, appropriated in the Water & Sewer and General Fund, will come from

- a.) Golden LEAF Grant \$200,000
- b.) Economic Development Administration \$1,375,495
- c.) Initial County Contributions \$2,674,505
- d.) Installment Financing \$2,674,505 with a reimbursement to repay County Contributions

Section 5: All prior actions of County officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Copies of this Ordinance shall be furnished to the Clerk of the Governing Board and the Finance Officer for their direction.

Adopted this the 5th day of March 2018.

ATTEST:

*Clayton D. Riggs*  
Chairman, Board of Commissioners

*Karen M. Davis*  
Clerk to Board of Commissioners



Attachment: bocminutes\_030518 (1980 : BOC Minutes - March 5, 2018)

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

235 **Motion to adopt Resolution 2018-03-01 Approving Financing Terms for the South Camden**  
236 **Volunteer Fire Department Truck.**

237	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
238	<b>MOVER:</b>	Tom White, Vice Chairman
239	<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

240  
241 F. Camden County Photo Contest  
242

243 Commissioner Munro shared the idea for an annual Camden County Photo Contest. Citizens of  
244 Camden County will be invited to submit photos of various county activities, scenery, etc. The  
245 winning photos will be displayed in county offices. A committee will be formed to set the  
246 contest guidelines with Commissioner Munro serving as the Chair.

247  
248 Motion to hold an annual Camden County photo contest and select a photo contest committee to  
249 be chaired by Commissioner Munro.

250	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
251	<b>MOVER:</b>	Ross Munro, Commissioner
252	<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

253  
254 **ITEM 5. BOARD APPOINTMENTS**  
255

256 1. Tourism Development Authority  
257

258 **Motion to appoint Mr. Donald Doughman to the Tourism Development Authority Board.**

259	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
260	<b>MOVER:</b>	Tom White, Vice Chairman
261	<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

262  
263 2. Watershed Advisory Board  
264

265 Staff is requesting that the following be reappointed to the Watershed Advisory Board:  
266

267 South Mills - Don Lee Keaton, Clarence Raper, Freddie O'Neal, Glenn Carey  
268 Sawyer's Creek - George Tarkington, Melvin Jerald, Clarann Mansfield, Jeff Jennings, Hunter  
269 Harris  
270 Shiloh - Curtis Lawson, Mike Riggs, Clarence Jennings, Sim Williams  
271  
272  
273  
274  
275  
276

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

277 **Motion to reappoint the Watershed Advisory Board members as presented.**

278	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
279	<b>MOVER:</b>	Garry Meiggs, Commissioner
280	<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

281  
282 3. Appoint Alternates – Jail Commission & Albemarle Commission

283  
284 A commissioner will need to be appointed to serve as Chairman Riggs' alternate when he is  
285 unable to attend Jail Commission & Albemarle Commission meetings.

286  
287 **Motion to appoint Commissioner Meiggs to serve as Chairman Riggs' alternate for the Jail**  
288 **Commission & Albemarle Commission.**

289	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
290	<b>MOVER:</b>	Clayton Riggs, Chairman
291	<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

292  
293 **ITEM 6. CONSENT AGENDA**

294  
295 The Consent Agenda was amended to remove Item F and add Budget Transfer as the new Item  
296 F and Budget Amendment 2017-18-BA018 as Item G.

297  
298 A. BOC Minutes – February 5, 2018

299  
300 B. FY 17-18 Budget Amendments  
301

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**MARCH 5, 2018**

2017-18-BA016  
**CAMDEN COUNTY BUDGET AMENDMENT**

**BE IT ORDAINED** by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018.

**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Expenses</b>			
109990-500000	Contingency		\$11,150
105000-515000	Maintenance – Bldg	\$ 9,400	
105000-566000	Capital Outlay – Inventory	\$ 1,750	

**This Budget Amendment is made to appropriate funds for Courthouse AC unit and Administration Building Flag Pole.**

This will result in a \$11,150 change to the Contingency of the General Fund.

Balance in Contingency \$28,850.00

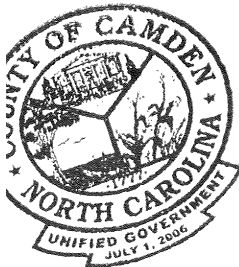
**Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 5th day of March, 2018.**

Karen M. Davis

Clerk to Board of Commissioners

Clayton D. Rigg

Chairman, Board of Commissioners



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Attachment: bocminutes\_030518 (1980 : BOC Minutes - March 5, 2018)

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

312 C. Tax Collection Report

**Tax Collection Report  
JAN. 2018**

Day	Amount	Amount	Name of Account	Deposits	Internet
2	35,639.56	26,234.44	\$1.00 - Refund	61,874.00	
	38,567.65	30,105.83			
	7,414.54		\$63.77 - Refund	76,088.02	
3	49,399.34	34,833.40		84,232.74	
4	5,064.04			5,064.04	
8	37,214.27			37,214.27	
	36,974.95	18,731.08	\$0.02 - Refund	55,706.03	
9	4,885.55			4,885.55	
10	19,169.89		\$14.28 - Refund	19,169.89	
11	7,855.74			7,855.74	
12	9,902.04			9,902.04	
16	27,408.88		\$155.09 - Refund		27,408.88
	5,976.60			5,976.60	
17	4,943.70			4,943.70	
18	2,409.97			2,409.97	
19	344.94			344.94	
22	8,286.43			8,286.43	
	2,209.95			2,209.95	
23	5,717.46		\$68.61 - Refund	5,717.46	
24	4,069.63			4,069.63	
25	6,742.93			6,742.93	
26	11,048.58			11,048.58	
29	5,222.80			5,222.80	
	10,445.90			10,445.90	
30	4,596.70			4,596.70	
31	8,949.80			8,949.80	
	5,680.86		\$5.08 - refund		5,680.86
	3,979.18			3,979.18	
			\$131.22 - A. Workman - Overpayment		
			\$188.38 - CMH - Overpayment		
			\$115.00 - J. Lefrancois - check returned		
	\$370,121.88	\$109,904.75		\$446,936.89	\$33,089.74
	\$480,026.63			\$480,026.63	
			\$14.00 - Just info, check fees paid thru PSN		
	\$307.85		Refund		
	\$319.60		Over	Overpayment	
	\$0.00		Shortage		
	\$115.00		Adjustment	Returned check	
	\$479,923.38				

Submitted by: *Rita S. Anderson*  
 Approved by: *Clayton D. Ripp*

Date: *2-7-18*  
 Date: *3-6-18*

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Attachment: bocminutes\_030518 (1980 : BOC Minutes - March 5, 2018)







CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018

326 ~~F. Set Public Hearing UDO 2018 02-02 Rezoning Application Camden County - Removed~~  
327 ~~from Consent Agenda~~

329 F. Budget Transfers

OFFICIAL REPORT

TO: Board of Commissioners  
FROM: Budget Officer  
DATE: February 26, 2018  
SUBJECT: Budget transfers

According to Article XXIV, Section 1(b) of the approved FY 2017-2018 Camden County Budget Ordinance, the Budget Officer may transfer amounts up to \$5,000 between departments of the same fund with an official report on such transfers at the next regular meeting of the Board of Commissioners.

Attached are such transfers to adjust appropriations for a change in Worker's Compensation classification and increase in rates from last year.

330

02/26/2018 12:39 shumphries | Camden County, NC LIVE BUDGET AMENDMENTS JOURNAL ENTRY PROOF | P bgamdent 1

LN	ORG ACCOUNT	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION LINE DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET	ERR
2018	08	69	02/26/2018	BA	WORK COMP BUA LIA					
1	104200	509000			ADMINISTRATION WORKERS' COMPENSATION	02/26/2018	520.00	28.00	548.00	
2	104300	509000			ELECTIONS WORKERS' COMPENSATION	02/26/2018	283.00	-22.00	261.00	
3	104400	509000			FINANCE WORKERS' COMPENSATION	02/26/2018	395.00	86.00	481.00	
4	104410	509000			PERSONNEL DEPARTMENT WORKERS' COMPENSATION	02/26/2018	195.00	-22.00	173.00	
5	104500	509000			TAX DEPARTMENT WORKERS' COMPENSATION	02/26/2018	750.00	888.00	1,638.00	
6	104800	509000			REGISTER OF DEEDS WORKERS' COMPENSATION	02/26/2018	370.00	34.00	404.00	
7	104930	509000			INSPECTIONS DEPARMENT WORKERS' COMPENSATION	02/26/2018	1,200.00	144.00	1,344.00	
8	104940	509000			ECONOMIC DEVELOPMENT COMM WORKERS' COMPENSATION	02/26/2018	1,395.00	246.00	1,641.00	
9	105000	509000			BUILDINGS AND GROUNDS WORKERS' COMPENSATION	02/26/2018	7,265.00	-166.00	7,099.00	
10	105100	509000			SHERIFF WORKERS' COMPENSATION	02/26/2018	36,025.00	-2,062.00	33,963.00	
11	105110	509000			SCHOOL RESOURCE OFFICERS WORKERS' COMPENSATION	02/26/2018	2,404.00	-264.00	2,140.00	
12	105450	509000			PUBLIC WORKS ADMINISTRATION WORKERS' COMPENSATION	02/26/2018	3,115.00	207.00	3,322.00	
13	105800	509000			SOLID WASTE WORKERS' COMPENSATION	02/26/2018	200.00	-200.00	.00	
14	105900	509000			PUBLIC HEALTH WORKERS' COMPENSATION	02/26/2018	94.00	-69.00	25.00	
15	106110	509000			LIBRARY WORKERS' COMPENSATION	02/26/2018	362.00	-51.00	311.00	

331

Attachment: bocminutes\_030518 (1980 : BOC Minutes - March 5, 2018)

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

02/26/2018 12:39 shumphries Camden County, NC LIVE BUDGET AMENDMENTS JOURNAL ENTRY PROOF P 2 bgament

LN	ORG ACCOUNT	OBJECT	PROJ	ORG DESCRIPTION	ACCOUNT DESCRIPTION LINE DESCRIPTION	EFF DATE	PREV BUDGET	BUDGET CHANGE	AMENDED BUDGET
YEAR-PER	JOURNAL	EFF-DATE	REF 1	REF 2	SRC JNL-DESC	ENTITY	AMEND		
2018	08	69	02/26/2018	BA	WORK COMP	BUA LIA	1	1	
16	106120	509000			RECREATION DEPARTMENT	WORKERS' COMPENSATION	4,635.00	197.00	4,832.00
	0010.6120.0000.00.509000.						02/26/2018		
17	106200	509000			DDJP	WORKERS' COMPENSATION	190.00	1,000.00	1,190.00
	0010.6200.0000.00.509000.						02/26/2018		
18	106210	509000			SENIOR CENTER	WORKERS' COMPENSATION	824.00	456.00	1,280.00
	0010.6210.0000.00.509000.						02/26/2018		
19	106600	509000			NON-DEPARTMENTAL	WORKERS' COMPENSATION	3,000.00	-1,410.00	1,590.00
	0010.6600.0000.00.509000.						02/26/2018		
20	106700	509000			SOIL & WATER CONSERVATION	WORKERS' COMPENSATION	825.00	980.00	1,805.00
	0010.6700.0000.00.509000.						02/26/2018		
								** JOURNAL TOTAL	0.00

332  
333  
334

**G. Budget Amendment**

**2017-18-BA018  
CAMDEN COUNTY BUDGET AMENDMENT**

**BE IT ORDAINED** by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018.

**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenue</b>			
10-439900	Fund Balance Appropriated	\$275,000	
<b>Expenses</b>			
106810-574900	Purchase of Property	\$275,000	

**This Budget Amendment is made to appropriate funds for purchase of Pasquotank's interest in the NCDC Property.**

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$28,850.00

**Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 5th day of March, 2018.**

*Karen M. Davis*  
Clerk to Board of Commissioners

*Clayton D. Papp*  
Chairman, Board of Commissioners



335

Attachment: bocminutes\_030518 (1980 : BOC Minutes - March 5, 2018)

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 5, 2018**

336 **Motion to approve the consent agenda as amended.**

337	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
338	<b>MOVER:</b>	Randy Krainiak, Commissioner
339	<b>AYES:</b>	Meiggs, Riggs, White, Krainiak, Munro

340

341 **ITEM 7. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES**

342

343 The following items were provided to the commissioners for information purposes:

344

345 A. Camden County Public Library – January 2018 Report

346 B. Register of Deeds Report

347 C. FY 17-18 Sales Tax & YTD Reports

348 D. Community Advisory Committee – Quarterly Report

349

350 **ITEM 8. COUNTY MANAGER’S REPORT**

351

- 352 • Budget / CIP Review has begun.
- 353 • Joint Meeting of Board of Commissioners and Board of Education to take place on
- 354 March 27, 2018. The purpose of the meeting is to discuss the preliminary review of the
- 355 school budget.
- 356 • Mr. Bowman expressed appreciation to the staff for the work completed on the
- 357 Wastewater Treatment Facility contract. He also thanked the county attorney for his
- 358 work on the NCDC property acquisition with Pasquotank County.

359

360 **ITEM 9. COMMISSIONERS’ REPORTS**

361

362 None.

363

364 There being no further business for discussion Chairman Riggs adjourned the meeting of the  
365 Board of Commissioners at 8:05 PM.

366

367

368 \_\_\_\_\_  
Clayton D. Riggs, Chairman  
369 Camden County Board of Education

370

371 ATTEST:

372

373 \_\_\_\_\_

374 Karen M. Davis

375 Clerk to the Board



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 7.B  
**Meeting Date:** April 02, 2018

**Submitted By:** Stephanie Humphries, Finance Director  
 Finance  
 Prepared by: Stephanie Humphries

**Item Title** **FY 17-18 Budget Amendments**

**Attachments:** 17-18-BA019 JCPC Salaries (DOC)  
 17-18-BA020 LIEP (DOC)  
 17-18-BA021 Library Grant (DOC)  
 17-18-BA022 DARE revenue (DOC)

**Summary:** BA019 JCPC Salaries for longevity  
 BA020 LIEP for additional funds from state  
 BA021 Library Grant  
 BA022 DARE Grant  
 LIA MEMO

**Recommendation:** **Approve**

**2017-18-BA019**  
**CAMDEN COUNTY BUDGET AMENDMENT**

**BE IT ORDAINED** by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018.

**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10399400-439900	Fund Balance: County Match		\$1000
<b>Expenses</b>			
106200-503000	Part Time Salaries		\$600
106200-507000	Retirement		\$272
106200-507100	401K		\$128

**This Budget Amendment is made to change appropriated funds for change in salaries and benefits.**

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$28,850.00

**Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 2nd day of April, 2018.**

\_\_\_\_\_  
 Clerk to Board of Commissioners

\_\_\_\_\_  
 Chairman, Board of Commissioners

Attachment: 17-18-BA019 JCPC Salaries (1996 : FY 17-18 Budget Amendments)

**2017-18-BA020**  
**CAMDEN COUNTY BUDGET AMENDMENT**

**BE IT ORDAINED** by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018.

**Section 1. To amend the General Fund/DSS as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
52330610-434848	State LIEP Funds	\$4833	
<b>Expenses</b>			
52800-554321	LIEP	\$4833	

**This Budget Amendment is made to change appropriated funds for LIEP state appropriation.**

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$28,850.00

**Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 2nd day of April, 2018.**

\_\_\_\_\_  
 Clerk to Board of Commissioners

\_\_\_\_\_  
 Chairman, Board of Commissioners

Attachment: 17-18-BA020 LIEP (1996 : FY 17-18 Budget Amendments)

**2017-18-BA021**  
**CAMDEN COUNTY BUDGET AMENDMENT**

**BE IT ORDAINED** by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018.

**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10385611-402001	Donations	\$200	
<b>Expenses</b>			
106110-533009	Books	\$200	

**This Budget Amendment is made to appropriate funds for donation revenue received.**

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$28,850.00

**Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 2nd day of April, 2018.**

\_\_\_\_\_  
Clerk to Board of Commissioners

\_\_\_\_\_  
Chairman, Board of Commissioners

**2017-18-BA022**  
**CAMDEN COUNTY BUDGET AMENDMENT**

**BE IT ORDAINED** by the Governing Board of the County of Camden, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2018.

**Section 1. To amend the General Fund as follows:**

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10360510-434825	DARE Program	\$1500	
<b>Expenses</b>			
105100-565205	DARE Program	\$1500	

**This Budget Amendment is made to appropriate funds for DARE program revenue received.**

This will result in no change to the Contingency of the General Fund.

Balance in Contingency \$28,850.00

**Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 2nd day of April, 2018.**

\_\_\_\_\_  
**Clerk to Board of Commissioners**

\_\_\_\_\_  
**Chairman, Board of Commissioners**

Attachment: 17-18-BA022 DARE revenue (1996 : FY 17-18 Budget Amendments)





# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 7.C  
**Meeting Date:** April 02, 2018

**Submitted By:** Karen Davis, Clerk to the Board  
Schools  
Prepared by: Karen Davis

**Item Title** **School Budget Amendments**

**Attachments:** School Budget Amendments (PDF)

**Recommendation:**  
Review and approve.

Budget Amendment

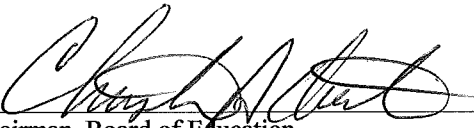

Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 8<sup>th</sup> day of March, 2018 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
5100	Regular Instructional Programs		350.00
5400	School Leadership	350.00	
6500	Operational Support Services		25,665.00
6900	Policy, Ldrshp, & Pub Relations	9,590.00	
8100	Pmts to Other Govt Units	16,075.00	
<b>Explanation:</b>			
Total Appropriation in Current Budget		\$	2,815,470.00
Amount of Increase/Decrease of Above Amendment			.00
Total Appropriation in Current Amended Budget ....		\$	2,815,470.00

<p>Passed by majority vote of the Board of Education of Camden County on the 8<sup>th</sup> day of March 2018.</p> <p> Chairman, Board of Education</p> <p> Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <p>_____ Chairman, Board of County Commissioners</p> <p>_____ Clerk, Board of County Commissioners</p>
---	--

Attachment: School Budget Amendments (1988 : School Budget Amendments)

**BUDGET AMENDMENT**  
March 8, 2018

2. Local Current Expense Fund

- A. We have reviewed this program area and must increase this area of the budget to cover the cost of funds that are required to be transferred to charter schools for funding. We request your approval of the following amendment.

<u>Charter School Funding</u>	
8100.036.717 Transfer to Charter Schools	\$ + <u>16,075.00</u>
Total – Charter School Funding	\$ + 16,075.00

- B. We have reviewed this area of the budget and must transfer fund to other program areas to cover the cost of charter school funding requirements and insurance on the buildings. We request your approval of the following amendment.

<u>Operation of Plant</u>	
6530.802.321...40 Utilities – Electric	\$ - 17,000.00
6540.802.322...40 Utilities – Natural Gas	- <u>8,665.00</u>
Total – Operation of Plant	\$ - 25,665.00

- C. We have reviewed this program area and find that we must increase the funds in this program area to cover the cost of insurance on the buildings. We request your approval of the following amendment.

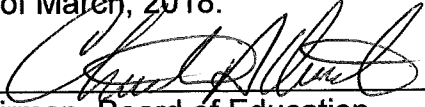
<u>Office of Superintendent</u>	
6940.865.373 Building & Grounds Insurance	\$ + <u>9,590.00</u>
Total – Office of Superintendent	\$ + 9,590.00

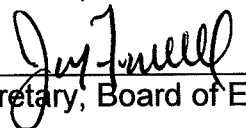
- D. We have reviewed this program area and find that we must increase the funds in this program area to cover the cost of insurance on the buildings. We request your approval of the following amendment.

<u>Staff Development</u>	
5110.912.196 Salary – Woprkshop Participants	\$ - 1,350.00
5110.912.311 Contracted Services – EAP	+ 1,000.00
5400.912.312 Workshop Expenses	+ <u>350.00</u>
Total – Staff Development	\$ + 0.00

BUDGET AMENDMENT  
Local Current Expense Fund  
March 8, 2018, Page 2

Passed by majority vote of the Board of  
Education of Camden County on the 8<sup>th</sup>  
day of March, 2018.

  
\_\_\_\_\_  
Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education

Attachment: School Budget Amendments (1988 : School Budget Amendments)

Budget Amendment

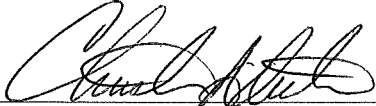

Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 8<sup>th</sup> day of March, 2018 passed the following resolution.

Be it resolved that the following amendments be made to the Budget Resolution for the fiscal year ending June 30, 2018.

Code Number	Description of Code	Amount	
		Increase	Decrease
6400	Technology Support Services	8,184.00	
6500	Operational Support Services	30.00	
6600	Financial & Human Res. Services		8,214.00
<b>Explanation:</b>			
Total Appropriation in Current Budget		\$	457,420.00
Amount of Increase/Decrease of Above Amendment			.00
Total Appropriation in Current Amended Budget ....		\$	457,420.00

<p>Passed by majority vote of the Board of Education of Camden County on the 8<sup>th</sup> day of March 2018.</p> <p></p> <p>Chairman, Board of Education</p> <p></p> <p>Secretary, Board of Education</p>	<p>We the Board of County Commissioners of Camden County hereby approve the changes in the County School Funds Budget as indicated above, and have made entry of these changes on the minutes of said Board, this ____ day of _____ 20__.</p> <p>_____ Chairman, Board of County Commissioners</p> <p>_____ Clerk, Board of County Commissioners</p>
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Attachment: School Budget Amendments (1988 : School Budget Amendments)

BUDGET AMENDMENT  
March 8, 2018

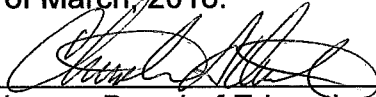
8. Other Local Current Expense Fund


A. We have reviewed this area of the budget and must transfer funds within the program area to meet the needs in the budget. We request your approval of the following amendment.

Computer Tech

6400.905.343	Telecommunications Services	\$ -	5,553.00
6400.905.418	Comp Software & Supplies	+	13,283.00
6400.905.422	Repair Parts & Materials	+	350.00
6400.905.461	Pur of Non-Cap Equipment	+	104.00
6510.905.341	Telephone for Telecommunications	+	30.00
6610.905.311	Contracted Services	-	<u>8,214.00</u>
Total – Computer Tech		\$ -	.00

Passed by majority vote of the Board of Education of Camden County on the 8<sup>th</sup> day of March, 2018.

  
\_\_\_\_\_  
Chairman, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education

Attachment: School Budget Amendments (1988 : School Budget Amendments)



# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 7.D  
**Meeting Date:** April 02, 2018

**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Karen Davis

**Item Title** **Tax Collection Report - February 2018**

**Attachments:** Tax Collection Report - February 2018 (PDF)







# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 7.E

**Meeting Date:** April 02, 2018

**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Karen Davis

**Item Title** **Pickups, Releases & Refunds**

**Attachments:** Pickups, Releases & Refunds (PDF)

**Recommendation:**  
Review and approve.

NAME	REASON	TYPE NO.
Albertson Farms, Inc.	Roll Back Taxes \$180.05	Pick-Up # 20584 R-87357-15 R-94498-16 R-101681-17
Michael Carey Riggs	Roll Back Taxes \$631.03	Pick-Up # 20584 R-93466-15 R-100642-16 R-107882-17
Joseph Vincent Cardyn	Value Adjustment -Release \$199.51	Pick-Up # 20605 P-14843-17
Na Nguyen	Foreclosure Fee \$523.24	Pick-Up # 20609 R-107617-17
Secretary of Veterans Affaris	Foreclosure Fee \$267.76	Pick-Up # 20612 R-10813-17
Cynthia Mae Blain	Discovery - Late Lister \$144.81	Pick-Up # 20613 P-14078-16
Keith Alan Harig	Refund - Turned in plates \$118.90	Pick-Up # 20620 1008985
Glen Alan Carey	Roll Back Taxes - Lot 3 \$315.40	Pick-Up # 20632 R-87652-15 R-94796-16 R-102008-17
Glen Alan Carey	Roll Back Taxes - Lot 4 \$314.94	Pick-Up # 20633 R-87652-15 R-94796-16 R-102008-17

Attachment: Pickups, Releases &amp; Refunds (2002 : Pickups, Releases &amp; Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20584

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (  ) OTHER Rollback taxes

YEAR 2015-2017 TOWNSHIP SM

NAME Albertson Farms Inc. (4)

ADDRESS 204 Old Swamp Rd.  
South Mills, NC 27976

PIN # R01-7998-00-93-0315-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					R87357
Real _____					R94498
Total _____	<u>158.99</u>	<u>2.31</u>	<u>18.75</u>	<u>180.05</u>	<u>R101681</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Jeri Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2002 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20604

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Roll back taxes

YEAR 2015-2017 TOWNSHIP SH

NAME Michael Carey Riggs (26176)

ADDRESS 1442 Hwy 343 S  
Shiloh, NC 27974

PIN # R03-8972-00-49-2523-0000

RELEASE

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real _____					
Total _____					

PICK UP

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					R93466
Real _____					R100642
Total _____	557.25	8.07	65.71	631.03	R107882

ADJUSTMENT/REFUND

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real _____					
Total _____					

Jeri Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2002 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20605

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Value Adjustment

YEAR 2017 TOWNSHIP Shiloh (05)

NAME Joseph Vincent Cardyn

ADDRESS 260 One Mill Rd.  
Shiloh, NC 27974

PIN # P 000 2525

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal <u>-27,710</u>					
Real _____					
Total _____	<u>-196.74</u>	<u>-2.77</u>	<u>-</u>	<u>-199.51</u>	<u>P14843-1</u>

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal <u>-27,710</u>					
Real _____					
Total _____	<u>-196.74</u>	<u>-2.77</u>	<u>-</u>	<u>-199.51</u>	<u>P14843-1</u>

Jessica B. Gallop  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2002 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20609

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (X) OTHER FORECLOSURE FEE

YEAR 2017 TOWNSHIP SHILOH

NAME NA NGUYEN

ADDRESS 117 EDGEWATER DRIVE  
SHILOH, NC 27974

PIN # 03-8899-00-06-0950-0000

RELEASE

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real _____					
Total _____					

PICK UP FORECLOSURE FEE

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real _____					
Total _____			523.24		R 10769 2017

ADJUSTMENT/REFUND

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real _____					
Total _____					

Kimberly D. Minton  
TAX ADMINISTRATOR/SPECIALIST

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2002 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20612

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (X) OTHER FORECLOSURE FEE

YEAR 2017 TOWNSHIP SHILOH

NAME SECRETARY OF VETERANS AFFAIRS

ADDRESS 1700 CLARMONT ROAD  
DECATUR, GA 30033

PIN # 03-8961-00-68-3593-0000  
(169 RAYMONS CREEK RD)  
RELEASE

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal					
Real					
Total					

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal					
Real					
Total			267.76		R 10813 201

ADJUSTMENT/REFUND

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal					
Real					
Total					

Kimberly D. Minton  
TAX ADMINISTRATOR / TAX SPECIALIST

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2002 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20613

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Discovery

YEAR 2016 TOWNSHIP SM

NAME Cynthia Mae Blain (41655)

ADDRESS 122 Dock Landing Loop  
South Mills, NC 27976

PIN # P0002921

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>Late Lister INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal <u>17490</u>					
Real _____					
Total <u>17490</u>	<u>118.93</u>	<u>1.75</u>	<u>24.13</u>	<u>144.81</u>	<u>714078</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Levi Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2002 : Pickups, Releases & Refunds)



FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20620

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (  ) OTHER Turned in plates

YEAR 2017 TOWNSHIP SH

NAME Keith Alan Harig (21983224)

ADDRESS 123 Cooks Landing Rd.  
Camden, NC 27921

PIN # 0001008985

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____	$158.54 \div 12 = 13.212$				
Real _____	$13.212 \times 3 = 39.64$				
Total _____				<u>118.90</u>	<u>1008985</u>

Levi Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2002 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20632

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Roll back taxes Lot 3

YEAR 2015-2017 TOWNSHIP SM

NAME Glen Alan Carey (150)

ADDRESS 202 Sharon Church Rd.  
South Mills, NC 27976

PIN # R 01-7081-00-82-7351-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					R87650
Real _____					R94796
Total _____	<u>276.68</u>	<u>4.02</u>	<u>34.70</u>	<u>315.40</u>	R102008

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Jeri Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2002 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20633

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Roll back taxes Lot 4

YEAR 2015 - 2017 TOWNSHIP SM

NAME Glen Alan Carey (150)

ADDRESS 202 Sharon Church Rd.  
South Mills, NC 27976

PIN # R01-7081-00-82-7351-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					R87652
Real _____					R94796
Total _____	<u>276.25</u>	<u>3.99</u>	<u>34.70</u>	<u>314.94</u>	R102008

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real _____					
Total _____					

Levi Smith  
TAX ADMINISTRATOR Specialist

APPROVED \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2002 : Pickups, Releases & Refunds)



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

**Consent Agenda**

**Item Number:** 7.F  
**Meeting Date:** April 02, 2018

**Submitted By:** Terri Smith,  
Taxes  
Prepared by: Terri Smith

**Item Title** **DMV Monthly Report**

**Attachments:** 20180306095613307.pdf (PDF)

**Summary:** DMV Monthly Report May, 2018 Renewals due 6/15/18

**Recommendation:** Review and Approve

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County May Renewals Due 6/15/18

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>
22,627.36	19,003.39	11,691.84	53,322.59

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.

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

Attachment: 20180306095613307.pdf (1970 : DMV Monthly Report)



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 7.G  
**Meeting Date:** April 02, 2018

**Submitted By:** Terri Smith,  
Taxes  
Prepared by: Terri Smith

**Item Title** Refunds Over \$100.00

**Attachments:** 20180227142649055.pdf (PDF)

**Summary:** Refunds over \$100.00

**Recommendation:** Review and Approve

ACS Tax System  
2/27/18 10:12:41

REFUNDS OVER \$100.00

Refunds to be Issued by Finance Office

CAMDEN COUNTY

Page 1

Refund\$ 100.00  
Remit To: FORBES-BOND WILMA DELORIES  
432 LICHETER AVENUE MD 21218  
BALTIMORE

Reference: 2017 R 03-8954-00-94-6042.0000  
Overpayment R106878/2017

Drawer/Transaction Info:  
20180116 69 238453

100.00 Total Refunds

\*\*\*

Submitted by Lisa S. Anderson Date 2-27-18  
Lisa S. Anderson, Tax Administrator Camden County

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
Clayton D. Riggs, Chairman Camden County Board of Commissioners



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 7.H  
**Meeting Date:** April 02, 2018

**Submitted By:** Terri Smith,  
Taxes  
Prepared by: Terri Smith

**Item Title** Refunds Over \$100.00

**Attachments:** 20180305095838424.pdf (PDF)

**Summary:** Refunds Over \$100.00

**Recommendation:** Review and Approve



REFUNDS OVER \$100.00

North Carolina Vehicle Tax System

NCVTS Pending Refund report

REFUNDS OVER \$100.00 2/2018

Payee Name	Primary Owner	Secondary Owner	Address 1	Address 3	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Charge	Total Change
MANGLONA, ANTHONY PANGELINAN JR	MANGLONA, ANTHONY PANGELINAN JR	MANGLONA, ERICA ANN	1383 NC HIGHWAY 343 N	SOUTH MILLS, NC 27976	Proration	0040580286	DKE1587	AUTHORIZED	81714616	Refund Generated due to proration on Bill #0040580286-2017-2017-0000-00	Tag Surrender	02/15/2018	2/19/2018 8:43:06 AM	1843	Tax	(\$153.36)	(\$7.66)	(\$161.02)
TARRANTS, THOMAS DEWAYNE	TARRANTS, THOMAS DEWAYNE	TARRANTS, LISA HOLT	105 ROBIN DR	SOUTH MILLS, NC 27976	Proration	0035692689	EHE7416	AUTHORIZED	81714458	Refund Generated due to proration on Bill #0035692689-2016-2016-0000-00	Tag Surrender	02/15/2018	2/19/2018 8:43:06 AM	1843	Tax	(\$124.51)	\$0.00	(\$124.51)
TARRANTS, THOMAS DEWAYNE	TARRANTS, THOMAS DEWAYNE		105 ROBIN DR	SOUTH MILLS, NC 27976	Proration	0039126351	FAZ4889	AUTHORIZED	81714434	Refund Generated due to proration on Bill #0039126351-2017-2017-0000-00	Tag Surrender	02/15/2018	2/19/2018 8:43:06 AM	1843	Tax	(\$129.40)	\$0.00	(\$129.40)
															Tax	(\$1.82)	\$0.00	(\$1.82)
															Tax	Refund	Refund	\$131.22

Submitted by Lisa S. Anderson Date 3-5-18  
 Lisa S. Anderson, Tax Administrator Camden County

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
 Clayton D. Riggs, Chairman Camden County Board of Commissioners



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 7.1  
**Meeting Date:** April 02, 2018

**Submitted By:** Rodney Meads,  
Sheriff  
Prepared by: Karen Davis

**Item Title** **Surplus Property Requests - Sheriff's Office**

**Attachments:** Surplus Property (PDF)

**Recommendation:**  
Review and approve.

# Surplus Property Request

Requested by: Sheriff Meads *J & M*  
 Sell       Dispose

Department: Sheriff's Office (LESO Program)

Item: Sealing Compound

Disposal Method: Govdeals.com

Suggested Value: \$250.00

Reason for surplus: No longer usable

Manager Approval *[Signature]*

Disposal Method: *Gov Deals*

Value:

Comments:

### Board Approval

Approved/Denied:

Date:

### Final Disposition Date:

Method:

Amount:

Purchased by:

Item Description  
6 - 1 gal of sealing compound

Attachment: Surplus Property (1983 : Surplus Property Requests - Sheriff's Office)

# Surplus Property Request

Requested by: Sheriff Meads *7/4/14*  
 Sell       Dispose

Department: Sheriff's Office (LESO Program)

Item: Ford Truck

Disposal Method: GovDeals

Suggested Value: \$3,000.00

Reason for surplus: Cost of repairs , no longer need it

Manager Approval *Keith Brown*

Disposal Method: *Gov. Deals*

Value:

Comments:

### Board Approval

Approved/Denied:

Date:

### Final Disposition Date:

Method:

Amount:

Purchased by:

**Item Description**  
2007 Ford Truck F250 , four door, Vin # 1FTWW31P17EA00267

Attachment: Surplus Property (1983 : Surplus Property Requests - Sheriff's Office)

# Surplus Property Request

Requested by: Sheriff Meads *SM*  
 Sell  Dispose

Department: Sheriff's Office

Item: HP Printer

Disposal Method: Recycle (through Maint.)

Suggested Value:

Reason for surplus:

Manager Approval *[Signature]*

Disposal Method: *Recycle*

Value:

Comments:

### Board Approval

Approved/Denied:

Date:

### Final Disposition Date:

Method:

Amount:

Purchased by:

**Item Description**  
Item was approved for sell on 11-6-17 .  
Has been on posted on Govdeals.com three times without any bids.

Attachment: Surplus Property (1983 : Surplus Property Requests - Sheriff's Office)

# Surplus Property Request

Requested by: Sheriff Meads *ZJM*

Sell  Dispose

Department: Sheriff's Office

Item: In Car Camera

Disposal Method: Recycle (through Maint.)

Suggested Value:

Reason for surplus:

Manager Approval *Kristin Brown*

Disposal Method: *Recycle*

Value:

Comments:

### Board Approval

Approved/Denied:

Date:

### Final Disposition Date:

Method:

Amount:

Purchased by:

### Item Description

Item was approved for sell on 11-6-17 .  
Has been on posted on Govdeals.com four times without any bids.

Attachment: Surplus Property (1983 : Surplus Property Requests - Sheriff's Office)

# Surplus Property Request

Requested by: Sheriff Meads *SM*

Sell  Dispose

Department: Sheriff's Office

Item: Motorola Data Radio

Disposal Method: Recycle (through Maint.)

Suggested Value:

Reason for surplus:

Manager Approval *[Signature]*

Disposal Method: *Recycle*

Value:

Comments:

### Board Approval

Approved/Denied:

Date:

### Final Disposition Date:

Method:

Amount:

Purchased by:

**Item Description**  
Item was approved for sell on 11-6-17 .  
Has been on posted on Govdeals.com four times without any bids.

Attachment: Surplus Property (1983 : Surplus Property Requests - Sheriff's Office)

# Surplus Property Request

Requested by: Sheriff Meads *RAM*  
 Sell  Dispose

Department: Sheriff's Office

Item: Motorola Maratrac UHF 2 way radio

Disposal Method: Recycle (through Maint.)

Suggested Value:

Reason for surplus:

Manager Approval *[Signature]*

Disposal Method: *Recycle*

Value:

Comments:

### Board Approval

Approved/Denied:

Date:

### Final Disposition Date:

Method:

Amount:

Purchased by:

**Item Description**  
Item was approved for sell on 11-6-17 .  
Has been on posted on Govdeals.com four times without any bids.

Attachment: Surplus Property (1983 : Surplus Property Requests - Sheriff's Office)





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

**Consent Agenda**

**Item Number:** 7.J  
**Meeting Date:** April 02, 2018

**Submitted By:** Stephanie Humphries, Finance Director  
Finance  
Prepared by: Stephanie Humphries

**Item Title** **Sheriff's Bond**

**Attachments:** Bond (PDF)

**Summary:** The attached Bond has been obtained as required by law.

**Recommendation:** **Accept/Approve Bond as presented.**

North Carolina

# Western Surety Company

## OFFICIAL BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 72009552

That we, Rodney L. Meads  
of Camden, North Carolina, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do business in the State of North Carolina, as Surety, are held and firmly bound unto Sheriff County of Camden  
in the sum of Twenty-Five Thousand and 00/100 DOLLARS (\$ 25,000.00),  
for the payment of which well and truly to be made, we bind ourselves and our legal representatives, jointly and severally by these presents.

Dated this 8th day of March, 2018.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the said Principal has  
 appointed  elected to the office of Sheriff County of Camden,  
for the term beginning the 5th day of March, 2018, and ending the  
15th day of December, 2018.

NOW THEREFORE, if the said Principal shall in all things faithfully perform the duties of his office and shall honestly account for all moneys and effects that may come into his hands in his official capacity during the said term, then this obligation to be void, otherwise to remain in full force and effect.

This bond is executed by the Surety upon the following express conditions, which shall be conditions precedent to the right of recovery hereunder:

FIRST: The Surety shall not be liable for the loss of any public moneys or funds resulting from the failure of or default in payment by any Banks or Depositories in which any public moneys or funds have been deposited.

SECOND: This bond may be cancelled by the Surety as to future liability by giving written notice, by Sheriff County of Camden, North Carolina, certified mail, addressed to each, the Principal and the Obligee at \_\_\_\_\_, and thirty (30) days after the mailing of said notices by certified mail, this bond shall be cancelled and null and void as to any liability thereafter arising, the Surety remaining liable, however, subject to all the terms and conditions of this bond for any and all acts covered by this bond up to the date of such

Witness to Principal

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Principal

Witness to Surety

J. Nelson  
A. Vixor  
\_\_\_\_\_

WESTERN SURETY COMPANY

By Paul T. Bruilfat  
Paul T. Bruilfat, Senior Vice President

Countersigned NOT NEEDED \_\_\_\_\_ North Carolina Resident Agent

Approved this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Attachment: Bond (1984 : Sheriff's Bond)



# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 7.K  
**Meeting Date:** April 02, 2018

**Submitted By:** Dave Parks, Permit Officer  
 Planning & Zoning  
 Prepared by: Amy Barnett

**Item Title** **Set Public Hearing; Special Use Permit (UDO 2017-02-28) for Preliminary Plat the Fairfax Major Subdivision – from A&B Builders, Inc.**

**Attachments:** Planning Board Minutes from March 21, 2018 (PDF)  
 SUP Prelimianry Plat The Fairfax (DOCX)  
 170001 PRELIM 18X24 (PDF)

**Summary:**

Planning Board met on March 21, 2018 and after discussion with staff, applicant, adjacent property owners Randy Krainiak and Thomas Harrison concerning the aesthetics of the subdivision and their adjacent properties, Technical Review Committee input, Planning Board recommended approval of the Special Use Permit for Preliminary Plat for The Fairfax Major Subdivision with the Conditions as stated in Staffs Findings of Facts on a 6-1 vote.

**Recommendation:**

Set Public Hearing for May 7, 2018

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – March 21, 2018

**Camden County Planning Board**  
**Regular Meeting**  
**March 21, 2018 7:00 PM**  
**Historic Courtroom, Courthouse Complex**  
**Camden, North Carolina**

**MINUTES**

*The regular meeting of the Camden County Planning Board was held on March 21, 2018 in the Historic Courtroom, Camden, North Carolina. The following members were present:*

**CALL TO ORDER & WELCOME**

Planning Board Members Present:

Attendee Name	Title	Status	Arrived
Calvin Leary	Chairman	Present	6:50 PM
Fletcher Harris	Board Member	Present	6:50 PM
Patricia Delano	Vice Chairman	Present	6:50 PM
Rick McCall	Board Member	Absent	
Ray Albertson	Board Member	Present	6:50 PM
Steven Bradshaw	Board Member	Present	6:50 PM
Cathleen M. Saunders	Board Member	Present	6:50 PM

Staff Present:

Attendee Name	Title	Status	Arrived
Dan Porter	Planning Director	Present	6:40 PM
Amy Barnett	Planning Clerk	Present	6:30 PM

Others Present:

Attendee Name	Title	Purpose	Meeting Section
Sean Robey, Eastern Carolina Engineering	Agent for Applicant	Speak on behalf of Applicant A & B Building, Inc.	New Business 5.1
Randy Krainiak, 173 NC Hwy 343 South	Adjacent Property Owner	Voice Concerns regarding UDO 2017-02-28 SUP Prelim Plat The Fairfax	New Business 5.1
Tommy Harrison, 191 NC Hwy 343 South	Adjacent Property Owner	Voice Concerns regarding UDO 2017-02-28 SUP Prelim Plat The Fairfax	New Business 5.1

**CONSIDERATION OF AGENDA*****Motion to Approve Agenda As Presented***

<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
<b>MOVER:</b>	Patricia Delano, Vice Chairman
<b>SECONDER:</b>	Steven Bradshaw, Board Member
<b>AYES:</b>	Leary, Harris, Delano, Albertson, Bradshaw, Saunders
<b>ABSENT:</b>	McCall

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – March 21, 2018

26 **CONSIDERATION OF MINUTES FROM FEBRUARY 21, 2018**27 *Motion to Approve Minutes From 2-21-18 As Written*

28	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
29	<b>MOVER:</b>	Fletcher Harris, Board Member
30	<b>SECONDER:</b>	Ray Albertson, Board Member
31	<b>AYES:</b>	Leary, Harris, Delano, Albertson, Bradshaw, Saunders
32	<b>ABSENT:</b>	McCall

33 **OLD BUSINESS**

34 None

35 **NEW BUSINESS**36 **1. UDO 2017-02-28 Special Use Permit Preliminary Plat - Major Subdivision -**  
37 **The Fairfax**

-----

**SPECIAL USE PERMIT**  
**UDO 2017-02-28**  
**FINDINGS OF FACTS**

**PROJECT INFORMATION**

45 **File Reference:** UDO 2017-02-28  
46 **Project Name:** The Fairfax  
47 **PIN:** 02-8934-02-57-3312-0000

49 **Applicant:** A & B Building, Inc., Adam Maurice  
50 **Address:** 141 Travis Blvd., Moyock, NC 27958  
51 **Phone:** (757) 619-0746  
52 **Email:** aandbbuildinc@gmail.com

54 **Agent for Applicant:** Eastern Carolina Engineering  
55 **Address:** P. O, Box 128, Camden, NC, 27921  
56 **Phone:** (252) 335-1888  
57 **Email:**

59 **Current owner of Record:** Same as applicant

61 **Application Received:** 2/6/2018  
62 **By:** David Parks, Permit Officer

64 **Application Fee Paid:** \$3,200, Check # 2879  
65 **Stormwater Review Fee:** \$6,000, Check # 2880

67 **Completeness of Application:** Application is generally complete

68

Attachment: Planning Board Minutes from March 21, 2018 (2003 : Set Public Hearing - Special Use Permit - the Fairfax - Major Subdivision)

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – March 21, 2018

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**Documents received upon filing of application or otherwise included:**

- A. Land Use Application
- B. Preliminary Plat (7 Copies)
- C. Construction Drawings (2 Copies)
- D. Perc Tests (16) from Albemarle Regional Health Services
- E. DENR Stormwater Permit (Pending)
- F. DENR E & S Control Plan No. Camde-2018-007
- G. Approval letter for Drainage Plan
- H. Technical Review Committee inputs

**Meeting Dates:**

Technical Review: March 6, 2018  
 Planning Board: March 21, 2018

**REQUEST:** Special Use Permit Preliminary Plat - The Fairfax - 16 lot Major Subdivision - Article 151.230 of the Code of Ordinances.

**Maps Show:**

- Vicinity Map:** Site located off NC Hwy 343 South between 173 and 191 NC 343 South
- Flood Zone Map:** AE / X Flood Zones. X Flood Zone in middle, AE around outer edges and on north back end and north front end of property.
- Zoning Map:** R-2 Zoning District

**PROJECT LOCATION:**

**Street Address:** Property located adjacent to 173 & 191 South Highway 343  
**Location Description:** Courthouse Township

**SITE DATA:**

- Lot Size:** Approximately 23 acres total.  
**Flood Zone:** Zone X / AE  
**Zoning District(s):** Base Zoning; Mixed Single Family Residential (R2)
- Adjacent Property Uses:** Agriculture with residential on either side
- Streets:** Shall be dedicated to public under control of NCDOT  
**Street Name:** Isaac Court
- Open Space:** Required: 23.10 acres x .05 = 1.16; Provided: 3.28 acres
- Landscaping:** Landscaping Plan provided  
**Buffering:** Per Article 151.232(N), a 50' landscaped vegetative buffer required along all property lines that abut non-residential uses
- Recreational Land:** N/A - Less than 30 lots

Attachment: Planning Board Minutes from March 21, 2018 (2003 : Set Public Hearing - Special Use Permit - the Fairfax - Major Subdivision)



**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – March 21, 2018

**ENVIRONMENTAL ASSESSMENT:****Streams, Creeks, Major Ditches:**

**Distance & description of nearest outfall:** Pasquotank River is less than a mile from the site.

**TECHNICAL REVIEW STAFF (SKETCH PLAN) COMMENTS:**

1. South Camden Water. Approved.
2. Albemarle Regional Health Department. Approved.
3. South Camden Fire Department. Approved.
4. Postmaster Elizabeth City. No response. Did not attend TRC meeting.
5. Army Corps of Engineers. No response.
6. Superintendent Camden County Schools. No response.
7. Superintendent/Transportation Director of Schools. Approved at Sketch. Did not attend TRC meeting for Preliminary.
8. Camden Soil & Water Conservationist. Approved.
10. NCDOT. No response. Did not attend TRC meeting.
11. Parks & Recreation. N/A
12. Mediacom. No response. Did not attend TRC meeting.
13. Albemarle EMC. Need new street name for consideration.
14. Century Link. No response. Did not attend TRC meeting.
15. Pasquotank EMS. Approved.

**PLANS CONSISTENCY:**

**CAMA Land Use Plan Policies & Objectives:** Consistent; CAMA Plan has land identified as Medium Density Residential.

**2035 Comprehensive Plan:** Consistent; Comprehensive Plan has area designated as Rural Residential One Acre.

**Comprehensive Transportation Plan:** Consistent; Access to property will be a proposed Public Road that runs off South Highway 343.

**FINDINGS REGARDING ADDITIONAL REQUIREMENTS:**

**Endangering the public health and safety?** No; Staffs opinion is that application does not appear to endanger the public health and safety.

**Injure the value of adjoining or abutting property?** No; Without any evidence to the contrary - staffs opinion is that application does not appear to injure the value of adjoining or abutting property.

**Harmony with the area in which it is located?** Yes; 2035 Comprehensive Plan has land designated as Rural Residential and CAMA Future Land Use Maps has land designated as Medium Density Residential. Property located within the Core Village of Courthouse Township.

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – March 21, 2018

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**EXCEED PUBLIC FACILITIES:**

**Schools:** Yes; Proposed development will generate 7 students (.44 per household x 16 households). High School over capacity: 2016/2017; Capacity: 570, Enrollment: 607

**Fire and Rescue:** No; Approved.

**Law Enforcement:** No; Approved.

**PLANNING STAFF RECOMMENDATION:**

**Planning Staff recommends approval of this Special Use Permit for Preliminary Plat for The Fairfax Major Subdivision with the following conditions:**

1. The Applicant must strictly abide by all requirements of the Unified Development Ordinance of Camden County, North Carolina, and must also strictly comply with all other local, state, and federal ordinances, laws, rules and regulations as one or more ordinances, laws, rules and regulations may apply to this development.
  2. The applicant shall complete the development strictly in accordance with the approved Preliminary Plat and specifications submitted to the Planning Office of Camden County, North Carolina, and contained in the file titled (UDO 2017-02-28).
  3. Amend Preliminary Plat as follows:
    - Under Title change township to Courthouse vice Shiloh.
    - Add new street name when approved.
    - Under Note 5; add in designations X / AE after the word Zones.
    - Add additional note: USE OF LAND WITHIN A FLOODPLAIN IS SUBSTANTIALLY RESTRICTED BY THE CAMDEN COUNTY CODE.
    - Place addresses on each lot as provided.
  4. Prior to approval of Final Plat property indicated on Preliminary Plat that is to be conveyed to Harrison shall be recorded along with deed with the Camden County Registry of Deeds.
  5. All lots shall be crowned to where the dwelling is located to an elevation at or above the 100 year flood as indicated in the Construction drawings. These elevations shall be verified by a Surveyor or Engineer licensed to do business in North Carolina prior to final inspection for the dwelling.
  6. Developer and or Home Owners Association shall provide Camden County certification by a licensed North Carolina Engineer of compliance with approved Drainage Plan for The Fairfax every five years starting from recording of Final Plat in the Camden County Registry of Deeds.
  7. Home Owners Restrictive Covenants shall include the following information:
    - a. All requirements (to include Maintenance and allowable built upon area) listed under NCDENR Stormwater Permit No. \_\_\_\_\_ dated \_\_\_\_\_.
    - b. The re-certification to the County of the approved drainage plan every five years.
    - c. Maintenance of all open space and improvements throughout the subdivision.
  8. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this approval in its entirety shall be void and have no effect.
- 

Attachment: Planning Board Minutes from March 21, 2018 (2003 : Set Public Hearing - Special Use Permit - the Fairfax - Major Subdivision)



**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – March 21, 2018

230 Dan Porter briefly described this agenda item:

- 231
- Special Use Permit Application for Preliminary Plat
  - 232 • Applicant is A & B Building Inc., Adam Maurice
  - 233 • 23 Acre, 16 Lot Major Subdivision
- 234

235 Mr. Porter introduced Mr. Sean Robey of Eastern Carolina Engineering, the agent for the

236 applicant.

237

238 Sean Robey, Eastern Carolina Engineering

- 239 • Representing Adam Maurice of A & B Building
  - 240 • 16 Lot Subdivision proposed
  - 241 • Located on NC Hwy 343 just North of Camden United Methodist Church
  - 242 • Approximately 1000 foot long road in subdivision which will be extended in and
  - 243 off of NC 343 to a cul-de-sac
  - 244 • Most of the lots are over an acre, 40,000 sqft average
  - 245 • Some lots border wetlands to the rear of the lots, those are as much as 2.5 acres.
  - 246 • Will extend county water main from NC 343 through subdivision and for fire
  - 247 hydrants
  - 248 • Will provide the necessary drainage
  - 249 • Have submitted and received approvals on Erosion Control and Stormwater from
  - 250 NC DENR
  - 251 • Greg Johnson, the engineer for Camden County, has also reviewed the stormwater
  - 252 plan and given his blessing on it
- 253

254 Dan Porter then went over the staff report / findings of facts as incorporated herein above

255 and noted the following:

- 256 • Located on NC 343 between Seymour and Stevens Roads
  - 257 • Primarily surrounded on all 3 sides by woodlands
    - 258 ○ Mr. Robey noted that a small portion of the woodlands will be cleared in
    - 259 order to facilitate the drainage ways, 30 foot ditches
  - 260 • R-2 Zoning, allows a little less than one acre lots
  - 261 • Across the road on NC 343 is General Use District zoning
  - 262 • Approximately 1/2 of the property is in Flood Zone X (500 year flood), the other
  - 263 1/2 is in the AE Flood Zone (buildings must be built to one foot above base flood)
  - 264 • Technical Review Committee has reviewed application
  - 265 • Schools - will generate 7 to 8 students based on formula used by the County to
  - 266 assess school impacts
  - 267 • Will create slightly elevated traffic along NC 343
  - 268 • Buffer is the woodlands that surround property with the exception of the 2 lots
  - 269 that are at the front of the property and abut NC 343
- 270

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – March 21, 2018

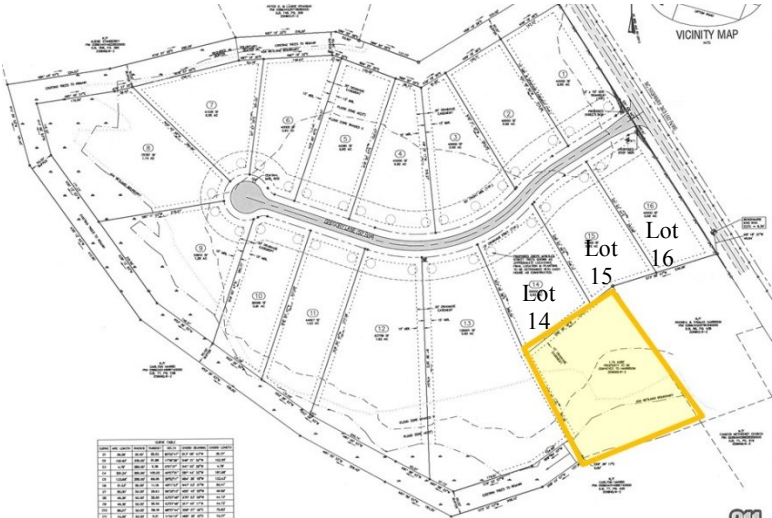
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- Staff recommends approval with conditions as listed in staff's findings of facts
  - Uncommon Conditions Included:
    - Property behind lot 14 and portion of property behind lot 15, as indicated on Preliminary Plat, to be conveyed to Thomas Harrison, shall be recorded along with deed with the Camden County Registry of Deeds.
    - Home Owners Restrictive Covenants shall include the following information:
      - All requirements (to include Maintenance and allowable built upon area) listed under NCDENR Stormwater Permit No. \_\_\_\_\_ dated \_\_\_\_\_.
      - The re-certification to the County of the approved drainage plan every five years.
      - Maintenance of all open space and improvements throughout the subdivision.

Vice Chairman Patricia Delano asked about safety concerns with regards to school children and bus pickups. Dan Porter stated that the school buses will pick up children inside the subdivision and not at any particular bus stop.

Mr. Porter also stated that the Post Office is requiring cluster mailboxes.

Vice Chairman Patricia Delano asked for clarification as to which property would be conveyed to Harrison upon his purchase of same. Mr. Porter replied that it was the property behind lot 14 as indicated on the lot layout / preliminary plat map. He showed the property to be conveyed on the computer screen to be:



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Attachment: Planning Board Minutes from March 21, 2018 (2003 : Set Public Hearing - Special Use Permit - the Fairfax - Major Subdivision)

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – March 21, 2018

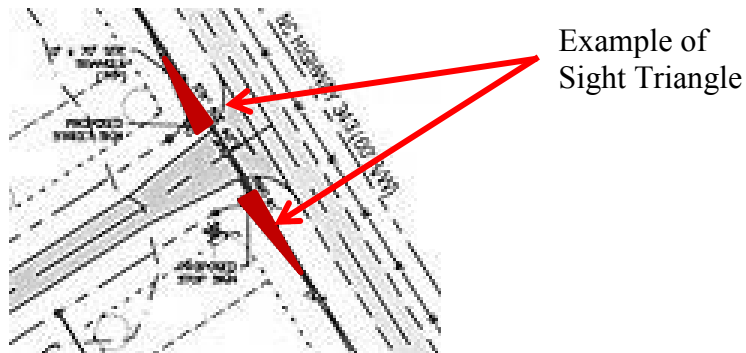
300 Cathleen Saunders questioned the lot size of lot 10, asking why it was slightly less than  
 301 40,000 sqft. Mr. Robey stated he could adjust the back lot lines either of lot 9 or lot 11 to  
 302 make lot 10 meet the 40,000 sqft. Mr. Robey noted that the front lot lines are required to  
 303 have 25 foot frontage along the road. Ms. Saunders further asked if the lot areas included  
 304 the wetlands. Mr. Robey replied yes they did.

305  
 306 Vice Chairman Patricia Delano asked what the setbacks for houses on the inside of the  
 307 subdivision would be, feet from the road. Mr. Robey responded that they would be 50  
 308 feet or more with the exception of the lots which contain wetlands to the rear of the lots.  
 309 Those lots may be very close or right at the 50 foot minimum setbacks due to the location  
 310 of the wetlands and the need to place the septic systems / drainfields along the sides of  
 311 those houses.

312  
 313 Cathleen Saunders asked if the side setbacks in the subdivision were the same as on NC  
 314 343. Dan Porter replied that the side setbacks are 10 feet but that they have to add 25 feet  
 315 to that.

316  
 317 Steven Bradshaw asked if that was what is referred to as a sight triangle. Dan Porter  
 318 replied that it was not and showed on the map where the sight triangles were, which are  
 319 in the corners of the corner lots (see below).

320



321

322

323 Mr. Porter added that with regard to the setbacks for properties along major arterial  
 324 highways / roads, side setbacks require an additional 25 feet which makes the side  
 325 setbacks for such properties a minimum of 35 feet.

326

327 Mr. Porter stated that the additional 25 feet was not addressed for lots 1 and 16 so they  
 328 would have to be re-visited.

329

330 Vice Chairman Patricia Delano asked about the front setbacks of lots 15 and 16,  
 331 wondering if it were possible to situate the houses on those 2 lots closer to the roadway  
 332 so that they would be farther away from the neighboring properties to the rear of those  
 333 lots. Mr. Robey responded saying the setbacks on those lots "are pushed back from the  
 334 road fairly nicely". Mr. Robey stated that if the County were to offer reduced setbacks on  
 335 certain lots, he would not argue with that.

336

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – March 21, 2018

337 Mr. Porter asked which setbacks were being referred to. Mr. Robey responded that it was  
 338 the front setbacks that were being discussed. Mr. Porter responded saying that the law  
 339 requires a 50 foot front setback. If a reduced setback is desired, it would be a change that  
 340 would have to go before the Board of Adjustment for a variance.

341  
 342 At this time, Chairman Calvin Leary asked if there were any further comments or  
 343 questions from the Board. Hearing none, he opened the floor for public comment.  
 344

345 Randy Krainiak, 173 NC Hwy 343 South  
 346

347 Mr. Krainiak voiced the following concerns:

- 348 • Would like for site layout / design plan for the subdivision to indicate which  
 349 direction proposed houses will face in relation to adjacent property owner's  
 350 houses
- 351 • Concerned about the possible distance between back door of houses that his house  
 352 will face
- 353 • Doesn't want to be looking at back doors / back ends of houses
- 354 • Would like to see a buffer zone between current property owners in the area and  
 355 the subdivision
- 356 • Wants to be able to see down the road from his house. Wants unencumbered  
 357 view.
- 358 • Concerned that additional houses in the area will have a negative impact on the  
 359 quality of life
- 360 • Concerned about number of possible entrances onto and off of NC Hwy 343  
 361

362 Dan Porter commented that the UDO doesn't allow the County to dictate which way a  
 363 house is positioned on a lot.  
 364

365 Steven Bradshaw commented that if a house was positioned facing 343 instead of facing  
 366 the internal subdivision road, there would be 2 issues:

- 367 1. Safety of children getting off of school buses along Hwy 343
- 368 2. If lots 1 and 16 houses are turned so they face Hwy 343, then lots 2 and 15 will  
 369 have the backs of the houses from lots 1 and 16 facing their sides, and those backs  
 370 will be much closer than they otherwise normally would be to adjacent property.  
 371

372 Chairman Calvin Leary commented with regard to #1 above that driveways would be on  
 373 the inside of the subdivision. A brief discussion regarding setbacks and how they affect  
 374 adjacent property depending on the orientation of the houses on lots 1 and 16 took place.  
 375 If the houses face 343, there would be little or no back yard for those houses, and the  
 376 distance from building to adjacent property lines would be less than if the houses faced  
 377 the inside of the subdivision.  
 378

379 Mr. Krainiak added that he wants it to look good if he's going to have to look at it from  
 380 his patio.  
 381

**CAMDEN COUNTY PLANNING BOARD**Regular Meeting – March 21, 2018

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382 Chairman Calvin Leary asked if there were any further comments from the public.

383

384 Tommy Harrison, 191 NC Hwy 343 South

385

386 Mr. Harrison had the following concerns:

387

- Is purchasing property which is behind lot 14
- Same concerns as Mr. Krainiak regarding seeing subdivision from his back door
- Would like to see a tree type vegetative buffer put in place to show the separation between the subdivision and adjacent properties
- Wants to be able to look out and not feel like his property is part of the subdivision as he is an adjacent property owner and not part of the subdivision
- Concerned about potential increases in traffic and issues which go along with it
- Concerned about traffic safety / visibility when making turns onto NC Hwy 343
- Concerned about stormwater drainage

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Mr. Porter stated that certain areas require a 50 foot buffer and other areas do not. The County cannot require it if it isn't otherwise required. The developer can agree to place a buffer if he so chooses, but the County cannot require it.

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Cathleen Saunders asked if landscaping would help. Mr. Porter replied that it would be nice to have, but the County cannot require it.

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Ms. Saunders asked if fences would be allowed or if they would impede the flow of stormwater drainage. Mr. Porter replied that typically a fence can be placed right on the property line, but that fences cannot be placed where they would block any flow of drainage. He added that there's not much room at the rear of lot 16 due to the drainage easement.

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Chairman Calvin Leary asked Planning Director Dan Porter if the issue of a buffer would be something that adjacent property owners would have to take up with the developer. Mr. Porter replied yes it would.

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Steve Bradshaw asked Mr. Harrison why his house was built so close to his property line instead of at the center of his property. Mr. Harrison replied that it was built at the center of his property but that he built on a garage which extended the size of the structure toward the property line.

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Mr. Bradshaw commented that the NC 343 corridor is a desirable area for development as is the town center / core village area of Camden.

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At this time, Chairman Calvin Leary asked if there were any further comments from the public. Hearing none, he called for a motion.

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**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – March 21, 2018

425 *Motion to Approve UDO 2017-02-28 Special Use Permit Preliminary Plat - Major*  
 426 *Subdivision - The Fairfax*

427	<b>RESULT:</b>	<b>PASSED [ROLL CALL VOTE]</b>
428	<b>MOVER:</b>	Steven Bradshaw, Board Member
429	<b>SECONDER:</b>	Fletcher Harris, Board Member
430	<b>AYES:</b>	Leary, Harris, Delano, Bradshaw, Saunders
431	<b>NAYS:</b>	Albertson
432	<b>ABSENT:</b>	McCall

433  
 434 Chairman Calvin Leary spoke briefly regarding the responsibility of the board to render a  
 435 recommendation one way or the other as a second for the above motion was only made  
 436 reluctantly.

**437 INFORMATION FROM BOARD AND STAFF**

438 None.

**439 CONSIDER DATE OF NEXT MEETING - APRIL 18, 2018****440  
441 ADJOURN****442 Motion to Adjourn 3-21-18 Meeting**

443	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
444	<b>MOVER:</b>	Ray Albertson, Board Member
445	<b>SECONDER:</b>	Fletcher Harris, Board Member
446	<b>AYES:</b>	Leary, Harris, Delano, Albertson, Bradshaw, Saunders
447	<b>ABSENT:</b>	McCall

448 Meeting adjourned at 7:45 PM.

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455 *ATTEST:*

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459 *Amy Barnett*  
 460 *Planning Clerk*

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*Chairman Calvin Leary*  
*Camden County Planning Board*

**SPECIAL USE PERMIT  
UDO 2017-02-28  
FINDINGS OF FACTS**

**PROJECT INFORMATION**

**File Reference:** UDO 2017-02-28  
**Project Name;** The Fairfax  
**PIN:** 02-8934-0-57-3312

**Applicant:** A&B Building, Inc  
Adam Maurice  
**Address:** 141 Travis Blvd.  
Moyock, NC 27958  
**Phone:** (757) 619-0746  
**Email:** aandbbuildinc@gmail.com

**Agent for Applicant:** Eastern Carolina  
Engineering  
**Address:** P.O. Box 128  
Camden, NC 27921  
**Phone:** (252) 335-1888  
**Email:**  
**Current Owner of Record:** Same as applicant

**Meeting Dates:**

Technical Review: March 6, 2018  
Planning Board: March 21, 2018

**Application Received:** 2/6/2018  
**By:** David Parks, Permit Officer  
**Application Fee paid:** \$3,200 Check #2879  
**Stormwater Review Fee:** \$6,000 Check 2880  
**Completeness of Application:** Application is generally complete  
**Documents received upon filing of application or otherwise included:**  
**A.** Land Use Application  
**B.** Preliminary Plat (7 Copies)  
**C.** Construction Drawings (2 Copies)  
**D.** Perc Tests (16) from Albemarle Regional Health Services  
**E.** DENR Stormwater Permit SW7180206  
**F.** DENR E&S Control Plan No. Camde-2018-007  
**G.** Approval letter for Drainage Plan  
**H.** Technical Review Committee inputs.

**REQUEST:** Special Use Permit Preliminary Plat – The Fairfax – 16 lot Major Subdivision - **Article 151.230 of the Code of Ordinances.**

Attachment: SUP Preliminary Plat The Fairfax (2003 : Set Public Hearing - Special Use Permit - the Fairfax - Major Subdivision)



V  
**Vicinity Map:**



Attachment: SUP Preliminary Plat The Fairfax (2003 : Set Public Hearing - Special Use Permit - the Fairfax - Major Subdivision)



**PROJECT LOCATION:**

**Street Address:** Property located adjacent to 173 & 191 South Highway 343

**Location Description:** Courthouse Township

**SITE DATA**

<b>Lot size:</b>	Approximately 23 acres total.
<b>Flood Zone:</b>	Zone X/AE
<b>Zoning District(s):</b>	Base Zoning; Mixed Single Family Residential (R2)
<b>Adjacent property uses:</b>	Agriculture with residential on either side.
<b>Streets:</b>	Shall be dedicated to public under control of NCDOT.
<b>Street name:</b>	Isaac Court.
<b>Open Space:</b>	Required: 23.10 Acres X .05 = 1.16; Provided: 3.28 acres
<b>Landscaping:</b>	Landscaping Plan provided
<b>Buffering:</b>	Per Article 151.232 (N), a 50' landscaped vegetative buffer required along all property lines that abut non-residential uses.
<b>Recreational Land:</b>	N/A – Less than 30 lots.

**ENVIRONMENTAL ASSESSMENT****Streams, Creeks, Major Ditches:**

**Distance & description of nearest outfall:** Pasquotank River is less than a mile from the site.

**TECHNICAL REVIEW STAFF (SKETCH PLAN) COMMENTS**

1. **South Camden Water.** Approved.
2. **Albemarle Regional Health Department.** Approved.
3. **South Camden Fire Department.** Approved.
4. **Postmaster Elizabeth City.** No response. Did not attend TRC meeting.

- 5. **Army Corps of Engineer.** No response.
- 6. **Superintendent Camden County Schools.** No response.
- 7. **Superintendent/Transportation Director of Schools.** Approved at Sketch. Did not attend TRC meeting for Preliminary.
- 8. **Sheriff’s Office.** Approved at Sketch. Did not attend TRC meeting.
- 9. **Camden Soil & Water Conservationist.** Approved.
- 10. **NCDOT.** No response. Did not attend TRC meeting.
- 11. **Parks & Recreation.** N/A.
- 12. **Mediacom.** No response. Did not attend TRC meeting.
- 13. **Albemarle EMC.** Need new street name for consideration.
- 14. **Century Link.** No response. Did not attend TRC meeting.
- 15. **Pasquotank EMS.** Approved.

**PLANS CONSISTENCY**

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

Consistent  Inconsistent

CAMA Plan has land identified as Medium Density Residential.

**2035 Comprehensive Plan**

Consistent  Inconsistent

Comprehensive Plan as area designated as Rural Residential One Acre.

**PLANS CONSISTENCY – cont.**

**Comprehensive Transportation Plan**

Consistent  Inconsistent

Access to property will be off Public Road that will run off South Highway 343.

Attachment: SUP Preliminary Plat The Fairfax (2003 : Set Public Hearing - Special Use Permit - the Fairfax - Major Subdivision)

**FINDINGS REGARDING ADDITIONAL REQUIREMENTS:**

Yes  No

**Endangering the public health and safety?**

Staffs opinion is that application does not appear to endanger the public health and safety.

Yes  No

**Injure the value of adjoining or abutting property.**

Without any evidence to the contrary - staffs opinion is that application does not appear to injure the value of adjoining or abutting property.

Yes  No

**Harmony with the area in which it is located.**

2035 Comprehensive Plan has land designated as Rural Residential and CAMA Future Land Use Maps land designated as Medium Density Residential. Property located within the Core Village of Courthouse Township.

**EXCEED PUBLIC FACILITIES:**

Yes  No

**Schools:** Proposed development will generate 10 students (.67 per household X 16 households). High School over capacity: **2016/2017 capacity: 570 Enrollment: 607**

Yes  No

**Fire and rescue:** Approved.

Yes  No

**Law Enforcement:** Approved.

Attachment: SUP Preliminary Plat The Fairfax (2003 : Set Public Hearing - Special Use Permit - the Fairfax - Major Subdivision)

**PLANNING STAFF RECOMMENDATION:**

**Planning Staff recommends approval of this Special Use Permit for Preliminary Plat for The Fairfax Major Subdivision with the following conditions:**

**Planning Board met on March 21, 2018 and after discussion with staff and adjacent property owners recommended approval of the Special Use Permit for The Fairfax Major Subdivision with the following conditions on a 6-1 vote.**

1. The applicant must strictly abide by all requirements of the Unified Development Ordinance of Camden County, North Carolina, and must also strictly comply with all other local, state, and federal ordinances, laws, rules and regulations as one or more ordinances, laws, rules and regulations may apply to this development.
2. The applicant shall complete the development strictly in accordance with the approved Preliminary Plat and specifications submitted to the Planning Office of Camden County, North Carolina, and contained in the file titled (UDO 2017-02-28).
3. Prior to approval of Final Plat property indicated on Preliminary Plat that is to be conveyed to Harrison shall be recorded along with deed with the Camden County Registry of Deeds.
4. All lots shall be crowned to where the dwelling is located to an elevation at or above the 100 year flood as indicated in the Construction drawings. These elevations shall be verified by a Surveyor or Engineer licensed to do business in North Carolina prior to final inspection for the dwelling.
5. Developer and or Home Owners Association shall provide Camden County certification by a licensed North Carolina Engineer of compliance with approved Drainage Plan for The Fairfax every five years starting from recording of Final Plat in the Camden County Registry of Deeds.
6. Home Owners Restrictive Covenants shall include the following information:
  - a. All requirements (to include Maintenance and allowable built upon area) listed under NCDENR Stormwater Permit No. SW7180206 dated March 6, 2018.
  - b. The re-certification to the County of the approved drainage plan every five years.
  - c. Maintenance of all open space and improvements throughout the subdivision.
7. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this approval in its entirety shall be void and have no effect.

SURVEYOR CERTIFICATE

I, \_\_\_\_\_ CERTIFY THAT THIS PLAT WAS DRAWN FROM AN ACTUAL FIELD LAND SURVEY MADE UNDER MY SUPERVISION; THAT THE DEED DESCRIPTION FOR SAID PROPERTY IS RECORDED IN D.B. 352, PG. 820; THAT THE ERROR OF CLOSURE IS 1:10,000+; THAT ALL AREA CALCULATIONS ARE BY COORDINATE METHOD; THAT THIS MAP WAS PREPARED IN ACCORDANCE WITH GS 47-30, WITNESS MY ORIGINAL SIGNATURE, REG. NUMBER, AND SEAL THIS 6TH DAY OF FEBRUARY, 2018.

I, \_\_\_\_\_ PLS-\_\_\_\_\_ FURTHER CERTIFY,

A. THAT THIS IS OF A SURVEY THAT CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

CERTIFICATE OF APPROVAL

I HEREBY CERTIFY THAT ALL STREETS SHOWN ON THIS PLAT ARE WITHIN CAMDEN COUNTY, ALL STREETS AND OTHER IMPROVEMENTS SHOWN ON THIS PLAT HAVE BEEN INSTALLED OR COMPLETED OR GUARANTEED TO ACCORDING TO § 151.243 AND THAT THE SUBDIVISION SHOWN ON THIS PLAT IS IN ALL RESPECTS IN COMPLIANCE WITH THE CAMDEN COUNTY UNIFIED DEVELOPMENT AND, THEREFORE, THIS PLAT HAS BEEN APPROVED BY THE CAMDEN COUNTY PLANNING BOARD AND SIGNED BY THE CHAIRPERSON, BOARD OF COMMISSIONERS, SUBJECT TO ITS BEING RECORDED IN THE CAMDEN COUNTY REGISTRY WITHIN NINETY (90) DAYS OF THE DATE BELOW.

\_\_\_\_\_  
DATE CHAIRPERSON, BOARD OF COMMISSIONERS

CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER OF THE PROPERTY DESCRIBED HEREON, WHICH PROPERTY IS LOCATED WITHIN THE SUBDIVISION REGULATION JURISDICTION OF CAMDEN COUNTY. THAT I HEREBY FREELY ADOPT THIS PLAT OF SUBDIVISION AND DEDICATE TO PUBLIC USE ALL AREA SHOWN ON THIS PLAT AS STREETS, ALLEYS, WALKS, PARKS, OPEN SPACE AND EASEMENTS, EXCEPT THOSE SPECIFICALLY INDICATED AS PRIVATE AND THAT I WILL MAINTAIN ALL SUCH AREAS UNTIL THE OFFER OF DEDICATION IS ACCEPTED BY THE APPROPRIATE PUBLIC AUTHORITY. ALL PROPERTY SHOWN ON THIS PLAT AS DEDICATED FOR A PUBLIC USE SHALL BE DEEMED TO BE DEDICATED FOR ANY OTHER PUBLIC USE AUTHORIZED BY LAW WHEN SUCH USE IS APPROVED BY THE APPROPRIATE PUBLIC AUTHORITY IN THE PUBLIC INTEREST.

\_\_\_\_\_  
DATE OWNER

I, \_\_\_\_\_, A NOTARY PUBLIC OF \_\_\_\_\_ COUNTY,

NORTH CAROLINA, DO HEREBY CERTIFY THAT PERSONALLY APPEARED BEFORE ME THIS DATE AND ACKNOWLEDGED THE DUE EXECUTION OF THE FOREGOING CERTIFICATE.

WITNESS MY HAND AND OFFICIAL SEAL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2018.

\_\_\_\_\_  
MY COMMISSION EXPIRES NOTARY PUBLIC

DIVISION OF HIGHWAY DISTRICT ENGINEER CERTIFICATE FOR PUBLIC STREET

I HEREBY CERTIFY THAT THE PUBLIC STREETS SHOWN ON THIS PLAT ARE INTENDED FOR DEDICATION AND HAVE BEEN COMPLETED IN ACCORDANCE WITH AT LEAST THE MINIMUM SPECIFICATIONS AND STANDARDS OF THE NC DEPARTMENT OF TRANSPORTATION FOR ACCEPTANCE OF SUBDIVISION STREETS ON THE NC HIGHWAY SYSTEM FOR MAINTENANCE.

\_\_\_\_\_  
DATE DISTRICT ENGINEER

ENGINEER CERTIFICATION OF STORMWATER IMPROVEMENTS IN THE SUBDIVISION ENTITLED THE FAIRFAX

STORMWATER DRAINAGE IMPROVEMENTS HAVE BEEN INSTALLED (1) ACCORDING TO PLANS AND SPECIFICATIONS PREPARED BY EASTERN CAROLINA ENGINEERING, PC, OR (2) ACCORDING TO AS-BUILT PLANS SUBMITTED BY EASTERN CAROLINA ENGINEERING, PC AND APPROVED BY THE COUNTY. CAMDEN COUNTY ASSUMES NO RESPONSIBILITY FOR THE DESIGN, MAINTENANCE OR THE GUARANTEED PERFORMANCE OF THE STORMWATER DRAINAGE IMPROVEMENTS AND THEIR EFFECTS.

\_\_\_\_\_  
REGISTERED LAND SURVEYOR/CIVIL ENGINEER DATE

REGISTRATION NUMBER

HEALTH DEPARTMENT CERTIFICATE

THIS SUBDIVISION, ENTITLED THE FAIRFAX, HAS BEEN DESIGNED FOR THE CONSTRUCTION OF INDIVIDUAL SEWAGE SYSTEMS AND MEETS THE CRITERIA AND REQUIREMENTS OF THE DISTRICT HEALTH DEPARTMENT BASED ON EXISTING CONDITIONS AND REGULATIONS. THE DISTRICT HEALTH DEPARTMENT RESERVES THE RIGHT TO REQUIRE ADDITIONAL IMPROVEMENTS TO THESE PROPERTIES AND TO LIMIT THE NUMBER OF BEDROOMS AND SIZE OF STRUCTURE BASED ON SITE CONDITIONS UPON ISSUANCE OF THE FINAL SITE IMPROVEMENTS PERMITS. THIS CERTIFICATION DOES NOT CONSTITUTE A WARRANTY AND IS ISSUED BASED ON THIS SUBDIVISION BEING SERVICED.

\_\_\_\_\_  
DATE DISTRICT HEALTH DEPARTMENT

NC DOT COMPLIANCE WITH RULES AND REGULATIONS

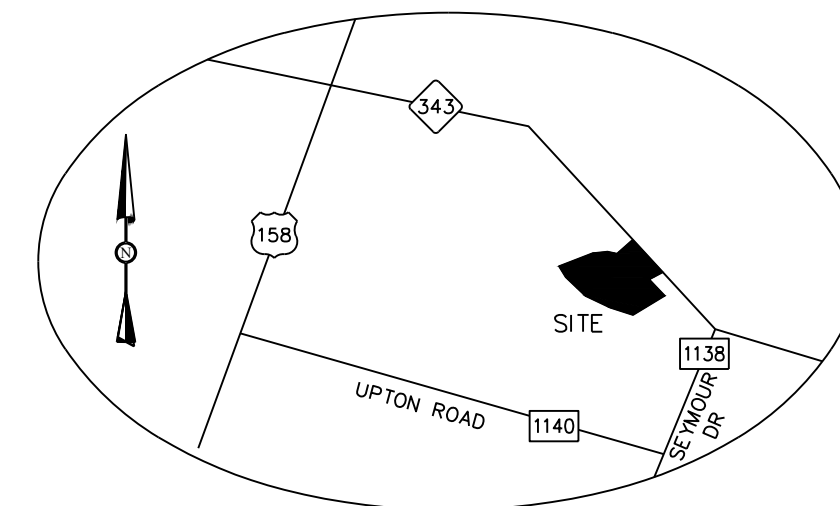
I HEREBY CERTIFY THAT THESE STREETS AS INSTALLED (OR AS DESIGNED AND GUARANTEED BY THE APPLICANT) ARE IN ACCORDANCE WITH THE MINIMUM DESIGN CRITERIA PRESENTLY REQUIRED BY THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS FOR ACCEPTANCE OF SUBDIVISION STREETS ON TO THE SYSTEM FOR MAINTENANCE.

\_\_\_\_\_  
DATE DISTRICT ENGINEER NC DEPARTMENT OF TRANSPORTATION DIVISION OF HIGHWAYS

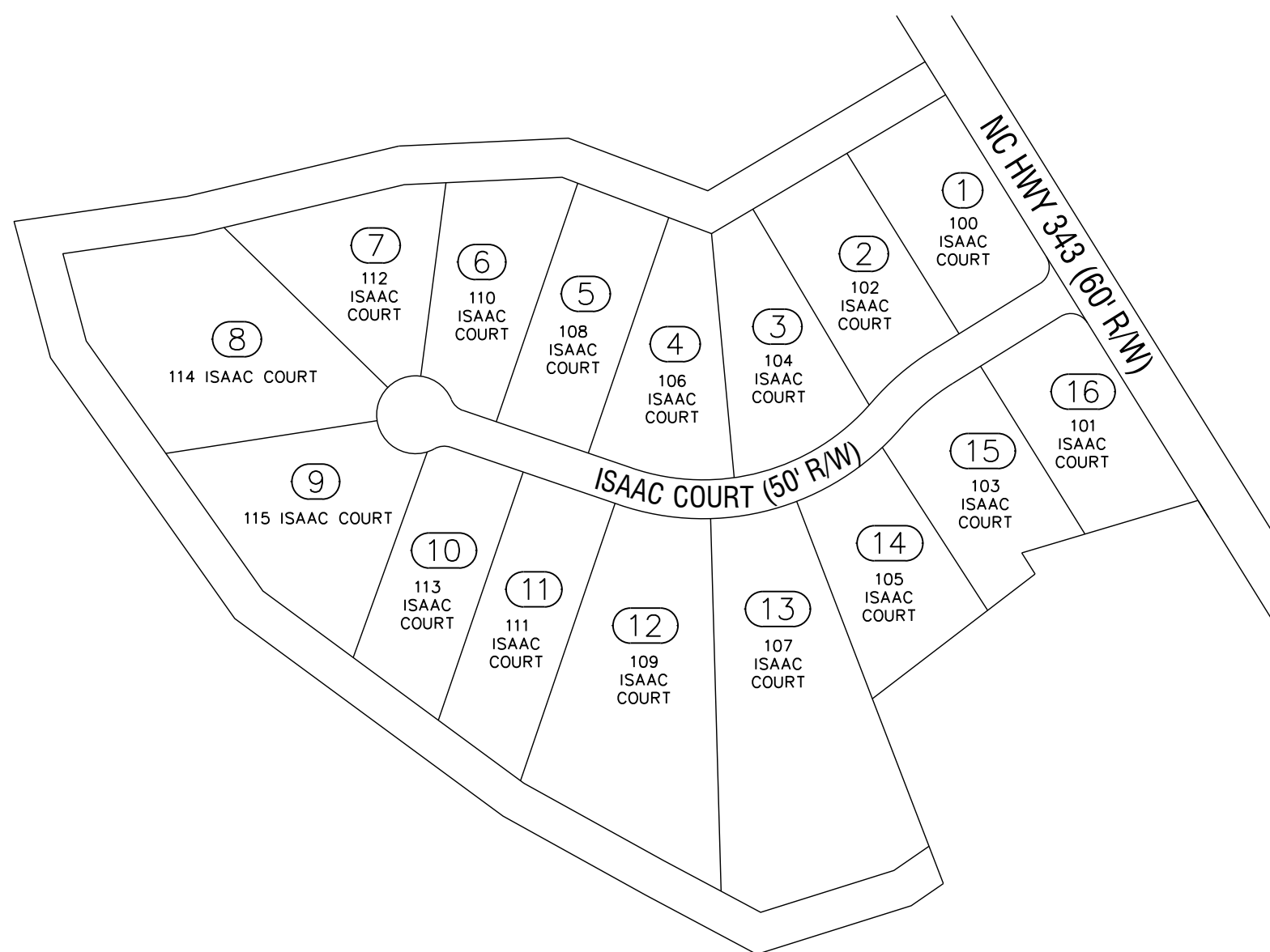
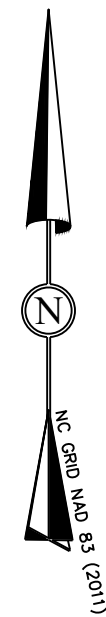
NORTH CAROLINA, CAMDEN COUNTY

I, \_\_\_\_\_ REVIEW OFFICER OF CAMDEN COUNTY CERTIFY THAT THE MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

\_\_\_\_\_  
REVIEW OFFICER



VICINITY MAP  
NTS



LOCATION MAP  
SCALE: 1" = 200'

SITE DATA:

- OWNER/DEVELOPER:  
A AND B BUILDING, INC  
141 TRAVIS BOULEVARD  
MOYOCK, NC 27958
- SITE INFORMATION:  
PIN# 028934025733120000  
D.B. 352, PG. 820  
  
SITE AREA: 991,524 SF = 22.76 AC  
ZONING: R-2 (RESIDENTIAL)
- LOTS TO BE CREATED:  
RESIDENTIAL: 16  
(MINIMUM LOT SIZE: 40,000 SF = 0.91 AC)  
OPEN SPACE: 1 (BUFFER)  
TOTAL: 17  
  
OPEN SPACE REQUIRED: 22.76 AC x .05 = 1.14 AC  
PROVIDED: 3.21 ACRES
- MINIMUM SETBACKS:  
FRONT: 50'  
REAR: 10'  
SIDE: 10' (35' ALONG NC 343)
- SITE IS LOCATED IN FLOOD ZONES "X"/"AE" AS SHOWN ON F.I.R.M. PANEL 3720893400J, DATED OCTOBER 5, 2004.
- USE OF LAND WITHIN A FLOODPLAIN IS SUBSTANTIALLY RESTRICTED BY THE CAMDEN COUNTY CODE.
- WETLANDS SHOWN HEREON PER U.S. ARMY CORPS OF ENGINEERS DELINEATION DATED SEPTEMBER 18, 2017.
- MAINTENANCE OF REQUIRED OPEN SPACE SHALL BE THE RESPONSIBILITY OF THE DEVELOPER AND/OR HOMEOWNERS ASSOCIATION, AS APPLICABLE.
- OPEN SPACE, DRAINAGE FACILITIES, RESERVED UTILITY OPEN SPACE, AND PONDS REQUIRED TO BE PROVIDED BY THE DEVELOPER IN ACCORDANCE WITH CH. 151 OF THE CODE OF ORDINANCES SHALL NOT BE DEDICATED TO THE PUBLIC, EXCEPT UPON WRITTEN ACCEPTANCE BY THE COUNTY, BUT SHALL REMAIN UNDER THE OWNERSHIP AND CONTROL OF THE DEVELOPER (OR HIS OR HER SUCCESSOR) OR A HOMEOWNER'S ASSOCIATION OR SIMILAR ORGANIZATION THAT SATISFIES THE CRITERIA ESTABLISHED IN §151.198 OF THE COUNTY'S CODE OF ORDINANCES.
- ALL UTILITY CONNECTIONS SHALL CONFORM TO CAMDEN COUNTY STANDARDS AND SHALL BE COORDINATED WITH THE CAMDEN COUNTY PUBLIC WORKS DEPARTMENT.
- CONTRACTOR SHALL INSPECT AND MAINTAIN AS NEEDED ALL EROSION CONTROL DEVICES ON A WEEKLY BASIS AND AFTER EACH MAJOR STORM EVENT. FAILURE TO KEEP EROSION CONTROL DEVICES IN GOOD WORKING ORDER MAY RESULT IN THE ISSUANCE OF A STOP WORK ORDER.
- ANY FILL BROUGHT ON SITE SHALL BE FROM AN APPROVED SITE/MINE. ANY MATERIAL REMOVED FROM THE SITE SHALL BE DISPOSED OF IN A SINGLE APPROVED LOCATION.
- DISTURBED AREA WILL NOT EXCEED 17.6 ACRES. (INCLUDES ANY OFF-SITE IMPROVEMENTS)
- TOPOGRAPHIC SITE SURVEY PERFORMED BY EASTERN CAROLINA ENGINEERING, PC. OFF-SITE INFORMATION SUPPLEMENTED WITH AVAILABLE AERIAL PHOTOGRAPHY AND LIDAR DATA.
- DRAINAGE & UTILITY EASEMENTS ARE HEREBY DEDICATED AS FOLLOWS, UNLESS STATED OTHERWISE ON PLAT:  
  
FRONT = 15' SIDE/REAR = 10'
- THIS IS NOT A BOUNDARY SURVEY. BOUNDARY INFORMATION TAKEN FROM PREVIOUSLY RECORDED PLATS AND WETLAND MAP PREPARED BY JASON A. MIZELLE, PLS DATED AUGUST 30, 2017.

**PRELIMINARY**  
DO NOT USE FOR CONSTRUCTION  
SALES OR ACQUISITION

PRELIMINARY PLAT FOR  
**THE FAIRFAX**  
COURTHOUSE TOWNSHIP  
CAMDEN COUNTY, NORTH CAROLINA

REVISIONS:	NUM.	DATE	DESCRIPTION
Project #:	170001		
Drawing #:	170001 PREL.		
Drawn:	BLR		
Checked:	SCR		
Approved:	SCR		
Date:	2/6/2018		
Sheet #:	1/2		
Scale:	1" = 200'		

Attachment: 170001 PRELIM 18X24 (2003 : Set Public Hearing - the Fairfax - Major Subdivision) - Special Use Permit - the Fairfax - Major Subdivision

**EASTERN CAROLINA ENGINEERING, PC**  
Engineering · Surveying · Construction Management  
www.easterncarolinaengineering.com  
Phone: 252-335-1888 Fax: 252-331-2390 License: C-4162  
154 US Hwy 158 East, Camden, NC 27921





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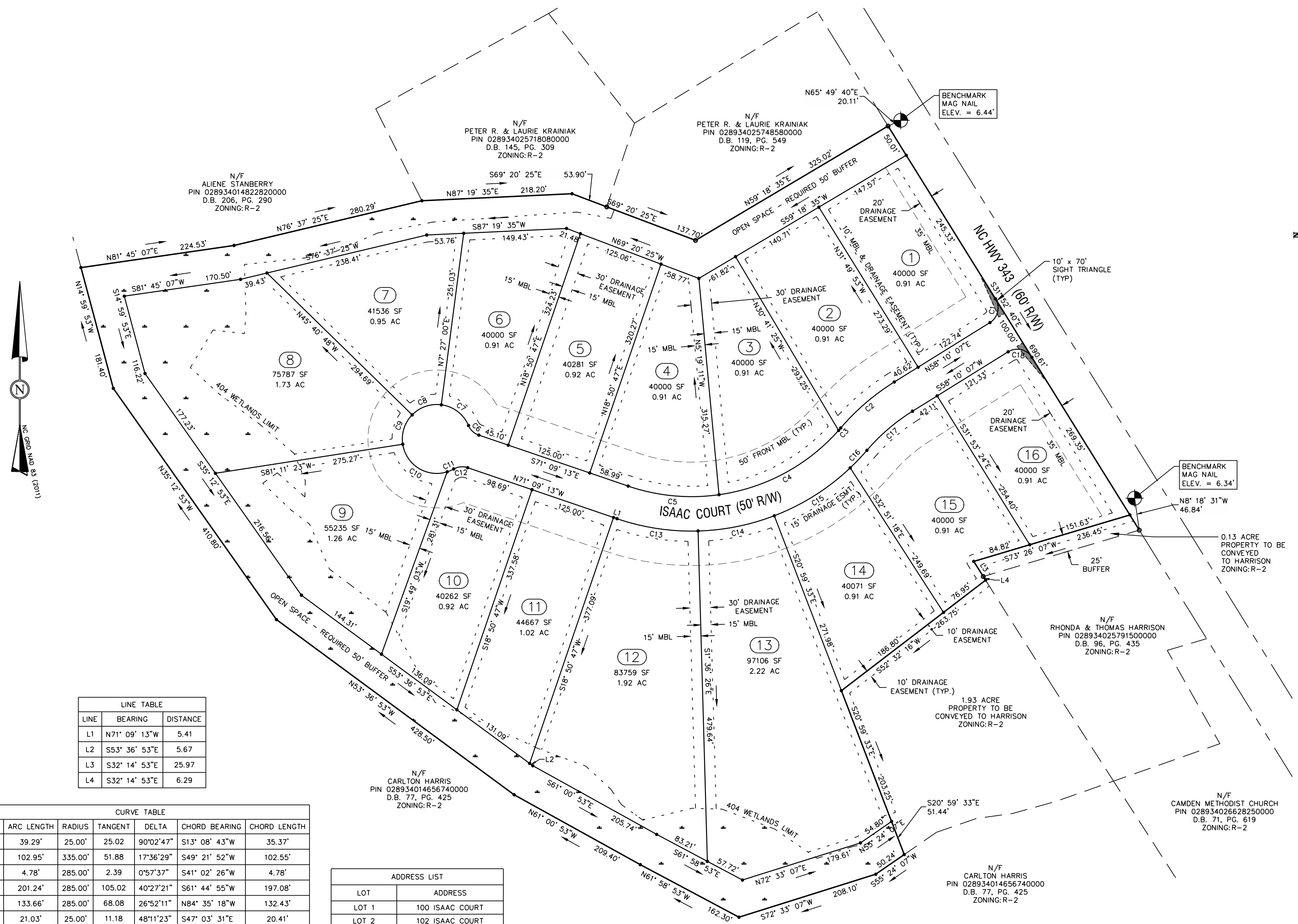
**PRELIMINARY**  
DO NOT USE FOR CONSTRUCTION  
SALES OR ACQUISITION

PRELIMINARY PLAT FOR

# THE FAIRFAX

COURTHOUSE TOWNSHIP  
CAMDEN COUNTY, NORTH CAROLINA

Attachment: 170001 PRELIM 18X24 (2003 - Set Public Hearing - Special Use Permit - the Fairfax - Major Subdivision)



LINE TABLE

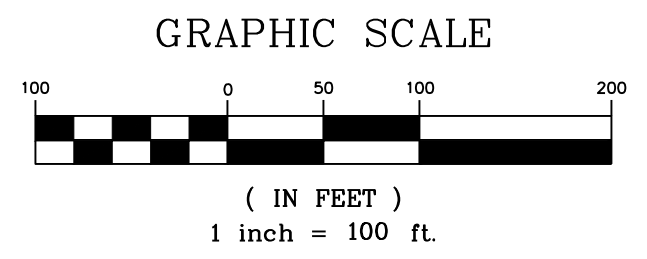
LINE	BEARING	DISTANCE
L1	N71° 09' 13"W	5.41
L2	S53° 36' 53"E	5.67
L3	S32° 14' 53"E	25.97
L4	S32° 14' 53"E	6.29

CURVE TABLE

CURVE	ARC LENGTH	RADIUS	TANGENT	DELTA	CHORD BEARING	CHORD LENGTH
C1	39.29'	25.00'	25.02	90°02'47"	S13° 08' 43"W	35.37'
C2	102.95'	335.00'	51.88	17°36'29"	S49° 21' 52"W	102.55'
C3	4.78'	285.00'	2.39	0°57'37"	S41° 02' 26"W	4.78'
C4	201.24'	285.00'	105.02	40°27'21"	S61° 44' 55"W	197.08'
C5	133.66'	285.00'	68.08	26°52'11"	N84° 35' 18"W	132.43'
C6	21.03'	25.00'	11.18	48°11'23"	S47° 03' 31"E	20.41'
C7	52.00'	50.00'	28.63	59°35'10"	S52° 45' 25"E	49.69'
C8	46.36'	50.00'	25.00	53°07'48"	N70° 53' 06"E	44.72'
C9	46.36'	50.00'	25.00	53°07'48"	N17° 45' 17"E	44.72'
C10	86.07'	50.00'	58.16	98°37'44"	N58° 07' 29"W	75.83'
C11	10.39'	50.00'	5.21	11°54'15"	S66° 36' 32"W	10.37'
C12	21.03'	25.00'	11.18	48°11'23"	S84° 45' 06"W	20.41'
C13	119.59'	335.00'	60.44	20°27'14"	N81° 22' 50"W	118.96'
C14	113.34'	335.00'	57.22	19°23'06"	S78° 42' 00"W	112.80'
C15	131.13'	335.00'	66.42	22°25'41"	S57° 47' 37"W	130.30'
C16	35.19'	335.00'	17.61	6°01'09"	S43° 34' 12"W	35.18'
C17	87.59'	285.00'	44.14	17°36'29"	S49° 21' 52"W	87.24'
C18	39.25'	25.00'	24.98	89°57'13"	S76° 51' 17"E	35.34'

ADDRESS LIST

LOT	ADDRESS
LOT 1	100 ISAAC COURT
LOT 2	102 ISAAC COURT
LOT 3	104 ISAAC COURT
LOT 4	106 ISAAC COURT
LOT 5	108 ISAAC COURT
LOT 6	110 ISAAC COURT
LOT 7	112 ISAAC COURT
LOT 8	114 ISAAC COURT
LOT 9	115 ISAAC COURT
LOT 10	113 ISAAC COURT
LOT 11	111 ISAAC COURT
LOT 12	109 ISAAC COURT
LOT 13	107 ISAAC COURT
LOT 14	105 ISAAC COURT
LOT 15	103 ISAAC COURT
LOT 16	101 ISAAC COURT



REVISIONS: NUM. DATE DESCRIPTION

Project #: 170001

Drawing #: 170001 PREL.  
 Drawn: BLR  
 Checked: SCR  
 Approved: SCR  
 Date: 2/6/2018  
 Sheet #: 2/2  
 Scale: 1" = 100'



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

**Information, Reports & Minutes From Other Agencies**

**Item Number:** 8.A  
**Meeting Date:** April 02, 2018

**Submitted By:** Tammie Krauss, Register of Deeds  
Register of Deeds  
Prepared by: Karen Davis

**Item Title** **Register of Deeds Report - February 2018**

**Attachments:** Register of Deeds Weekly Report - February 2018  
(XLS)  
Register of Deeds Report - February 2018 (PDF)

Camden County Register of Deeds: Tammie Krauss  
February 2018 Daily Deposit

DATE	NC CHILDREN TRUST	NC DOM. VIO. FUND	STATE REV. STAMPS	COUNTY REV. STAMPS	RETIREMENT	AUTO FUND	STATE TREASURY	ROD GENERAL	TOTAL
02/01/18	\$ -	\$ -	\$ 176.40	\$ 183.60	\$ 3.66	\$ 22.48	\$ 31.00	\$ 186.86	\$ 604.00
02/02/18	\$ -	\$ -			\$ 3.24	\$ 19.21	\$ 31.00	\$ 162.55	\$ 216.00
02/05/18	\$ -	\$ -	\$ 50.96	\$ 53.04	\$ 0.39	\$ 1.94	\$ 6.20	\$ 17.47	\$ 130.00
02/06/18	\$ -		\$ 58.80	\$ 61.20	\$ 2.33	\$ 13.35	\$ 24.80	\$ 114.92	\$ 275.40
02/07/18			\$ 225.40	\$ 234.60	\$ 4.62	\$ 24.65	\$ 62.00	\$ 216.73	\$ 768.00
02/08/18	\$ -	\$ -			\$ 2.79	\$ 18.14	\$ 12.40	\$ 152.87	\$ 186.20
02/09/18	\$ 5.00	\$ 30.00			\$ 2.93	\$ 14.98	\$ 12.40	\$ 129.69	\$ 195.00
02/12/18					\$ 3.50	\$ 20.59	\$ 24.80	\$ 184.71	\$ 233.60
02/13/18	\$ 5.00	\$ 30.00	\$ 543.41	\$ 565.59	\$ 6.98	\$ 37.07	\$ 68.20	\$ 318.15	\$ 1,574.40
02/14/18			\$ 174.44	\$ 181.56	\$ 2.31	\$ 14.47	\$ 12.40	\$ 125.02	\$ 510.20
02/15/18	\$ 5.00	\$ 30.00	\$ 391.02	\$ 406.98	\$ 4.29	\$ 22.61	\$ 31.00	\$ 193.10	\$ 1,084.00
02/16/18	\$ 5.00	\$ 30.00			\$ 3.97	\$ 19.50	\$ 31.00	\$ 175.33	\$ 264.80
02/19/18	\$ 5.00	\$ 30.00	\$ 139.65	\$ 145.35	\$ 2.93	\$ 13.23	\$ 24.80	\$ 119.04	\$ 480.00
02/20/18					\$ 2.74	\$ 16.58	\$ 24.80	\$ 138.88	\$ 183.00
02/21/18	\$ 5.00	\$ 30.00	\$ 416.50	\$ 433.50	\$ 7.84	\$ 44.40	\$ 62.00	\$ 373.76	\$ 1,373.00
02/22/18			\$ 210.70	\$ 219.30	\$ 2.53	\$ 14.00	\$ 31.00	\$ 120.87	\$ 598.40
02/23/18			\$ 783.51	\$ 815.49	\$ 4.87	\$ 27.44	\$ 55.80	\$ 236.69	\$ 1,923.80
02/26/18			\$ 107.80	\$ 112.20	\$ 6.10	\$ 37.71	\$ 43.40	\$ 318.79	\$ 626.00
02/27/18					\$ 2.22	\$ 12.75	\$ 18.60	\$ 114.43	\$ 148.00
02/28/18			\$ 753.62	\$ 784.38	\$ 7.70	\$ 46.30	\$ 68.20	\$ 390.80	\$ 2,051.00
									\$ -
									0.00
									0.00
									\$ -
<b>TOTAL</b>	<b>\$ 30.00</b>	<b>\$ 180.00</b>	<b>\$ 4,032.21</b>	<b>\$ 4,196.79</b>	<b>\$ 77.94</b>	<b>\$ 441.40</b>	<b>\$ 675.80</b>	<b>\$ 3,790.66</b>	<b>\$ 13,424.80</b>

Attachment: Register of Deeds Weekly Report - February 2018 (1979 : Register of Deeds Report -



Ledger Report Fee Distribution  
 TAMMIE KRAUSS, REGISTER OF DEEDS  
 Camden, NC

Date Range From Thursday, February 01, 2018 to Wednesday, February 28, 2018

Name	Amount
NC Children's Trust Fund	\$30.00
NC Domestic Violence Fund	\$180.00
State Revenue Stamp	\$4,032.21
County Revenue Stamp	\$4,196.79
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$77.94
ROD Automation Fund	\$441.40
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$675.80
ROD General Fund	\$3,790.66
<b>Total Distribution For Period</b>	<b>\$13,424.80</b>
Cash Total	\$790.60
Check Total	\$12,634.20
Pay Account Total	\$0.00
ACH Total	\$0.00
Escrow Account Total	\$0.00
Overpayment Total	\$0.00
<b>Total Deposit For Period</b>	<b>\$13,424.80</b>



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

**Information, Reports & Minutes From Other Agencies**

**Item Number:** 8.B  
**Meeting Date:** April 02, 2018

**Submitted By:** Stephanie Humphries, Finance Director  
Finance  
Prepared by: Stephanie Humphries

**Item Title** **Sales Tax Revenue & Finance Report**

**Attachments:** Sales tax collections 17-18 (PDF)  
2-2018 Expenses (PDF)  
2-2018 Revenues (PDF)

**Summary:** Sales Tax Revenue Report and Revenues, Expenses Year to Date

**Recommendation:** NA

**SALES TAX REVENUE COLLECTION REPORT**

**FY 2017-2018** 16-Mar-18

<b>SALES TAX REVENUE - GENERAL FUND</b>														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
Art. 39	\$48,097	\$47,949	\$40,973	\$50,466	\$47,978	\$30,725	\$59,411						\$325,598	\$615,000
Art. 40	\$30,157	\$24,837	\$22,186	\$25,829	\$23,761	\$19,611	\$29,801						\$176,181	\$295,000
Art. 42	\$16,138	\$15,463	\$13,531	\$16,241	\$14,720	\$11,620	\$18,623						\$106,337	\$182,000
Art. 44	\$15	\$0	\$0	\$0	\$0	\$0	\$0						\$15	\$0
<b>Total</b>	<b>\$94,407</b>	<b>\$88,249</b>	<b>\$76,689</b>	<b>\$92,537</b>	<b>\$86,460</b>	<b>\$61,956</b>	<b>\$107,835</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$608,132</b>	<b>\$1,092,000</b>
													<b>Total Budgeted</b>	<b>\$1,092,000</b>

<b>SALES TAX REVENUE- RESTRICTED SCHOOL CAPITAL RESERVE FUND</b>														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
Art. 40	\$14,231	\$15,143	\$14,931	\$15,105	\$14,002	\$15,978	\$17,310						\$106,700	\$185,000
Art. 42	\$28,462	\$30,286	\$29,863	\$30,209	\$28,004	\$31,956	\$34,620						\$213,399	\$360,000
<b>Total</b>	<b>\$42,693</b>	<b>\$45,429</b>	<b>\$44,794</b>	<b>\$45,314</b>	<b>\$42,006</b>	<b>\$47,934</b>	<b>\$51,930</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$320,099</b>	<b>\$545,000</b>
													<b>Total Budgeted</b>	<b>\$545,000</b>
<b>TOTAL</b>	<b>\$137,100</b>	<b>\$133,677</b>	<b>\$121,483</b>	<b>\$137,850</b>	<b>\$128,466</b>	<b>\$109,890</b>	<b>\$159,764</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$928,231</b>	<b>\$1,637,000</b>

<b>SALES TAX REVENUE- SC/ED RESTRICTED</b>														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
GS 105-524	\$36,110	\$36,110	\$36,111	\$36,111	\$36,111	\$36,118	\$36,118						\$252,791	\$400,000
													<b>Total Budgeted</b>	<b>\$400,000</b>
<b>Grand</b>	<b>\$173,210</b>	<b>\$169,788</b>	<b>\$157,595</b>	<b>\$173,961</b>	<b>\$164,577</b>	<b>\$146,008</b>	<b>\$195,883</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,181,021</b>	<b>\$2,037,000</b>
													58%	

**FY 2016-2017**

<b>SALES TAX REVENUE - GENERAL FUND</b>														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
Art. 39	\$44,906	\$29,261	\$44,167	\$43,630	\$42,588	\$45,332	\$56,533	\$47,413	\$38,641	\$53,773	\$50,384	\$44,466	\$541,095	\$590,000
Art. 40	\$21,885	\$18,599	\$23,046	\$22,644	\$21,924	\$23,487	\$28,119	\$9,857	\$20,596	\$31,511	\$25,410	\$22,446	\$269,524	\$275,000
Art. 42	\$10,593	\$11,516	\$14,125	\$14,030	\$13,752	\$14,383	\$17,207	\$12,101	\$12,802	\$21,032	\$15,841	\$13,637	\$171,020	\$145,000
Art. 44	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$5	\$0	\$3	\$0	\$9	\$0
<b>Total</b>	<b>\$77,384</b>	<b>\$59,378</b>	<b>\$81,339</b>	<b>\$80,304</b>	<b>\$78,264</b>	<b>\$83,202</b>	<b>\$101,859</b>	<b>\$69,371</b>	<b>\$72,044</b>	<b>\$106,316</b>	<b>\$91,638</b>	<b>\$80,549</b>	<b>\$981,647</b>	<b>\$1,010,000</b>
													<b>Total Budgeted</b>	<b>\$1,010,000</b>

<b>SALES TAX REVENUE- RESTRICTED SCHOOL CAPITAL RESERVE FUND</b>														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
Art. 40	\$17,986	\$13,725	\$14,801	\$14,062	\$14,970	\$14,970	\$17,189	\$17,189	\$13,005	\$13,005	\$14,971	\$14,231	\$180,103	\$185,000
Art. 42	\$35,972	\$27,449	\$29,601	\$28,123	\$28,123	\$29,941	\$34,377	\$34,377	\$26,010	\$26,010	\$29,941	\$28,462	\$358,389	\$360,000
<b>Total</b>	<b>\$53,958</b>	<b>\$41,174</b>	<b>\$44,402</b>	<b>\$42,185</b>	<b>\$43,094</b>	<b>\$44,911</b>	<b>\$51,566</b>	<b>\$51,566</b>	<b>\$39,016</b>	<b>\$39,016</b>	<b>\$44,912</b>	<b>\$42,693</b>	<b>\$538,491</b>	<b>\$545,000</b>
													<b>Total Budgeted</b>	<b>\$545,000</b>
<b>TOTAL</b>	<b>\$131,342</b>	<b>\$100,552</b>	<b>\$125,741</b>	<b>\$122,488</b>	<b>\$121,358</b>	<b>\$128,113</b>	<b>\$153,425</b>	<b>\$120,937</b>	<b>\$111,059</b>	<b>\$145,331</b>	<b>\$136,550</b>	<b>\$123,242</b>	<b>\$1,520,139</b>	<b>\$1,555,000</b>

<b>SALES TAX REVENUE- SC/ED RESTRICTED</b>														
	July	August	September	October	November	December	January	February	March	April	May	June	Totals	Budgeted
GS 105-524	\$33,652	\$33,652	\$33,652	\$33,652	\$33,652	\$33,642	\$33,642	\$33,642	\$33,642	\$33,642	\$33,642	\$33,642	\$403,752	\$400,000
													<b>Total Budgeted</b>	<b>\$400,000</b>
<b>Grand</b>	<b>\$164,994</b>	<b>\$134,204</b>	<b>\$159,393</b>	<b>\$156,140</b>	<b>\$155,010</b>	<b>\$161,754</b>	<b>\$187,067</b>	<b>\$154,579</b>	<b>\$144,701</b>	<b>\$178,973</b>	<b>\$170,192</b>	<b>\$156,884</b>	<b>\$1,923,891</b>	<b>\$1,955,000</b>

Attachment: Sales tax collections 17-18 (1973 : FY 17-18 Year to Date Finance Report)



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Camden County, NC LIVE  
YEAR-TO-DATE EXPENSE REPORT

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FOR 2018 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND							
4100 GOVERNING BODY	113,019	113,019.00	73,015.94	6,359.45	.00	40,003.06	64.6%
4200 ADMINISTRATION	202,362	202,390.00	121,787.28	13,204.11	128.99	80,473.73	60.2%
4300 ELECTIONS	120,546	120,524.00	71,017.47	8,147.40	1,431.40	48,075.13	60.1%
4400 FINANCE	211,642	211,728.00	161,696.66	15,155.73	.00	50,031.34	76.4%
4410 PERSONNEL DEPARTMENT	72,090	72,068.00	46,382.20	5,166.87	.00	25,685.80	64.4%
4500 TAX DEPARTMENT	420,926	427,814.00	274,801.09	32,545.76	229.95	152,782.96	64.3%
4700 LEGALS	60,000	60,000.00	30,491.00	7,470.00	.00	29,509.00	50.8%
4800 REGISTER OF DEEDS	234,381	234,415.00	142,194.05	15,178.11	1,600.29	90,620.66	61.3%
4900 PLANNING DEPARTMENT	358,521	358,521.00	165,521.76	17,564.57	.00	192,999.24	46.2%
4930 INSPECTIONS DEPARMENT	142,392	142,536.00	89,021.73	7,720.86	1,994.28	51,519.99	63.9%
4940 ECONOMIC DEVELOPMENT COMM	119,677	119,923.00	66,071.85	10,501.84	300.00	53,551.15	55.3%
5000 BUILDINGS AND GROUNDS	337,798	337,632.00	220,702.69	28,088.56	13,347.00	103,582.31	69.3%
5100 SHERIFF	1,707,377	1,806,415.00	1,172,685.33	112,949.89	4,901.81	628,827.86	65.2%
5110 SCHOOL RESOURCE OFFICERS	73,718	73,454.00	49,168.76	5,482.57	.00	24,285.24	66.9%
5140 JURY COMMISSION	95	95.00	70.26	.00	.00	24.74	74.0%
5150 COURT FACILITIES	26,740	26,740.00	21,839.32	1,198.80	.00	4,900.68	81.7%
5450 PUBLIC WORKS ADMINISTRATIO	115,271	115,478.00	66,652.24	8,248.31	350.00	48,475.76	58.0%
5460 FLEET VEHICLES	14,504	14,504.00	1,598.78	-73.00	.00	12,905.22	11.0%
5500 TRAFFIC	3,060	3,060.00	974.89	541.33	.00	2,085.11	31.9%
5800 SOLID WASTE	674,977	674,777.00	376,876.74	48,005.83	.00	297,900.26	55.9%
5900 PUBLIC HEALTH	130,290	130,221.00	90,471.56	.00	.00	39,749.44	69.5%
6050 EXTENSION	131,116	146,122.00	80,453.94	9,389.33	.00	65,668.06	55.1%
6060 CAMDEN COUNTY YOUTH COUNCI	1,850	1,850.00	.00	.00	.00	1,850.00	.0%
6110 LIBRARY	198,084	199,958.37	117,013.51	14,682.46	205.32	82,739.54	58.6%
6120 RECREATION DEPARTMENT	250,128	251,725.00	167,366.27	22,695.36	1,530.20	82,828.53	67.1%
6200 DDJP	62,288	64,142.00	41,571.13	3,944.59	.00	22,570.87	64.8%
6210 SENIOR CENTER	132,715	138,171.00	86,675.40	10,186.49	1,612.26	49,883.34	63.9%
6500 POST EMPLOYMENT BENEFITS	22,368	22,368.00	.00	.00	.00	22,368.00	.0%
6600 NON-DEPARTMENTAL	169,400	167,990.00	98,588.91	11,591.42	880.45	68,520.64	59.2%
6700 SOIL & WATER CONSERVATION	66,413	67,393.00	45,091.25	7,639.38	.00	22,301.75	66.9%
6810 CAPITAL OUTLAY	325,000	325,000.00	.00	.00	.00	325,000.00	.0%
6820 DEBT SERVICE	1,043,095	1,043,095.00	404,541.36	142,207.36	.00	638,553.64	38.8%
6900 SPECIAL APPROPRIATIONS	5,056,440	5,056,440.00	3,360,077.67	660,488.24	.00	1,696,362.33	66.5%
9990 CONTINGENCY	40,000	40,000.00	.00	.00	.00	40,000.00	.0%
TOTAL GENERAL FUND	12,638,283	12,769,568.37	7,644,421.04	1,226,281.62	28,511.95	5,096,635.38	60.1%

0012 CODE ENFORCEMENT REVOLVING

Attachment: 2-2018 Expenses (1973 : FY 17-18 Year to Date Finance Report)



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Camden County, NC LIVE  
YEAR-TO-DATE EXPENSE REPORT

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FOR 2018 08

0012	CODE ENFORCEMENT REVOLVING	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
4900	PLANNING DEPARTMENT	13,000	13,000.00	2,230.00	.00	4,600.00	6,170.00	52.5%
	TOTAL CODE ENFORCEMENT REVOLVI	13,000	13,000.00	2,230.00	.00	4,600.00	6,170.00	52.5%
0013	R/D AUTO ENHANCEMENT FUND							
4800	REGISTER OF DEEDS	10,425	10,425.00	10,425.00	.00	.00	.00	100.0%
	TOTAL R/D AUTO ENHANCEMENT FUN	10,425	10,425.00	10,425.00	.00	.00	.00	100.0%
0015	TOURISM DEV AUTHORITY							
4200	ADMINISTRATION	44,210	44,210.00	22,299.37	1,687.41	1,750.00	20,160.63	54.4%
	TOTAL TOURISM DEV AUTHORITY	44,210	44,210.00	22,299.37	1,687.41	1,750.00	20,160.63	54.4%
0023	WATER/SEWER UPGRADE							
7100	R/O PLANT OPERATIONS	104,000	110,000.00	103,846.05	.00	.00	6,153.95	94.4%
7200	WATER DISTRIBUTION	43,500	49,500.00	17,652.44	-5,269.26	.00	31,847.56	35.7%
7500	WASTE WATER OPERATIONS	0	13,400.00	.00	.00	.00	13,400.00	.0%
	TOTAL WATER/SEWER UPGRADE	147,500	172,900.00	121,498.49	-5,269.26	.00	51,401.51	70.3%
0029	SEWER PROJECT							
7600	CORE WASTE TREATMENT PROJ	2,656,900	2,656,900.00	31,023.00	701.50	.00	2,625,877.00	1.2%
	TOTAL SEWER PROJECT	2,656,900	2,656,900.00	31,023.00	701.50	.00	2,625,877.00	1.2%
0030	SO CAMDEN WATER/SEWER DIST							
6820	DEBT SERVICE	280,963	280,963.00	6,457.03	.00	.00	274,505.97	2.3%
7100	R/O PLANT OPERATIONS	413,805	413,805.00	273,005.83	28,170.04	2,534.04	138,265.13	66.6%

Attachment: 2-2018 Expenses (1973 : FY 17-18 Year to Date Finance Report)



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Camden County, NC LIVE  
YEAR-TO-DATE EXPENSE REPORT

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FOR 2018 08

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
7200 WATER DISTRIBUTION	435,845	435,845.00	297,206.76	30,524.84	1,102.00	137,536.24	68.4%
7500 WASTE WATER OPERATIONS	231,233	239,533.00	133,799.97	14,459.73	5,525.00	100,208.03	58.2%
TOTAL SO CAMDEN WATER/SEWER DI	1,361,846	1,370,146.00	710,469.59	73,154.61	9,161.04	650,515.37	52.5%
<hr/>							
0032 DISMAL SWAMP GIFT SHOP							
6000 DISMAL SWAMP VISITORS CENT	36,000	36,000.00	11,456.24	1,051.86	1,263.00	23,280.76	35.3%
TOTAL DISMAL SWAMP GIFT SHOP	36,000	36,000.00	11,456.24	1,051.86	1,263.00	23,280.76	35.3%
<hr/>							
0036 SOUTH MILLS WATERSHED							
4720 DRAINAGE & WATERSHED PROTE	51,125	57,125.00	7,000.00	.00	.00	50,125.00	12.3%
TOTAL SOUTH MILLS WATERSHED	51,125	57,125.00	7,000.00	.00	.00	50,125.00	12.3%
<hr/>							
0037 SAWYERS CREEK WATERSHED							
4720 DRAINAGE & WATERSHED PROTE	20,050	20,050.00	1,395.88	.00	.00	18,654.12	7.0%
TOTAL SAWYERS CREEK WATERSHED	20,050	20,050.00	1,395.88	.00	.00	18,654.12	7.0%
<hr/>							
0038 NORTH RIVER WATERSHED							
4720 DRAINAGE & WATERSHED PROTE	18,050	18,050.00	1,000.00	.00	.00	17,050.00	5.5%
TOTAL NORTH RIVER WATERSHED	18,050	18,050.00	1,000.00	.00	.00	17,050.00	5.5%
<hr/>							
0039 SHILOH WATERSHED							
4720 DRAINAGE & WATERSHED PROTE	15,050	15,050.00	1,353.55	.00	.00	13,696.45	9.0%
TOTAL SHILOH WATERSHED	15,050	15,050.00	1,353.55	.00	.00	13,696.45	9.0%
<hr/>							
0040 CH & S FIRE COMMISSION							

Attachment: 2-2018 Expenses (1973 : FY 17-18 Year to Date Finance Report)



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Camden County, NC LIVE  
YEAR-TO-DATE EXPENSE REPORT

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FOR 2018 08

0040	CH & S FIRE COMMISSION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
5300	FIRE COMMISSION OPERATING	346,545	346,545.00	84,363.35	14,856.18	.00	262,181.65	24.3%
	TOTAL CH & S FIRE COMMISSION	346,545	346,545.00	84,363.35	14,856.18	.00	262,181.65	24.3%
<hr/>								
0041	SOUTH MILLS FIRE COMMISSION							
5300	FIRE COMMISSION OPERATING	239,512	239,512.00	153,784.20	48,014.58	.00	85,727.80	64.2%
	TOTAL SOUTH MILLS FIRE COMMISS	239,512	239,512.00	153,784.20	48,014.58	.00	85,727.80	64.2%
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0050	SCHOOL FUND							
6900	SPECIAL APPROPRIATIONS	11,411	11,411.00	.00	.00	.00	11,411.00	.0%
	TOTAL SCHOOL FUND	11,411	11,411.00	.00	.00	.00	11,411.00	.0%
<hr/>								
0051	DSS TRUST FUND							
8000	PUBLIC ASSISTANCE	39,484	68,284.00	26,806.09	4,409.54	.00	41,477.91	39.3%
	TOTAL DSS TRUST FUND	39,484	68,284.00	26,806.09	4,409.54	.00	41,477.91	39.3%
<hr/>								
0052	SOCIAL SERVICES							
6100	DSS ADMINISTRATION	1,020,211	1,020,211.00	618,204.77	70,576.20	3,890.28	398,115.95	61.0%
8000	PUBLIC ASSISTANCE	338,154	338,321.00	123,117.47	16,229.43	.00	215,203.53	36.4%
	TOTAL SOCIAL SERVICES	1,358,365	1,358,532.00	741,322.24	86,805.63	3,890.28	613,319.48	54.9%
<hr/>								
0053	JOYCE CREEK DRAINAGE PROJECT							
7210	PROJECT OPERATIONS	44,680	44,680.00	6,845.65	107.65	.00	37,834.35	15.3%
	TOTAL JOYCE CREEK DRAINAGE PRO	44,680	44,680.00	6,845.65	107.65	.00	37,834.35	15.3%

Attachment: 2-2018 Expenses (1973 : FY 17-18 Year to Date Finance Report)



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Camden County, NC LIVE  
YEAR-TO-DATE EXPENSE REPORT

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FOR 2018 08

0055	ECONOMIC DEVELOPMENT PROJ FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
0055 ECONOMIC DEVELOPMENT PROJ FUND								
4940	ECONOMIC DEVELOPMENT COMM	40,000	40,000.00	.00	.00	.00	40,000.00	.0%
	TOTAL ECONOMIC DEVELOPMENT PRO	40,000	40,000.00	.00	.00	.00	40,000.00	.0%
0056 FEREBEE COURTHOUSE TRUST								
5000	BUILDINGS AND GROUNDS	1,530	1,530.00	.00	.00	.00	1,530.00	.0%
	TOTAL FEREBEE COURTHOUSE TRUST	1,530	1,530.00	.00	.00	.00	1,530.00	.0%
0060 DISMAL SWAMP VISITOR CENTER								
6000	DISMAL SWAMP VISITORS CENT	166,000	166,000.00	107,522.54	11,464.24	.00	58,477.46	64.8%
	TOTAL DISMAL SWAMP VISITOR CEN	166,000	166,000.00	107,522.54	11,464.24	.00	58,477.46	64.8%
0065 COMMUNITY PARK TRUST FUND								
6130	PARK OPERATIONS	67,200	70,700.00	26,058.44	29.87	7,161.00	37,480.56	47.0%
	TOTAL COMMUNITY PARK TRUST FUN	67,200	70,700.00	26,058.44	29.87	7,161.00	37,480.56	47.0%
0070 REVALUATION RESERVE FUND								
4200	ADMINISTRATION	241,730	241,730.00	.00	.00	.00	241,730.00	.0%
	TOTAL REVALUATION RESERVE FUND	241,730	241,730.00	.00	.00	.00	241,730.00	.0%
0071 UNRESTRICTED CAPITAL RESERVE								

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0071	UNRESTRICTED CAPITAL RESERVE	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
6600	NON-DEPARTMENTAL	1,250,300	1,250,300.00	29,894.72	.00	.00	1,220,405.28	2.4%
	TOTAL UNRESTRICTED CAPITAL RES	1,250,300	1,250,300.00	29,894.72	.00	.00	1,220,405.28	2.4%
0075	SCHOOL CAPITAL RESERVE							
6820	DEBT SERVICE	1,130,325	1,130,325.00	.00	.00	.00	1,130,325.00	.0%
	TOTAL SCHOOL CAPITAL RESERVE	1,130,325	1,130,325.00	.00	.00	.00	1,130,325.00	.0%
	GRAND TOTAL	21,949,521	22,152,973.37	9,741,169.39	1,463,295.43	56,337.27	12,355,466.71	44.2%

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	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
0010 GENERAL FUND							
4000 REVENUES	-4,298,840	-4,238,122.37	-905,734.47	-64,824.25	.00	-3,332,387.90	21.4%
4300 ELECTIONS	0	.00	-8,994.25	-2,214.00	.00	8,994.25	100.0%
4400 FINANCE	-660	-660.00	.00	.00	.00	-660.00	.0%
4410 PERSONNEL DEPARTMENT	-2,350	-2,350.00	.00	.00	.00	-2,350.00	.0%
4500 TAX DEPARTMENT	-7,700,032	-7,706,032.00	-7,231,062.97	-146,193.75	.00	-474,969.03	93.8%
4800 REGISTER OF DEEDS	-138,000	-138,000.00	-103,677.18	-12,983.40	.00	-34,322.82	75.1%
4900 PLANNING DEPARTMENT	-44,150	-44,150.00	-68,413.44	-10,026.14	.00	24,263.44	155.0%
4930 INSPECTIONS DEPARMENT	-68,000	-128,000.00	-97,537.56	-5,207.70	.00	-30,462.44	76.2%
5100 SHERIFF	-97,300	-202,443.00	-176,172.66	-2,298.37	.00	-26,270.34	87.0%
5110 SCHOOL RESOURCE OFFICERS	-37,838	-37,838.00	-25,224.00	-3,153.00	.00	-12,614.00	66.7%
5150 COURT FACILITIES	-24,000	-24,000.00	-10,584.22	-1,126.66	.00	-13,415.78	44.1%
5460 FLEET VEHICLES	-14,500	-14,500.00	-1,800.85	.00	.00	-12,699.15	12.4%
5800 SOLID WASTE	-28,400	-28,400.00	-23,282.91	-13,087.99	.00	-5,117.09	82.0%
6050 EXTENSION	-1,150	-16,156.00	-3,755.20	.00	.00	-12,400.80	23.2%
6110 LIBRARY	-4,800	-4,800.00	-3,854.66	-425.37	.00	-945.34	80.3%
6120 RECREATION DEPARTMENT	-17,300	-22,300.00	-19,897.00	-3,647.00	.00	-2,403.00	89.2%
6200 DDJP	-51,907	-52,761.00	-35,461.00	-4,325.00	.00	-17,300.00	67.2%
6210 SENIOR CENTER	-17,028	-17,028.00	-6,791.28	-290.00	.00	-10,236.72	39.9%
6500 POST EMPLOYMENT BENEFITS	-22,368	-22,368.00	.00	.00	.00	-22,368.00	.0%
6700 SOIL & WATER CONSERVATION	-32,079	-32,079.00	-23,517.28	-6,690.73	.00	-8,561.72	73.3%
6900 SPECIAL APPROPRIATIONS	-37,581	-37,581.00	.00	.00	.00	-37,581.00	.0%
TOTAL GENERAL FUND	-12,638,283	-12,769,568.37	-8,745,760.93	-276,493.36	.00	-4,023,807.44	68.5%
0012 CODE ENFORCEMENT REVOLVING							
4900 PLANNING DEPARTMENT	-13,000	-13,000.00	-3,007.69	-625.00	.00	-9,992.31	23.1%
TOTAL CODE ENFORCEMENT REVOLVI	-13,000	-13,000.00	-3,007.69	-625.00	.00	-9,992.31	23.1%
0013 R/D AUTO ENHANCEMENT FUND							
4800 REGISTER OF DEEDS	-10,425	-10,425.00	-3,500.76	-441.40	.00	-6,924.24	33.6%
TOTAL R/D AUTO ENHANCEMENT FUN	-10,425	-10,425.00	-3,500.76	-441.40	.00	-6,924.24	33.6%
0015 TOURISM DEV AUTHORITY							

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0015	TOURISM DEV AUTHORITY	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
4000	REVENUES	-44,210	-44,210.00	-14,630.78	-1,434.79	.00	-29,579.22	33.1%
	TOTAL TOURISM DEV AUTHORITY	-44,210	-44,210.00	-14,630.78	-1,434.79	.00	-29,579.22	33.1%
0023	WATER/SEWER UPGRADE							
7100	R/O PLANT OPERATIONS	-104,000	-110,000.00	-20,000.00	.00	.00	-90,000.00	18.2%
7200	WATER DISTRIBUTION	-43,500	-49,500.00	-27,495.91	.00	.00	-22,004.09	55.5%
7500	WASTE WATER OPERATIONS	0	-13,400.00	-7,400.00	.00	.00	-6,000.00	55.2%
	TOTAL WATER/SEWER UPGRADE	-147,500	-172,900.00	-54,895.91	.00	.00	-118,004.09	31.8%
0029	SEWER PROJECT							
4000	REVENUES	-1,103,450	-1,103,450.00	.00	.00	.00	-1,103,450.00	.0%
7500	WASTE WATER OPERATIONS	0	.00	-1,630.37	.00	.00	1,630.37	100.0%
7600	CORE WASTE TREATMENT PROJ	-1,553,450	-1,553,450.00	.00	.00	.00	-1,553,450.00	.0%
	TOTAL SEWER PROJECT	-2,656,900	-2,656,900.00	-1,630.37	.00	.00	-2,655,269.63	.1%
0030	SO CAMDEN WATER/SEWER DIST							
7100	R/O PLANT OPERATIONS	-41,613	-41,613.00	.00	.00	.00	-41,613.00	.0%
7200	WATER DISTRIBUTION	-1,089,000	-1,089,000.00	-779,633.61	-90,794.00	.00	-309,366.39	71.6%
7500	WASTE WATER OPERATIONS	-231,233	-239,533.00	-91,835.20	-10,853.89	.00	-147,697.80	38.3%
	TOTAL SO CAMDEN WATER/SEWER DI	-1,361,846	-1,370,146.00	-871,468.81	-101,647.89	.00	-498,677.19	63.6%
0032	DISMAL SWAMP GIFT SHOP							
6000	DISMAL SWAMP VISITORS CENT	-36,000	-36,000.00	-17,516.73	-1,263.90	.00	-18,483.27	48.7%
	TOTAL DISMAL SWAMP GIFT SHOP	-36,000	-36,000.00	-17,516.73	-1,263.90	.00	-18,483.27	48.7%
0036	SOUTH MILLS WATERSHED							

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0036	SOUTH MILLS WATERSHED	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
4720	DRAINAGE & WATERSHED PROTE	-51,125	-57,125.00	-14,514.63	-25.23	.00	-42,610.37	25.4%
	TOTAL SOUTH MILLS WATERSHED	-51,125	-57,125.00	-14,514.63	-25.23	.00	-42,610.37	25.4%
0037	SAWYERS CREEK WATERSHED							
4720	DRAINAGE & WATERSHED PROTE	-20,050	-20,050.00	-18,877.73	-240.49	.00	-1,172.27	94.2%
	TOTAL SAWYERS CREEK WATERSHED	-20,050	-20,050.00	-18,877.73	-240.49	.00	-1,172.27	94.2%
0038	NORTH RIVER WATERSHED							
4720	DRAINAGE & WATERSHED PROTE	-18,050	-18,050.00	-16,931.73	-384.07	.00	-1,118.27	93.8%
	TOTAL NORTH RIVER WATERSHED	-18,050	-18,050.00	-16,931.73	-384.07	.00	-1,118.27	93.8%
0039	SHILOH WATERSHED							
4720	DRAINAGE & WATERSHED PROTE	-15,050	-15,050.00	-18,973.86	-248.74	.00	3,923.86	126.1%
	TOTAL SHILOH WATERSHED	-15,050	-15,050.00	-18,973.86	-248.74	.00	3,923.86	126.1%
0040	CH & S FIRE COMMISSION							
5300	FIRE COMMISSION OPERATING	-346,545	-346,545.00	-318,454.21	-8,002.32	.00	-28,090.79	91.9%
	TOTAL CH & S FIRE COMMISSION	-346,545	-346,545.00	-318,454.21	-8,002.32	.00	-28,090.79	91.9%
0041	SOUTH MILLS FIRE COMMISSION							
5300	FIRE COMMISSION OPERATING	-239,512	-239,512.00	-192,578.28	-2,621.28	.00	-46,933.72	80.4%
	TOTAL SOUTH MILLS FIRE COMMISS	-239,512	-239,512.00	-192,578.28	-2,621.28	.00	-46,933.72	80.4%
0050	SCHOOL FUND							

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0050	SCHOOL FUND	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
6900	SPECIAL APPROPRIATIONS	-11,411	-11,411.00	-7,420.97	-29.02	.00	-3,990.03	65.0%
	TOTAL SCHOOL FUND	-11,411	-11,411.00	-7,420.97	-29.02	.00	-3,990.03	65.0%
0051	DSS TRUST FUND							
8000	PUBLIC ASSISTANCE	-39,484	-68,284.00	-33,824.13	-6,188.00	.00	-34,459.87	49.5%
	TOTAL DSS TRUST FUND	-39,484	-68,284.00	-33,824.13	-6,188.00	.00	-34,459.87	49.5%
0052	SOCIAL SERVICES							
6100	DSS ADMINISTRATION	-1,358,365	-1,358,532.00	-506,317.31	-2,985.81	.00	-852,214.69	37.3%
	TOTAL SOCIAL SERVICES	-1,358,365	-1,358,532.00	-506,317.31	-2,985.81	.00	-852,214.69	37.3%
0053	JOYCE CREEK DRAINAGE PROJECT							
7210	PROJECT OPERATIONS	-44,680	-44,680.00	-32,196.24	-173.46	.00	-12,483.76	72.1%
	TOTAL JOYCE CREEK DRAINAGE PRO	-44,680	-44,680.00	-32,196.24	-173.46	.00	-12,483.76	72.1%
0055	ECONOMIC DEVELOPMENT PROJ FUND							
4940	ECONOMIC DEVELOPMENT COMM	-40,000	-40,000.00	-252.34	.00	.00	-39,747.66	.6%
	TOTAL ECONOMIC DEVELOPMENT PRO	-40,000	-40,000.00	-252.34	.00	.00	-39,747.66	.6%
0056	FEREBEE COURTHOUSE TRUST							
5000	BUILDINGS AND GROUNDS	-1,530	-1,530.00	-7.17	.00	.00	-1,522.83	.5%
	TOTAL FEREBEE COURTHOUSE TRUST	-1,530	-1,530.00	-7.17	.00	.00	-1,522.83	.5%
0060	DISMAL SWAMP VISITOR CENTER							

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0060	DISMAL SWAMP VISITOR CENTER	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
6000	DISMAL SWAMP VISITORS CENT	-166,000	-166,000.00	-107,420.56	-273.00	.00	-58,579.44	64.7%
	TOTAL DISMAL SWAMP VISITOR CEN	-166,000	-166,000.00	-107,420.56	-273.00	.00	-58,579.44	64.7%
0065	COMMUNITY PARK TRUST FUND							
6130	PARK OPERATIONS	-67,200	-70,700.00	-326.46	.00	.00	-70,373.54	.5%
	TOTAL COMMUNITY PARK TRUST FUN	-67,200	-70,700.00	-326.46	.00	.00	-70,373.54	.5%
0070	REVALUATION RESERVE FUND							
4000	REVENUES	-241,730	-241,730.00	-510.16	.00	.00	-241,219.84	.2%
	TOTAL REVALUATION RESERVE FUND	-241,730	-241,730.00	-510.16	.00	.00	-241,219.84	.2%
0071	UNRESTRICTED CAPITAL RESERVE							
6600	NON-DEPARTMENTAL	-1,250,300	-1,250,300.00	-306,223.30	-35,580.00	.00	-944,076.70	24.5%
	TOTAL UNRESTRICTED CAPITAL RES	-1,250,300	-1,250,300.00	-306,223.30	-35,580.00	.00	-944,076.70	24.5%
0075	SCHOOL CAPITAL RESERVE							
6820	DEBT SERVICE	-1,130,325	-1,130,325.00	-713,854.27	-234,052.13	.00	-416,470.73	63.2%
	TOTAL SCHOOL CAPITAL RESERVE	-1,130,325	-1,130,325.00	-713,854.27	-234,052.13	.00	-416,470.73	63.2%
	GRAND TOTAL	-21,949,521	-22,152,973.37	-12,001,095.33	-672,709.89	.00	-10,151,878.04	54.2%

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