



**CAMDENCOUNTY**

new energy. new vision.

**BOARD  
OF  
COMMISSIONERS**

**May 07, 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  
May 07, 2018  
7:00 PM  
Historic Courtroom, Courthouse Complex**

### **Call to Order**

**ITEM 6:00 PM CLOSED SESSION**

**ITEM 7:00 PM RECONVENE BOC**

**ITEM Welcome**

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

Pastor Joe Brock

**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. Conflict of Interest Disclosure Statement**

**ITEM 3. Consideration of Agenda (For discussion and possible action)**

**ITEM 4. Presentations (For discussion and possible action)**

1. Presentation to Tony Perry - Sheriff Meads
2. 4-H Livestock Show Participant Recognition - Ali Huber

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

**Reconvene Commissioners' Meeting**

**ITEM 5. Public Hearings**

- A. Public Hearing - UDO 2017-02-28 the Fairfax Major Subdivision

**ITEM 6. New Business (For discussion and possible action)**

- A. Tax Report - Lisa Anderson
- B. Communications Equipment Purchase

**ITEM 7. Board Appointments (For discussion and possible action)**

- 1. Home & Community Care Block Grant Committee - Appointment
- 2. Community Advisory Committee - Reappointment

**ITEM 8. Consent Agenda**

- A. BOC/BOE Joint Meeting Minutes - March 27, 2018
- B. BOC Minutes - April 2, 2018 Work Session
- C. BOC Minutes - April 2, 2018 Regular Meeting
- D. FY 17-18 Budget Amendments
- E. Budget Amendment Item 6.B.
- F. School Budget Amendments
- G. Tax Collection Report - March 2018
- H. Pickups, Releases & Refunds
- I. Vehicle Refunds Over \$100.00
- J. DMV Monthly Report
- K. Surplus Property Requests - Sheriff's Office
- L. Surplus Property Requests - Register of Deeds
- M. DSVC Funding Extension
- N. Estimated Property Values
- O. Grant Applications
- P. Proclamation - Older Americans Month 2018
- Q. Set Public Hearing for 2019-2023 Capital Improvement Plan
- R. Set Public Hearing on FY 18-19 Budget

**ITEM 9. Information, Reports & Minutes From Other Agencies**

- A. Register of Deeds Reports
- B. Library Statistical Reports
- C. FY 17-18 Year to Date Finance Report
- D. ARHS 2017 Annual Child Fatality Prevention Team Report

**ITEM 10. County Manager's Report**

**ITEM 11. Commissioners' Reports**

**ITEM 12. Other Matters (For discussion and possible action)**

**ITEM 13. Adjourn**





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

**Presentations**

**Item Number:** 4.1  
**Meeting Date:** May 07, 2018  
**Submitted By:** Rodney Meads,  
Sheriff  
Prepared by: Karen Davis

**Item Title**                      **Presentation to Tony Perry - Sheriff's Office**

**Attachments:**

**Summary:**  
Sheriff Meads will present the Order of the Long Leaf Pine Award to Tony Perry.



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

**Presentations**

**Item Number:** 4.2  
**Meeting Date:** May 07, 2018  
**Submitted By:** Karen Davis, Clerk to the Board  
Administration  
Prepared by: Karen Davis

**Item Title** 4-H Livestock Show & Sale - Presentation

**Attachments:**

**Summary:**

The Board of Commissioners will recognize Camden students who participated in the 2018 Albemarle Area 4-H Livestock Show & Sale.



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Public Hearings

**Item Number:** 5.A  
**Meeting Date:** May 07, 2018

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

**Item Title** **Public Hearing - UDO 2017-02-28 the Fairfax Major Subdivision**

**Attachments:** Planning Board Minutes (PDF)  
 UDO 2017-02-28 - Public Hearing - The Fairfax - Major Subdivision - A and B Building Inc (PDF)  
 Site Maps for The Fairfax - 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 Staff's Findings of Facts on a 6-1 vote.

### **Recommendation:**

- Hold Public Hearing
- Amend Agenda for Consideration

### Recommended Motions:

Approval - Motion to approve Special Use Permit (UDO 2017-02-28) for The Fairfax Major



Subdivision with the conditions as stated in the Findings of Facts.

**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**

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39  
40  
41  
42  
43 **PROJECT INFORMATION**

44

45 **File Reference:** UDO 2017-02-28

46 **Project Name:** The Fairfax

47 **PIN:** 02-8934-02-57-3312-0000

48

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

53

54 **Agent for Applicant:** Eastern Carolina Engineering

55 **Address:** P. O, Box 128, Camden, NC, 27921

56 **Phone:** (252) 335-1888

57 **Email:**

58

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

60

61 **Application Received:** 2/6/2018

62 **By:** David Parks, Permit Officer

63

64 **Application Fee Paid:** \$3,200, Check # 2879

65 **Stormwater Review Fee:** \$6,000, Check # 2880

66

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

68

Attachment: Planning Board Minutes (2024 : Public Hearing - UDO 2017-02-28 the Fairfax Major Subdivision)

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – March 21, 2018

- 69 **Documents received upon filing of application or otherwise included:**
- 70 **A.** Land Use Application
- 71 **B.** Preliminary Plat (7 Copies)
- 72 **C.** Construction Drawings (2 Copies)
- 73 **D.** Perc Tests (16) from Albemarle Regional Health Services
- 74 **E.** DENR Stormwater Permit (Pending)
- 75 **F.** DENR E & S Control Plan No. Camde-2018-007
- 76 **G.** Approval letter for Drainage Plan
- 77 **H.** Technical Review Committee inputs

78

79 **Meeting Dates:**

80 Technical Review: March 6, 2018

81 Planning Board: March 21, 2018

82

83 **REQUEST:** Special Use Permit Preliminary Plat - The Fairfax - 16 lot

84 Major Subdivision - Article 151.230 of the Code of Ordinances.

85 **Maps Show:**

86

87 **Vicinity Map:** Site located off NC Hwy 343 South between 173 and 191

88 NC 343 South

89

90 **Flood Zone Map:** AE / X Flood Zones. X Flood Zone in middle, AE

91 around outer edges and on north back end and north

92 front end of property.

93

94 **Zoning Map:** R-2 Zoning District

95 **PROJECT LOCATION:**

96

97 **Street Address:** Property located adjacent to 173 & 191 South

98 Highway 343

99 **Location Description:** Courthouse Township

100 **SITE DATA:**

101

102 **Lot Size:** Approximately 23 acres total.

103 **Flood Zone:** Zone X / AE

104 **Zoning District(s):** Base Zoning; Mixed Single Family Residential

105 (R2)

106

107 **Adjacent Property Uses:** Agriculture with residential on either side

108

109 **Streets:** Shall be dedicated to public under control of

110 NCDOT

111 **Street Name:** Isaac Court

112

113 **Open Space:** Required: 23.10 acres x .05 = 1.16; Provided:

114 3.28 acres

115 **Landscaping:** Landscaping Plan provided

116 **Buffering:** Per Article 151.232(N), a 50' landscaped

117 vegetative buffer required along all property

118 lines that abut non-residential uses

119 **Recreational Land:** N/A - Less than 30 lots

120

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122

123

Attachment: Planning Board Minutes (2024 : Public Hearing - UDO 2017-02-28 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 (2024 : Public Hearing - UDO 2017-02-28 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
    - Mr. Robey noted that a small portion of the woodlands will be cleared in
    - 258 order to facilitate the drainage ways, 30 foot ditches
  - 259 • R-2 Zoning, allows a little less than one acre lots
  - 260 • Across the road on NC 343 is General Use District zoning
  - 261 • Approximately 1/2 of the property is in Flood Zone X (500 year flood), the other
  - 262 1/2 is in the AE Flood Zone (buildings must be built to one foot above base flood)
  - 263 • Technical Review Committee has reviewed application
  - 264 • Schools - will generate 7 to 8 students based on formula used by the County to
  - 265 assess school impacts
  - 266 • Will create slightly elevated traffic along NC 343
  - 267 • Buffer is the woodlands that surround property with the exception of the 2 lots
  - 268 that are at the front of the property and abut NC 343
  - 269
  - 270

**CAMDEN COUNTY PLANNING BOARD**

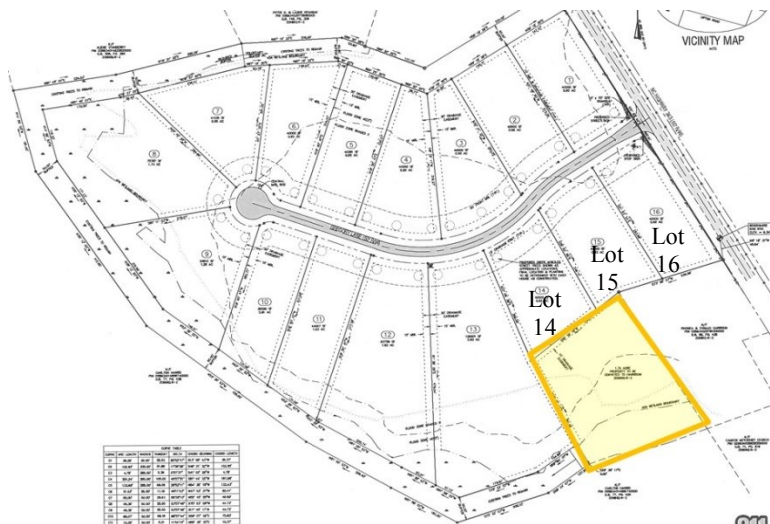
Regular Meeting – March 21, 2018

- 271 • Staff recommends approval with conditions as listed in staff's findings of facts
- 272 ○ Uncommon Conditions Included:
- 273     ▪ Property behind lot 14 and portion of property behind lot 15, as
- 274     indicated on Preliminary Plat, to be conveyed to Thomas Harrison,
- 275     shall be recorded along with deed with the Camden County
- 276     Registry of Deeds.
- 277     ▪ Home Owners Restrictive Covenants shall include the following
- 278     information:
- 279         • All requirements (to include Maintenance and allowable
- 280         built upon area) listed under NCDENR Stormwater Permit
- 281         No. \_\_\_\_\_ dated \_\_\_\_\_.
- 282         • The re-certification to the County of the approved drainage
- 283         plan every five years.
- 284         • Maintenance of all open space and improvements
- 285         throughout the subdivision.
- 286

287 Vice Chairman Patricia Delano asked about safety concerns with regards to school  
288 children and bus pickups. Dan Porter stated that the school buses will pick up children  
289 inside the subdivision and not at any particular bus stop.

290  
291 Mr. Porter also stated that the Post Office is requiring cluster mailboxes.

292  
293 Vice Chairman Patricia Delano asked for clarification as to which property would be  
294 conveyed to Harrison upon his purchase of same. Mr. Porter replied that it was the  
295 property behind lot 14 as indicated on the lot layout / preliminary plat map. He showed  
296 the property to be conveyed on the computer screen to be:  
297



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Attachment: Planning Board Minutes (2024 : Public Hearing - UDO 2017-02-28 the Fairfax Major Subdivision)

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – March 21, 2018

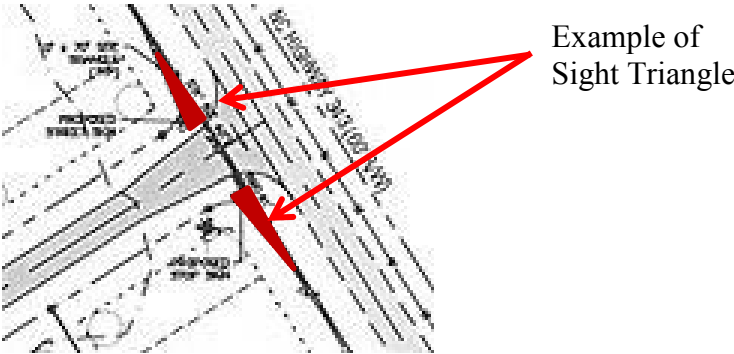
300 Cathleen Saunders questioned the lot size of lot 10, asking why it was slightly less than  
301 40,000 sqft. Mr. Robey stated he could adjust the back lot lines either of lot 9 or lot 11 to  
302 make lot 10 meet the 40,000 sqft. Mr. Robey noted that the front lot lines are required to  
303 have 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

Attachment: Planning Board Minutes (2024 : Public Hearing - UDO 2017-02-28 the Fairfax Major Subdivision)

**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

Attachment: Planning Board Minutes (2024 : Public Hearing - UDO 2017-02-28 the Fairfax Major Subdivision)

**CAMDEN COUNTY PLANNING BOARD**

Regular Meeting – March 21, 2018

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.

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412

Mr. Porter replied yes it would.

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414

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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422

At this time, Chairman Calvin Leary asked if there were any further comments from the public. Hearing none, he called for a motion.

423

424

**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.

449

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451

452 \_\_\_\_\_  
 453 *Chairman Calvin Leary*  
 454 *Camden County Planning Board*

455 *ATTEST:*

456

457

458

459 \_\_\_\_\_  
 460 *Amy Barnett*  
*Planning Clerk*



# Camden County Board of Commissioners AGENDA ITEM SUMMARY SHEET

<b>MOTION MADE BY:</b>	
C. Riggs	_____
T. White	_____
G. Meiggs	_____
R. Krainiak	_____
R. Munro	_____
NO MOTION	_____
<b>VOTE:</b>	
C. Riggs	_____
T. White	_____
G. Meiggs	_____
R. Krainiak	_____
R. Munro	_____
ABSENT	_____
RECUSED	_____

**Item Number:**

**Meeting Date:** May 7, 2018  
**Attachments:** SUP Findings of Facts/TRC inputs  
**Submitted By:** Planning Department

**ITEM TITLE:** Public Hearing; Special Use Permit (UDO 2017-02-28) for Preliminary Plat The Fairfax Major Subdivision – from A & B Builders, Inc.

**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:**

- Hold Public Hearing
- Amend Agenda for Consideration

**Recommended motions:**

Approval – Motion to approve Special Use Permit (UDO 2017-02-28) for the Fairfax Major Subdivision with the conditions as stated in the Findings of Facts.

Attachment: UDO 2017-02-28 - Public Hearing - The Fairfax - Major Subdivision - A and B Building Inc (2024 : Public Hearing - UDO 2017-02-28



**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.

V  
Vicinity Map:



**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.



**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.

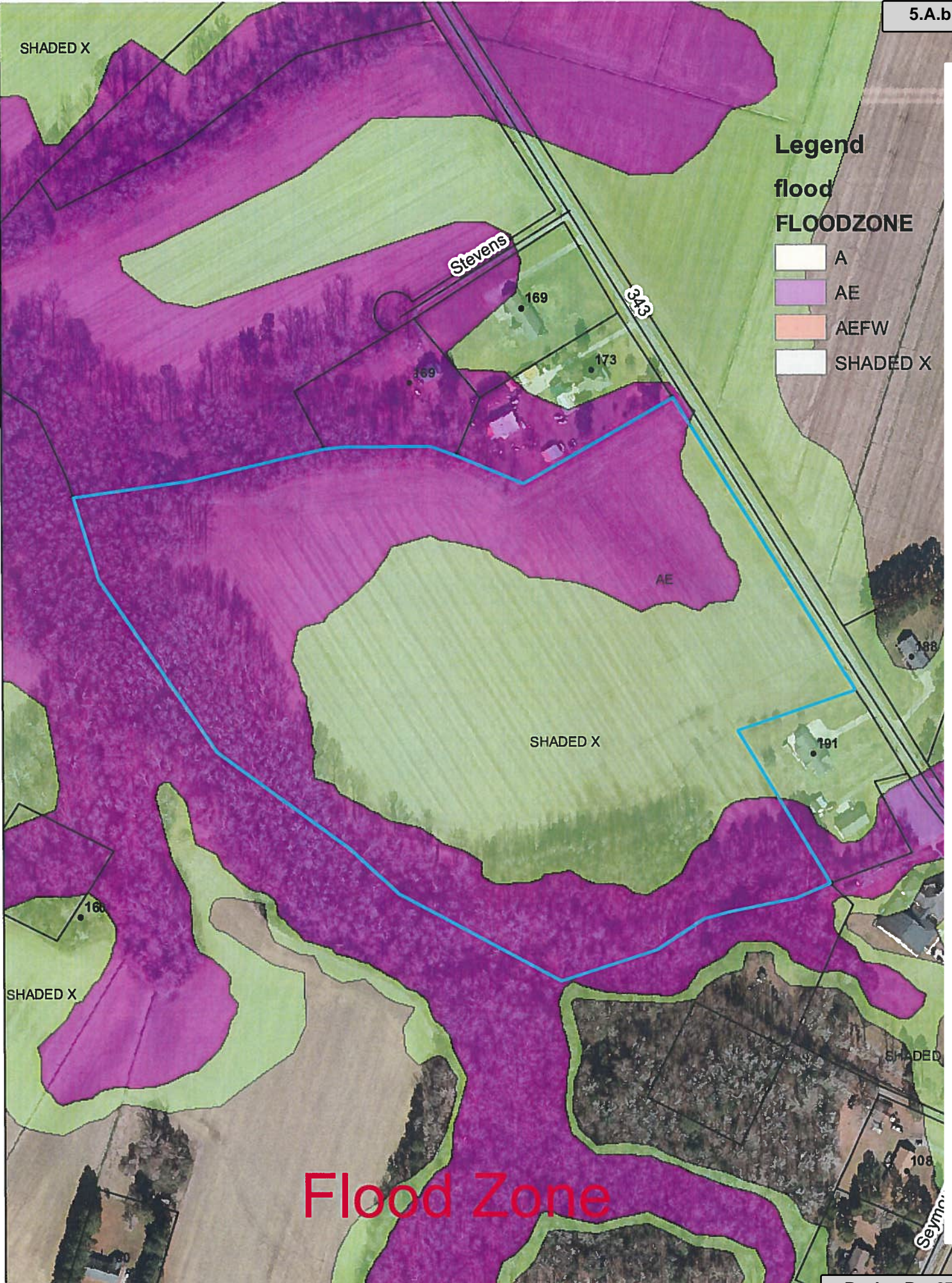
**PLANNING STAFF RECOMMENDATION:**

**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.





Attachment: UDO 2017-02-28 - Public Hearing - The Fairfax - Major Subdivision - A and B Building Inc (2024 : Public Hearing - UDO 2017-02-28



### Legend

#### Zoning ZONE

- CC
- GU
- HC
- I-1
- I-2
- MC
- NC
- PUI
- R-1
- R-2
- R-3
- R-3



Attachment: UDO 2017-02-28 - Public Hearing - The Fairfax - Major Subdivision - A and B Building Inc (2024 : Public Hearing - UDO 2017-02-28





# Land Use/Development Application

## County of Camden, North Carolina

Depending upon the type of proposal, the proposal may require a Zoning Permit, Conditional Use Permit, or Special Use Permit. This form is used as the start of the application process. All applicants must submit a site plan (see "Minimum Site Plan Requirements") and a valid Health Department permit. Applicants for a Conditional Use Permit or Special Use Permit should review the "Requirements for Conditional Use Permit and Special Use Permit Applications".

Applicants for a subdivision must submit this form as their Special Use Permit application.

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

Office Use Only	
PIN:	<u>02-8934-02-57-3312</u>
UDO#	<u>2617-02-28</u>
Date Received:	<u>2/6/18</u>
Received by:	<u>WR</u>
Zoning District:	<u>R2</u>
Fee Paid \$	<u>3,200</u>
Please Do Not Write In This Box	

*pu ck #  
2879  
Escrow check for drainage  
86,000 = 2880*

PLEASE PRINT OR TYPE

Applicant's Name: A & B Building, Inc.

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

Adam Maurice

Applicant's Mailing Address: 141 Travis Boulevard

Moyock NC 27958

Daytime Phone Number 757-619-0746

Street Address Location of Property: 23.1 Acres on NC 343 Hwy S, 0.77 miles south of US Hwy 158 intersection.

General Description Of Proposal Preliminary Plat for a 16-lot Major Subdivision The Fairfax

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

Signed: 

Dated: 2/2/18

Flood Zone?	<input checked="" type="checkbox"/> X	Located in Watershed	<input type="checkbox"/> Yes	Taxes Paid?	<input type="checkbox"/> Yes
	<input type="checkbox"/> A	Protection Area?	<input type="checkbox"/> No		<input type="checkbox"/> No
	<input type="checkbox"/> AE				
	<input type="checkbox"/> AEFW				

Attachment: UDO 2017-02-28 - Public Hearing - The Fairfax - Major Subdivision - A and B Building Inc (2024 : Public Hearing - UDO 2017-02-28

ALBEMARLE REGIONAL HEALTH SERVICES

233159

**Applicant:**

MAURICE, ADAM  
141 TRAVIS BLVD  
MOYOCK, NC 27958

**Owner:**

STEVENS FAMILY TRUST  
21145 CARDINAL POND RD  
ASHBURN, VA 20147

**Site Location:**

NC 343 South (Lot 1)  
CAMDEN, NC 27921

**GPD:** 360      **LTAR:** 0.300      **Classification:** PS w/Fill

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

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

**To obtain an Authorization to Construct:**

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

**Comments:**

Lot will require open ditching to promote surface water runoff

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



Carver, Kevin

Date: 03/02/2017

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

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

ALBEMARLE REGIONAL HEALTH SERVICES

247381

**Applicant:**

EASTERN CAROLINA ENGINEERING  
P.O. BOX 128  
CAMDEN, NC 27921

**Owner:**

A & B BUILDING, INC.  
144 TRAVIS BLVD  
MOYOCK, NC 27958

**Site Location:**

SOUTH NC HWY 343  
CAMDEN, NC 27921

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

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

- \* Fill Area 105 ft. by 42 ft. with 18 in. of Sand


**To obtain an Authorization to Construct:**

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

**Comments:**

Fill house pad higher than finished septic tank grade. Septic is to be designed as close to the left property line or as close to the front as possible. Fine sandy loam @ 3'. Fill area is based off of bed system design in frontyard (7 lines, 85' long, 3' on-center)

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

  
Carver, Kevin

Date: 02/15/2018

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

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

ALBEMARLE REGIONAL HEALTH SERVICES

247384

**Applicant:**

EASTERN CAROLINA ENGINEERING  
P.O. BOX 128  
CAMDEN, NC 27921

**Owner:**

A & B BUILDING, INC.  
144 TRAVIS BLVD  
MOYOCK,

**Site Location:**

SOUTH NC HWY 343 Lot 3  
CAMDEN, NC 27921

**GPD: 360      LTAR: 0.300      Classification: PS w/Fill**

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

- \* Fill Area 100 ft. by 60 ft. with 18 in. of Sand

**To obtain an Authorization to Construct:**

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

**Comments:**

System to be designed in the left front of property, Fine sandy loam @ 3'

EHS:   
Carver, Kevin

Date: 02/07/2018

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

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





ALBEMARLE REGIONAL HEALTH SERVICES

247388

**Applicant:**

EASTERN CAROLINA ENGINEERING  
P.O. BOX 128  
CAMDEN, NC 27921

**Owner:**

A & B BUILDING, INC.  
144 TRAVIS BLVD  
MOYOCK, MT 27958

**Site Location:**

SOUTH NC HWY 343 Lot 6  
CAMDEN, NC 27921

**GPD: 360      LTAR: 0.400      Classification: PS Shallow Placement**

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

- \* Shallow Placement - Type II System

**To obtain an Authorization to Construct:**

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

**Comments:**

System to be designed in the frontyard, fine sandy loam @ 3'

EHS:

  
\_\_\_\_\_  
Carver, Kevin

Date: 02/07/2018

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

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







ALBEMARLE REGIONAL HEALTH SERVICES

235109

**Applicant:**

EASTERN CAROLINA ENGINEERING C/O JASON MIZEL  
PO BOX 128  
CAMDEN, NC 27921

**Owner:**

A & B BUILDING, INC  
144 TRAVIS BLVD  
MOYOCK, NC 27958

**Site Location:**

HWY 343 S (Lot 9)  
CAMDEN, NC 27921

GPD: 360      LTAR: 0.400      Classification: PS Shallow Placement

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

- \* Shallow Placement - Type II System

**To obtain an Authorization to Construct:**

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

**Comments:**

Lot is subject to wetland delineation and available space

EHS:



Carver, Kevin

Date: 03/03/2017

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

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

ALBEMARLE REGIONAL HEALTH SERVICES

247395

**Applicant:**

EASTERN CAROLINA ENGINEERING  
P.O. BOX 128  
CAMDEN, NC 27921

**Owner:**

A & B BUILDING, INC.  
144 TRAVIS BLVD  
MOYOCK, NC 27921

**Site Location:**

SOUTH NC HWY 343 *Lot 10*  
CAMDEN, NC 27921

GPD: 360      LTAR: 0.400      Classification: PS Shallow Placement

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

- \* Shallow Placement - Type II System

**To obtain an Authorization to Construct:**

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

**Comments:**

System to be designed in the frontyard and/or 50'+ from surface water, fine sandy loam @ 3'

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

*Kevin Carver*  
Carver, Kevin

Date: 02/07/2018

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

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

ALBEMARLE REGIONAL HEALTH SERVICES

247398

**Applicant:**

EASTERN CAROLINA ENGINEERING  
P.O. BOX 128  
CAMDEN, NC 27921

**Owner:**

A & B BUILDING, INC.  
144 TRAVIS BLVD  
MOYOCK, NC 27921

**Site Location:**

SOUTH NC HWY 343 Lot 11  
CAMDEN, NC 27921

GPD: 360      LTAR: 0.400      Classification: PS Shallow Placement

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

- \* Shallow Placement - Type II System

**To obtain an Authorization to Construct:**

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

**Comments:**

System to be designed in the frontyard, fine sandy loam @ 3'

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

  
Carver, Kevin

Date: 02/07/2018

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

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

ALBEMARLE REGIONAL HEALTH SERVICES

247399

**Applicant:**

EASTERN CAROLINA ENGINEERING  
P.O. BOX 128  
CAMDEN, NC 27921

**Owner:**

A & B BUILDING, INC.  
144 TRAVIS BLVD  
MOYOCK, NC 27958

**Site Location:**

SOUTH NC HWY 343 Lot 12  
CAMDEN, NC 27921

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

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

- \* Fill Area 95 ft. by 50 ft. with 6 in. of Sand

**To obtain an Authorization to Construct:**

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

**Comments:**

System to be designed in the frontyard, fine sandy loam @ 3'

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



Carver, Kevin

Date: 02/07/2018

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

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

ALBEMARLE REGIONAL HEALTH SERVICES

247400

**Applicant:**

EASTERN CAROLINA ENGINEERING  
P.O. BOX 128  
CAMDEN, NC 27921

**Owner:**

A & B BUILDING, INC.  
144 TRAVIS BLVD  
MOYOCK, NC 27958

**Site Location:**

SOUTH NC HWY 343  
CAMDEN, NC 27921

Lot 13

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

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

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

**To obtain an Authorization to Construct:**

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

**Comments:**

System to be designed in the frontyard, fine sandy loam @ 3'

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



Carver, Kevin

Date: 02/07/2018

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

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

## ALBEMARLE REGIONAL HEALTH SERVICES

247402

**Applicant:**

EASTERN CAROLINA ENGINEERING  
P.O. BOX 128  
CAMDEN, NC 27921

**Owner:**

A & B BUILDING, INC.  
144 TRAVIS BLVD  
MOYOCK, NC 27958

**Site Location:**

SOUTH NC HWY 343  
CAMDEN, NC 27921

Lot 14

GPD: 360	LTAR: 0.300	Classification: PS w/Fill
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**If unsuitable, the site may be reclassified to provisionally suitable with the following modification(s):**

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

**To obtain an Authorization to Construct:**

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

**Comments:**

System to be designed in the frontyard, fine sandy loam @ 3'

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

  
Carver, Kevin
Date: 02/07/2018

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

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

ALBEMARLE REGIONAL HEALTH SERVICES

247404

**Applicant:**

EASTERN CAROLINA ENGINEERING  
P.O. BOX 128  
CAMDEN, NC 27921

**Owner:**

A & B BUILDING, INC.  
144 TRAVIS BLVD  
MOYOCK, NC 27958

**Site Location:**

SOUTH NC HWY 343  
CAMDEN, NC 27921

Lot 15

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

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

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

**To obtain an Authorization to Construct:**

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

**Comments:**

System to be designed in the frontyard, fine sandy loam @ 3', adjacent neighbors well must be located in order to maintain required setbacks

EHS:

  
Carver, Kevin

Date: 02/07/2018

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

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



# ALBEMARLE REGIONAL HEALTH SERVICES

247405

**Applicant:**

EASTERN CAROLINA ENGINEERING  
P.O. BOX 128  
CAMDEN, NC 27921

**Owner:**

A & B BUILDING, INC.  
144 TRAVIS BLVD  
MOYOCK, NC 27958

**Site Location:**

SOUTH NC HWY 343 Lot 16  
CAMDEN, NC 27921

**GPD: 360      LTAR: 0.300      Classification: PS w/Fill**

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

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

**To obtain an Authorization to Construct:**

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

**Comments:**

System to be designed in the frontyard, fine sandy loam @ 3', adjacent neighbors well must be located in order to maintain required setbacks

EHS:           *Kevin Carver*            
Carver, Kevin

Date: 02/07/2018

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

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



ROY COOPER  
*Governor*  
MICHAEL REGAN  
*Secretary*  
TOBY VINSON  
*Interim Director*

March 6, 2018

A and B Building, Inc  
Attn: Mr. Adam Maurice  
141 Travis Blvd  
Moyock, NC 27958

**Subject: Stormwater Permit No. SW7180206  
The Fairfax Residential Subdivision  
Low Density Stormwater Project  
Camden County**

Dear Mr. Maurice:

The Washington Regional Office received your storm water application for the subject project on February 7, 2018. Staff review of the plans and specifications has determined that the project, as proposed, will comply with the Stormwater Regulations set forth in Title 15A NCAC 2H.1000. We are forwarding Permit No. SW7180206 dated March 6, 2018 for the construction of the subject project.

This permit shall be effective from the date of issuance until rescinded and shall be subject to the conditions and limitations as specified therein, and does not supersede any other agency permit that may be required.

If any parts, requirements, or limitations contained in this permit are unacceptable, you have the right to request an adjudicatory hearing upon written request within thirty (30) days following receipt of this permit. This request must be in the form of a written petition, conforming to Chapter 150B of the North Carolina General Statutes, and filed with the Office of Administrative Hearings, 6714 Mail Service Center, Raleigh, NC 27699-6714. Unless such demands are made this permit shall be final and binding.

If you have any questions, or need additional information concerning this matter, please contact this office at (252) 946-6481.

Sincerely,

Samir Dumpor, PE  
Regional Engineer

cc: Eastern Carolina Engineering, PC  
Camden County Inspections  
Washington Regional Office

**STATE OF NORTH CAROLINA**  
**DEPARTMENT OF ENVIRONMENTAL QUALITY**  
**DIVISION OF ENERGY, MINERAL, AND LAND RESOURCES**  
**STORMWATER MANAGEMENT PERMIT**  
**LOW DENSITY DEVELOPMENT**

In accordance with the provisions of Article 21 of Chapter 143, General Statutes of North Carolina as amended, and other applicable Laws, Rules and Regulations

PERMISSION IS HEREBY GRANTED TO

*A and B Building, Inc*

*Mr. Adam Maurice*

FOR THE

construction, operation and maintenance of a low density project in compliance with the provisions of 15A NCAC 2H .1000 (hereafter referred to as the "stormwater rules") and the approved stormwater management plans and specifications, and other supporting data as attached and on file with and approved by the Division of Energy, Mineral, and Land Resources (Division) and considered a part of this permit for the Fairfax Residential Subdivision located off Highway 343 in Camden, NC.

This permit shall be effective from the date of issuance until rescinded and shall be subject to the following specific conditions and limitations:

**I. DESIGN STANDARDS**

1. This permit is for a single family residential subdivision with 16-lots on a 23-acre tract with 3.84 acres of impervious area.
2. The overall tract built-upon area percentage for the project must be maintained at or below 24%, as required by Section 2H .1005 of the stormwater rules.
3. Approved plans and specifications for projects covered by this permit are incorporated by reference and are enforceable parts of the permit and shall be kept on file by the permittee at all times.
4. The only runoff conveyance systems allowed will be vegetated conveyances such as swales with minimum side slopes of 3:1 (H:V) as defined in the stormwater rules and approved by the Division.
5. No piping is allowed except that minimum amount necessary to direct runoff beneath an impervious surface such as a road or to provide access.
6. The built-upon areas associated with this project shall be located at least 50 feet landward of all perennial and intermittent streams or other surface waters.



## II. SCHEDULE OF COMPLIANCE

1. The permittee is responsible for verifying that the proposed built-upon area does not exceed the allowable built-upon area.
2. The Director may notify the permittee when the permitted site does not meet one or more of the minimum requirements of the permit. Within the time frame specified in the notice, the permittee shall submit a written time schedule to the Director for modifying the site to meet minimum requirements. The permittee shall provide copies of revised plans and certification in writing to the Director that the changes have been made.
3. This project may not be sold or subdivided in whole or in part without first receiving a permit modification from the Division.
4. Prior to the subdivision and/or sale of this project, in whole or in part, the following deed restrictions must be recorded with the Office of the Register of Deeds:
  - a. The following covenants are intended to ensure ongoing compliance with State Stormwater Management Permit Number SW7180206, as issued by the Division of Energy, Mineral, and Land Resources under 15A NCAC 2H.1000.
  - b. The State of North Carolina is made a beneficiary of these covenants to the extent necessary to maintain compliance with the Stormwater Management Permit.
  - c. These covenants are to run with the land and be binding on all persons and parties claiming under them.
  - d. The covenants pertaining to stormwater may not be altered or rescinded without the express written consent of the State of North Carolina, Division of Energy, Mineral, and Land Resources.
  - e. Alteration of the drainage as shown on the approved plans may not take place without the concurrence of the Division of Energy, Mineral, and Land Resources.
  - f. This project is permitted for a maximum of 9000-sf of built-upon area per lot. Construction of additional built-upon area in excess of this amount will require a permit modification.
  - g. This project may not be sold or subdivided, in whole or in part, without first receiving a permit modification from the Division.
  - h. Construction of additional impervious areas such that low-density requirements are no longer met will require a permit modification prior to construction. An engineered system will be required to collect and treat the runoff from all built-upon area associated with the project, including that area permitted under the low density option.
  - i. Filling in or piping of any vegetative conveyances (ditches, swales, etc.) associated with this development, except for average driveway crossings, is strictly prohibited by any persons.
  - j. The built-upon areas shall be located a minimum of 50 feet landward of all perennial and intermittent surface waters.
5. A copy of the recorded restrictions must be received in this Office within 30 days of the date of sale.



6. Filling in or piping of any vegetative conveyances (ditches, swales, etc.) associated with the permitted development, except for average driveway crossings, is strictly prohibited by any persons.
7. The permittee shall submit to the Director and shall have received approval for revised plans, specifications, and calculations prior to construction, for any modifications to the approved plans, including, but not limited to, those listed below:
  - a. Any revision to the approved plans, regardless of size.
  - b. Project name change.
  - c. Transfer of ownership.
  - d. Redesign or addition to the approved amount of built-upon area.
  - e. Further subdivision, acquisition, or sale of the project area in whole or in part. The project area is defined as all property owned by the permittee, for which Sedimentation and Erosion Control Plan approval was sought.
  - f. Filling in, altering or piping any vegetative conveyance shown on the approved plan.
8. Swales and other vegetated conveyances shall be constructed in their entirety, vegetated, and be operational for their intended use prior to the construction of any built-upon surface.
9. During construction, erosion shall be kept to a minimum and any eroded areas of the swales or other vegetated conveyances will be repaired immediately.
10. The permittee shall at all times provide the operation and maintenance necessary to operate the permitted stormwater management systems at optimum efficiency to include:
  - a. Inspections
  - b. Sediment removal.
  - c. Mowing, and re-vegetating of the side slopes.
  - d. Immediate repair of eroded areas.
  - e. Maintenance of side slopes in accordance with approved plans and specifications.
11. Within 30 days of completion of the project, the permittee shall certify in writing that the project has been constructed in accordance with the approved plans.
12. The permittee shall submit all information requested by the Director or his representative within the time frame specified in the written information request.

### III. GENERAL CONDITIONS

1. This permit is not transferable to any person or entity except after notice to and approval by the Director. The Director may require modification or revocation and re-issuance of the permit to change the name and incorporate such other requirements as may be necessary. In the event of a name or ownership change, a completed Name/Ownership Change form, signed by both parties, must be submitted to the Division accompanied by the supporting documentation as listed on page 2 of the form. The approval of this request will be considered on its merits, and may or may not be approved.





2. The permittee is responsible for compliance with all permit conditions until the Director approves a transfer of ownership. Neither the sale of the project nor the transfer of common areas to a third party, such as a homeowner's association, constitutes an approved transfer of the stormwater permit.
3. Failure to abide by the conditions and limitations contained in this permit may subject the Permittee to an enforcement action by the Division, in accordance with North Carolina General Statutes 143-215.6A to 143-215.6C.
4. The issuance of this permit does not prohibit the Director from reopening and modifying the permit, revoking and reissuing the permit, or terminating the permit as allowed by the laws, rules, and regulations contained in Title 15A NCAC 2H.1000 of the North Carolina Administrative Code, Subchapter 2H.1000; and North Carolina General Statute 143-215.1 et. al.
5. In the event that the facilities fail to perform satisfactorily, including the creation of nuisance conditions, the Permittee shall take immediate corrective action, including those as may be required by the Division, such as the construction of additional or replacement stormwater management systems.
6. The permittee grants permission to DEQ Staff to enter the property during normal business hours, for the purpose of inspecting all components of the stormwater management facility.
7. The permit issued shall continue in force and effect until revoked or terminated. The permit may be modified, revoked and reissued or terminated for cause. The filing of a request for a permit modification, revocation and re-issuance, or termination does not stay any permit condition.
8. Unless specified elsewhere, permanent seeding requirements for the swales must follow the guidelines established in the North Carolina Erosion and Sediment Control Planning and Design Manual.
9. Approved plans and specifications for this project are incorporated by reference and are enforceable parts of the permit.
10. The issuance of this permit does not preclude the Permittee from complying with any and all statutes, rules, regulations, or ordinances, which may be imposed by other government agencies (local, state and federal), which have jurisdiction.
11. The permittee shall notify the Division in writing of any name, ownership or mailing address changes at least 30 days prior to making such changes.

Permit issued this the 6 th day of March 2018.

NORTH CAROLINA ENVIRONMENTAL MANAGEMENT COMMISSION



for

*William E. Vinson, Jr., PE, Interim Director*  
 Division of Energy, Mineral, and Land Resources  
 By Authority of the Environmental Management Commission

**Permit No. SW7180206**

 Nothing Compares



ROY COOPER  
*Governor*

MICHAEL S. REGAN  
*Secretary*

WILLIAM E. (TOBY) VINSON, JR.  
*Interim Director*

February 28, 2018

**LETTER OF APPROVAL  
WITH MODIFICATIONS AND PERFORMANCE RESERVATIONS**

A and B Building, Inc.  
Attn: Mr. Adam B. Maurice, President  
141 Travis Boulevard  
Moyock, North Carolina 27958

RE: Erosion and Sedimentation Control Plan No. Camde-2018-007  
Project Name: The Fairfax  
Location: NC 343 County: Camden  
River Basin: Pasquotank  
Date Received by LQS: February 7, 2018  
Acres Approved: 17.6 Project Type: New  
Project Description: Grading associated with the development of a 16 lot residential subdivision, as shown on the plan received by this office on February 7, 2018.

Dear Sir:

This office has reviewed the subject erosion and sedimentation control plan. We find the plan to be acceptable and hereby issue this Letter of Approval. (NOTE: Attached is a list of modifications and performance reservations for conducting this land disturbing activity) This plan approval shall expire three (3) years following the date of approval, if no land-disturbing activity has been undertaken, as required by 15A NCAC 4B.0129, unless modified by other legislation.

Please be advised that 15A NCAC 4B.0118(a) requires that a copy of the approved erosion and sedimentation control plan be on file at the job site. Also, you should consider this letter as giving the Notice required by G.S. 113A-61.1(a) of our right of periodic inspection to ensure compliance with the approved plan.

North Carolina's Sedimentation Pollution Control Program is performance oriented, requiring protection of existing natural resources and adjoining properties through the use of reasonable and appropriate Best Management Practices throughout the course of the project. If, following the commencement of this project, it is determined that the erosion and sedimentation control plan is inadequate to meet the requirements of the Sedimentation Pollution Control Act of 1973 (G.S. 113A-51 through 66), this office may require revisions to the plan and implementation of the revisions to ensure compliance with the Act.

A and B Building, Inc.  
Attn: Mr. Adam B. Maurice, President  
February 28, 2018  
Page 2

Acceptance and approval of this plan is conditioned upon your compliance with Federal and State water quality laws, regulations and rules. In addition, local city or county ordinances or rules may also apply to this land-disturbing activity. This approval does not supersede any other permit or approval.

Please note that this approval is based in part on the accuracy of the information provided in the Financial Responsibility/Ownership Form, which you have submitted. You are required to file an amended form if there is any change in the information included on the form. NOTE: Neither this approval nor the financial responsibility/liability cited in it automatically transfer with a change in project ownership. In addition, 15A NCAC 4B.0127(c) requires that you notify this office of the proposed starting date for this project (using the enclosed Project Information Sheet). Please notify us if you plan to have a preconstruction conference.

Please be aware that your project will be covered by the enclosed NPDES General Stormwater Permit NCG010000 (Construction Activities). You should first become familiar with all of the requirements for compliance with the enclosed permit.

Sincerely,



Richard Peed, CPESC  
Regional Engineering Associate

Enclosures

cc w/o enc: ✓ Kimberly Hamby, PE, Eastern Carolina Engineering, P.C.  
WaRO Surface Water Operation Section Supervisor, Division of Water Resources



Erosion and Sedimentation Control Plan No. Camde-2018-007

Project Name: The Fairfax

February 28, 2018

Modifications and Performance Reservations

Page 1

1. The developer is responsible for the control of sediment on-site. If the approved erosion and sedimentation control measures prove insufficient, the developer must take those additional steps necessary to stop sediment from leaving this site (NCGS 113A-57(3)). Each sediment storage device must be inspected after each storm event (NCGS 113A-54.1(e)). Maintenance and/or clean out is necessary anytime the device is at 50% capacity. All sediment storage measures will remain on site and functional until all grading and final landscaping of the project is complete (15A NCAC 04B .0113).
2. All existing ditches on this project site are assumed to be left undisturbed by the proposed development unless otherwise noted. The removal of vegetation within any existing ditch or channel is prohibited unless the ditch or channel is to be regarded with side slopes of 2 horizontal to 1 vertical or less steep (15A NCAC 04B .0124 (d)). Bank slopes may be mowed, but stripping of vegetation is considered new earth work and is subject to the same erosion control requirements as new ditches (NCGS 113A-52(6)).
3. The developer is responsible for obtaining any and all permits and approvals necessary for the development of this project prior to the commencement of this land disturbing activity. This could include our agency's Stormwater regulations and the Division of Water Resources' enforcement requirements within Section 401 of the Clean Water Act, the U.S. Army Corps of Engineers' jurisdiction of Section 404 of the Clean Water Act, the Division of Coastal Management's CAMA requirements, the Division of Solid Waste Management's landfill regulations, the Environmental Protection Agency and/or The U.S. Army Corps of Engineers jurisdiction of the Clean Water Act, local County or Municipalities' ordinances, or others that may be required. This approval cannot supersede any other permit or approval.
4. Adequate and appropriate measures must be properly installed downstream, within the limits of disturbance, of any land disturbing activity to prevent sediment from leaving the limits of disturbance, entering existing drainage systems, impacting an on-site natural watercourse or adjoining property. (NCGS 113A-57)

### PROJECT INFORMATION SHEET

APPROVAL DATE: February 28, 2018

RESPONSIBLE PARTY: A and B Building, Inc.

PROJECT NAME: The Fairfax

COUNTY: Camden NO.: Camde-2018-007

OFF-SITE BORROW AND/OR DISPOSAL SITE: \_\_\_\_\_ NO.: \_\_\_\_\_

START-UP DATE: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

ON-SITE CONTACT: \_\_\_\_\_

ON-SITE PHONE NO.: \_\_\_\_\_

OFFICE PHONE NO.: \_\_\_\_\_

**COMPLETE & RETURN THIS FORM  
PRIOR TO THE START OF CONSTRUCTION TO:**

**N.C.D.E.N.R.  
LAND QUALITY SECTION  
ATTN: *James Edwards*  
943 WASHINGTON SQUARE MALL  
WASHINGTON, NORTH CAROLINA 27889**

Attachment: UDO 2017-02-28 - Public Hearing - The Fairfax - Major Subdivision - A and B Building Inc (2024 : Public Hearing - UDO 2017-02-28

# CERTIFICATE OF PLAN APPROVAL



The posting of this certificate certifies that an erosion and sedimentation control plan has been approved for this project by the North Carolina Department of Environmental Quality in accordance with North Carolina General Statute 113A - 57 (4) and 113A - 54 (d) (4) and North Carolina Administrative Code, Title 15A, Chapter 4B.0107 (c). This certificate must be posted at the primary entrance of the job site before construction begins and until establishment of permanent groundcover as required by North Carolina Administrative Code, Title 15A, Chapter 4B.0127 (b).

THE FAIRFAX, NC 343

CAMDEN COUNTY

Project Name and Location

2/25/2018

Date of Plan Approval



Environmental Quality

Stacy Dumbor, P.E.

Regional Engineer

CAMS-2018-007

## Memorandum

To: Dan Porter, Planning Director  
From: Greg Johnson, Drainage Engineer  
Date: February 25, 2018  
Re: Fairfax  
Plan and Calculations Review



---

Good morning Dan

I reviewed the submittal dated February 18, 2018 consisting of a set of calculations and drainage map. I recommend that the plans dated February 2, 2018 be accepted. Please note that there is a revised sheet C300. The approved version has a culvert table in the lower left corner.

If you have any questions concerning these comments, please call me.

Respectfully submitted

A handwritten signature in cursive script that reads "C. Gregory Johnson".

C. Gregory Johnson, P.E.  
(757) 353-8695  
3536 W. Coral Key  
Virginia Beach, VA 23452-4404

Date: 3-2-2017

From: Technical Review Staff Camden Co Sheriff ofc  
(Organization)

To: Camden County Planning Department

RE: Sketch Plan "The Fairfax" - 16 lots

The following is Sheriff Perry input for the Sketch Plan "The Fairfax" major residential subdivision:

Approved as is.

Reviewed with no comments.

Approved with the following comments/recommendations:

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

Disapproved with the following comments:

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

Name: Tony Perry Signature: Sheriff Tony Perry

Attachment: UDO 2017-02-28 - Public Hearing - The Fairfax - Major Subdivision - A and B Building Inc (2024 : Public Hearing - UDO 2017-02-28

Date:

From: Technical Review Staff CAMDEN CO. SCHOOLS  
(Organization)

To: Camden County Planning Department

RE: Sketch Plan "The Fairfax" - 16 lots

The following is CAMDEN CO. SCHOOLS input for the Sketch Plan "The Fairfax" major residential subdivision:

Approved as is.

Reviewed with no comments.

Approved with the following comments/recommendations:

- 1- ROADS ARE CONSTRUCTED TO STATE DOT SPECIFICATIONS
  - 2- CURB-DE-SAC IS OF SUFFICIENT DIAMETER FOR BUSES TO TURN AROUND SAFELY -
  - 3- LETTER FROM DEVELOPER GIVING CAMDEN CO SCHOOLS PERMISSION TO UTILIZE ROADS FOR STUDENT TRANSPORT
- Disapproved with the following comments:

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---



---

Name: ROGER MORGAN Signature: 



**Dave Parks**

---

**From:** Chris Carver <ccarver@cityofec.com>  
**Sent:** Monday, March 05, 2018 2:08 PM  
**To:** Dave Parks  
**Subject:** Re: TRC Meeting

Dave,

I will be unable to attend the TRC meeting tomorrow. I do not see any issues with this as long as there is enough water for the hydrants.

*Chris Carver  
 Deputy Chief of Administration/Fire Marshal  
 Elizabeth City Fire Department  
 PO Box 347  
 Elizabeth City, NC 27907  
 252-338-3913 Office  
 252-340-0343 Cell*

On Thu, Feb 8, 2018 at 10:20 AM, Dave Parks <[dparks@camdencountync.gov](mailto:dparks@camdencountync.gov)> wrote:

There will be a Technical Review Committee meeting on Tuesday, March 6, 2018 at 10:00 AM in the upstairs Courtroom of the Camden County Courthouse on attached Preliminary Plat for "The Fairfax" major subdivision. See attached letter, subdivision plat, and construction drawings.

Sincerely,

David Parks  
 Permit Officer  
 Camden County

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RANDY KRAINIAK  
ROSS MUNRO



KENNETH BOVWAN  
County Manager

KAREN DAVIS  
Clerk to the Board

JOHN S. MORRISON  
County Attorney

February 8, 2018

From: Camden County Planning Department  
To: Technical Review Staff South Camden W+S District  
**Organization**

RE: Preliminary Plat "The Fairfax" – 16 lot Major Subdivision

Attached is a copy of the Preliminary Plat for The Fairfax for your review and comments.

After you have reviewed the plans, please complete the section below and provide this memo with your comments at the Technical Review Committee meeting on Tuesday, March 6, 2018 at 10:00 AM in the upstairs courtroom of the Historic Camden County Courthouse. If you are unable to attend, please fill out, sign and fax to the Planning Office at (252) 333-1603 prior to the meeting.

Approved as is.  
 Reviewed with no comments.  
 Approved with the following comments/recommendations:  
\_\_\_\_\_  
\_\_\_\_\_

Disapproved with the following comments: (Provide factual evidence for denial)  
\_\_\_\_\_  
\_\_\_\_\_

Name: David Credle Signature: David Credle

Thank you for your prompt attention to this matter. If you have any questions, please call me at (252) 338-1919 ext 263.

Sincerely,

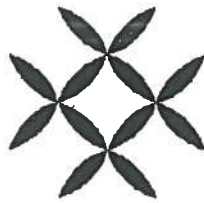
Dan Porter  
Planning Director  
Camden County

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**Camden County**  
NEW ENERGY. NEW VISION.

KENNETH BOWMAN  
County Manager

KAREN DAVIS  
Clerk to the Board

JOHN S. MORRISON  
County Attorney

February 8, 2018

From: Camden County Planning Department  
To: Technical Review Staff Env. Health  
Organization

RE: Preliminary Plat "The Fairfax" - 16 lot Major Subdivision

Attached is a copy of the Preliminary Plat for The Fairfax for your review and comments.

After you have reviewed the plans, please complete the section below and provide this memo with your comments at the Technical Review Committee meeting on Tuesday, March 6, 2018 at 10:00 AM in the upstairs courtroom of the Historic Camden County Courthouse. If you are unable to attend, please fill out, sign and fax to the Planning Office at (252) 333-1603 prior to the meeting.

- Approved as is.
- Reviewed with no comments.
- Approved with the following comments/recommendations:  
Finished septic tank grade should be considered  
when determining house pad elevations
- Disapproved with the following comments: (Provide factual evidence for denial)  
\_\_\_\_\_  
\_\_\_\_\_

Name: Kevin Carrer Signature: KC

Thank you for your prompt attention to this matter. If you have any questions, please call me at (252) 338-1919 ext 268.

Sincerely,

Dan Porter  
Planning Director  
Camden County

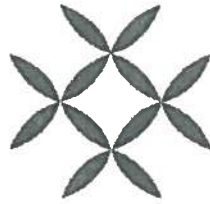
Attachment: UDO 2017-02-28 - Public Hearing - The Fairfax - Major Subdivision - A and B Building Inc (2024 : Public Hearing - UDO 2017-02-28

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**Camden County**  
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KENNETH BOWMAN  
County Manager

KAREN DAVIS  
Clerk to the Board

JOHN S. MORRISON  
County Attorney

February 8, 2018

From: Camden County Planning Department

To: Technical Review Staff Camden Soil & Water  
**Organization**

RE: Preliminary Plat "The Fairfax" – 16 lot Major Subdivision

Attached is a copy of the Preliminary Plat for The Fairfax for your review and comments.

After you have reviewed the plans, please complete the section below and provide this memo with your comments at the Technical Review Committee meeting on Tuesday, March 6, 2018 at 10:00 AM in the upstairs courtroom of the Historic Camden County Courthouse. If you are unable to attend, please fill out, sign and fax to the Planning Office at (252) 333-1603 prior to the meeting.

Approved as is.  
 Reviewed with no comments.  
 Approved with the following comments/recommendations:  
\_\_\_\_\_  
\_\_\_\_\_

Disapproved with the following comments: (Provide factual evidence for denial)  
\_\_\_\_\_  
\_\_\_\_\_

Name: Brian R Lannon Signature: BL Lannon

Thank you for your prompt attention to this matter. If you have any questions, please call me at (252) 338-1919 ext 263.

Sincerely,  
  
Dan Porter  
Planning Director  
Camden County

Attachment: UDO 2017-02-28 - Public Hearing - The Fairfax - Major Subdivision - A and B Building Inc (2024 : Public Hearing - UDO 2017-02-28

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**Camden County**  
NEW ENERGY. NEW VISION.

KENNETH BOWMAN  
County Manager

KAREN DAVIS  
Clerk to the Board

JOHN S. MORRISON  
County Attorney

February 8, 2018

From: Camden County Planning Department  
To: Technical Review Staff South Camden Fire Dept.  
**Organization**

RE: Preliminary Plat "The Fairfax" - 16 lot Major Subdivision

Attached is a copy of the Preliminary Plat for The Fairfax for your review and comments.

After you have reviewed the plans, please complete the section below and provide this memo with your comments at the Technical Review Committee meeting on Tuesday, March 6, 2018 at 10:00 AM in the upstairs courtroom of the Historic Camden County Courthouse. If you are unable to attend, please fill out, sign and fax to the Planning Office at (252) 333-1603 prior to the meeting.

- Approved as is.
- Reviewed with no comments.
- Approved with the following comments/recommendations:

\_\_\_\_\_

\_\_\_\_\_ Disapproved with the following comments: (Provide factual evidence for denial)

\_\_\_\_\_

Name: Kirk Jennings Signature: Kirk Jennings

Thank you for your prompt attention to this matter. If you have any questions, please call me at (252) 338-1919 ext 263.

Sincerely,

Dan Porter  
Planning Director  
Camden County

P. O. Box 190 • 117 North 343 • Camden, NC, 27921 • Phone (252) 338-1919 • Fax (252) 333-1603

[www.camdencountync.gov](http://www.camdencountync.gov)

Attachment: UDO 2017-02-28 - Public Hearing - The Fairfax - Major Subdivision - A and B Building Inc (2024 : Public Hearing - UDO 2017-02-28

**Dave Parks**

---

**From:** Felton, Kylie <feltonk@co.pasquotank.nc.us>  
**Sent:** Monday, March 12, 2018 11:05 AM  
**To:** Dave Parks  
**Subject:** RE: The Fairfax Major Subdivision

Mr. Parks,

Isaac Court works.

Thank you

Kylie Felton  
 Interim Director, Pasquotank-Camden 911  
 200 E Colonial Ave  
 Elizabeth City, NC  
 (252)338-3772 office  
 (252)339-7848 cell  
 (252)331-7444 fax

---

**From:** Dave Parks [<mailto:dparks@camdencountync.gov>]  
**Sent:** Monday, March 12, 2018 10:48 AM  
**To:** Felton, Kylie  
**Cc:** [sean@easterncarolinainc.com](mailto:sean@easterncarolinainc.com); [aandbbuildinc@gmail.com](mailto:aandbbuildinc@gmail.com)  
**Subject:** The Fairfax Major Subdivision

Kylie,

The new proposed street name is "Isaac Court". Let me know if this is good.

Sincerely,

David Parks, CFM  
 Permit Officer  
 Camden County





STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

JAMES H. TROGDON, III  
SECRETARY

February 19, 2018

A&B Building  
141 Travis Boulevard  
Moyock, NC 27958

County: Camden County

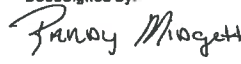
Subject: Encroachment to allow you to install a bored waterline extension under NC HWY 343 for The Fairfax Sudvision.

Dear Applicant,

Attached for your records is a copy of the approved encroachment package to allow you to install a bored waterline extension under NC HWY 343 for The Fairfax Subdivision. **Any and all damages done to State Routes must be properly repaired.** This approval will expire on February 19, 2019 unless construction has started or been completed prior to that date.

Please feel free to contact Randy W. Midgett at (252) 331-4737 if you have any questions.

Sincerely yours,

DocuSigned by:  
  
8DC9B170D0E4F2...

Randy W. Midgett, PE  
District Engineer

Attachments

Cc: Division Engineer (W/Attachments)  
County Maintenance Engineer (W/Attachments)



RECEIVED  
3/6/18

STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

JAMES H. TROGDON, III  
SECRETARY

February 26, 2018

Permit # 2727

Subject: Driveway Permit-A & B Building Incorporated  
County: Camden

A & B Building Incorporated, Adam Maurice  
141 Travis Boulevard  
Moyock, NC 27958

Dear Applicant,

Attached for your files is a copy of a Commercial / Residential Driveway Permit, which has been properly executed. Please note any comments, which may appear on the reverse side of the permit form.

Sincerely,

Randy Midgett, P.E.  
District I Engineer

Attachments

Cc: Division Engineer (W/Attachments)  
County Maintenance Engineer (W/Attachments)

Policy On Street And Driveway Access to North Carolina Highways

<b>APPLICATION IDENTIFICATION</b>		<b>N.C. DEPARTMENT OF TRANSPORTATION  STREET AND DRIVEWAY ACCESS  PERMIT APPLICATION</b>
Driveway Permit No. <b>2727</b>	Date of Application <b>3-2-18</b>	
Development Name: <b>A &amp; B Building Incorporated</b>		

**LOCATION OF PROPERTY:**

Exact Distance **0.77**  Miles       Feet       N     S     E     W

From the Intersection of Route No. **US HWY 158** and Route No. **NC HWY 343** Toward **Shiloh**

Property Will Be Used For:  Residential /Subdivision     Commercial     Educational Facilities     TND     Emergency Services     Other

Property:  is                       is not                      within                      City Zoning Area.

**AGREEMENT**

- I, the undersigned property owner, request access and permission to construct driveway(s) or street(s) on public right-of-way at the above location.
- I agree to construct and maintain driveway(s) or street entrance(s) in absolute conformance with the current "Policy on Street and Driveway Access to North Carolina Highways" as adopted by the North Carolina Department of Transportation.
- I agree that no signs or objects will be placed on or over the public right-of-way other than those approved by NCDOT.
- I agree that the driveway(s) or street(s) will be constructed as shown on the attached plans.
- I agree that that driveway(s) or street(s) as used in this agreement include any approach tapers, storage lanes or speed change lanes as deemed necessary.
- I agree that if any future improvements to the roadway become necessary, the portion of driveway(s) or street(s) located on public right-of-way will be considered the property of the North Carolina Department of Transportation, and I will not be entitled to reimbursement or have any claim for present expenditures for driveway or street construction.
- I agree that this permit becomes void if construction of driveway(s) or street(s) is not completed within the time specified by the "Policy on Street and Driveway Access to North Carolina Highways".
- I agree to pay a \$50 construction inspection fee. Make checks payable to NCDOT. This fee will be reimbursed if application is denied.
- I agree to construct and maintain the driveway(s) or street(s) in a safe manner so as not to interfere with or endanger the public travel.
- I agree to provide during construction proper signs, signal lights, flaggers and other warning devices for the protection of traffic in conformance with the current "Manual on Uniform Traffic Control Devices for Streets and Highways" and Amendments or Supplements thereto. Information as to the above rules and regulations may be obtained from the District Engineer.
- I agree to indemnify and save harmless the North Carolina Department of Transportation from all damages and claims for damage that may arise by reason of this construction.
- I agree that the North Carolina Department of Transportation will assume no responsibility for any damages that may be caused to such facilities, within the highway right-of-way limits, in carrying out its construction.
- I agree to provide a Performance and Indemnity Bond in the amount specified by the Division of Highways for any construction proposed on the State Highway system.
- The granting of this permit is subject to the regulatory powers of the NC Department of Transportation as provided by law and as set forth in the N.C. Policy on Driveways and shall not be construed as a contract access point.
- **I AGREE TO NOTIFY THE DISTRICT ENGINEER WHEN THE PROPOSED WORK BEGINS AND WHEN IT IS COMPLETED.**

Attachment: UDO 2017-02-28 - Public Hearing - The Fairfax - Major Subdivision - A and B Building Inc (2024 : Public Hearing - UDO 2017-02-28

Policy On Street And Driveway Access to North Carolina Highways

SIGNATURES OF APPLICANT

PROPERTY OWNER (APPLICANT)  
 COMPANY A & B Building Incorporated, Adam Maurice  
 SIGNATURE [Signature]  
 ADDRESS 141 Travis Boulevard  
Moyock, NC 27958 Phone No. 757-619-0746

WITNESS  
 NAME JASON A. MIZELLE  
 SIGNATURE [Signature]  
 ADDRESS PO BOX 128  
CAMDEN, NC 27921

AUTHORIZED AGENT  
 COMPANY \_\_\_\_\_  
 SIGNATURE \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 \_\_\_\_\_ Phone No. \_\_\_\_\_

WITNESS  
 NAME \_\_\_\_\_  
 SIGNATURE \_\_\_\_\_  
 ADDRESS \_\_\_\_\_

APPROVALS

APPLICATION RECEIVED BY DISTRICT ENGINEER  
[Signature]  
 SIGNATURE DATE 3-2-16

APPLICATION APPROVED BY LOCAL GOVERNMENTAL AUTHORITY (when required)  
 \_\_\_\_\_  
 SIGNATURE TITLE DATE

APPLICATION APPROVED BY DISTRICT ENGINEER  
[Signature]  
 SIGNATURE DATE 3-2-16

INSPECTION BY NCDOT  
 \_\_\_\_\_  
 SIGNATURE TITLE DATE

COMMENTS:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Use Additional Pages as necessary.

Attachment: UDO 2017-02-28 - Public Hearing - The Fairfax - Major Subdivision - A and B Building Inc (2024 : Public Hearing - UDO 2017-02-28

**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**

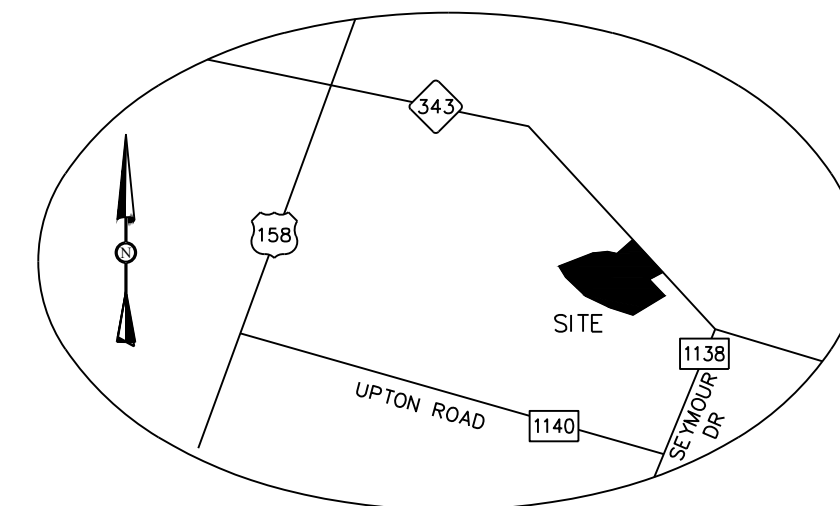
I HEREBY CERTIFY THAT THESE STREETS AS INSTALLED (OR AS DESIGNED AND GUARANTEED BY THE APPLICANT) ARE IN ACCORDANCE WITH THE MINIMUM DESIGN CRITERIA PRESENTLY REQUIRED BY THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION, DIVISION OF HIGHWAYS FOR ACCEPTANCE OF SUBDIVISION STREETS ONTO THE SYSTEM FOR MAINTENANCE.

\_\_\_\_\_  
DATE DISTRICT ENGINEER NC DEPARTMENT OF TRANSPORTATION DIVISION OF HIGHWAYS

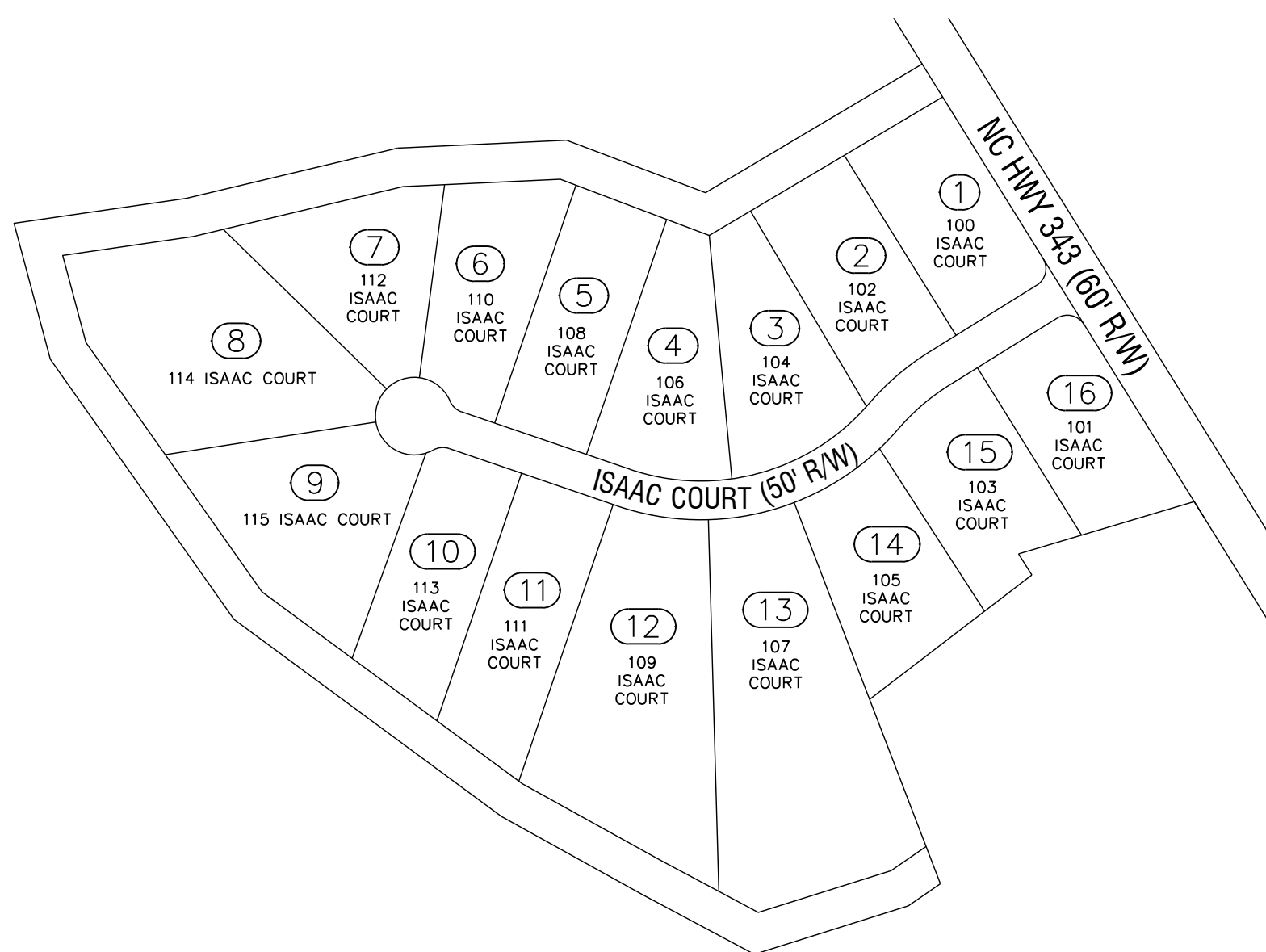
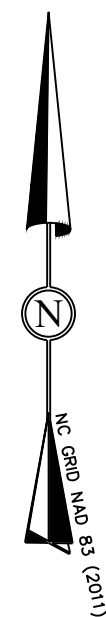
NORTH CAROLINA, CAMDEN COUNTY

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: Site Maps for The Fairfax - 170001 PRELIM 18X24 (2024 : Public Hearing - UDO 2017-02-28 the Fairfax Major Subdivision)





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

**PRELIMINARY**  
DO NOT USE FOR CONSTRUCTION  
SALES OR ACQUISITION

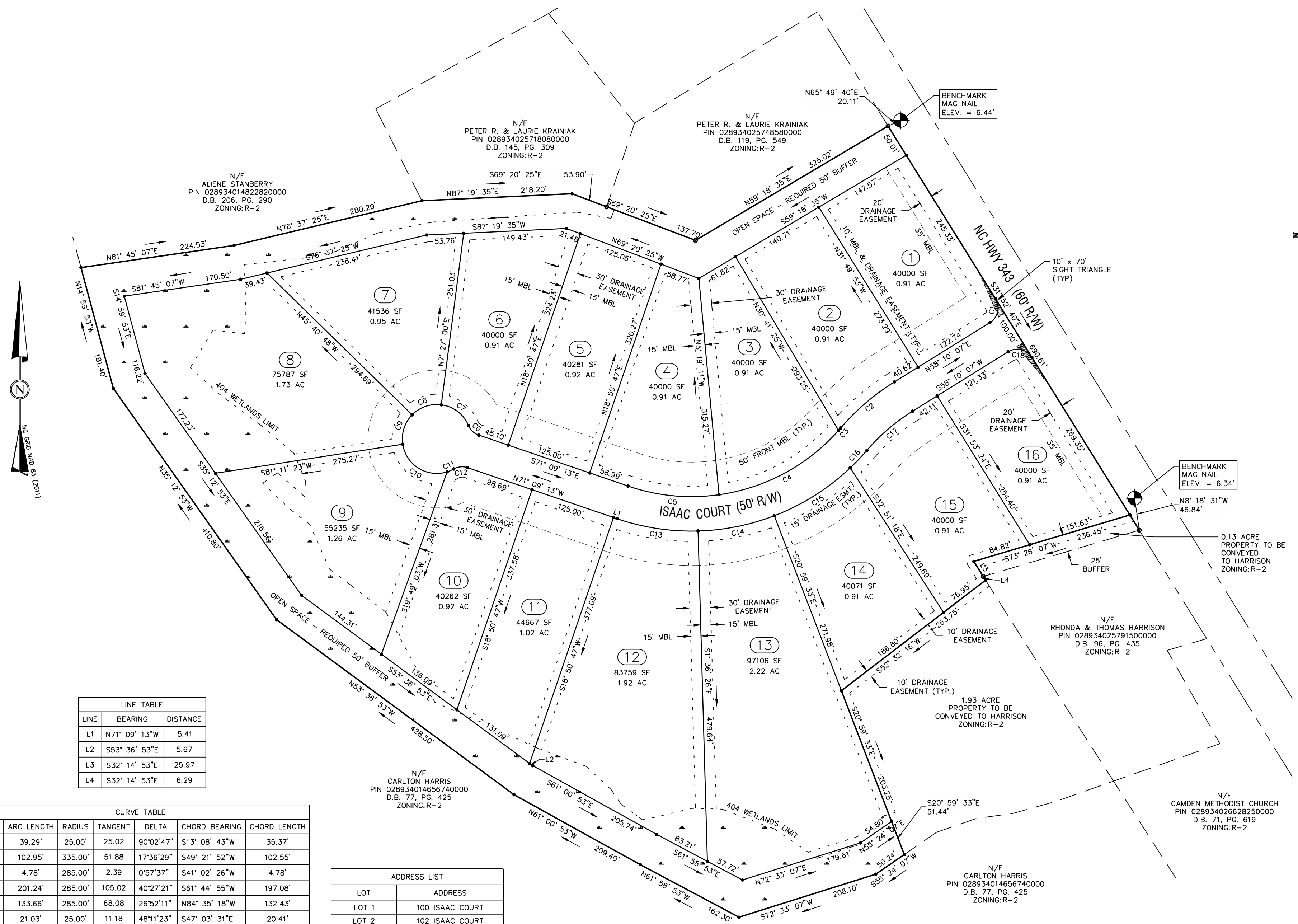
# PRELIMINARY PLAT FOR THE FAIRFAX

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 #: 2/2  
Scale: 1" = 100'



LINE TABLE

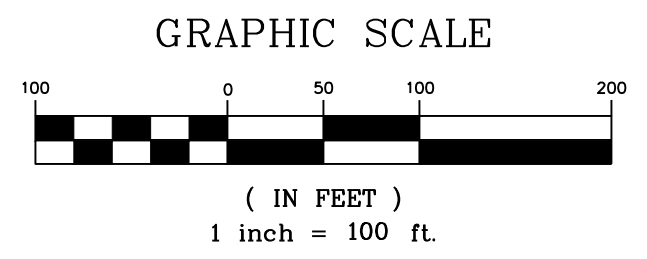
LINE	BEARING	DISTANCE
L1	N71° 09' 13"W	5.41
L2	S53° 36' 53"E	5.67
L3	S32° 14' 53"E	25.97
L4	S32° 14' 53"E	6.29

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



Attachment: Site Maps for The Fairfax - 170001 PRELIM 18X24 (2024 : Public Hearing - UDO 2017-02-28 the Fairfax Major Subdivision)





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

**New Business**

**Item Number:** 6.A  
**Meeting Date:** May 07, 2018  
**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Lisa Anderson

**Item Title** **March Monthly Report**

**Attachments:** 20180501083104948.pdf (PDF)

**Summary:** March 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	227,570.55	6,022.94
2016	54,548.36	3,281.96
2015	20,669.29	1,370.11
2014	16,941.71	1,441.71
2013	11,463.17	5,466.51
2012	8,238.20	8,293.17
2011	5,639.36	6,729.79
2010	4,244.84	5,012.61
2009	3,978.27	4,678.37
2008	3,795.46	5,119.00

Attachment: 20180501083104948.pdf (2030 : Tax Report - Lisa Anderson)

TOTAL REAL PROPERTY TAX UNCOLLECTED	357,089.21
TOTAL PERSONAL PROPERTY UNCOLLECTED	47,416.17
TEN YEAR PERCENTAGE COLLECTION RATE	99.42%
COLLECTION FOR 2018 vs. 2017	93,080.55 vs. 101,328.60

**LAST 3 YEARS PERCENTAGE COLLECTION RATE**

2017	96.68%
2016	99.14%
2015	99.67%

**THIRTY LARGEST UNPAID ACCOUNTS**

SEE ATTACHMENT "A"

**THIRTY OLDEST UNPAID ACCOUNTS**

SEE ATTACHMENT "B"

Attachment: 20180501083104948.pdf (2030 : Tax Report - Lisa Anderson)

**EFFORTS AT COLLECTION IN THE LAST 30 DAYS**

ENDING March **2018**

**BY TAX ADMINISTRATOR**

<u>584</u>	NUMBER DELINQUENCY NOTICES SENT
<u>38</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>3</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>12</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>10</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>1</u>	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
<u>1</u>	NUMBER OF JUDGMENTS FILED

Attachment: 20180501083104948.pdf (2030 : Tax Report - Lisa Anderson)

Attachment "A"  
Real

Roll	Parcel Number	Unpaid Amount	YrsDltg	Taxpayer Name	City	Property Address
R	02-8934-01-17-4778.0000	11,330.23	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	HORSESHOE RD
R	02-8934-01-18-6001.0000	6,110.48	10	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	02-8944-00-75-7172.0000	4,695.33	1	KIM SAWYER	CAMDEN	110 MILL DAM RD N
R	02-8937-00-50-8036.0000	4,530.96	1	CLEVELAND WALSTON LE	CAMDEN	187 HERMAN ARNOLD RD
R	01-7989-04-51-8805.0000	4,279.48	1	NASRI MOHAMMAD	SOUTH MILLS	202 MAIN ST
R	03-8963-00-46-4522.0000	4,226.60	1	A. GREGORY BUCKLEY	SHILOH	343 HWY S
R	01-7998-01-08-6797.0000	3,928.32	1	EDWARD E. HAREIS JR.	SOUTH MILLS	1295 343 HWY N
R	02-8935-04-63-0820.0000	3,903.43	1	BELCROSS PROPERTIES, LLC	CAMDEN	197 158 US E
R	03-8961-00-68-3593.0000	3,624.69	2	SECRETARY OF VETERANS AFFAIRS	SHILOH	169 RAYMONS CREEK RD
R	03-8899-00-16-2671.2425	3,578.44	1	SPRING LOTUS LLC	SHILOH	141 EDGEWATER DR
R	02-8936-00-81-9147.0000	3,418.96	2	JUDITH TILLET	CAMDEN	190 RUN SWAMP RD
R	01-7997-00-75-4295.0000	3,230.28	1	JACKIE E BAILEY	SOUTH MILLS	100 ROBIN CT W
R	03-8972-00-54-4332.0000	3,204.21	1	GILBERT WAYNE OVERTON &	SHILOH	1330 343 HWY S
R	02-8944-00-87-7021.0000	2,931.85	1	MARK M. BRIGMAN SR & LISA L.	CAMDEN	175 MCKIMMEY RD
R	01-7090-00-64-6040.0000	2,893.98	1	LINTON RIDDICK	SOUTH MILLS	431 158 US W
R	02-8923-00-19-3774.0010	2,823.66	6	WILLIAM CONOVER	CAMDEN	US E
R	02-8935-02-66-7093.0000	2,805.26	1	B. F. ETHERIDGE	CAMDEN	158 BUSHELL RD
R	02-8945-00-41-2060.0000	2,776.08	1	LASELLE ETHERIDGE SR HEIRS	CAMDEN	168 BUSHELL RD
R	03-8952-00-05-0472.0000	2,730.38	1	FRANK MCWILLIAN HEIRS	SHILOH	172 NECK 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
R	01-7080-00-53-1141.0000	2,405.66	1	KENNETH J ROSA SR	CAMDEN	188 KEETER BARN RD
R	02-8934-01-29-4617.0000	2,265.20	1	JAMES B. SEYMOUR ETAL	CAMDEN	112 158 US W
R	01-7999-00-78-4680.0000	2,175.87	2	BERTHA MARLENE GARRETT	SOUTH MILLS	379 OLD SWAMP RD
R	01-7988-00-91-0179.0001	2,126.56	10	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-93-8214.0000	2,116.86	10	L. P. JORDAN HEIRS	SHILOH	108 CAMDEN AVE
R	03-8965-00-44-7928.0000	2,110.97	2	WHALON & KATHLEEN MCCULLEN	SHILOH	404 SANDY HOOK RD
R	02-8934-01-29-4776.5853	2,084.96	1	C. RUSSELL HASTINGS JR.	CAMDEN	110 158 US W

05/01/18 08:07:25

Delinquencies Top-30 Unpaid

Attachment "B"

Real

Roll	Parcel Number	YrsDlgt	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	THOMAS L. BROTHERS HEIRS	SOUTH MILLS	
R	03-8943-04-83-8214.0000	10	2,116.86	L. P. JORDAN HEIRS	SHILOH	
R	03-8952-00-95-8737.0000	10	1,955.58	AUDREY TILLET	SHILOH	108 CAMDEN AVE
R	01-7999-00-32-3510.0000	10	1,797.88	LEAH BARCO	SOUTH MILLS	171 NECK RD
R	01-7999-00-12-8596.0000	10	1,733.11	EMMA BRITTE HEIRS	SOUTH MILLS	195 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	1,056.42	CHRISTINE RUDDICK	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1954.0000	10	1,030.78	DAISEY WILLIAMS BURNHAM	SOUTH MILLS	116 BLOODFIELD RD
R	03-8962-00-50-0273.0000	10	883.88	JOE GRIFFIN HEIRS	SHILOH	105 BLOODFIELD RD
R	01-7090-00-60-5052.0000	10	757.21	MARIE MERCER	SOUTH MILLS	RAYMONS CREEK RD
R	02-8955-00-13-7846.0000	10	592.68	BERNICE PUGH	CAMDEN	117 GRIFFIN RD
R	02-8936-00-24-7426.0000	10	576.45	WILLIAMSBURG VACATION	CAMDEN	IVY NECK RD
R	03-8980-00-61-1968.0000	10	249.67	JOHN F. SAWYER HEIRS	SHILOH	113 BOURBON ST
R	01-7090-00-95-5262.0000	10	244.56	MICHAEL OBER	SOUTH MILLS	OLD SWAMP RD
R	03-8809-00-45-1097.0000	10	202.56	ELIZABETH LONG	SHILOH	CENTERPOINT RD
R	03-8899-00-37-0046.0000	10	157.01	TODD ALLEN RIGGS	SHILOH	HIBISCUS
R	01-7080-00-17-2462.0000	10	141.58	SANDERS CROSSING OF CAMDEN CO	SHILOH	LITTLE CREEK RD
R	03-8909-00-62-1977.0000	9	2,062.78	DAVID B. KIRBY	SOUTH MILLS	117 OTTERS PL
R	03-8909-00-24-6322.0000	9	550.77	CARL TEUSCHER	SHILOH	499 SAILBOAT RD
R	03-8980-00-84-0931.0000	8	187.90	EDWARD E. HARRIS JR.	SHILOH	218 BROAD CREEK RD
R	01-7998-01-08-6797.0000	7	3,928.32	LASELLE ETHERIDGE SR. HEIRS	SOUTH MILLS	1295 343 HWY N
R	02-8945-00-41-2060.0000	7	2,776.08	CECIL BARNARD HEIRS	CAMDEN	168 BUSHELL RD
R	03-8962-00-04-9097.0000	7	1,856.31	CHRISTOPHER FROST-JOHNSON	SHILOH	NECK RD
R	03-8990-00-64-8379.0000	7	1,792.39	ROSETTA MERCER INGRAM	SHILOH	LITTLE CREEK RD
R	02-8935-01-07-0916.0000	7	574.95	MARY SNOWDEN	CAMDEN	227 SLEEPY HOLLOW RD
R	03-8962-00-70-7529.0000	7	512.66	DORIS EASON	SHILOH	WICKHAM RD
R	01-7989-04-90-0938.0000	7	453.61	FRANK WRIGHT ETAL	SOUTH MILLS	1352 343 HWY N
R	03-8962-00-60-7648.0000	7	281.11	GEORGE SHAW	SHILOH	WICKHAM RD
R	02-8954-00-97-4350.0000	7	280.89		CAMDEN	TROTWMAN RD N

05/01/18 08:07:26

Delinquencies Top-30 Oldest



Attachment "A"  
Personal

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001709	2,003.83	9	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001538	866.88	10	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	764.04	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	748.98	7	LESLEE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001476	706.41	1	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001072	648.76	9	PAM BUNDY	SHILOH	105 AARON DR
P	0001827	516.98	3	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0000295	483.28	6	KAREN BUNDY	CAMDEN	431 158 US W
P	0001230	412.03	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001681	411.11	6	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
P	0001694	312.08	6	STEVE WILLIAMS	CAMDEN	150 158 HWY W
P	0002565	288.99	6	THOMAS B. THOMAS HEIRS	CAMDEN	150 158 HWY W
P	0001638	277.38	2	DUANE EDWARD DUNIVAN	SOUTH MILLS	115 WAYLAND CT
P	0001693	261.90	9	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001106	253.06	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0001104	242.20	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0001952	238.91	6	SANDY BOTTOM MATERIALS, INC	SOUTH MILLS	319 PONDEROSA RD
P	0000466	210.76	1	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN
P	0000905	205.60	1	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0000225	204.42	3	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
P	0000846	202.76	1	SCOTT C. ANKNEY	SOUTH MILLS	264 BINGHAM RD
P	0002442	201.12	2	TOAN TRINH	SHILOH	229 SALLEOAT RD
P	0001250	200.37	1	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001010	194.43	5	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0001546	189.68	1	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0000297	189.57	1	GEORGE ROWLAND	CAMDEN	431 158 US W
P	0001673	182.53	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN
P	0002886	177.05	9	THOMAS PHILLIP WINSLOW	CAMDEN	158 HWY W
P	0000248	170.36	6	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P		159.99	10	ROBERT H. OWENS	CAMDEN	A STREET

05/01/18 08:07:45

Delinquencies Top-30 Unpaid

Attachment "B"  
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	648.76	PAM BUNDY	SHILOH	105 AARON DR
P	0001106	10	253.06	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0000248	10	159.99	ROBERT H. OWENS	CAMDEN	A STREET
P	0001540	10	120.95	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001709	9	2,003.83	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001693	9	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001672	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	0001722	7	140.55	JANET LEARY	SOUTH MILLS	LINTON ROAD
P	0001639	7	123.29	CAREY FARMS, INCORPORATED	SOUTH MILLS	202 SHARON CHURCH
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	SOUTH MILLS	319 PONDEROSA RD
P	0002886	6	170.36	GEORGE LINWOOD POWELL	CAMDEN	177 SANDHILLS RD
P	0001740	6	109.23	JASON & KEVIN WORDEN	SOUTH MILLS	STILLES LANE
P	0002194	5	516.98	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001010	5	189.68	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0001638	3	210.76	ERIC JASON WOODARD	SOUTH MILLS	612 MAIN LOT 12
P	0000905	3	204.42	KEVIN & STACY ANDERSON	SHILOH	111 AARON DR
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	0001476	2	706.41	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0000295	2	412.03	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0002565	2	277.38	DUANE EDWARD DUNIVAN	SOUTH MILLS	115 WAYLAND CT
P	0000466	2	205.60	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W

05/01/18 08:07:46

Delinquencies Top-30 Oldest



# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### New Business

**Item Number:** 6.B  
**Meeting Date:** May 07, 2018  
**Submitted By:** Ken Bowman,  
 Administration  
 Prepared by: Karen Davis

**Item Title** **Communications Equipment Purchase**

**Attachments:** Sheriff Repeaters Request (PDF)

### **Summary:**

During the presentations part of the BoC meeting April 2, Sheriff Meads made a presentation to the members of the BoC outlining the lessons learned from the recent active shooter exercise hosted by his department. In his presentation he identified a major weakness that surfaced during the exercise. The inability to communicate with other law enforcement members within the structures (school buildings) using the standard issued radios. He has identified a vendor and made a recommendation to correct the problem in the attached presentation.

The costs associated with installing this equipment would be approximately \$27,500 for the Middle School and \$36,500 for Grandy Primary and Camden Intermediate combined, bringing the total cost to \$64,000. Bundled together result in a 3% reduction in costs.

This will eliminate a communication issue that has had a detrimental effect on the First Responders in these facilities during an emergency.

### **Recommendation:**

Communication repeaters be installed within these facilities.

Camden County Sheriff's Office  
Camden/Pasquotank EMS  
Camden/Pasquotank Communications Center  
ACTIVE SHOOTER EXERCISE AFTER ACTION REPORT  
March 13, 2018

On March 13, 2018, The Camden County Sheriff's Office conducted an active shooter training exercise at the Camden Middle School. While this in itself is nothing new as we have been having these for several years with Camden Deputies, we did add additional agencies to participate along with several more actors than we have previously used. Basically two different scenarios were played out involving a report of an active shooter in the school. We had 12 roll players serving in various situations, 2 telecommunicators, the Principal of the Middle School, Mrs Gnatt and 10 Camden Deputies. Also in attendance, as observers, during this event was Dr Ferrell, Superintendent, Ken Bowman, County Manager, Randy Krainiak, Commissioner, and Sissy Aydlett, School Board.

**Training objectives of this exercise:**

The duties of the initial law enforcement response to an active shooter

Roles of the contact team, rescue team, perimeter team and evacuation team

Role of Emergency Medical Technicians

The number 1 goal is to save lives by locating the threat as quickly as possible, Isolate or limit the threat and confront the threat.....thus stopping the action of the shooter.

Although we were training with several deputies, the first on the scene will go to the sound of gunfire. We DO NOT WAIT for backup!

Making contact with the threat is usually quick by going towards the sounds of gunfire. The rescue team along with the EMT's is a lot slower as they are assessing the wounded and moving them out of the building.

**Some lessons learned from this exercise:**

The added injured role players made it more realistic for everyone involved.

Even though we had never trained with the EMT's with these scenarios, we worked well with each other and law enforcement provided the security they needed as they performed their duties. I believe they benefited from this training and they expressed their willingness to participate again.

We need to continually practice and train. This enables us to be better prepared and ready if and when tragedies such as this were to affect our community. These types of scenarios are not just limited to schools but could happen anywhere such as businesses and churches.

### Operational Concerns:

Having the telecommunicators there to participate injected to the realism of receiving the initial calls of a shooter in the school through our normal communications. However, this also allowed us to recognize **an area that needs immediate improvement.** Communications among first responders at events such as this are almost always highlighted as an area for improvement. We need to have clear communication. Once our responders were well into the school, there was a problem with effective communication. The 800 MHz radios most all first responders now use are great radios but they are limited in some structures because of the many different metals used in construction. **The lack of communication between personnel was identified during this exercise.** Without good clear communication within the building and outside the building, it creates a dangerous situation for all involved. This equally affects Law Enforcement, EMS and Fire Department personnel.

### Recommended Solution to correct the communication problem

We have completed some testing within the Middle School, Grandy Primary School and Camden Intermediate School. I requested a communications company visit each of these schools and complete an evaluation of what would be needed to bring us to an acceptable level of safe clear communication within these facilities. **It is my recommendation and request that communication repeaters be installed within these facilities.**

**The costs associated with installing this equipment would be approximately \$27,500 for the Middle School and \$36, 500 for Grandy Primary and Camden Intermediate combined, bringing the total cost to \$64,000.** Bundled together would result in a 3% reduction in costs.

This will eliminate a communication issue that has had a detrimental effect on the First Responders in these facilities during an emergency.

You can rest assured I will do everything possible to identify the needs and ensure the safety of first responders and every citizen in Camden County.

Thank you for your time and favorable consideration of this request.

I would be glad to answer your questions.

  
Sheriff Rodney Meads

Atlantic Communications, Inc.  
 4811 Market Drive  
 Newport News VA, 23607  
 (800) 407-8498 or (757) 380-8498

3/30/2018



## Camden County

Camden Middle School BDA/DAS Solution

Description	Qty	Price	Extended
<b>Camden Middle School (700/800 MHz BDA Headend)</b>			
<b>Materials &amp; Equipment</b>			
Westel PS51080 700/800 MHz BDA NFPA Rated	1	\$ 9,044.72	\$ 9,044.72
Westel PS-BBU-01 Battery Backup NFPA Rated	1	\$ 5,187.50	\$ 5,187.50
Battery AGM 105ah	1	\$ 658.33	\$ 658.33
7/800 MHz Yagi Donor Antenna	1	\$ 250.00	\$ 250.00
Ant. Wall Mount Kit	1	\$ 23.17	\$ 23.17
Antenna Mast	1	\$ 20.37	\$ 20.37
Donor Transmission Line	100	\$ 2.03	\$ 203.00
Transmission Line N Connector	4	\$ 28.78	\$ 115.12
Entry Port	1	\$ 24.00	\$ 24.00
Entry Port Boot	1	\$ 27.90	\$ 27.90
RF Surge Arrestor	1	\$ 75.28	\$ 75.28
AC Surge Arrestor	1	\$ 44.15	\$ 44.15
Installation Materials (fasteners, ties, etc.)	1	\$ 158.33	\$ 158.33
Grounding Materials (wire, lugs, etc.)	1	\$ 308.33	\$ 308.33
			<b>\$ 16,140.20</b>
<b>Installation &amp; Configuration Services</b>			
BDA Installation & Configuration	1	\$ 660.00	\$ 660.00
Donor Antenna Installation	1	\$ 1,760.00	\$ 1,760.00
Final Testing and Level Setting	1	\$ 1,500.00	\$ 1,500.00
Shipping & Handling	1	\$ 175.00	\$ 175.00
			<b>\$ 4,095.00</b>
7/800 MHz Headend Sub Total			<b>\$ 20,235.20</b>
<b>Camden Middle School (700/800 MHz) DAS Network</b>			
<b>Materials &amp; Equipment</b>			
138-960 MHz Power Splitter	1	\$ 433.33	\$ 433.33
Indoor Omni DAS Antenna Mount	2	\$ 27.58	\$ 55.16
Ceiling Grill	2	\$ 28.98	\$ 57.96
740-870 MHz Antenna Element White	2	\$ 39.53	\$ 79.06
Cable Hanger	1	\$ 118.47	\$ 118.47

Attachment: Sheriff Repeaters Request (2045 : Communications Equipment Purchase)



Atlantic Communications, Inc.  
 4811 Market Drive  
 Newport News VA, 23607  
 (800) 407-8498 or (757) 380-8498

3/30/2018



7/800 DAS Transmission Line (Fire Retardant)	400	\$	3.32	\$	1,328.00
7/800 DAS Transmission Line N Connector	4	\$	26.38	\$	105.52
Installation Materials (fasteners ties, etc.)	1	\$	125.00	\$	125.00
Grounding Materials (wire, lugs, etc.)	1	\$	108.33	\$	108.33
				\$	<b>2,410.83</b>

#### Installation & Configuration Services

7/800 DAS Antenna Installation	2	\$	137.50	\$	275.00
7/800 DAS Cabling Installation	1	\$	3,510.00	\$	3,510.00
Testing & Optimization	1	\$	880.00	\$	880.00
Shipping & Handing	1	\$	158.33	\$	158.33
				\$	<b>4,823.33</b>

DAS Network Sub Total

\$ **7,234.16**

7/800 MHz System Sub Total

\$ **27,469.36**

Attachment: Sheriff Repeaters Request (2045 : Communications Equipment Purchase)

Atlantic Communications, Inc.  
4811 Market Drive  
Newport News VA, 23607  
(800) 407-8498 or (757) 380-8498

3/30/2018



Attachment: Sheriff Repeaters Request (2045 : Communications Equipment Purchase)

Atlantic Communications, Inc.  
 4811 Market Drive  
 Newport News VA, 23607  
 (800) 407-8498 or (757) 380-8498

3/30/2018



## Camden County

Camden Primary/Intermediate School BDA/DAS Solution

Description	Qty	Extended
<b>Camden Primary/Intermediate School (700/800 MHz BDA Headend)</b>		
<b>Materials &amp; Equipment</b>		
Westel PS51080 700/800 MHz BDA NFPA Rated	1	\$ 9,044.72
Westel PS-BBU-01 Battery Backup NFPA Rated	1	\$ 5,187.50
Battery AGM 105ah	1	\$ 658.33
7/800 MHz Yagi Donor Antenna	1	\$ 250.00
Ant. Wall Mount Kit	1	\$ 23.17
Antenna Mast	1	\$ 20.37
Donor Transmission Line	100	\$ 203.00
Transmission Line N Connector	4	\$ 115.12
Entry Port	1	\$ 24.00
Entry Port Boot	1	\$ 27.90
RF Surge Arrestor	1	\$ 75.28
AC Surge Arrestor	1	\$ 44.15
Installation Materials (fasteners, ties, etc.)	1	\$ 158.33
Grounding Materials (wire, lugs, etc.)	1	\$ 308.33
		<b>\$ 16,140.20</b>
<b>Installation &amp; Configuration Services</b>		
BDA Installation & Configuration	1	\$ 660.00
Donor Antenna Installation	1	\$ 1,760.00
Final Testing and Level Setting	1	\$ 1,500.00
Shipping & Handling	1	\$ 175.00
		<b>\$ 4,095.00</b>
7/800 MHz Headend Sub Total		<b>\$ 20,235.20</b>
<b>Camden Primary/Intermediate School (700/800 MHz) DAS Network</b>		
<b>Materials &amp; Equipment</b>		
138-960 MHz Power Splitter	3	\$ 1,299.99
Indoor Omni DAS Antenna Mount	4	\$ 110.32
Ceiling Grill	4	\$ 115.92
740-870 MHz Antenna Element White	4	\$ 158.12
Cable Hanger	1	\$ 118.47

Atlantic Communications, Inc.  
 4811 Market Drive  
 Newport News VA, 23607  
 (800) 407-8498 or (757) 380-8498

3/30/2018



7/800 DAS Transmission Line (Fire Retardant)	1250	\$	4,150.00
7/800 DAS Transmission Line N Connector	12	\$	316.56
Installation Materials (fasteners ties, etc.)	1	\$	250.00
Grounding Materials (wire, lugs, etc.)	1	\$	216.67
		<b>\$</b>	<b>6,736.05</b>

#### Installation & Configuration Services

7/800 DAS Antenna Installation	4	\$	550.00
7/800 DAS Cabling Installation	1	\$	7,410.00
Testing & Optimization	1	\$	1,320.00
Shipping & Handing	1	\$	158.33
		<b>\$</b>	<b>9,438.33</b>

DAS Network Sub Total **\$ 16,174.38**

7/800 MHz System Sub Total **\$ 36,409.58**

Attachment: Sheriff Repeaters Request (2045 : Communications Equipment Purchase)



# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Board Appointments

**Item Number:** 7.1

**Meeting Date:** May 07, 2018

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

**Item Title** Home & Community Care Block Grant Committee -  
Appointment

**Attachments:** HCCBG Committte Letter (PDF)

**Summary:**

See attached letter requesting that Richard Trevena be appointed to the Home & Community Care Block Grant Committee.

**Recommendation:**

Review and approve.



April 25, 2018

Richard Trevena  
128 Swinson Road  
South Mills, NC 27976

CAMDEN

CHOWAN

CURRITUCK

DARE

GATES

HYDE

PASQUOTANK

PERQUIMANS

TYRRELL

WASHINGTON

COLUMBIA

CRESWELL

DUCK

EDENTON

ELIZABETH CITY

GATESVILLE

HERTFORD

KILL DEVIL HILLS

KITTY HAWK

MANTEO

NAGS HEAD

PLYMOUTH

ROPER

SOUTHERN SHORES

WINFALL

Dear Mr. Trevena,

Thank you for your willingness to serve on the Home and Community Care Block Grant (HCCBG) Committee in Camden County.

The committee usually meets once a year in the spring to discuss the allocation of the HCCBG funds for the next fiscal year.

The committee consist of HCCBG providers, elected officials and community citizens, like yourself. Our current providers in Camden county are:

- ICPTA – General and Medical Transportation
- ResCare Home Care – In-Home aide services
- DayBreak – Adult Day Health
- Albemarle Commission – Congregate and Home Delivered Meals

We do not have a date set for next year's meeting. I will let you know about two weeks in advance when and where the meeting will be held.

Thank you again,

Camille Craft  
Aging Programs and Contract Specialist  
(252) 426-5753 ext. 222  
ccraft@accog.org

cc: Karen Davis





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

**Board Appointments**

**Item Number:** 7.2

**Meeting Date:** May 07, 2018

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

**Item Title** **Community Advisory Committee**

**Attachments:** Board Reappointment Request Letter C. Mansfield  
(PDF)

**Summary:**

See attached letter requesting that Clarann Mansfield be reappointed to the Community Advisory Board for an additional term.

**Recommendation:**

Review and approve.



CAMDEN

April 24, 2018

CHOWAN

Karen Davis, Clerk  
Camden County Offices  
PO Box 190  
Camden, NC 27921

CURRITUCK

DARE

GATES

Dear Mrs. Davis,

HYDE

I am writing to request a reappointment for the Camden County Community Advisory Committee. Clarann Mansfield's term expires on 05/01/2018. Mrs. Mansfield has expressed an interest in continuing to serve on the Community Advisory Committee. With the Board's approval, I am requesting that she receive an appointment for another term.

PASQUOTANK

PERQUIMANS

TYRRELL

WASHINGTON

COLUMBIA

Mrs. Mansfield's information remains the same, which is listed below:

CRESWELL

DUCK

Clarann Mansfield  
831 Hwy 343 North  
Camden, NC 27921

EDENTON

ELIZABETH CITY

GATESVILLE

Your assistance is greatly appreciated! If you have any questions or concerns, please feel free to contact me at (252) 426-5753 ext. 225.

HERTFORD

KILL DEVIL HILLS

KITTY HAWK

Sincerely,

MANTEO

NAGS HEAD

PLYMOUTH

Brandi Jordan, MSW  
Regional LTC Ombudsman

ROPER

SOUTHERN SHORES

WINFALL



# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.A  
**Meeting Date:** May 07, 2018

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

**Item Title** **BOC/BOE Joint Meeting Minutes - March 27, 2018**

**Attachments:** boc\_boeminutes\_032718 (DOCX)

**Recommendation:**  
Review and approve.

CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 27, 2018

**Camden County Board of Commissioners  
Camden County Board of Education**

**Joint Meeting  
March 27, 2018  
6:00 PM**

**Camden Public Library, Community Room**

**MINUTES**

A joint meeting of the Camden County Board of Commissioners and Camden County Board of Education was held on March 27, 2018 in the Camden Public Library Community Room.

**The following Camden County Commissioners were present:**

Vice Chairman Tom White, Commissioners Garry Meiggs and Ross Munro. Absent from the meeting were Chairman Clayton Riggs and Commissioner Randy Krainiak.

County Staff attending: County Manager Ken Bowman, Finance Officer Stephanie Humphries, Clerk to the Board Karen Davis.

**The following Camden County Board of Education members were present:**

Chairman Christian Overton, Vice Chairman Dr. Jason Banks, Board Members Kevin Heath, Sissy Aydlett and Chris Wilson.

Camden County Schools Staff attending: Superintendent Joe Ferrell, Administrative Assistant Anita Cuthrell, Finance Officer Faye Perry, Director of Auxiliary Services Larry Lawrence.

**Invocation**

Chris Wilson gave the invocation.

**Call to Order**

Vice Chairman Tom White called to order the Camden County Board of Commissioners. Chairman Christian Overton called to order the meeting of the Camden County Board of Education.

Commissioner Garry Meiggs made a motion to approve the agenda as presented. The motion passed unanimously with Vice Chairman Tom White, Commissioners Munro and Meiggs voting aye; no commissioner voting no and no commissioners not voting.

**Pledge of Allegiance**

Those in attendance recited the Pledge of Allegiance.

**Welcome**

County Manager Ken Bowman welcomed those in attendance and explained that the purpose of the meeting is to exchange ideas and discuss budgetary needs at a somewhat informal level

CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 27, 2018

49 **Information Updates**

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A. General Information & Budget Priorities – Superintendent Joe Ferrell

- 1853 students projected for the 2018-2019 academic year
  - Listening & Learning Tour conducted his first 90-100 days
  - Launching Strategic Planning Initiative – Profile of a Graduate
- Items to be included in meeting discussion:
- Budget Priorities
  - Capital Grant
  - Fund Balance
  - No request of additional funds

B. Update from County Finance Officer & Schools Director of Finance

- County Finance Officer Stephanie Humphries shared a history of School Board of Education Funding Requested and Approved.
- Schools Director of Finance Faye Perry reported that at this time the school system will have the ability to cover the majority of employees and benefits for fulltime and part-time positions; instructional supplies, computer equipment, software.
- Goal – to add additional funding for SRO position.
- Local current expense – cover approximately 26 full and part-time positions; field trips, reproductions, teacher supplements, custodial/maintenance of buildings, band and athletic programs, school health program, at-risk students, exceptional students.
- Of the \$2.6 million received in the 16-17 budget, \$278,000 of Fund Balance will be used to supplement the Unappropriated Fund anticipated balance of \$250,000.
- Federal Programs – cover 5 teaching positions, teacher assistant, instructional supplies, workshops, technology needs.

C. Capital Outlay and Child Nutrition – Larry Lawrence

- No request for extraordinary items
- Requesting funds to cover routine building maintenance; upgrade locks, cameras; replacement of heating and a/c unit at Camden Early College; heating and cooling units throughout school system; tile replacement at Grandy Primary; carpet in high school office; storage unit for Transportation Department; reseal windows; replace gutters; concrete installation at Grandy Primary; county vehicle; replacement of aging technology.
- Child Nutrition – Expecting to cover \$30,000 for the 2018-2019 year; no plan to increase lunch prices.

D. School Safety – Christian Overton

Board of Education Christian Overton led the discussion on SRO personnel and other school safety needs. Included in the discussion:

- Late April – Information update on grant funds (\$28,000) to assist in funding SRO position
- The possibility of a patrol deputy to be assigned part-time to schools
- A need to ensure students of their safety while at school
- Proactive versus Reactive – Mental Health / Student Services / Professional Development

CAMDEN COUNTY BOARD OF COMMISSIONERS  
MARCH 27, 2018

- 96                   • 800 mg radios – Not working properly inside building during recent training activity  
97                   • Strategic Plan – School Safety #1 priority  
98                   • Emergency Intercom System  
99                   • Volunteer Programs  
100                  • School Access/Door Security and Cameras  
101                  • Involve North Carolina Association of County Commissioners  
102  
103                  E. Capital Needs Grants – Board of Education Chairman Christian Overton led the discussion  
104                    on the next steps needed to become shovel-ready for construction of a new high school and  
105                    need to improve eligibility for additional grant awards. Included in the discussion:  
106                    • Awarded \$2.3 million although not yet received  
107                    • Guidelines and conditions of grant not in place at this time  
108  
109                  F. Fund Balance – Chairman Christian Overton led the discussion regarding fund balance.  
110                    • Recommendation by auditor is to keep the fund balance at \$400,000-\$500,000 – (two  
111                    months of operating expenses) The consensus of both boards is to keep it at around  
112                    \$250,000.  
113                    • County Finance Officer recommended the option of going to 12 payments.  
114  
115                  G. Priorities  
116                    • Repeaters - \$36,000 Grandy Primary & Intermediate; \$27,000 Middle School  
117                    • Need a plan in place until radio communication problem is solved.  
118                    • April 27 – Active Shooter Drill (Teacher Workday)  
119  
120                  H. NCDC Property – Ken Bowman  
121                    • Camden County has purchased Pasquotank County’s share of the NCDC property  
122                    and now owns that property as well as the CMP property.  
123                    • The goal is to have the facility ready for the Pre-K program by August 2018.  
124                    • MOU in regard to transportation for the Pre-K program will need to be executed.  
125  
126                  I. Broadband – Ken Bowman  
127                    • A feasibility study is currently being conducted for the county to learn how to best  
128                    proceed in regard to broadband access and capability.  
129  
130

131 There being no further matters for discussion the joint meeting of the Camden County Board of  
132 Commissioners and Camden County Board of Education was adjourned.  
133  
134

135 \_\_\_\_\_  
136 Tom White, Acting Chair  
137 Camden County Board of Commissioners  
138

139 ATTEST:

140 \_\_\_\_\_  
141  
142 Karen M. Davis, Clerk to the Board





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

**Consent Agenda**

**Item Number:** 8.B  
**Meeting Date:** May 07, 2018

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

**Item Title** **BOC Minutes - April 2, 2018 Work Session**

**Attachments:** bocworksession\_040218 (DOCX)

**Summary:**  
Review and approve.

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
CIP WORK SESSION – APRIL 2, 2018**

**Camden County Board of Commissioners  
April 2, 2018  
2018-2019 Capital Improvement Projects – Work Session  
Historic Courtroom, Courthouse Complex  
Camden, North Carolina**

**MINUTES**

The Camden County Board of Commissioners held a Capital Improvement Plan Work Session on April 2, 2018 in the Historic Courtroom, Camden, North Carolina.

The session was called to order by Vice Chairman Tom White at 6:00 PM. Additional Board Members Present: Commissioners Garry Meiggs and Randy Krainiak. Chairman Clayton Riggs and Commissioner Ross Munro were absent due to work obligations.

Staff Present: Manager Ken Bowman, Finance Officer Stephanie Humphries, Clerk to the Board Karen Davis.

Projects included in the session discussion:

Approved/Funded

- Core Area Wastewater Treatment Plant – Priority 1  
(Contract awarded to Hatchell Concrete March 2018; completion scheduled June 2019)
- Camden Business Park – Wastewater Extension (Included with above contract)

It was the consensus of the Board to keep as Priority 1.

- Public Services Campus – Priority 1
  - Phase 1 - Planning and Design
  - Funding is approved/budgeted - \$358,555

Vice Chairman White and Commissioner Meiggs spoke in favor of keeping the Public Services Campus as Priority 1. Commissioner Krainiak spoke in opposition of keeping the Public Services Campus as Priority 1.

- South Mills Community Park – Priority 1
  - Phase 1 – Purchase Property – Budget to be determined.

It was the consensus of the Board to keep as Priority 1.

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**CIP WORK SESSION – APRIL 2, 2018**

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43 Recommended/Unfunded

- 44 • South Mills Wastewater Treatment Plant Filtration Pond Priority 2 – Manager Bowman  
 45 recommended changing this to a Priority 1 because of Camden Plantation and Commerce  
 46 Park. In addition, the lagoon liner is in need of repair/replacement. Estimated cost:  
 47 \$135,000-\$250,000. The Board will consider all options at the June meeting.  
 48
- 49 • US 158 Sewer Extension – Country Club Area – (Need to establish Priority)

50  
 51 The consensus of the Board is to gather more information before moving forward.  
 52

53 Identified / Unfunded

- 54 • Camden High School – School Capital Improvements

55  
 56 Stephanie Humphries recommended moving the grant portion to the Approved/Funded  
 57 Category and including those funds in the budget.  
 58

- 59 • Chantilly Road Community Park –Estimated Cost: TBD  
 60 ➤ Description: Obtain property and construct a small community park in the  
 61 Camden Courthouse area.  
 62

63 Commissioner Krainiak spoke in favor of this project. Commissioner Meiggs spoke  
 64 in opposition to this project. Vice Chairman White stated that it will be necessary to  
 65 gather input from Chairman Riggs and Commissioner Munro.  
 66

- 67 • Treasure Point 4-H Facility

68  
 69 NC Cooperative Extension Cameron Lowe has submitted a proposal to include a 4,000  
 70 square-foot conference center to include office space, a conference room, workroom,  
 71 insect lab, storage and auditorium. The approximate cost is \$800,000. The Foundation  
 72 currently has \$16,000 and insurance funds of \$54,000.  
 73

74 The consensus of the Board is to support the construction of a basic structure for activity  
 75 space, not to include offices.  
 76

- 77 • Construction of Additional Raw Water Wells  
 78 ➤ Planning and Engineering Design was completed in FY15/16.  
 79

80 The consensus of the Board is to take no action at this time.  
 81

- 82 • Dismal Swamp Canal Pedestrian and Bicycle Path Completion  
 83 ➤ A stakeholder meeting was held in May 2012 at which time the City of  
 84 Chesapeake advised that funding for the Virginia portion was not approved.  
 85 The consensus of the Board is to take no action at this time.

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**CIP WORK SESSION – APRIL 2, 2018**

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- 86       • Broadband

87

88           The feasibility study is currently underway. A presentation of the results of the study will  
89           be made at the May 2018 Board of Commissioners meeting.

90

91

92   Budget Meetings with Department Heads

93

94   The consensus of the Board is to allow the county manager and finance officer to meet with the  
95   department heads to review each department budget. The department heads will remain  
96   available to meet with the Board at the Board's request should there be questions concerning the  
97   budget.

98

99   With no further matters for discussion Vice Chairman Tom White closed the session at 6:50 PM.

100

101

102

103

\_\_\_\_\_  
Tom White, Acting Chair

104

Camden County Board of Commissioners

105

106   ATTEST:

107

108

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



**CAMDENCOUNTY**  
new energy. new vision.

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

**Consent Agenda**

**Item Number:** 8.C  
**Meeting Date:** May 07, 2018

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

**Item Title** **BOC Minutes - April 2, 2018**

**Attachments:** bocminutes\_040218 (DOCX)

**Recommendation:**  
Review and approve.

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

**Camden County Board of Commissioners**

**April 2, 2018**

**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 April 2, 2018 in the Historic Courtroom, Camden, North Carolina.

**WELCOME & CALL TO ORDER**

The meeting was called to order by Vice Chairman, Tom White at 7:00 PM. Additional Board Members Present: Commissioners Garry Meiggs and Randy Krainiak. Chairman Clayton Riggs and Commissioner Ross Munro were absent due to work obligations.

Staff Present: Manager Ken Bowman, Finance Officer Stephanie Humphries, County Attorney John Morrison, Clerk to the Board Karen Davis, Planning Director Dan Porter, Tax Administrator Lisa Anderson, Public Works Director David Credle, Sheriff Rodney Meads, JCPC Director Christy Edwards, County Extension Director Cameron Lowe, Extension Agents Austin Brown and Ali Humber.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Sheriff Rodney Meads gave the invocation and led in the Pledge of Allegiance.

**ITEM 1. PUBLIC COMMENTS**

None.

**ITEM 2. CONSIDERATION OF AGENDA**

The consent agenda was amended to add Resolution for the Merger of Hertford County Health Department with Albemarle Regional Health Services as New Business Item 5.L.

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

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

Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)



**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

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41 **ITEM 3. PRESENTATIONS**

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1. Trillium Annual Report – Bland Baker presented the 2017 Trillium Annual Report. Included in Mr. Baker’s presentation:
  - Trillium Prepares for Medicaid Reform
  - Annual Gaps & Needs
  - Priorities
  - Opioid Crisis
  - Reinvestment Plan Outcomes
  - Initiatives in Advancing Technology
  - Consumers Served in Camden County – 240
  - School Safety
  
2. NC Cooperative Extension – Cameron Lowe presented the NC Cooperative Extension Annual Report. Included in Mrs. Lowe’s presentation:
  - Agriculture Impacts
  - FCS Impacts
  - 4-H Impacts
  - Office & Programming Space
  - 4-H Camp Development Plan – Treasure Point
  - Partnerships
  - New 4-H Agent – Ali Humber
  - David Owens – The 73<sup>rd</sup> Annual Albemarle Area Livestock Show & Sale will take place April 24-25, 2018.
  
3. Parks & Recreation Department – Tim White presented a department update. Included in Mr. White’s presentation:
  - One Mill Park Interpretive Sign
  - Parks & Athletic Facilities
  - Annual Programs & Events
  - Athletic Programs
  - Youth Participation Statistics
  - Capital Improvement Needs
  
4. Sheriff Rodney Meads reported on recent active shooter training activity conducted by the Sheriff’s Office in conjunction with other local emergency response personnel. Due to radio communication challenges that took place during the exercise, included in his presentation was a recommendation and request that communication repeaters be installed in Camden Middle School, Grandy Primary and Camden Intermediate.

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

82 **South Camden Water & Sewer District Board of Directors Meeting**

83 Vice Chairman Tom White recessed the meeting of the Board of Commissioners and opened the  
 84 South Camden Water & Sewer District Board of Directors meeting.

85

**Agenda**

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

**1. CALL TO ORDER**

**ITEM 2. 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 3. CONSIDERATION OF THE AGENDA**

**ITEM 4. PUBLIC HEARINGS**

1. Public Hearing - Installment Financing of Treatment Plant

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

- A. Monthly Update
- B. Resolution to Reimburse Advanced Funding for Treatment Plant Project
- C. Resolution for Financing Wastewater Treatment Plant Project
- D. Set System Development Fee Public Hearing Date

**ITEM 6. CONSENT AGENDA**

**ITEM 7. INFORMATION**

**ITEM 8. OTHER**

**ITEM 9. ADJOURN**

86

87

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

89	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
90	<b>MOVER:</b>	Randy Krainiak, Commissioner
91	<b>AYES:</b>	Meiggs, White, Krainiak
92	<b>ABSENT:</b>	Riggs, Munro

93

94 **Motion to go into Public Hearing for installment financing of the wastewater treatment**  
 95 **plant.**

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

100

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

101 Vice Chairman White opened the floor for public comment. Hearing none, the vice chairman  
 102 called for a motion to close the public hearing.

103

104 **Motion to come out of public hearing.**

105 **RESULT:** PASSED [UNANIMOUS]  
 106 **MOVER:** Randy Krainiak, Commissioner  
 107 **AYES:** Meiggs, White, Krainiak  
 108 **ABSENT:** Riggs, Munro

109

110 **New Business**

111

112 A. Monthly Report - Public Works Director David Credle presented the monthly report.

113

*South Camden Water & Sewer Board*

*Monthly Work Order Statistics Report*

*Period: February 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>68</i>	<i>68</i>	<i>100%</i>	<i>0</i>
<i>Sewer/Collection</i>	<i>1</i>	<i>1</i>	<i>100%</i>	<i>0</i>

Locates:

Water Line: 63

Sewer Line: 22

Water & Sewer, same ticket: 6

Public Works Director Notes/Comments:

Ten work orders have been reviewed for accuracy.

Average daily water use for February 288,156/ 720,000 available capacity.

114

115

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

117 **RESULT:** PASSED [UNANIMOUS]  
 118 **MOVER:** Randy Krainiak, Commissioner  
 119 **AYES:** Meiggs, White, Krainiak  
 120 **ABSENT:** Riggs, Munro

121

122 B. Resolution to Reimburse Advanced Funding for Treatment Plant Project – This  
 123 resolution establishes the intent of the Board to reimburse the District/County for  
 124 expenses incurred prior to receiving disbursement of funds from project financing.

125

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
APRIL 2, 2018**



**RESOLUTION 2018-04-02**

**OF THE SOUTH CAMDEN WATER AND SEWER DISTRICT  
DECLARING ITS OFFICIAL INTENT TO REIMBURSE EXPENDITURES UNDER  
UNITED STATES DEPARTMENT OF TREASURY REGULATIONS**

BE IT RESOLVED, by the Board of Commissioners (the "Board") for the County of Camden, North Carolina, in its capacity as the governing body of the South Camden Water and Sewer District (the "District") as follows:

Section 1. The Board hereby finds, determines and declares the following:

(a) Section 1.150-2 of the Treasury Regulations (the "Regulations") prescribes specific procedures which will be applicable to certain bonds or notes issued by or on behalf of the District including, without limitation, a requirement that the District declare its official intent to reimburse certain expenditures with proceeds of debt to be incurred by the District prior to, or within sixty (60) days of, payment of the expenditures to be reimbursed.

(b) The District intends that it will advance its own funds or that the County will advance funds on behalf of the District in order to pay certain capital costs (the "Original Expenditures") relating to the acquisition, construction and equipping of a new wastewater treatment plant (the "Project").

(c) The District reasonably expects to reimburse itself for the Original Expenditures from the proceeds of debt to be incurred by the District.

(d) \$2,800,000 is the maximum principal amount of debt expected to be incurred for the purpose of paying the costs of the Project.

(e) This declaration of official intent is made pursuant to Section 1.150-2 of the Treasury Regulations to expressly declare the official intent of the District to reimburse itself from the proceeds of debt to be hereinafter incurred by the District for certain expenditures paid by the District or on behalf of the District by the County on or after the date which is sixty (60) days prior to the date hereof.

(f) The funds heretofore advanced or to be advanced by the District or on behalf of the District by the County to pay the Original Expenditures are or will be available only on a temporary basis, and do not consist of funds that were otherwise earmarked or intended to be used by the District to permanently finance the Original Expenditures.

(g) All Original Expenditures to be reimbursed by the District were paid no more than sixty (60) days prior to, or will be paid on or after the date of, this declaration of official intent, except with respect to certain amounts incurred before such 60-day period not exceeding 20% of the issue price of the proceeds of the debt to be hereinafter incurred which are expended for "preliminary expenditures" within the meaning of Section 1.150-2 of the Treasury Regulations (the "Preliminary Expenditures"). The District understands that, except for the Preliminary Expenditures, such reimbursement must occur not later than eighteen (18) months after the later of (a) the date the Original Expenditures were paid and (b) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the Original Expenditures were paid.

Section 2. This resolution shall take effect upon its adoption.

Adopted this the 2<sup>nd</sup> day of April, 2018.

George White, Jr. Acting Chair  
South Camden Water & Sewer District Board of Directors



ATTEST:  
  
Karen M. Davis, Clerk to the Board

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**Motion to adopt Resolution 2018-04-02 to reimburse advanced funding for wastewater treatment plant project.**

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

C. Resolution for Financing Wastewater Treatment Plant Project – This resolution establishes the occurrence of and adherence to the required Public Hearing and the intent of the Board to seek financing to fund the project.

Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**



**RESOLUTION 2018-04-01**

**MAKING CERTAIN FINDINGS AND DETERMINATIONS REGARDING THE  
 FINANCING OF A NEW WASTEWATER TREATMENT PLANT  
 FOR THE SOUTH CAMDEN WATER AND SEWER DISTRICT PURSUANT TO  
 AN INSTALLMENT FINANCING AGREEMENT AND REQUESTING THE  
 LOCAL GOVERNMENT COMMISSION TO APPROVE THE FINANCING  
 ARRANGEMENT**

BE IT RESOLVED by the Board of Commissioners (the "Board") for the County of Camden, North Carolina, in its capacity as the governing body of the South Camden Water and Sewer District (the "District") as follows:

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

(a) There exists in the District a need to finance the cost of acquiring, constructing and equipping a new wastewater treatment plant (the "Project").

(b) After a public hearing and due consideration, the District has determined to consider entering into an installment financing agreement (the "Agreement") in the aggregate principal amount not to exceed \$2,800,000 to provide funds, together with any other available funds, to pay (i) the cost of the Project and (ii) certain financing costs associated therewith.

(c) If the District proceeds with the financing, the District will enter into the Agreement with a financial institution to be selected by the District with the advice of the District's financial advisor (the "Lender"), pursuant to which the Lender will advance to the District amounts sufficient to pay the costs of financing the Project, and the District will repay the advancement in installments (the "Installment Payments").

(d) In order to secure the Installment Payments, the District will grant a lien on all or a portion of the site of the Project, together with any improvements or fixtures located or to be located thereon.

(e) It is in the best interest of the District to enter into the Agreement in that such transaction will result in providing financing for such Project in an efficient and cost effective manner.

(f) Entering into the Agreement is preferable to a general obligation bond and revenue bond issue in that (i) the District does not have the constitutional authority to issue non-voted general obligation bonds pursuant to Article V, Section 4 of the North Carolina Constitution because the District has not retired a sufficient amount of debt in the preceding fiscal year to issue a sufficient amount of general obligation bonds for the Project without an election; (ii) the cost of the Project exceeds the amount to be prudently provided from currently available appropriations and unappropriated fund balances; (iii) the circumstances existing require that funds be available to commence construction of the Project as soon as practicable and the time required for holding an election for the issuance of voted general obligation bonds pursuant to Article V, Section 4 of the North Carolina Constitution and the Local Government Bond Act will delay the commencement of construction of the Project by several months; and (iv) there can be no assurances that the Project will be approved by the voters and the necessity of such Project dictates that the Project be financed by a method that assures that such Project will be constructed in an expedient manner.

(g) It has been determined by the Board that the cost of financing the Project through an installment financing agreement is reasonably comparable to the costs of issuing general obligation bonds or other available methods of financing and is acceptable to the Board.

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Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

(h) Counsel to the District will render an opinion to the effect that the proposed undertaking as described above is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of the State of North Carolina.

(i) The debt management policies of the District have been carried out in strict compliance with law, and the District is not in default under any obligation for repayment of borrowed money.

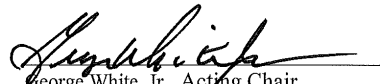
(j) The increase in taxes, if any, necessary to meet the sums to fall due with respect to the Agreement will not be excessive.

(k) The projected rate increases, if any, for water and wastewater service in connection with entering into the Agreement will be reasonable.

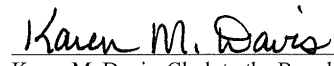
Section 2. The Board hereby authorizes and approves the District's filing of an application with the Local Government Commission for approval of the Agreement and requests the Local Government Commission to approve of the Agreement and the proposed financing in connection therewith.

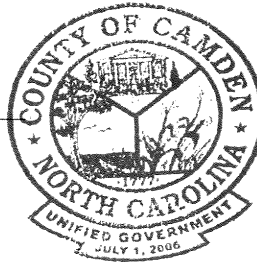
Section 3. This resolution shall take effect immediately upon its passage.

Adopted this the 2<sup>nd</sup> day of April, 2018.

  
 George White, Jr., Acting Chair  
 South Camden Water & Sewer District Board of Directors

ATTEST:

  
 Karen M. Davis, Clerk to the Board



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**Motion to adopt Resolution 2018-04-01 for Financing Wastewater Treatment Plan Project.**

144	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
145	<b>MOVER:</b>	Randy Krainiak, Commissioner
146	<b>AYES:</b>	Meiggs, White, Krainiak
147	<b>ABSENT:</b>	Riggs, Munro

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D. Set System Development Fee Public Hearing Date - New legislation requires an analysis to be performed by a qualified professional on system development fees charged by Water and/or Sewer Districts/Associations. The District/Association must then give the public 45 days to review the proposed fee(s) then hold a Public Hearing for public comment. The analysis is nearly complete for publishing as required by the statute. In order to give the public 45 days to review the analysis, the proposed June 4th public hearing date would be sufficient to meet the requirements. The analysis will be available through our county website at [www.camdencountync.gov](http://www.camdencountync.gov) or at the Administration office building no later than 8:00 AM, April 20, 2018.



**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

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159 **Motion to set System Development Fee Public Hearing date for June 4, 2018.**

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

164  
 165 **Motion to adjourn the South Camden Water & Sewer District Board of Directors meeting.**

166	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
167	<b>MOVER:</b>	Randy Krainiak, Commissioner
168	<b>AYES:</b>	Meiggs, White, Krainiak
169	<b>ABSENT:</b>	Riggs, Munro

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 171 Vice Chairman White reconvened the meeting of the Camden County Board of Commissioners.  
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173 **ITEM 4. OLD BUSINESS**

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- 174  
 175 A. Unified Development Ordinance – Planning Director Dan Porter gave an update on the  
 176 revision of the Unified Development Ordinance.
- 177 • The review team has reviewed 60-70% of Module I of the draft ordinance. The  
 178 next meeting is planned for April 3, 2018 to complete Module I and receive  
 179 Module II.
  - 180 • The goal is to have a draft ordinance for the July Board of Commissioners  
 181 meeting so that the public hearing can be set.

182  
 183 **ITEM 5. NEW BUSINESS**

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- 184  
 185 A. National Public Safety Telecommunicators Week 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

186

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
APRIL 2, 2018**

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*

Tom White, Acting Chairman  
Camden County Board of Commissioners

ATTEST:

*Karen M. Davis*  
Karen M. Davis  
Clerk to the Board



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**Motion to adopt the proclamation establishing the week of April 8-14, 2018 as National Public Safety Telecommunicators Week.**

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

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Vice Chairman Tom White presented the proclamation to Pamela Collins, Shift Supervisor with Pasquotank-Camden 911.

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**B. JCPC – Christy Edwards**

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JCPC Coordinator Christy Edwards presented to the Board the FY18-19 program application. Mrs. Edwards covered the following program components in her report:

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- Camp BLUE (Building Leaders and Urging Excellence)
- Community Service
- C.R.O.W.N. Kids & B.E.A.R.S.
- Teen Court
- Camden County Youth Services Budget Narrative

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Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

214 **Motion to approve the FY18-19 JCPC Program Application.**

215	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
216	<b>MOVER:</b>	Randy Krainiak, Commissioner
217	<b>AYES:</b>	Meiggs, White, Krainiak
218	<b>ABSENT:</b>	Riggs, Munro

219  
 220 C. Tax report – Lisa Anderson

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 222 Tax Administrator Lisa Anderson presented the monthly tax report.

223

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

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%

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Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

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

<u>5</u>	NUMBER DELINQUENCY NOTICES SENT
<u>132</u>	FOLLOWUP REQUESTS FOR PAYMENT SENT
<u>0</u>	NUMBER OF WAGE GARNISHMENTS ISSUED
<u>14</u>	NUMBER OF BANK GARNISHMENTS ISSUED
<u>3</u>	NUMBER OF PERSONAL PHONE CALLS MADE BY TAX ADMINISTRATOR TO DELINQUENT TAXPAYER
<u>0</u>	NUMBER OF PERSONAL VISITS CONDUCTED (COUNTY OFFICES)
<u>0</u>	PAYMENT AGREEMENTS PREPARED UNDER AUTHORITY OF TAX ADMINISTRATOR
<u>0</u>	NUMBER OF PAYMENT AGREEMENTS RECOMMENDED TO COUNTY ATTORNEY
<u>0</u>	NUMBER OF CASES TURNED OVER TO COUNTY ATTORNEY FOR COLLECTION (I.D. AND STATUS)
<u>0</u>	REQUEST FOR EXECUTION FILES WITH CLERK OF COURTS
<u>0</u>	NUMBER OF JUDGMENTS FILED

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**Thirty Largest Unpaid Accounts - Real**

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	HORSESHOE 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	SHEILA 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	1295 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	2	SECRETARY OF VETERANS AFFAIRS	SHILOH	169 RAYMONS CREEK RD
R	01-7979-00-61-7358.0000	3,503.92	1	BERT LLC	SOUTH MILLS	HORSESHOE 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 & CAMDEN SQUARE ASSOCIATES	SHILOH	1330 343 HWY S
R	01-7080-00-07-3293.0000	3,172.08	1	LINTON RIDDICK	SOUTH MILLS	129 LILLY RD
R	01-7090-00-64-6040.0000	2,893.98	1	WILLIAM CONOVER	CAMDEN	431 158 US W
R	02-8923-00-19-3774.0010	2,823.66	6	B. F. ETHERIDGE HEIRS	CAMDEN	158 US E
R	02-8935-02-66-7093.0000	2,805.26	1	ROBERT P DALL JR ET AL	SHILOH	212 RIVERVIEW AVE
R	03-8953-03-02-2479.0000	2,767.37	1	FRANK MCMILLIAN HEIRS	SHILOH	172 NECK RD
R	03-8962-00-05-0472.0000	2,730.38	1	NORMA MIDGETT MADEIRA	SHILOH	140 A WALSTON LN
R	03-8953-03-30-0094.0000	2,677.87	1	WILLARD O. FORBES	SHILOH	192 THOMAS POINT RD
R	03-8971-00-14-2206.0000	2,586.25	1	DWAYNE HARRIS	SHILOH	125 ONE MILL RD
R	03-8971-00-54-7373.0000	2,584.63	1	BRIDGET CARTWRIGHT JOHNSON	CAMDEN	144 158 US W
R	02-8934-01-18-8282.0000	2,582.04	1			

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Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

237 Thirty Oldest Unpaid Accounts - Real  
 238

Roll	Parcel Number	YrsDlq	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	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	MORAN MITCHELL HEIRS	SOUTH MILLS	165 BUNKER HILL RD
R	01-7989-04-60-1568.0000	10	1,056.42	EMMY BRITTS HEIRS	SHILOH	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	DAISY 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	03-8899-00-37-0046.0000	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	01-7080-00-62-1977.0000	9	3,753.90	LASELLE ETHERIDGE SR.	CAMDEN	168 BUSHELL RD
R	03-9809-00-24-6322.0000	9	2,062.78	SANDERS CROSSING OF CAMDEN CO	SOUTH MILLS	117 OTTERS PL
R	01-7998-01-08-6797.0000	8	550.77	DAVID B. KIRBY	SHILOH	499 SAILBOAT RD
R	03-8980-00-84-0931.0000	8	4,053.10	EDWARD E. HARRIS JR.	SOUTH MILLS	1295 343 HWY N
R	03-8962-00-04-9097.0000	7	187.90	CARL TEUSCHER	SHILOH	218 BROAD CREEK RD
R	03-8950-00-64-8379.0000	7	1,856.31	CEDIL BARNARD HEIRS	SHILOH	NECK RD
R	02-8935-01-07-0916.0000	7	792.39	CHRISTOPHER PROST-JOHNSON	SHILOH	LITTLE CREEK RD
R	03-8962-00-70-7529.0000	7	574.95	ROSEITA MERCER INGRAM	CAMDEN	227 SLEEPY HOLLOW RD
R	01-7989-04-90-0938.0000	7	512.66	MARY SNOWDEN	SHILOH	WICKHAM RD
R	03-8962-00-60-7648.0000	7	453.61	DORIS EASON	SOUTH MILLS	1352 343 HWY N
R	02-8954-00-97-4350.0000	7	281.11	FRANK WRIGHT ETAL	SHILOH	WICKHAM RD
R		7	280.89	GEORGE SHAW	CAMDEN	TROTMAN RD N

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 241 Thirty Largest Unpaid Accounts - Personal  
 242

Roll	Parcel Number	Unpaid Amount	YrsDlq	Taxpayer Name	City	Property Address
P	0001623	7,940.35	1	ATLANTIC COASTAL CLEARING	CAMDEN	
P	0001709	2,003.83	9	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001538	866.88	10	JEFFREY EDWIN DAVIS	HERTFORD	MIC MAC TRAIL
P	0001046	764.04	10	THIEN VAN NGUYEN	SHILOH	133 EDGEWATER DR
P	0000738	748.98	7	LESLIE ETHERIDGE JR	CAMDEN	431 158 US W
P	0001476	706.41	1	MIKE TAYLOR	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001072	673.30	10	PAM BUNDY	SHILOH	105 AARON DR
P	0002194	551.38	3	MORGAN ROBERSON	SHILOH	849 SANDY HOOK RD S
P	0001827	483.28	6	KAREN BUNDY	CAMDEN	431 158 US W
P	0001104	456.99	1	MICHAEL & MICHELLE STONE	CAMDEN	107 RIDGE ROAD
P	0002185	448.60	2	DIRECT TV, LLC	CAMDEN	
P	0000295	412.03	1	HENDERSON AUDIOMETRICS, INC.	CAMDEN	330 158 HWY E
P	0001709	411.11	6	JAMES NYE	SOUTH MILLS	101 ROBIN CT W
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	0001693	261.90	9	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0001166	253.06	10	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0001952	238.91	7	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 LOT 12
P	0000466	205.60	1	LAMBS OF CAMDEN	CAMDEN	152 HWY 158 W
P	0001540	201.12	2	TOAN LUKE	SHILOH	229 SAILBOAT RD
P	0002442	200.37	9	GERALD WHITE STALLS JR	SOUTH MILLS	116 CHRISTOPHERS WAY
P	0001250	194.43	1	MICHELE LEE TAYLOR-DUKE	SOUTH MILLS	108 BINGHAM RD
P	0001010	189.68	5	RAYBURN BURGESS	SHILOH	116 EDGEWATER DR
P	0001546	189.57	1	GEORGE ROWLAND	CAMDEN	431 158 US W
P	0000297	182.53	1	ADAM D. & TRACY J.W. JONES	CAMDEN	133 WALSTON LN

243  
 244 Thirty Oldest Unpaid Accounts - Personal  
 245

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	105 AARON DR
P	0001106	10	253.06	JAMI ELIZABETH VANHORN	SOUTH MILLS	617 MAIN ST
P	0000248	10	159.99	ROBERT H. OWENS	CAMDEN	A STREET
P	0001709	10	120.95	DAVID LUKE	ELIZABETH CITY	CAMDEN CAUSEWAY
P	0001693	9	2,003.83	JOHN MATTHEW CARTER	CAMDEN	158 HWY
P	0001673	9	261.90	ALLIANCE NISSAN	CAMDEN	158 HWY W
P	0000316	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	SOUTH MILLS	319 PONDEROSA RD
P	0001740	5	109.23	JASON & KEVIN WORDEN	SOUTH MILLS	116
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 LOT 12
P	0001540	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

246  
 247

Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

---

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

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

253  
 254 D. 2017 Advertisement of Tax Liens on Real Property

255  
 256 Pursuant to G.S. 105-369(a), Lisa Anderson reported to the County Commissioners the total  
 257 amount of unpaid taxes as of March 26, 2018 for the current fiscal year that are liens on real  
 258 property is \$250,205.03.

259  
 260 **Motion to accept the report from the tax administrator that, as of March 26, 2018, the total**  
 261 **amount of unpaid taxes for the current fiscal year that are liens on real property is**  
 262 **\$250,205.03 and that this figure shall change over time with collections and releases.**

264	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
265	<b>MOVER:</b>	Randy Krainiak, Commissioner
266	<b>AYES:</b>	Meiggs, White, Krainiak
267	<b>ABSENT:</b>	Riggs, Munro

268  
 269 **Motion to set the 2017 tax liens on real property advertising date of April 30, 2018.**  
 270

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

275  
 276 E. Set Hearing Dates – 2018 Board of Equalization & Review

277  
 278 Pursuant to G.S. 105-322(e), the hearing dates for the 2018 Board of Equalization and Review  
 279 needs to be set in order to advertise at the appropriate time.

280  
 281 **Motion to convene the 2018 Board of Equalization and Review on May 7, 2018 and adjourn**  
 282 **on June 4, 2018.**  
 283



**CAMDEN COUNTY BOARD OF COMMISSIONERS  
APRIL 2, 2018**

284	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
285	<b>MOVER:</b>	Randy Krainiak, Commissioner
286	<b>AYES:</b>	Meiggs, White, Krainiak
287	<b>ABSENT:</b>	Riggs, Munro

F. Resolution to Convey Property to South Camden Water & Sewer District

County Manager Ken Bowman explained that the property purchased for the construction of the Wastewater Treatment Plant needs to be transferred from Camden County ownership to South Camden Water & Sewer District ownership. This property is the “Williams Tract” that was purchased as the Wastewater Treatment Plant site on US 158.



RESOLUTION 2018-04-03

**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.

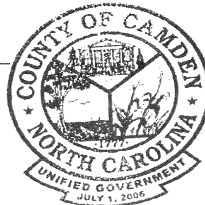
Section 3. This resolution shall take effect immediately upon its passage.

Adopted this the 2<sup>nd</sup> day of April, 2018.

George White, Jr., Acting Chair  
Camden County Board of Commissioners

ATTEST:

Karen M. Davis, Clerk to the Board



**Motion to adopt the Resolution Approving the Conveyance of Certain Property to the South Camden Water & Sewer District for the Purpose of Financing a Wastewater Treatment Plant.**

Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

301 **RESULT:** PASSED [UNANIMOUS]  
 302 **MOVER:** Garry Meiggs, Commissioner  
 303 **AYES:** Meiggs, White, Krainiak  
 304 **ABSENT:** Riggs, Munro

305  
 306 G. Trillium Joint Ownership Distribution Agreement  
 307

308 County Manager Ken Bowman presented to the Board a contract for the distribution of the  
 309 NCDC & CMP property ownership. This contract will allow for the County to own the NCDC  
 310 property in whole and allow for a distribution of a portion of the CMP property to Trillium in  
 311 exchange for their ownership in the remainder of the property.  
 312

STATE OF NORTH CAROLINA  
 CAMDEN COUNTY

PURCHASE AND SALE  
 AGREEMENT

This agreement made and entered into by Camden County, a body politic and political subdivision of the State of North Carolina, hereinafter Purchaser and Trillium Mental Health, a local government of the State of North Carolina providing public mental health services, hereinafter Seller.

RECITALS

1. Purchaser and Seller have previously owned 1/3 undivided interests in two Tracts of property hereinafter described. Said property was originally a single Tract, which was subsequently divided in to 1 Tract referred to as the "Medical Village" and the other Tract as the "NCDC", property.
2. The other owner of an undivided 1/3 interest was Pasquotank County, which as a result of a conveyance of its interest to Camden County, is no longer possessed of any ownership.
3. As a result of the above, Camden County now owns a 2/3 undivided interest and Trillium Mental Health the remaining undivided 1/3 interest in the subject property.
4. Camden, Trillium, and Pasquotank have recently been involved in significant litigation as to the applicability of a reverter clause in and to the NCDC property. Said litigation was recently resolved favorably. As a result, title was judicially declared in Camden, Pasquotank and Trillium free and clear of any other encumbrance. These 3 parties joined as Plaintiffs in pursuing a declaratory judgement award and jointly utilized the Twiford Law Firm, P.C. Trillium's shares of the legal fees was \$11,000.00.
5. Trillium desires to retain a fee simple, undivided interest, in a Tract of the Medical Village, together with improvements thereon in which Trillium maintains an office. Further, Trillium is desirous of the former NCDC property being reinstated as a non-profit daycare, which Camden has committed to do.
6. Trillium is desirous of selling and Camden is desirous of purchasing. Trillium's undivided 1/3 interest in the NCDC property and Trillium's 1/3 undivided interest in the Medical Park excepting the property with improvements thereon currently occupied by Trillium, so that at the conclusion of this transfer, Trillium will have fee simple title to 1 Tract of property and the improvements situate thereon and Camden will then have fee simple undivided interest in the remaining Tracts with improvements situate thereon. The NCDC property will belong entirely to Camden as will the Medical Village property excepting that property occupied by Trillium.

NOW, THEREFORE, for and in consideration of \$1.00 and other good and valuable consideration, the receipt of which is hereby acknowledged, it is agreed.

313  
 314  
 315

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

Section 1  
Purchase and Sale

Seller shall sell, and purchaser shall purchase, seller's undivided 1/3 interest in the NCDC property, more particularly described pursuant to Exhibit A, attached hereto together with all improvements situate thereon. Seller shall also sell, and purchaser shall purchase, seller's 1/3 undivided interest in the Medical Village, more particularly described as Exhibit B attached hereto, less and except seller's 1/3 interest in and to the building it currently occupies, together with curtilage hereinafter described. Purchaser shall sell to seller its 2/3 undivided interest in the property occupied by seller together with improvements thereon. Likewise, conveyed will be a joint ownership and responsibility for mutual maintenance of all common areas including driveways and parking.

Section 2  
Surveys

1. It will be necessary to have the Medical Village properties surveyed so as to create three distinct lots: 1 belonging to Trillium and the other 2 to Camden. The cost of the survey shall be paid for 1/3 by Trillium and 2/3 by Camden. In the event the parties cannot mutually agree upon a surveyor and the attendant cost, the Camden Manager shall make a binding decision on employment and compensation. The description shall be by metes and bounds and in a format capable of being recorded in the Camden County Registry.
2. The \$11,000.00 consideration due to seller shall be paid when seller's 1/3 interest in the NCDC property is conveyed to Purchaser. However, all remaining obligations of this contract shall survive such payment and remain enforceable until completed.

Section 3  
Warranty Deed

Each party shall convey their interest in the above described real property as to the above described Tracts by good and sufficient Warranty Deed.

Section 4  
Relief from Landscaping Maintenance Agreement

Seller, as of date of closing, shall be relieved of any further obligations, including those recited in its Maintenance Agreement by and among Pasquotank, Camden and Trillium.

Section 5  
Condition of Improvements

All Tracts being conveyed between the parties contain improvements thereon in the form of buildings, driveways, parking areas and roadways. The purchasing party affirms it has carefully inspected the conditions of the property or properties being conveyed to it together with improvements thereon and accepts the same "as is".

Section 6  
Closing

Closing which shall consist of the exchange of consideration and Deeds, shall take place within 10-days of the survey completion date as to the Medical Village. This closing shall further consist of a Deed, prepared by Camden County, from Trillium to Camden as to the interest above described in the Medical Village. However, a prior closing on the NCDC property shall take place on or before April 1, 2018 at which time Purchaser shall present the consideration of \$11,000.00 to Seller for its 1/3 undivided interest in the NCDC property. The Deed for this transaction shall also be prepared by Camden County.

316

317

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
APRIL 2, 2018**

Section 7  
Taxation

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

Section 8  
Execution of Contract in Deeds

This Contract and the contemplated Deeds, may be executed by the Chairman of the Board of either party or the County manager for Camden or the Director for Trillium, as is approved by the governing Board of each party.

Section 9  
Duplicate Originals

This document shall be executed in duplicate originals with each party retaining a fully executed instrument. Provide further, this document may be executed in counterparts and transmitted between the parties by facsimile or email.

318  
319

Pre-Audit Certification  
Camden County

This instrument has been pre-audited in a manner required by the local government budget and Physical Control Act.

Camden County Finance Officer

\_\_\_\_\_  
Stephanie Humphries

Pre-Audit Certification  
Trillium

This instrument has been pre-audited in a manner required by the local government budget and Physical Control Act.

Trillium County Finance Officer

\_\_\_\_\_

320  
321

Executed Seller on the \_\_\_\_ day of April, 2018 and by the Purchaser on the \_\_\_\_ day of April, 2018.

Trillium

\_\_\_\_\_  
Seller

Camden County

\_\_\_\_\_  
Purchaser

\_\_\_\_\_  
Clerk to the Board

322

Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)



**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

323 **Motion to approve contract for the distribution of the NCDC & CMP Property ownership.**  
 324

325	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
326	<b>MOVER:</b>	Randy Krainiak, Commissioner
327	<b>AYES:</b>	Meiggs, White, Krainiak
328	<b>ABSENT:</b>	Riggs, Munro

329  
 330 H. Standing Objection to Waiver of Court Costs and Fines  
 331

332 County Attorney John Morrison explained that legislation has been passed to allow agencies who  
 333 are recipients of court costs and fines to object to the waiving of these fees. The initial  
 334 requirement was for Counsel to attend proceedings to object. It was not a feasible option to have  
 335 an attorney attend all proceedings. However, the Administrative Office of the Courts has now  
 336 created a process to register a standing objection by having the county attorney file a Standing  
 337 Response to Waiver/Remission of Court Costs and Fines.  
 338

339 **Motion to direct Attorney Morrison to register the Standing Response to**  
 340 **Waiver/Remission of Court Costs and Fines filing with the AOC.**

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

345  
 346 I. Electronic Transactions & Signatures Resolution  
 347

348 Finance Officer Stephanie Humphries presented the following resolutions which are being  
 349 required by a new Administrative Law for electronic transactions. Camden has begun to comply  
 350 with the new law by presenting these resolutions to the Board for approval and by writing the  
 351 required policy/procedures. These resolutions have been created as suggested resolutions to  
 352 establish the intent of the commissioners to allow electronic transactions and signatures for  
 353 conducting County financial transactions which is already standard for the County of Camden.  
 354



**RESOLUTION 2018-04-04**  
**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.

355

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
APRIL 2, 2018**

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.

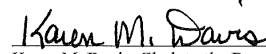
3. In accordance with N.C. G.S. 159-28.1, the use of facsimile signing of checks is hereby authorized for the Finance Officer and Chairman. The signature devices are to be kept under security by the Finance Officer, who shall be bonded and along with the sureties of the official bond are liable for any illegal, improper, or unauthorized use of them.

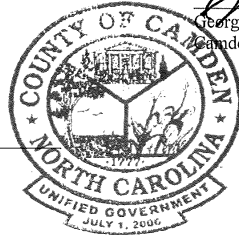
4. An exception to the dual signature requirement is allowed for the disbursement of funds through the Public School Building Capital Fund maintained with the state of North Carolina which will require only the Finance Officer's signature for reimbursement of state approved projects.

5. In accordance with N.C. G.S. 159-28 (a), pre-audit 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 2<sup>nd</sup> day of April, 2018.

ATTEST:

  
Karen M. Davis, Clerk to the Board



  
George White, Jr., Acting Chair  
Camden County Board of Commissioners

356  
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360

**Motion to adopt the Resolution authorizing the County of Camden to engage in electronic payments as defined by General Statute.**

361  
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363  
364

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

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Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)



**CAMDEN COUNTY BOARD OF COMMISSIONERS  
APRIL 2, 2018**



**Resolution 2018-04-05**

**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 2<sup>nd</sup> day of April, 2018.

George White, Jr., Acting Chair

Camden County Board of Commissioners

ATTEST:

Karen M. Davis, Clerk to the Board



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380

**Motion to approve the Resolution authorizing Camden County to engage in electronic payments as defined by General Statute 159-28.**

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

Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

381 J. Banking Resolution

382

383 At the March 5, 2018 meeting of the Board of Commissioners, the Board approved the banking  
 384 relationship with Xenith Bank in order to allow for installment financing of the South Camden  
 385 Volunteer Fire Department fire truck. The following banking resolution legally establishes  
 386 Xenith Bank as an approved banking institution for Camden County.

387



**Resolution 2018-04-06**

**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.
- 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;

388

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
APRIL 2, 2018**

389

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

- 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.

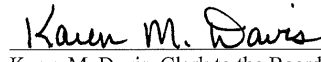
**Section 4.** Certified copies of this resolution shall be provided to the Official Depository herein designated.

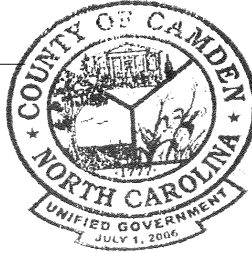
**Section 5.** This resolution shall take effect immediately upon its passage.

Adopted this the 2<sup>nd</sup> day of April, 2018.

  
George White, Jr., Acting Chair  
Camden County Board of Commissioners

ATTEST:

  
Karen M. Davis, Clerk to the Board



390

391

392 **Motion to adopt the Resolution Designating Xenith Bank, a Division of Union Bank &**  
393 **Trust of Richmond, Virginia, an official depository of Camden County.**

394

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

399

400

401

Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

402 K. Pasquotank River Yacht Club Lease – Request to extend lease for an additional five  
 403 years.

404

405 **Motion to extend lease agreement with Pasquotank River Yacht Club for another five-year**  
 406 **term.**

407	<b>RESULT:</b>	<b>PASSED [UNANIMOUS]</b>
408	<b>MOVER:</b>	Randy Krainiak, Commissioner
409	<b>AYES:</b>	Meiggs, White, Krainiak
410	<b>ABSENT:</b>	Riggs, Munro

411

412 L. Resolution for the Merger of Hertford County Health Department with Albemarle  
 413 Regional Health Services

414



**RESOLUTION 2018-04-07**

**FOR THE MERGER OF HERTFORD COUNTY HEALTH DEPARTMENT WITH  
 ALBEMARLE REGIONAL HEALTH SERVICES WHICH INCLUDES THE  
 COUNTIES OF PASQUOTANK, PERQUIMANS, CAMDEN, CHOWAN,  
 CURRITUCK, BERTIE, AND GATES**

**WHEREAS,** the Pasquotank County Health Department was established in 1942; and

**WHEREAS,** Pasquotank, Perquimans and Camden County Health Departments joined together in 1942 to form a District Health Department; and

**WHEREAS,** in 1949 Chowan County Health Department joined the Pasquotank, Perquimans, Camden Health Department to form the Pasquotank, Perquimans, Camden, Chowan District Health Department (PPCC); and

**WHEREAS,** in 1999, Currituck County Health Department joined PPCC to form Albemarle Regional Health Services; and

**WHEREAS,** in 2002, Bertie County Health Department joined Albemarle Regional Health Services; and

**WHEREAS,** in 2004, Gates County Health Department joined Albemarle Regional Health Services; and

**WHEREAS,** after due and diligent consideration, the Hertford County Board of Commissioners desire to take action to join Albemarle Regional Health Services, which will create the Albemarle Regional Health Services, consisting of Pasquotank, Perquimans, Camden, Chowan, Currituck, Bertie, Gates and Hertford Counties.

**NOW THEREFORE BE IT RESOLVED,** that the Camden County Board of Commissioners in session duly convened, by adoption of this resolution does hereby create Albemarle Regional Health Services consisting of Pasquotank, Perquimans, Camden, Chowan, Currituck, Bertie, Gates, and Hertford Counties.

415

**CAMDEN COUNTY BOARD OF COMMISSIONERS  
APRIL 2, 2018**

ARTICLE I

The name shall be Albemarle Regional Health Services, which will include Pasquotank, Perquimans, Camden, Chowan, Currituck, Bertie, Gates and Hertford Counties.

ARTICLE II  
MISSION

The respective counties recognize that a unified purpose and direction of the public health system is necessary to ensure that all citizens in their jurisdictional areas have equal access to essential public health services. The Pasquotank, Perquimans, Camden, Chowan, Currituck, Bertie, Gates and Hertford County Boards of Commissioners declare that the mission of Albemarle Regional Health Services is to promote and contribute to the highest level of health possible for the people that they serve.

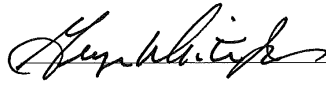
ARTICLE III  
DISTRICT BOARD OF HEALTH

The policy-making body of Albemarle Regional Health Services shall be a District Board of Health composed of 18 members in accordance with North Carolina General Statute 130A-37.

ARTICLE IV  
ADOPTION OF ORDINANCES

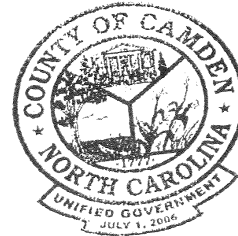
The Albemarle Regional Health Services Board of Health agrees to adopt and assumes responsibility for the enforcement of any and all existing local health ordinances or rules, previously adopted as Albemarle Regional Health Services and any ordinances or rules previously adopted by the Hertford County Board of Health that are not consistent there with.

ADOPTED, this the 2<sup>nd</sup> day of April 2018.

 George White, Jr., Acting Chair  
Camden County Board of Commissioners

ATTESTED:

 Karen Davis, Clerk to the Board



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**Motion to adopt Resolution for the Merger of Hertford County Health Department with Albemarle Regional Health Services, which includes the Counties of Pasquotank, Perquimans, Camden, Chowan, Currituck, Bertie and Gates.**

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

Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

427 **ITEM 6. BOARD APPOINTMENTS**  
 428

429 1. Senior Advisory Board Reappointments  
 430

431 **Motion to reappoint Patricia Delano, Edith Jennings and Dorothy Drake to the Senior**  
 432 **Advisory Board for a three-year term to expire April 5, 2021.**

433 **RESULT:** PASSED [UNANIMOUS]  
 434 **MOVER:** Garry Meiggs, Commissioner  
 435 **AYES:** Meiggs, White, Krainiak  
 436 **ABSENT:** Riggs, Munro

437  
 438 **ITEM 7. CONSENT AGENDA**  
 439

440 A. BOC Minutes – March 5, 2018

441 B. FY 17-18 Budget Amendments

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:

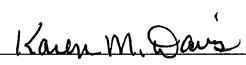
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10399400-439900	Fund Balance: County Match		\$1000
<b>Expenses</b>			
106200-503000	Part Time Salaries		\$600
106200-507000	Retirement		\$272
106200-507100	401K		\$128

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



**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

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:

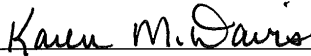
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
52330610-434848	State LIEP Funds	\$4833	
<b>Expenses</b>			
52800-554321	LIEP	\$4833	

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

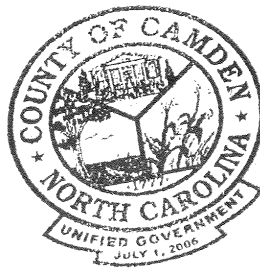
Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 2nd day of April, 2018.



Clerk to Board of Commissioners



Chairman, Board of Commissioners



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Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

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:**

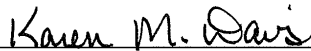
ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10385611-402001	Donations	\$200	
<b>Expenses</b>			
106110-533009	Books	\$200	

**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

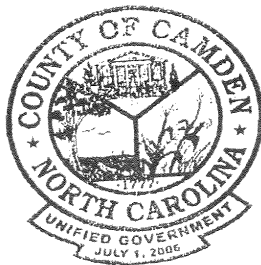
**Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 2nd day of April, 2018.**



Clerk to Board of Commissioners



Chairman, Board of Commissioners



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Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

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

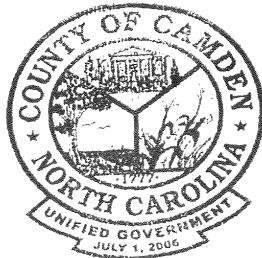
**Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board and to the Budget Officer and the Finance Officer for their direction. Adopted this 2nd day of April, 2018.**

*Karen M. Davis*

Clerk to Board of Commissioners

*Tom White*

Chairman, Board of Commissioners



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Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

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**C. School Budget Amendments**

Budget Amendment

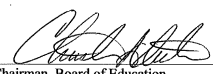

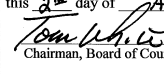

Camden County Schools Administrative Unit

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>                  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 <u>2<sup>nd</sup></u> day of <u>April</u> 20<u>18</u>.</p> <p>                  Chairman, Board of County Commissioners</p> <p>                  Clerk, Board of County Commissioners</p>
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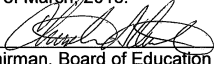
473

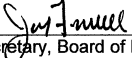
**BUDGET AMENDMENT**  
**March 8, 2018**

- 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.

<u>Computer Tech</u>		
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	- 8,214.00
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

474

Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

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	
Explanation:			
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><i>Christy Altman</i>                  Chairman, Board of Education</p> <p><i>Jeff Innell</i>                  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 <u>2<sup>nd</sup></u> day of <u>April</u> 20<u>18</u>.</p> <p><i>Tom White</i>                  Chairman, Board of County Commissioners</p> <p><i>Karen M. Davis</i>                  Clerk, Board of County Commissioners</p>
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**BUDGET AMENDMENT**  
**March 8, 2018**

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	\$ + 16,075.00
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	- 8,665.00
Total – Operation of Plant	\$ - 25,665.00

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Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)





**CAMDEN COUNTY BOARD OF COMMISSIONERS  
APRIL 2, 2018**

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**E. Pickups, Releases & Refunds**

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

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**F. DMV Monthly Report**

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.

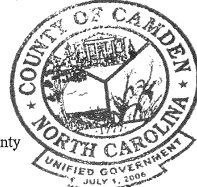
SOUTH MILLS	COURTHOUSE	SHILOH	TOTAL
22,627.36	19,003.39	11,691.84	53,322.59

Witness my hand and official seal this 4<sup>th</sup> day of April, 2018.

*Tom White*  
Chairman, Camden County Board of Commissioners

Attest:

*Karen M. Davis*  
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

487

Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

488 **G. Refunds Over \$100**

ACS Tax System REFUNDS OVER \$100.00 CAMDEN COUNTY  
 2/27/18 10:12:41 Refunds to be Issued by Finance Office

Refunds\$ Remit To: Reference: Drawer/Transaction Info:  
 100.00 FORBES-BOND, WILMA DELORIES 2017 R 03-8954-00-94-6042.0000 20180116 69 238453  
 432 TILCHESTER AVENUE Overpayment R106878/2017  
 BALTIMORE MD 21218

100.00 Total Refunds \*\*\*

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

Approved by Tom White Date 4-9-18  
 Clayton D. Riggs, Chairman Camden County Board of Commissioners  
 Tom White, Acting Chairman

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**H. Refunds Over \$100 – DMV**

REFUNDS OVER \$100.00

North Carolina Vehicle Tax System																		
NCVTS Pending Refund report																		
REFUNDS OVER \$100.00 2/20/18																		
Payer Name	Primary Owner	Secondary Owner	Address 1	Address 2	Refund Type	Bill #	Plate Number	Status	Transaction #	Refund Description	Refund Reason	Create Date	Authorization Date	Tax Jurisdiction	Levy Type	Change	Interest Change	Total Change
MANGLONA, ANTHONY PANGELINAN	MANGLONA, ANTHONY PANGELINAN	MANGLONA, ERICA ANN	1388 NC HIGHWAY 343 N	SOUTH MILLS, NC 27876	Proration	0042680286	DKE1687	AUTHORIZED	81714618	Refund Generated due to proration on Bill #0042680286-2017-2017-0000-50	Tag Surrender	02/15/2018	2/19/2018 8:43:06 AM	1843	Tax	(\$163.38)	(\$7.66)	(\$161.02)
TARRANTS, THOMAS DEWAYNE	TARRANTS, THOMAS DEWAYNE	TARRANTS, LISA HOLT	105 ROBIN DR	SOUTH MILLS, NC 27876	Proration	0035898269	EHE7416	AUTHORIZED	81714458	Refund Generated due to proration on Bill #0035898269-2016-2016-0000-50	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 27876	Proration	0039126351	FAZ4889	AUTHORIZED	81714434	Refund Generated due to proration on Bill #0039126351-2017-2017-0000-50	Tag Surrender	02/15/2018	2/19/2018 8:43:06 AM	1843	Tax	(\$129.40)	\$0.00	(\$129.40)

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

Approved by Tom White Date 4-4-18  
 Clayton D. Riggs, Chairman Camden County Board of Commissioners  
 Tom White, Acting Chairman

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**I. Surplus Property Requests – Sheriff’s Office**

Item	Disposal Method	Suggested Value	Reason for Surplus
Sealing Compound	GovDeals	\$250	No longer useable
Ford Truck	GovDeals	\$3,000	Cost of repairs, no longer needed
HP Printer	Recycle	n/a	n/a
In-Car Camera	Recycle	n/a	n/a
Motorola Data Radio	Recycle	n/a	n/a
Motorola Maratrac UHF Radio	Recycle	n/a	n/a

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Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

CAMDEN COUNTY BOARD OF COMMISSIONERS  
APRIL 2, 2018

503

J. Sheriff's Bond

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 ~~truly~~ 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 certified mail, addressed to each, the Principal and the Obligee at Sheriff County of Camden, North Carolina, 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. Vixon

WESTERN SURETY COMPANY  
By Paul T. Brullat  
Paul T. Brullat, Senior Vice President  
North Carolina Resident Agent

Countersigned NOT NEEDED

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

Form 1284-A-11-2002

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

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Motion to approve the consent agenda as presented.

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

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**ITEM 8. INFORMATION, REPORTS & MINUTES FROM OTHER AGENCIES**

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

518

Attachment: bocminutes\_040218 (2013 : BOC Minutes - April 2, 2018 Regular Meeting)

**CAMDEN COUNTY BOARD OF COMMISSIONERS**  
**APRIL 2, 2018**

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519 A. Register of Deeds Report – February 2018

520 B. FY 17-18 Year to Date Finance Report

521

522 **ITEM 9. COUNTY MANAGER’S REPORT**

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523

524 Included in County Manager Bowman’s report:

525 • Mr. Bowman has been working with the department heads in preparation for the budget  
 526 report to be presented to the Board in the coming weeks.

527 • Senior Center – Treadmills and a stationary bicycle have been ordered and should arrive  
 528 in 2-3 weeks.

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530 **ITEM 10. COMMISSIONERS’ REPORTS**

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532 Commissioner Meiggs gave a brief report on the event in Washington, D.C. held for  
 533 commissioners in North Carolina sponsored by The White House Office of Intergovernmental  
 534 Affairs. Commissioners Meiggs and Munro were in attendance at this event. Commissioner  
 535 Meiggs shared that a highlight of the event was the discussion of broadband access in rural areas.

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537 **ADJOURN**

538 There being no further matters to come before the Board, Vice Chairman Tom White adjourned  
 539 the meeting at 8:40 PM.

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

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545 ATTEST:

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



# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.D  
**Meeting Date:** May 07, 2018

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

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

**Attachments:** 17-18-BA023 AED Grant revenue (DOC)  
 17-18-BA024 Trillium Attorney Fee Reimb  
 (DOC)  
 17-18-BA025 P&R Part Time Salaries (DOC)  
 17-18-BA026 Sr. Center Grants Part Time Salaries  
 (DOC)

**Summary:** BUA 023 Firehouse Grant Revenue  
 BUA 024 Trillium-NCDC property  
 BUA 025 Parks & Recreation PT Salary  
 BUA 026 Sr. Center Grant & PT Salary

**Recommendation:** **Approve**

**2017-18-BA023**  
**CAMDEN COUNTY BUDGET AMENDMENT**

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

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

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Revenues</b>			
10385510-434876	Grant-AED	\$19,626	
<b>Expenses</b>			
105100-565200	Capital Outlay-AED	\$19,626	

**This Budget Amendment is made to appropriate funds for Firehouse Grant revenue received for AED units for patrol vehicles.**

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 7th day of May, 2018.**

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

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

Attachment: 17-18-BA023 AED Grant revenue (2034 : FY 17-18 Budget Amendments)



**2017-18-BA024**  
**CAMDEN COUNTY BUDGET AMENDMENT**

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

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

ACCT NUMBER	DESCRIPTION OF ACCT	AMOUNT	
		INCREASE	DECREASE
<b>Expenses</b>			
109990-500000	Contingency		\$11,000
106810-574107	Land Purchase	\$11,000	

**This Budget Amendment is made to appropriate funds for purchasing NCDC building interest from Trillium.**

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

Balance in Contingency \$17,850.00

**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 7th day of May, 2018.**

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

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

Attachment: 17-18-BA024 Trillium Attorney Fee Reimb (2034 : FY 17-18 Budget Amendments)

**2017-18-BA025**  
**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>			
106120-503000	Part Time Salaries	\$2,500	
109990-50000	Contingency		\$2,500

**This Budget Amendment is made to appropriate funds for additional Part Time hours for additional recreational activities.**

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

Balance in Contingency \$15,350.00

**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 7th day of May, 2018.**

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

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

Attachment: 17-18-BA025 P&R Part Time Salaries (2034 : FY 17-18 Budget Amendments)

**2017-18-BA026**  
**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>			
10360612	MIPPA Grant	\$2,000	
10360612	Grant	\$5,000	
<b>Expenses</b>			
106120-503000	Part Time Salaries	\$1,434	
106120-505000	FICA	\$ 145	
106120-554000	Insurance		\$579
106120-514000	Travel		\$1,000
106120-537510	MIPPA Expenses	\$2,000	
106120-574000	Capital Outlay	\$5,000	

**This Budget Amendment is made to appropriate funds for grant funds and additional Part Time hours for adding grant funded hours.**

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

Balance in Contingency \$15,350.00

**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 7th day of May, 2018.**

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

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

Attachment: 17-18-BA026 Sr. Center Grants Part Time Salaries (2034 : FY 17-18 Budget Amendments)



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

**Consent Agenda**

**Item Number:** 8.E  
**Meeting Date:** May 07, 2018

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

**Item Title** **Budget Amendment Item 6.B.**

**Attachments:** 17-18-BA027 School Emergency Response Radio  
 Antennae Repeaters  
 (DOC)

**Summary:** Budget Amendment if Item 6.B. for School System  
 Communication Equipment is approved.

**Recommendation:** **Approve**

2017-18-BA027  
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 Appropriated	\$34,000	
<b>Expenses</b>			
105100-517000	Vehicle Maintenance		\$10,000
106900-592200	School Capital	\$44,000	

**This Budget Amendment is made to appropriate funds for emergency response antennae repeater equipment in Camden Middle School & CIS/Grandy Primary School.**

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

Balance in Contingency \$15,350.00

**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 7th day of May, 2018.**

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

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



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

**Consent Agenda**

**Item Number:** 8.F  
**Meeting Date:** May 07, 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

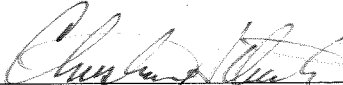
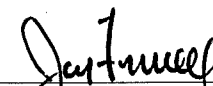
Camden County Schools Administrative Unit

Other Local Current Expense Fund

The Camden County Board of Education at a meeting on the 12<sup>th</sup> day of April, 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		493.00
Explanation:			
	Total Appropriation in Current Budget	\$	457,420.00
	Amount of Increase/ <b>Decrease</b> of		
	Above Amendment		493.00
	Total Appropriation in Current Amended		
	Budget ....	\$	456,927.00

<p>Passed by majority vote of the Board of Education of Camden County on the 12<sup>th</sup> day of April 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>_____</p> <p>Chairman, Board of County Commissioners</p> <p>_____</p> <p>Clerk, Board of County Commissioners</p>
--	--

Attachment: School Budget Amendments (2018 : School Budget Amendments)

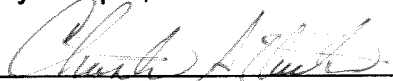
BUDGET AMENDMENT  
April 12, 2018


8. Other Local Current Expense Fund

A. We have reviewed this area of the budget and must decrease our budget to reflect our actual allotment received. We request your approval of the following amendment.

<u>NC Arts Council</u>		
5110.422.311	Contracted Services	\$ - 2,493.00
5110.422.333	Field Trips	+ <u>2,000.00</u>
Total – NC Arts Council		\$ - 493.00 =====
3200.422 Revenue – NC Arts Council		\$ + 493.00 =====

Passed by majority vote of the Board of Education of Camden County on the 12<sup>th</sup> day of April, 2018.

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

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

Attachment: School Budget Amendments (2018 : School Budget Amendments)

Budget Amendment

Camden County Schools Administrative Unit

Local Current Expense Fund

The Camden County Board of Education at a meeting on the 12<sup>th</sup> day of April, 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 Insructional Programs	.00							
<p>Explanation:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">Total Appropriation in Current Budget</td> <td style="text-align: right;">\$ 2,815,470.00</td> </tr> <tr> <td>Amount of Increase/Decrease of Above Amendment</td> <td style="text-align: right;">.00</td> </tr> <tr> <td>Total Appropriation in Current Amended Budget ....</td> <td style="text-align: right;">\$ 2,815,470.00</td> </tr> </table>				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
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								

Passed by majority vote of the Board of Education of Camden County on the 12<sup>th</sup> day of April 2018.

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

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

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

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

\_\_\_\_\_  
 Clerk, Board of County Commissioners

Attachment: School Budget Amendments (2018 : School Budget Amendments)


BUDGET AMENDMENT  
April 12, 2018

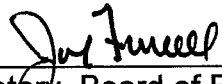
2. Local Current Expense Fund

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

<u>Operation of Plant</u>			
6530.802.322...40	Utilities – Natural Gas	\$	- 17,330.00
6530.802.323...40	Utilities – Water	\$	+ 8,665.00
6540.802.322...40	Utilities – Natural Gas		+ <u>8,665.00</u>
Total – Operation of Plant		\$	- .00

Passed by majority vote of the Board of Education of Camden County on the 12<sup>th</sup> day of April, 2018.

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

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

Attachment: School Budget Amendments (2018 : School Budget Amendments)



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.G  
**Meeting Date:** May 07, 2018

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

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

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

**Recommendation:**  
Review and approve.





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

**Consent Agenda**

**Item Number:** 8.H  
**Meeting Date:** May 07, 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	NO.
Robert Coleman Doby	Turned in plates - Refund \$144.39	Pick-up/20643 38835318
William Walter Knowles	Turned in plates - Refund \$106.22	Pick-up/20652 39298126
Atlantic Coastal Clearing	Released bill. Equipment moved to Chesapeake in 2015. Property sold. \$4,274.27	Pick-up/20654 P-13323-16
Atlantic Coastal Clearing	Released bill. Equipment moved to Chesapeake in 2015. Property sold. \$4,459.63	Pick-up/20655 P-14381-17
Robert & Kelly Ann Johnston	Military Exempt - Refund \$435.63	Pick-up020663 36542560
Brandy Diane James	Turned in plates - Refund \$273.24	Pick-Up/20676 41669476
Kim Sawyer	Roll back taxes due to Solar Farm- Pick-up \$5,311.44	Pick-Up/20684 R-91354-15 R-98551-16 R-105778-17
James Davis	Value correction - Revaluation error- Adjustment \$223.47	Pick-up/20685 R-106754-17
James Davis	Value correction - Revaluation error- Adjustment \$214.16	Pick-Up/20686 R-99532-16
James Davis	Value correction - Revaluation error- Adjustment \$214.16	Pick-up/20687 R-92361-15
M & M Associates Limited	Should only have been taxed on 1/6 interest \$117.31	Pick-up/20689 R-69799-13
M & M Associates Limited	Should only have been taxed on 1/6 interest \$117.31	Pick-up/20690 R-81270-14
M & M Associates Limited	Should only have been taxed on 1/6 interest \$1,203.49	Pick-up/20698 R-69804-13

Attachment: Pickups, Releases &amp; Refunds (2029 : Pickups, Releases &amp; Refunds)

M & M Associates Limited	Should only have been taxed on 1/6 interest \$1,203.49	Pick-up/20697 R-81275-14
M & M Associates Limited	Should only have been taxed on 1/6 interest \$1,234.19	Pick-up/20696 R-88388-15
M & M Associates Limited	Should only have been taxed on 1/6 interest \$1,234.19	Pick-up/20695 R-95540-16
M & M Associates Limited	Should only have been taxed on 1/6 interest \$1,287.86	Pick-up/20694 R-102758-17
Sally D. & Jouneay D. Aydlett	Roll back taxes \$134.59	Pick-up/20709 R-89613-15 R-96768-16 R-103989-17
Waverly Meiggs Sawyer	Should be taxed on 5/6 interest in the use program \$103.82	Pick-up/20701 R-89035-15
Waverly Meiggs Sawyer	Should be taxed on 5/6 interest in the use program \$103.82	Pick-up/20700 R-96179-16
Waverly Meiggs Sawyer	Should be taxed on 5/6 interest in the use program \$108.32	Pick-up/20699 R-103407-17

Attachment: Pickups, Releases & Refunds (2029 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20676

(1) REQUEST THE FOLLOWING CHANGES BE MADE

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

YEAR 2017 TOWNSHIP SM  
NAME Brandy Diane James (28474360)  
ADDRESS 106 Edney Creek Ct.  
South Mills, NC 27976  
PIN # 0041669476

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 _____	$298.09 \div 12 = 24.841$				
Real _____	$24.841 \times 1 = 24.85$				
Total _____				<u>273.24</u>	<u>416694</u>

Dei Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20684

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING

( ) LATE LISTING

(✓) OTHER Roll back taxes due to sol farm

YEAR 2015-2017 TOWNSHIP CH

NAME Kim Sawyer

ADDRESS 8236 Station House Ct.  
Lorton, VA 22079

PIN # R02-8944-00-75-7172-0000

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 _____					
Real _____					R91354
Total _____	<u>4628.25</u>	<u>67.08</u>	<u>616.11</u>	<u>5311.44</u>	R98551 R105778

ADJUSTMENT/REFUND

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

Ueli Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20685

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Value correction  
Reval err

YEAR 2017 TOWNSHIP SH

NAME James Davis (2325)

ADDRESS 121 Shore Dr.

Shiloh, NC 27974

PIN # R03-8952-01-45-9440-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>118076</u>					
Total _____	<u>838.34</u>	<u>11.81</u>		<u>850.15</u>	<u>R10675</u>

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>87040</u>					
Total _____	<u>617.98</u> <del>220.36</del>	<u>8.70</u> <del>3</del>		<u>626.68</u>	<u>R10675</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>31036</u>					
Total _____	<u>220.36</u>	<u>3.11</u>		<u>223.47</u>	<u>R10675</u>

Jeri Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20686

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING ( ✓ ) OTHER Value correction, Reval err.

YEAR 2016 TOWNSHIP SH

NAME James Davis (2325)

ADDRESS 121 Shore Dr.  
Shiloh, NC 27974

PIN # R03-8952-01-45-9440-0000

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>118076</u>					
Total _____	<u>802.92</u>	<u>11.81</u>		<u>814.73</u>	<u>R9953</u>

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>87040</u>					
Total _____	<u>591.87</u>	<u>8.70</u>		<u>600.57</u>	<u>R9953</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>31036</u>					
Total _____	<u>211.05</u>	<u>3.11</u>		<u>214.16</u>	<u>R9953</u>

Jeri Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20687

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Value correctio  
Reval error

YEAR 2015 TOWNSHIP SH  
NAME James Davis (2325)  
ADDRESS 121 Shore Dr.  
Shiloh, NC 27974  
PIN # R03-8952-01-45-9440-0000

**RELEASE**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal					
Real <u>118076</u>					<u>R92361</u>
Total	<u>802.92</u>	<u>11.81</u>		<u>814.73</u>	<u>R9953</u>

**PICK UP**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal					
Real <u>87040</u>					<u>R92361</u>
Total	<u>591.87</u>	<u>8.70</u>		<u>600.57</u>	<u>R9953</u>

**ADJUSTMENT/REFUND**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal					
Real <u>31036</u>					
Total	<u>211.05</u>	<u>3.11</u>		<u>214.16</u>	<u>R9236</u>

Jeri Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2029 : Pickups, Releases & Refunds)



FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20689

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Should only have 1/6 intere

YEAR ~~2012~~ 2013

TOWNSHIP SM

NAME M + M Associates Limited (618)

ADDRESS 3200 Pacific Ave, Ste 100

Virginia Beach, VA 23451

PIN # R01-7997-00-83-3321-0001

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>23442</u>					
Total _____	<u>138.31</u>	<u>2.34</u>		<u>140.65</u>	<u>R69795</u>

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>19552</u>					
Total _____	<u>22.95</u>	<u>.39</u>		<u>23.34</u>	<u>R69795</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>3890</u>					
Total _____	<u>115.36</u>	<u>1.95</u>		<u>117.31</u>	<u>R69795</u>

Jeri Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2029 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20698

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (  ) OTHER Should be taxed 1/6 interest

YEAR 2013 TOWNSHIP SM  
NAME M. & M Associates Ltd (618)  
ADDRESS 3200 Pacific Ave Ste 100  
Virginia Beach, VA 23451  
PIN # R01-7997-00-98-2023-0001

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>240505</u>					
Total _____	<u>1418.98</u>	<u>24.05</u>		<u>1443.03</u>	<u>R69804</u>

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>39923</u>					
Total _____	<u>235.55</u>	<u>3.99</u>		<u>239.54</u>	<u>R69804</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>200582</u>					
Total _____	<u>1183.43</u>	<u>20.06</u>		<u>1203.49</u>	<u>R69804</u>

Vari Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2029 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20690

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION:

( ) OVERCHARGED

( ) DOUBLE LISTING

( ) LATE LISTING

(  ) OTHER Should only have 1 taxed on interest

YEAR 2014

TOWNSHIP SM

NAME M & M Associates Limited (618)

ADDRESS 3200 Pacific Ave, Ste 100

Virginia Beach, VA 23451

PIN # R01-7997-00-83-3321-0001

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>23442</u>					
Total _____	<u>138.31</u>	<u>2.34</u>		<u>140.65</u>	<u>R81270</u>

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>19552</u>					
Total _____	<u>22.95</u>	<u>.39</u>		<u>23.34</u>	<u>R81270</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>3890</u>					
Total _____	<u>115.36</u>	<u>1.95</u>		<u>117.31</u>	<u>R81270</u>

Jeri Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20697

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Should have been taxed on interest

YEAR 2014 TOWNSHIP SM  
NAME M & M Associates Ltd (618)  
ADDRESS 3200 Pacific Ave Ste 100  
Virginia Beach, VA 23451  
PIN # R01-7997-00-98-2023-0001

**RELEASE**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>240505</u>					
Total _____	<u>1418.98</u>	<u>24.05</u>		<u>1443.03</u>	<u>R81275</u>

**PICK UP**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>39923</u>					
Total _____	<u>235.55</u>	<u>3.99</u>		<u>239.54</u>	<u>R81275</u>

**ADJUSTMENT/REFUND**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>200582</u>					
Total _____	<u>1183.43</u>	<u>20.06</u>		<u>1203.49</u>	<u>R81275</u>

Jeri Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20696

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Should have been taxed on interest

YEAR 2015 TOWNSHIP SM  
NAME M + M Associates Ltd (618)  
ADDRESS 3200 Pacific Ave Ste 100  
Virginia Beach, VA 23451  
PIN # R01-7997-00-98-2023-0001

**RELEASE**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>94930</u>					
Total _____	<u>1323.46</u>	<u>19.46</u>		<u>1342.92</u>	<u>R88388</u>

**PICK UP**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>15757</u>					
Total _____	<u>107.15</u>	<u>1.58</u>		<u>108.73</u>	<u>R88388</u>

**ADJUSTMENT/REFUND**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>79173</u>					
Total _____	<u>1216.31</u>	<u>17.88</u>		<u>1234.19</u>	<u>R88388</u>

Jeri Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20695

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Should have been taxed on interest

YEAR 2016 TOWNSHIP SM

NAME M + M Associates Ltd (618)

ADDRESS 3200 Pacific Ave, Ste 100  
Virginia Beach, VA 23451

PIN # R 01-7997-00-98-2023-0001

**RELEASE**

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>94930</u>					
Total _____	<u>1323.46</u>	<u>19.46</u>		<u>1342.92</u>	<u>R95540</u>

**PICK UP**

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal <u>15757</u>					
Real <del><u>19173</u></del>					
Total _____	<u>107.15</u>	<u>1.58</u>		<u>108.73</u>	<u>R95540</u>

**ADJUSTMENT/REFUND**

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal <u>79173</u>					
Real <del><u>15757</u></del>					
Total _____	<u>1216.31</u>	<u>17.88</u>		<u>1234.19</u>	<u>R95540</u>

Jeri Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20694

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Should have been ed  
for 1/6 int st

YEAR 2017 TOWNSHIP SM  
NAME M + M Associates Limited (618)  
ADDRESS 3200 Pacific Ave, Ste 100  
Virginia Beach, VA 23451  
PIN # R01-9997-00-98-2023-0001

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u>94930</u>					
Total _____	<u>1381.85</u>	<u>19.46</u>		<u>1401.31</u>	<u>R10275</u>

PICK UP

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u><del>5757</del> 79173</u>					
Total _____	<u>111.87</u>	<u>1.58</u>		<u>113.45</u>	<u>R102758</u>

ADJUSTMENT/REFUND

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal _____					
Real <u><del>5757</del> 79173</u>					
Total _____	<u>1269.98</u>	<u>17.88</u>		<u>1287.86</u>	<u>R10275</u>

Leri Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)



FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20709

(1) REQUEST THE FOLLOWING CHANGES BE MADE

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

YEAR 2015 TOWNSHIP CH

NAME Sally D. & Journey D. Aydlett (40397)

ADDRESS 1716 Bay Dr.  
Kill Devil Hills, NC 27948

PIN # R02-8946-03-32-9749-0000

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 _____					
Real _____					R89613 R96768
Total _____	<u>117.26</u>	<u>1.71</u>	<u>15.62</u>	<u>134.59</u>	<u>R103989</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 (2019 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20701

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Should be taxed

YEAR 2015 TOWNSHIP SM 5/6 intere

NAME Waverly Meiggs Sawyer (26929) In the c program

ADDRESS 117 Havenwood Dr.

Camden, NC 27921

PIN # R01-7997-00-98-2023-0000

**RELEASE**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>94930</u>					
Total _____	<u>616.24</u>	<u>9.06</u>		<u>625.30</u>	<u>R89035</u>

**PICK UP**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>79171</u>					
Total _____	<u>513.92</u>	<u>7.56</u>		<u>521.48</u>	<u>R89035</u>

**ADJUSTMENT/REFUND**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>15759</u>					
Total _____	<u>102.32</u>	<u>1.50</u>		<u>103.82</u>	<u>R89035</u>

Levi Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2029 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20700

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING

( ) LATE LISTING (✓) OTHER *Should be taxed c*

YEAR 2016

TOWNSHIP SM

*5/6 into st  
In the u  
progra*

NAME Waverly Meiggs Sawyer (26929)

ADDRESS 117 Havenwood Dr.

Camden, NC 27921

PIN # R01-7997-00-98-2023-0000

**RELEASE**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>94930</u>					
Total _____	<u>616.24</u>	<u>9.06</u>		<u>625.30</u>	<u>R 96179</u>

**PICK UP**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>79171</u>					
Total _____	<u>513.92</u>	<u>7.56</u>		<u>521.48</u>	<u>R96179</u>

**ADJUSTMENT/REFUND**

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>15759</u>					
Total _____	<u>102.32</u>	<u>1.50</u>		<u>103.82</u>	<u>R96179</u>

Levi Smith  
TAX ADMINISTRATOR *Specialist*

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

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20699

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Should be taxed

YEAR 2017 TOWNSHIP SM 5/6 inter st

NAME Waverly Meiggs Sawyer (26929) In the us program

ADDRESS 117 Havenwood Dr.  
Camden, NC 27921

PIN # R01-7987-00-98-2023-0000

RELEASE

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>94930</u>					
Total _____	<u>643.42</u>	<u>9.06</u>		<u>652.48</u>	<u>R10340</u>

PICK UP

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>79171</u>					
Total _____	<u>536.60</u>	<u>7.56</u>		<u>544.16</u>	<u>R103407</u>

ADJUSTMENT/REFUND

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal _____					
Real <u>15759</u>					
Total _____	<u>106.82</u>	<u>1.50</u>		<u>108.32</u>	<u>R10340</u>

Leri Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2029 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20643

(1) REQUEST THE FOLLOWING CHANGES BE MADE

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

YEAR 2017 TOWNSHIP SM  
NAME Robert Coleman Doby (22179866)  
ADDRESS 111 Long Pine Rd.  
South Mills, NC 27976  
PIN # 0038835318

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 _____		$192.52 \div 12 = 16.04$			
Real _____		$16.04 \times 3 = 48.13$			
Total _____				<u>144.39</u>	<u>3883531</u>

Levi Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20652

(1) REQUEST THE FOLLOWING CHANGES BE MADE

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

YEAR 2017 TOWNSHIP SM  
NAME William Walter Knowles (17878801)  
ADDRESS 299 Ponderosa Dr.  
South Mills, NC 27976  
PIN # 0039298126

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 _____		$141.63 \div 12 = 11.803$			
Real _____		$11.803 \times 3 = 35.41$			
Total _____				<u>106.22</u>	<u>3929812</u>

Jeri Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20654

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING

( ) LATE LISTING

(✓) OTHER Released bill, Equip was moved Chesapeake 2015. Pro was sold

YEAR 2016

TOWNSHIP CH

NAME Atlantic Coastal Clearing (36831)

ADDRESS 916 Executive Ct.

Chesapeake, VA 23320

PIN # 70001623

RELEASE

PROPERTY VALUE	COUNTY	FIRE	Late Lister INTEREST	TOTAL	BILL #
Personal 563115					
Real					
Total 563115	3829.39	56.31	388.57	4274.27	P13323

PICK UP

PROPERTY VALUE	COUNTY	FIRE	INTEREST	TOTAL	BILL #
Personal					
Real					
Total					

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 (2019 : Pickups, Releases & Refunds)



FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20655

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING

( ) LATE LISTING

(  ) OTHER Released bill. Equipr moved to Che in 2015, Prof was sold.

YEAR 2017

TOWNSHIP CH

NAME Atlantic Coastal Clearing (36831)

ADDRESS 916 Executive Ct.

Chesapeake, VA 23320

PIN # 70001623

RELEASE

<u>PROPERTY VALUE</u>	<u>COUNTY</u>	<u>FIRE</u>	<u>Late Lister INTEREST</u>	<u>TOTAL</u>	<u>BILL #</u>
Personal <u>563145</u>					
Real _____					
Total <u>563145</u>	<u>3998.34</u>	<u>56.31</u>	<u>404.98</u>	<u>4459.63</u>	<u>714381</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 _____					
Real _____					
Total _____					

Jeri Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)

FROM: CAMDEN COUNTY ADMINISTRATOR OFFICE

No. 20663

(1) REQUEST THE FOLLOWING CHANGES BE MADE

(2) EXPLANATION: ( ) OVERCHARGED ( ) DOUBLE LISTING  
( ) LATE LISTING (✓) OTHER Military exempt

YEAR 2016 TOWNSHIP SM  
NAME Robert & Kelly Ann Johnston (23778109)  
ADDRESS 226 McPherson Rd.  
South Mills, NC 27976  
PIN # 0036542560

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>
<u>DMV</u> Personal <u>63135</u>					
Real _____					
Total _____	<u>429.32</u>	<u>6.31</u>		<u>435.63</u>	<u>365425</u>

Jeri Smith  
TAX ADMINISTRATOR Specialist

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

CHAIRMAN OF COMMISSIONERS/COUNTY MANAGER

Attachment: Pickups, Releases & Refunds (2019 : Pickups, Releases & Refunds)



# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.I  
**Meeting Date:** May 07, 2018

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

**Item Title** Refunds Over \$100.00

**Attachments:** 20180405154140980.pdf (PDF)

**Summary:** Vehicle Refunds Over \$100.00 for March

**Recommendation:** Review and Approve

REFUNDS OVER \$100.00

North Carolina Vehicle Tax System

NCVTS Pending Refund report

MARCH REFUNDS OVER \$100.00



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 Change	Total Change
DOBY, ROBERT COLMAN	DOBY, ROBERT COLMAN		111 LONG PINE RD	SOUTH MILLS, NC 27976	Proration	003885318	EFN5054	AUTHORIZED	83704004	Refund Generated due to proration on Bill #003885318-2017-2017-0000-00	Tag Surrender	03/22/2018	3/28/2018 11:48:55 AM	1843	Tax	(\$142.39)	\$0.00	(\$142.39)
HARIG, KEITH ALAN	HARIG, KEITH ALAN		123 COOKS LANDING RD	CAMDEN, NC 27921	Proration	0007008985	AJM5427	AUTHORIZED	83023562	Refund Generated due to proration on Bill #0007008985-2017-2017-0000-00	Tag Surrender	03/09/2018	3/12/2018 11:58:15 AM	1843	Tax	(\$117.25)	\$0.00	(\$117.25)
JOHNSTON, ROBERT TRAVIS	JOHNSTON, ROBERT TRAVIS	JOHNSTON, KELLY ANN	228 MCPHERSON RD	SOUTH MILLS, NC 27976	Adjustment >= \$100	0036542560	PCM2685	AUTHORIZED	83184636	Refund Generated due to adjustment on Bill #0036542560-2016-2016-0000-00	Military	03/14/2018	3/19/2018 9:50:25 AM	1843	Tax	(\$429.32)	\$0.00	(\$429.32)
														1	Tax	(\$6.31)	\$0.00	(\$6.31)
																	Refund	\$435.63

Submitted by Lisa S. Anderson Date 4-5-18  
 Lisa S. Anderson, Tax Administrator Camden County

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



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

**Consent Agenda**

**Item Number:** 8.J  
**Meeting Date:** May 07, 2018

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

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

**Attachments:** 20180405154116209 (3).pdf(PDF)

**Summary:** DMV Monthly Report June Renewals due 7/15/18

**Recommendation:** Review and Approve

STATE OF NORTH CAROLINA

COUNTY OF CAMDEN

TO: The Tax Administrator of Camden County June Renewals Due 7/15/18

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>
20,213.08	21,354.36	14,063.99	55,631.43

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.

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

Attachment: 20180405154116209 (3).pdf (2009 : DMV Monthly Report)



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.K  
**Meeting Date:** May 07, 2018

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

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

**Attachments:** Surplus Property Requests - Sheriff's Office (PDF)

**Recommendation:**  
Review and approve.



# Surplus Property Request

Requested by: Sheriff Rodney Meads *Rylin*  
 Sell  Dispose

Department: Sheriff's Office LESO Program/Property

Item: 1989 International Truck

Disposal Method: Trade for work performed on equipment

Suggested Value:

Reason for surplus: Engine is blown, truck body rusted out

Manager Approval *[Signature]*

Disposal Method:

Value:

Comments:

### Board Approval

Approved/Denied:

Date:

### Final Disposition Date:

Method:

Amount:

Purchased by:

### Item Description

James Auto & Misc. Repairs is willing to take as trade this truck versus billing us for repairs performed on equipment.

Attachment: Surplus Property Requests - Sheriff's Office (2017 : Surplus Property Requests - Sheriff's Office)

# Surplus Property Request

Requested by: Sheriff Rodney Meads *RAM*  
 Sell       Dispose

Department: Sheriff's Office LESO Program/Property

Item: Sandblasting Trailer

Disposal Method: Trade for work performed on equipment

Suggested Value:

Reason for surplus: No longer useful to our office

Manager Approval *[Signature]*

Disposal Method:

Value:

Comments:

### Board Approval

Approved/Denied:

Date:

### Final Disposition Date:

Method:

Amount:

Purchased by:

**Item Description**  
James Auto & Misc. Repairs is willing to take as trade this truck versus billing us for repairs performed on equipment.

Attachment: Surplus Property Requests - Sheriff's Office (2017 : Surplus Property Requests - Sheriff's Office)



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

**Consent Agenda**

**Item Number:** 8.L  
**Meeting Date:** May 07, 2018

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

**Item Title** **Surplus Property Requests**

**Attachments:** 2018-05 ROD HP Printer (PDF)

**Summary:** HP Copier

**Recommendation:** Approve Request



# Surplus Property Request

**Requested by:**   
 **Sell**       **Dispose**

**Department:**

**Item:**

**Disposal Method:**

**Suggested Value:**

**Reason for surplus:**

### Item Description

Copier w/Paper Drawers



### Manager Approval

**Disposal Method:**

**Value:**

**Comments:**

**Signature:**

### Board Approval

**Approved**       **Denied**      **Date:**

**Comments:**

**Signature:**

### Final Disposition Date:

**Method:**

**Amount:**

**Purchased by:**

Attachment: 2018-05 ROD HP Printer (2012 : Surplus Property Requests)



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.M  
**Meeting Date:** May 07, 2018

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

**Item Title** **DSVC Funding Extension**

**Attachments:** Funding Request Extension 2018-2019 (PDF)

**Summary:** Request to extend Dismal Swamp Visitor Center funding agreement. The funding agreement currently in place provides \$142,857 for operating the DSVC and will continue at the same level. This request is for approval of the extension of the current agreement.

**Recommendation:** Approve Finance Officer to sign as County Representative to concur with the funding agreement extension as requested.



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

JAMES H. TROGDON, III  
SECRETARY

March 27, 2018

Stephanie Humphries  
Camden County Finance Office  
PO Box 190  
Camden, NC 27921

SUBJECT: VISITOR CENTER FUNDING AGREEMENT – Extension of Agreement #2

Dear Mrs. Humphries:

This is in reference to the current Visitor Center Funding and Operations Agreement between Camden County and NCDOT, which was executed on 11/1/2013, and any associated extension letters.

In accordance with the executed agreement and including the amendment from the first extension, I am proposing to extend this agreement, with the reimbursement rate remaining the same until June 30, 2019. The budget amount for the Fiscal Year will be \$142,857

If the County agrees with this extension, please sign and date the bottom of this letter, keep a copy for your file, and return the original to me.

If we may be of further assistance, please advise.

Sincerely

Don G. Lee  
Roadside Environmental Engineer

cc: Division Engineer  
LPMO – Contract Officer

CONCUR:

\_\_\_\_\_  
County Representative

\_\_\_\_\_  
Date

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
ROADSIDE ENVIRONMENTAL UNIT  
1557 MAIL SERVICE CENTER  
RALEIGH, NC 27699-1557

*Telephone:* (919) 707-2920  
*Fax:* (919) 715-2554  
*Customer Service:* 1-877-368-4968

*Website:* www.ncdot.gov

*Location:*  
TRANSPORTATION BUILDING  
1 SOUTH WILMINGTON STREET  
RALEIGH, NC 27601

Attachment: Funding Request Extension 2018-2019 (2035 : DSVC Funding Extension)



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

**Consent Agenda**

**Item Number:** 8.N  
**Meeting Date:** May 07, 2018  
**Submitted By:** Lisa Anderson, Tax Administrator  
Taxes  
Prepared by: Lisa Anderson

**Item Title** **Estimated Property Values**

**Attachments:** 20180501085336432.pdf (PDF)

**Summary:** Estimated Property Values

**Recommendation:** Review and approve



TO: CAMDEN COUNTY BOARD OF COMMISSIONERS

THE FOLLOWING IS THE ESTIMATED PROPERTY VALUE OF CAMDEN COUNTY:

	<u>Real</u>	<u>Personal</u>	<u>Vehicles</u>	<u>Total</u>
South Mills	357,032,429	11,063,483	33,580,686	401,676,598
Courthouse	360,437,879	17,717,859	33,711,082	411,866,820
Shiloh	219,176,531	5,376,733	19,553,237	244,106,501
Subtotal of County				1,057,649,919
Estimated Utilities				23,049,415
Total of County				1,080,699,334

FROM Lisa S. Anderson 4-11-18  
 LISA S. ANDERSON (TAX ADMINISTRATOR) DATE

TAX RATE COUNTY \_\_\_\_\_ FIRE \_\_\_\_\_ TOTAL= \_\_\_\_\_

Joyce Creek District	<u>Real</u>	<u>Personal</u>	<u>Vehicles</u>	<u>Total</u>
	211,811,919	4,764,700	22,773,660	239,350,279

JOYCE CREEK WATERSHED IMPROVEMENT TAX \_\_\_\_\_

\_\_\_\_\_  
 CLAYTON D. RIGGS, CHAIRMAN DATE

Attachment: 20180501085336432.pdf (2031 : Estimated Property Values)



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.0  
**Meeting Date:** May 07, 2018  
**Submitted By:** Stephanie Humphries, Finance Director  
 Finance  
 Prepared by: Stephanie Humphries

**Item Title** **Grant Applications**

**Attachments:** Grant Requests 5-2018 (PDF)

**Summary:** The attached grant applications have been submitted for consideration by the granting agencies. None of the attached applications commit the County to spending any funds. However, if the pre-application for the Rural Ready Sites grant program is selected for further consideration, a follow up request will come to the Board for formal consideration.

Attached:

1. Firehouse Grant Funding Application Information
2. MIPPA Grant Funding Budget Narrative
3. Rural Ready Sites Pre-Application Cover Page
4. Albemarle Community Grant

Applications to be submitted May 2018:

Firehouse Grant Funding Requests: 2 Additional Requests to be submitted 5-2018 for Courthouse Security and Radio Repeater Equipment. No match required for this funding application.

**Recommendation:** **Approve grant funding and application requests.**

Please do not submit this PDF, it is for reference only. Our grant application process is entirely digital.

### APPLICANT AND DEPARTMENT INFORMATION

First Name Brandon		Last Name Blount		Department Tax ID# 56-6000282	
Organization/Department Camden County Sheriff's Office		Email Address bblount@camdencountync.gov			
Alternate Name Rodney Meads			Alternate Email rmeads@camdencountync.gov		
Address Line 1 117 North NC 343			City Camden		
Address Line 2			State NC		Zip 27921
Shipping Address Line 1 117 North NC 343			Shipping City Camden		
Shipping Address Line 2 P.O. Box 57			Shipping State NC		Shipping Zip 27921
Organization Phone Number 252-338-5046	Alternate Contact Number 252-338-5046	Communities Served Camden County	Population 10,000	Number of Runs Per Year 10550	
Local Approval Pre-qualifications Our jurisdiction does not require pre-approval from local officials.					

### APPLICATION REQUEST INFORMATION

The type of grant you are requesting: Equipment		What is the EXACT cost of the equipment? 19625.98	
Variances in the amounts requested will be the responsibility of the grant recipient to pay directly? Yes			
What Equipment are you requesting for your department? We are requesting a total of 15 Zoll AED (to be deployed in Patrol Deputies vehicles) Plus Fully Automatic which includes Medical Prescription, 7 year warranty, CPR-D pads, CPR responder kit, carry case, and demonstration & set up CD with each AED unit.		Briefly explain how the equipment will benefit your community and your department. With the AED's deployed in our patrol vehicles we believe the deputies will have the ability to provide a better service to our 10,000 citizens. We responded with the Volunteer Fire Department and EMS and are first on	
This would have a direct impact on more than <u>0</u> children in our community.		This would have a direct impact on more than <u>0</u> senior citizens in our community.	
What materials are you requesting for your department? Field not required for this category of request			
What is the amount of funding you are requesting? Field not required for this category of request	Please provide a detailed description of how the funding will assist your department: Field not required for this category of request		

### COMMUNITY IMPACT

Have you successfully reached out to the city for funds to purchase the equipment? No, due to budget constraints we have not been able to include these in our budget planning.	Was there a particular instance where a life would have been positively impacted if you would have had the equipment available? In July of 2016 we received an EMS assist for a 71 year old unresponsive male. Deputy Copeland was first on scene and was only able to perform manual CPR.
What positive effects will the equipment specifically have? Please use statistics when possible. The equipment will allow us to quickly treat someone in cardiac arrest. It will also enhance our capability to better serve and protect our community.	

### FIREHOUSE SUBS RELATIONSHIP

Address of Firehouse Subs location nearest you. 316 West Ehringhaus Street Elizabeth City, NC 27909	How far is this location from your department? <u>4.40</u> Miles
How did you hear about our organization? South Camden Volunteer Fire Department Elizabeth City Fire Department Elizabeth City Police Department	Has your department received funding from Firehouse Subs Public Safety Foundation in the past? No

If approved for funding, we will host a press event at the Firehouse Subs restaurant nearest you. We ask that all PR be coordinated by our Foundation, but of course we will work in conjunction with your PR team as well as the PIO of your department.

Initial Acceptance BLB	PIO Email: bblount@camdencountync.gov
PIO (Public Information Officer) Name: Brandon Blount	PIO Phone Number: 252-340-1328

Please note, there are different categories of funding within the grant application, therefore the printed PDF document may contain some open fields. Please do not contact the Foundation if fields appear blank.

# Attachment C

For the period 9/29/2017 - 9/29/2018

## Line Item Budget and Budget Narrative

Provide a budget and short narrative on the use of the funding amount reflected on the contract. Please provide details of all expenses including routine charges. These expenditures may include telephone, postage, salary, equipment purchases, internet services etc. Upon termination of contract as a SHIIP Subrecipient, any equipment or property less than five (5) years old purchased by Subrecipient with grant funds to perform SHIIP functions shall be returned to the Recipient in good working order.

All budgets must be approved by the Recipient.

**Subrecipient Name:** Camden County Senior Center      **Award Amount:** \$ 2000.00

All fields must be completed.

Zero is an acceptable answer.

Must agree to the award amount.

Is this required by your local government?

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

No

Budget	Amount
Contractual	300
Construction	0
Supplies	300
Equipment	1000
Other	0
Travel	400
Personnel	0
Fringe	0
<b>Total</b>	<b>2,000.00</b>

Written description of planned expenditures:

Contractual: Temporary, Part Time Staff to assist with counseling, programming, office needs, SHIIP Outreach, data entry and educational workshops.

30 hours at \$10 per hour                      \$300.00

Supplies: Camden County has one pharmacy and the money for supplies will be used to advertise the SHIIP program in Camden County.

24,000 Medibags for Todd's Pharmacy (Camden) \$300.00

Equipment: Technology updates; monies will be used to purchase a computer for the lobby area that will display Medicare information and other upgrades necessary for the assistance of the SHIIP program at the Camden County Senior Center.

Technology Upgrades                      \$1000.00

Travel: Hotel expenses and travel to the SHIIP Conference held in July 2018.

Travel Expenses for SHIIP Conference      \$400.00

Attachment: Grant Requests 5-2018 (2036 : Grant Applications)

E-mail completed form to: [mpoole@nccommerce.com](mailto:mpoole@nccommerce.com)

Please respond to all questions and fill in all blanks on this form. Limit answers to questions to the space provided. An incomplete pre-application will be considered ineligible for review. Pre-applications must be submitted prior to April 13, 2018 in order to be considered. Provide only the information that is requested in this form. Additional information will be required of the applicant if invited to submit a full application for further consideration. If you have questions prior to submitting this pre-application, please contact Mark Poole at 919.814.4616

**Unit of Government**

**Applicant:** Camden County

**Mailing Address:** PO Box 190, Camden, NC 27921

**Phone:** (252)338-6363 **Applicant's Tax ID:** 56-6000282

**County:** Camden **Tier Designation:** Tier 1

**Contact Person:** Stephanie Humphries **Title:** Finance Officer  
*(The contact person is responsible for your grant request.)*

**E-mail address:** shumphries@camdencountync.gov

**Project Title:** Camden Commerce Park: Rural Ready Site

<b>Total Project Cost:</b>	<u>\$3,665,000</u>	<b>Amount Requested from the Department of Commerce:</b>	<u>\$2,748,750</u>
----------------------------	--------------------	--	--------------------

Attachment: Grant Requests 5-2018 (2036 : Grant Applications)

ALBEMARLE COMMUNITY TRUST  
Post Office Box 69  
Hertford, NC  
(252) 426-5735

APPLICATION FOR DONATION  
FOR ORGANIZATION/AGENCY

1. Name of Organization: Camden County Senior Center

2. Address: 117 North NC 343 or PO Box 54  
Street or Post Office Box  
Camden NC 27921  
City or Town State Zip Code

3. Phone Number: (252) 335-2569  
Work Home

4. Contact Person: Jasmine Wilson Director  
Name Title

5. Is organization requesting funding exempt from payment of income tax:  
Yes  No  If yes, a copy of letter (Form 501[c]3) from Internal Revenue Service must be attached.

6. A copy of financial statement(s) for most previous year should be provided. If not available forms will be provided.  
a. Statement Attached:   
b. Forms requested:

7. Number of individuals, families or groups served in Camden, Chowan, Pasquotank, Perquimans or Currituck Counties in last year: 150+

Attachment: Grant Requests 5-2018 (2036 : Grant Applications)

8. Does agency serve outside Camden, Chowan, Pasquotank, Perquimans or Currituck Counties:

Yes  No

If yes, please provide information on number served and location.

We co-host Medicare Seminars and seniors are allowed to come from any county. We offer trips and exercise classes to anyone. We serve about 40 individuals whom live outside of Camden County.

9. State Amount Requested and Purpose of Organizations/Agency Request: (Include amount requested and specifics of how funds will be used.)

We are requested \$5000.00 for commerial grade exercise equipment. We currently have 2 treadmills; one has been broken since Nov 2017 (recently ordered parts for repair) and the other one is a household treadmill (that barely works)

10. Has the organization received funding from ACT in the past? Yes  No

If yes, please list the date and amount of funding. April 19, 2010;

The funding amount was \$359.00

11. Has the organization been denied funding by ACT for any reason in the past? Yes  No

If yes, please describe why.

12. List other sources of funding for use of request as described in the above:

Camden County Senior Center Annual Budget



13. How are agencies programs measured for effectiveness?

Participation is recorded through sign-in sheets and End of month reporting required by the Albemarle Commission's Nutrition Program. Surveys and round table discussions are used to assess current programming and receive new ideas for future programming.

12. Please list three references.

Albemarle Commission (252) 426-5753  
Name Phone

512 South Church St. Hertford NC 27944  
Address City State Zip Code

Inter-County Public Transportation Authority (252) 338-4480  
Name Phone

110 Kitty Hawk Ln Elizabeth City NC 27909  
Address City State Zip Code

Walmart 877-294-1086  
Name Phone

PO Box 530934 Atlanta GA 30353  
Address City State Zip Code

The information contained in this statement is for the purpose of obtaining funding from the Albemarle Community Trust on behalf of the undersigned. Each undersigned understands that the information provided herein is used in deciding to grant funding, and each undersigned represents and warrants that the information provided is true and complete and that the Albemarle Community Trust may consider this statement as continuing to be true and correct until a written notice of a change is provided. The Albemarle Community Trust is authorized to make all inquiries they deem necessary to verify the accuracy of the statements made herein.

Camden County Senior Center  
NAME OF ORGANIZATION

*Thomine S. Wilson*  
SIGNATURE OF REPRESENTATIVE

2/8/2018  
DATE



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

**Consent Agenda**

**Item Number:** 8.P  
**Meeting Date:** May 07, 2018

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

**Item Title** **Older Americans Month 2018 - Proclamation**

**Attachments:** Proclamation-Older Americans Month 2018  
(DOCX)

**Recommendation:**  
Adopt proclamation.



## Older Americans Month 2018

### A PROCLAMATION

**Whereas**, Camden County includes countless older Americans who enrich and strengthen our community; and

**Whereas**, Camden County is committed to engaging and supporting older adults, their families, and caregivers; and

**Whereas**, we acknowledge the importance of taking part in activities that promote physical, mental, and emotional well-being—no matter your age; and

**Whereas**, Camden County can enrich the lives of individuals of *every age* by:

- promoting home- and community-based services that support independent living;
- involving older adults in community planning, events, and other activities; and
- providing opportunities for older adults to work, volunteer, learn, lead, and mentor.

**Now therefore**, we of Camden County, North Carolina do hereby proclaim May 2018 to be Older Americans Month. We urge every resident to take time during this month to recognize older adults and the people who serve them as vital parts of our community.

Adopted this 7th day of May, 2018.

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Tom White, Acting Chair  
Camden County Board of Commissioners

ATTEST:

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Karen M. Davis, Clerk to the Board



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.Q  
**Meeting Date:** May 07, 2018

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

**Item Title** **Set Public Hearing for 2019-2023 Capital Improvement Plan**

**Attachments:**

**Summary:** Set Public Hearing 5 Year Capital Improvement Plan (CIP) for  
June 4th, 2018

**Recommendation:** Set Hearing Date



# CAMDENCOUNTY

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## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Consent Agenda

**Item Number:** 8.R  
**Meeting Date:** May 07, 2018

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

**Item Title** Set Public Hearing on FY 18-19 Budget

**Attachments:**

**Summary:** Set Public Hearing for FY 18-19 Budget as required by GS 159-12(b) for  
June 4th, 2018

**Recommendation:** Set Budget Hearing Date



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

**Information, Reports & Minutes From Other Agencies**

**Item Number:** 9.A  
**Meeting Date:** May 07, 2018

**Submitted By:** Tammie Krauss, Register of Deeds  
Register of Deeds  
Prepared by: Karen Davis

**Item Title** **Register of Deeds Reports**

**Attachments:** Register of Deeds Weekly Report - March 2018 (XLS)  
Register of Deeds - March 2018 (PDF)  
Register of Deeds Daily Deposit Report - April 2018  
(XLS)  
Register of Deeds - April 2018 (PDF)

Camden County Register of Deeds: Tammie Krauss  
 March 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
03/01/18	\$ -	\$ -			\$ 1.50	\$ 8.61	\$ 12.40	\$ 77.49	\$ 100.00
03/02/18	\$ -	\$ -			\$ 2.37	\$ 15.37	\$ 12.40	\$ 127.86	\$ 158.00
03/05/18	\$ -	\$ -	\$ 105.35	\$ 109.65	\$ 7.96	\$ 48.62	\$ 62.00	\$ 411.82	\$ 745.40
03/06/18	\$ -				\$ 3.07	\$ 17.74	\$ 24.80	\$ 159.39	\$ 205.00
03/07/18			\$ -	\$ -	\$ 0.93	\$ 4.87	\$ 12.40	\$ 43.80	\$ 62.00
03/08/18	\$ -	\$ -	\$ 68.60	\$ 71.40	\$ 4.71	\$ 28.19	\$ 37.20	\$ 243.30	\$ 453.40
03/09/18					\$ 1.57	\$ 8.47	\$ 18.60	\$ 76.16	\$ 104.80
03/12/18			\$ 443.45	\$ 461.55	\$ 7.87	\$ 48.72	\$ 55.80	\$ 412.21	\$ 1,429.60
03/13/18					\$ 1.50	\$ 9.13	\$ 12.40	\$ 76.97	\$ 100.00
03/14/18			\$ 318.50	\$ 331.50	\$ 3.72	\$ 22.87	\$ 31.00	\$ 190.41	\$ 898.00
03/15/18	\$ 5.00	\$ 30.00	\$ 907.48	\$ 944.52	\$ 7.08	\$ 38.85	\$ 62.00	\$ 329.07	\$ 2,324.00
03/16/18			\$ 205.80	\$ 214.20	\$ 2.70	\$ 16.28	\$ 24.80	\$ 136.22	\$ 600.00
03/19/18			\$ 194.53	\$ 202.47	\$ 4.59	\$ 27.35	\$ 43.40	\$ 230.66	\$ 703.00
03/20/18					\$ 2.31	\$ 14.34	\$ 18.60	\$ 118.75	\$ 154.00
03/21/18					\$ 7.46	\$ 38.40	\$ 105.40	\$ 345.74	\$ 497.00
03/22/18	\$ -	\$ -	\$ -	\$ -	\$ 0.96	\$ 6.20	\$ 6.20	\$ 50.64	\$ 64.00
03/23/18	\$ 10.00	\$ 60.00	\$ 186.20	\$ 193.80	\$ 3.23	\$ 13.54	\$ 12.40	\$ 116.63	\$ 595.80
03/26/18			\$ 375.34	\$ 390.66	\$ 5.23	\$ 29.21	\$ 62.00	\$ 252.56	\$ 1,115.00
03/27/18			\$ 368.48	\$ 383.52	\$ 3.88	\$ 22.14	\$ 43.40	\$ 188.98	\$ 1,010.40
03/28/18			\$ 763.42	\$ 794.58	\$ 5.94	\$ 35.49	\$ 55.80	\$ 298.77	\$ 1,954.00
03/29/18	\$ 5.00	\$ 30.00	\$ 497.84	\$ 518.16	\$ 4.07	\$ 21.72	\$ 24.80	\$ 185.01	\$ 1,286.60
									0.00
									0.00
									\$ -
<b>TOTAL</b>	<b>\$ 20.00</b>	<b>\$ 120.00</b>	<b>\$ 4,434.99</b>	<b>\$ 4,616.01</b>	<b>\$ 82.65</b>	<b>\$ 476.11</b>	<b>\$ 737.80</b>	<b>\$ 4,072.44</b>	<b>\$ 14,560.00</b>

Attachment: Register of Deeds Weekly Report - March 2018 (2040 : Register of Deeds Reports)



Ledger Report Fee Distribution  
**TAMMIE KRAUSS, REGISTER OF DEEDS**  
 Camden, NC

Date Range From Thursday, March 01, 2018 to Saturday, March 31, 2018

Name	Amount
NC Children's Trust Fund	\$20.00
NC Domestic Violence Fund	\$120.00
State Revenue Stamp	\$4,434.99
County Revenue Stamp	\$4,616.01
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$82.65
ROD Automation Fund	\$476.11
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$737.80
ROD General Fund	\$4,072.44
<b>Total Distribution For Period</b>	<b>\$14,560.00</b>
<b>Cash Total</b>	<b>\$435.40</b>
<b>Check Total</b>	<b>\$14,124.60</b>
<b>Pay Account Total</b>	<b>\$0.00</b>
<b>ACH Total</b>	<b>\$0.00</b>
<b>Escrow Account Total</b>	<b>\$0.00</b>
<b>Overpayment Total</b>	<b>\$0.00</b>
<b>Total Deposit For Period</b>	<b>\$14,560.00</b>

Camden County Register of Deeds: Tammie Krauss  
 April 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
04/02/18	\$ -	\$ -	\$ 90.16	\$ 93.84	\$ 2.61	\$ 14.55	\$ 31.00	\$ 125.84	\$ 358.00
04/03/18	\$ 10.00	\$ 60.00	\$ 619.36	\$ 644.64	\$ 6.01	\$ 29.16	\$ 43.40	\$ 252.03	\$ 1,664.60
04/04/18	\$ -	\$ -	\$ -	\$ -	\$ 1.35	\$ 8.14	\$ 12.40	\$ 68.11	\$ 90.00
04/05/18	\$ 5.00	\$ 30.00			\$ 4.17	\$ 18.92	\$ 49.60	\$ 170.31	\$ 278.00
04/06/18	\$ 10.00	\$ 60.00	\$ 585.06	\$ 608.94	\$ 9.26	\$ 48.55	\$ 68.20	\$ 421.39	\$ 1,811.40
04/09/18	\$ -	\$ -	\$ 152.39	\$ 158.61	\$ 2.71	\$ 16.97	\$ 18.60	\$ 142.32	\$ 491.60
04/10/18					\$ 2.31	\$ 14.34	\$ 18.60	\$ 118.75	\$ 154.00
04/11/18			\$ 104.37	\$ 108.63	\$ 2.03	\$ 10.82	\$ 24.80	\$ 97.35	\$ 348.00
04/12/18	\$ 5.00	\$ 30.00	\$ 504.70	\$ 525.30	\$ 7.44	\$ 41.21	\$ 62.00	\$ 350.35	\$ 1,526.00
04/13/18					\$ 2.81	\$ 17.65	\$ 18.60	\$ 148.34	\$ 187.40
04/16/18			\$ 230.30	\$ 239.70	\$ 5.49	\$ 33.81	\$ 37.20	\$ 288.50	\$ 835.00
04/17/18			\$ 258.72	\$ 269.28	\$ 3.06	\$ 16.89	\$ 37.20	\$ 146.85	\$ 732.00
04/18/18			\$ 186.20	\$ 193.80	\$ 3.24	\$ 19.21	\$ 31.00	\$ 162.55	\$ 596.00
04/19/18					\$ 1.04	\$ 6.90		\$ 62.06	\$ 70.00
04/20/18	\$ 5.00	\$ 30.00	\$ 1,041.25	\$ 1,083.75	\$ 12.32	\$ 68.69	\$ 117.80	\$ 587.19	\$ 2,946.00
04/23/18			\$ 245.00	\$ 255.00	\$ 3.00	\$ 18.26	\$ 24.80	\$ 153.94	\$ 700.00
04/24/18	\$ 5.00	\$ 30.00	\$ 497.35	\$ 517.65	\$ 6.57	\$ 34.42	\$ 62.00	\$ 299.41	\$ 1,452.40
04/25/18			\$ 83.30	\$ 86.70	\$ 3.92	\$ 22.42	\$ 43.40	\$ 191.46	\$ 431.20
04/26/18			\$ 552.72	\$ 575.28	\$ 5.70	\$ 35.87	\$ 31.00	\$ 306.83	\$ 1,507.40
04/27/18			\$ 151.90	\$ 158.10	\$ 2.86	\$ 16.24	\$ 31.00	\$ 140.90	\$ 501.00
04/30/18			\$ 807.03	\$ 839.97	\$ 4.05	\$ 24.42	\$ 37.20	\$ 204.33	\$ 1,917.00
									0.00
									0.00
									\$ -
<b>TOTAL</b>	<b>\$ 40.00</b>	<b>\$ 240.00</b>	<b>\$ 6,109.81</b>	<b>\$ 6,359.19</b>	<b>\$ 91.95</b>	<b>\$ 517.44</b>	<b>\$ 799.80</b>	<b>\$ 4,438.81</b>	<b>\$ 18,597.00</b>

Attachment: Register of Deeds Daily Deposit Report - April 2018 (2040 : Register of Deeds Reports)

Camden, NC

Date Range From Sunday, April 01, 2018 to Monday, April 30, 2018

Name	Amount
NC Children's Trust Fund	\$40.00
NC Domestic Violence Fund	\$240.00
State Revenue Stamp	\$6,109.81
County Revenue Stamp	\$6,359.19
Land Transfer Fee	\$0.00
Floodplain Map Fund	\$0.00
Supplemental Retirement	\$91.95
ROD Automation Fund	\$517.44
Dept Of Cultural Resources	\$0.00
Vital Records Fund	\$0.00
State General Fund	\$0.00
State Treasurer Amount	\$799.80
ROD General Fund	\$4,438.81
<b>Total Distribution For Period</b>	<b>\$18,597.00</b>
Cash Total	\$1,062.60
Check Total	\$17,534.40
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>\$18,597.00</b>



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

**Information, Reports & Minutes From Other Agencies**

**Item Number:** 9.B  
**Meeting Date:** May 07, 2018

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

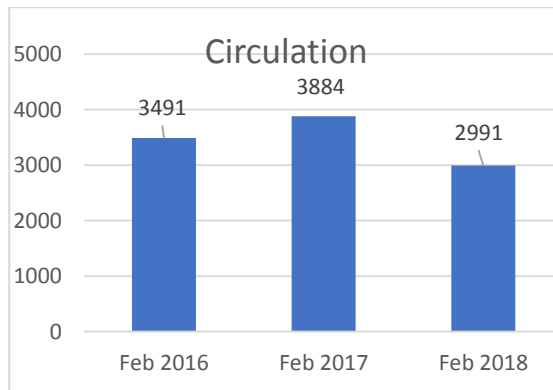
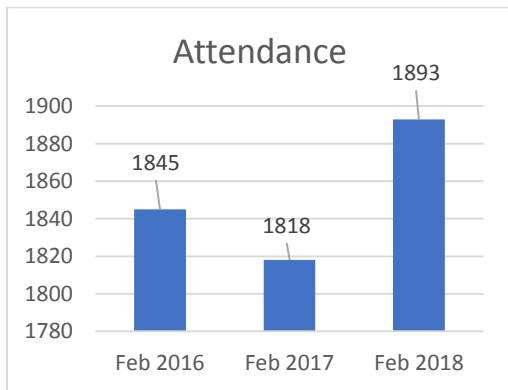
**Item Title** **Library Statistical Reports**

**Attachments:** Library Report - February 2018 (DOCX)  
Library Report - March 2018 (DOCX)

## Camden County Public Library February 2018 Statistics

Visitor Count	1863
Materials Check Outs & Renewals	2991
Computer/ Wireless Use	923/623
Questions Answered	464
Juvenile Programs/Attendance	23/240
Teen Programs/Attendance	0/0
Adult Programs/Attendance	1/7
One-on-One Sessions/Attendance	3/2
Meeting Room Usage/Attendance	13/168
Days/Hours Open	32/284
# Items in Collection	16191
Library Card Holders	3147

### Comparison by Year 2016-2018

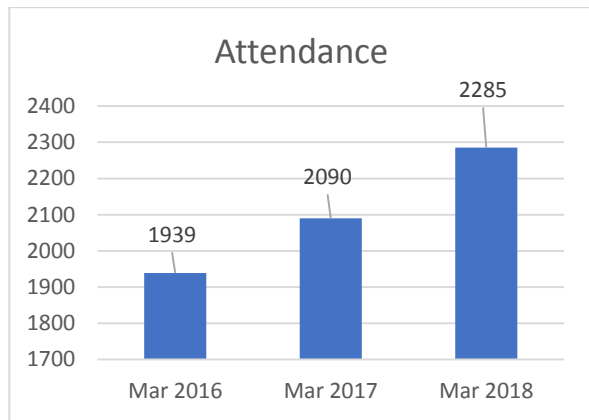
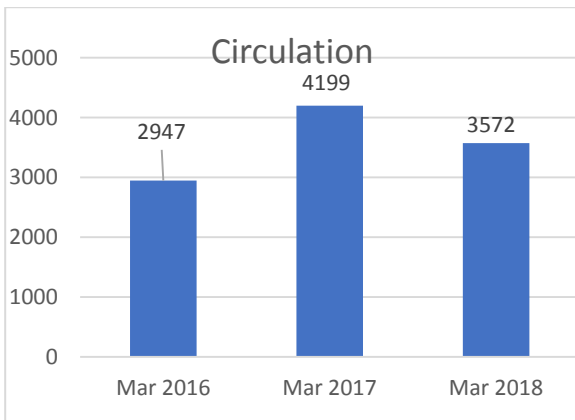


Attachment: Library Report - February 2018 (2043 : Library Statistical Reports)

## Camden County Public Library March 2018 Statistics

Visitor Count	1939
Materials Check Outs & Renewals	3572
Computer/ Wireless Use	845/584
Questions Answered	345
Juvenile Programs/Attendance	20/238
Teen Programs/Attendance	0/0
Adult Programs/Attendance	2/13
One-on-One Sessions/Attendance	2/4
Meeting Room Usage/Attendance	11/126
Days/Hours Open	26/238
# Items in Collection	15720
Library Card Holders	3171

### Comparison by Year 2016-2018



Attachment: Library Report - March 2018 (2043 : Library Statistical Reports)



# CAMDENCOUNTY

new energy. new vision.

## Board of Commissioners AGENDA ITEM SUMMARY SHEET

### Information, Reports & Minutes From Other Agencies

**Item Number:** 9.C  
**Meeting Date:** May 07, 2018

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

**Item Title** **FY 17-18 Year to Date Finance Report**

**Attachments:** Sales tax collections 17-18 (PDF)  
3-31-2018 EXPENSES (PDF)  
3-31-2018 REVENUES (PDF)

**Summary:** Sales Tax Revenue Report and Revenues, Expenses Year to Date

**Recommendation:** NA



**SALES TAX REVENUE COLLECTION REPORT**

**FY 2017-2018** 1-May-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	\$39,821					\$365,419	\$615,000
Art. 40	\$30,157	\$24,837	\$22,186	\$25,829	\$23,761	\$19,611	\$29,801	\$21,281					\$197,462	\$295,000
Art. 42	\$16,138	\$15,463	\$13,531	\$16,241	\$14,720	\$11,620	\$18,623	\$13,433					\$119,770	\$182,000
Art. 44	\$15	\$0	\$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>\$74,534</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$682,666</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	\$12,920					\$119,619	\$185,000
Art. 42	\$28,462	\$30,286	\$29,863	\$30,209	\$28,004	\$31,956	\$34,620	\$25,840					\$239,239	\$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>\$38,760</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$358,858</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>\$113,294</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,041,524</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	\$36,118					\$288,909	\$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>\$149,412</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,330,433</b>	<b>\$2,037,000</b>
													65%	

**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 (2037 : FY 17-18 Year to Date Finance Report)



05/01/2018 19:51  
shumphries

Camden County, NC LIVE  
YEAR-TO-DATE BUDGET REPORT

P 1  
glytdbud

FOR 2018 09

	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	79,855.81	6,839.87	.00	33,163.19	70.7%
4200 ADMINISTRATION	202,362	202,390.00	133,903.18	12,115.90	79.99	68,406.83	66.2%
4300 ELECTIONS	120,546	120,524.00	77,526.59	6,509.12	686.14	42,311.27	64.9%
4400 FINANCE	211,642	223,844.00	176,852.42	15,155.76	1,280.00	45,711.58	79.6%
4410 PERSONNEL DEPARTMENT	72,090	72,068.00	51,312.74	4,930.54	.00	20,755.26	71.2%
4500 TAX DEPARTMENT	420,926	427,814.00	305,552.62	30,751.53	214.32	122,047.06	71.5%
4700 LEGALS	60,000	60,000.00	38,126.00	7,635.00	.00	21,874.00	63.5%
4800 REGISTER OF DEEDS	234,381	234,415.00	159,599.60	17,772.89	1,889.49	72,925.91	68.9%
4900 PLANNING DEPARTMENT	358,521	358,521.00	187,479.74	21,957.98	.00	171,041.26	52.3%
4930 INSPECTIONS DEPARMENT	142,392	142,536.00	97,501.79	8,480.06	806.04	44,228.17	69.0%
4940 ECONOMIC DEVELOPMENT COMM	119,677	119,923.00	73,070.45	6,998.60	1,023.00	45,829.55	61.8%
5000 BUILDINGS AND GROUNDS	337,798	348,782.00	258,024.29	37,321.60	1,803.00	88,954.71	74.5%
5100 SHERIFF	1,707,377	1,806,415.00	1,268,516.34	96,037.92	8,134.86	529,763.80	70.7%
5110 SCHOOL RESOURCE OFFICERS	73,718	73,454.00	54,502.28	5,333.52	.00	18,951.72	74.2%
5140 JURY COMMISSION	95	95.00	70.26	.00	.00	24.74	74.0%
5150 COURT FACILITIES	26,740	26,740.00	22,817.47	882.16	.00	3,922.53	85.3%
5450 PUBLIC WORKS ADMINISTRATIO	115,271	115,478.00	74,166.63	7,514.39	.00	41,311.37	64.2%
5460 FLEET VEHICLES	14,504	14,504.00	1,580.16	-18.62	.00	12,923.84	10.9%
5500 TRAFFIC	3,060	3,060.00	974.89	.00	.00	2,085.11	31.9%
5800 SOLID WASTE	674,977	674,777.00	424,651.78	47,775.04	.00	250,125.22	62.9%
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	88,485.44	8,152.49	200.00	57,436.56	60.7%
6060 CAMDEN COUNTY YOUTH COUNCI	1,850	1,850.00	.00	.00	.00	1,850.00	.0%
6110 LIBRARY	198,084	199,958.37	131,660.74	14,647.23	3,547.42	64,750.21	67.6%
6120 RECREATION DEPARTMENT	250,128	251,725.00	190,293.22	22,926.95	695.00	60,736.78	75.9%
6200 DDJP	62,288	64,142.00	45,228.83	3,450.79	3,441.73	15,471.44	75.9%
6210 SENIOR CENTER	132,715	138,171.00	97,771.19	11,095.79	1,313.26	39,086.55	71.7%
6500 POST EMPLOYMENT BENEFITS	22,368	10,252.00	.00	.00	.00	10,252.00	.0%
6600 NON-DEPARTMENTAL	169,400	167,990.00	115,394.83	16,438.58	7,996.00	44,599.17	73.5%
6700 SOIL & WATER CONSERVATION	66,413	67,393.00	50,025.18	4,933.93	.00	17,367.82	74.2%
6810 CAPITAL OUTLAY	325,000	600,000.00	275,000.00	275,000.00	.00	325,000.00	45.8%
6820 DEBT SERVICE	1,043,095	1,043,095.00	484,154.19	79,612.83	.00	558,940.81	46.4%
6900 SPECIAL APPROPRIATIONS	5,056,440	5,056,440.00	3,403,831.43	43,753.76	.00	1,652,608.57	67.3%
9990 CONTINGENCY	40,000	28,850.00	.00	.00	.00	28,850.00	.0%
TOTAL GENERAL FUND	12,638,283	13,044,568.37	8,458,401.65	814,005.61	33,110.25	4,553,056.47	65.1%

0012 CODE ENFORCEMENT REVOLVING

Attachment: 3-31-2018 EXPENSES (2037 : FY 17-18 Year to Date Finance Report)



05/01/2018 19:51  
shumphries

Camden County, NC LIVE  
YEAR-TO-DATE BUDGET REPORT

P 2  
glytdbud

FOR 2018 09

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	6,830.00	4,600.00	.00	6,170.00	52.5%
	TOTAL CODE ENFORCEMENT REVOLVI	13,000	13,000.00	6,830.00	4,600.00	.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	24,208.41	1,909.04	1,700.00	18,301.59	58.6%
	TOTAL TOURISM DEV AUTHORITY	44,210	44,210.00	24,208.41	1,909.04	1,700.00	18,301.59	58.6%
0023 WATER/SEWER UPGRADE								
7100	R/O PLANT OPERATIONS	104,000	110,000.00	105,581.88	1,735.83	.00	4,418.12	96.0%
7200	WATER DISTRIBUTION	43,500	49,500.00	19,388.27	1,735.83	.00	30,111.73	39.2%
7500	WASTE WATER OPERATIONS	0	13,400.00	1,733.34	1,733.34	.00	11,666.66	12.9%
	TOTAL WATER/SEWER UPGRADE	147,500	172,900.00	126,703.49	5,205.00	.00	46,196.51	73.3%
0029 SEWER PROJECT								
7600	CORE WASTE TREATMENT PROJ	2,656,900	2,656,900.00	31,233.00	210.00	.00	2,625,667.00	1.2%
	TOTAL SEWER PROJECT	2,656,900	2,656,900.00	31,233.00	210.00	.00	2,625,667.00	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	293,462.40	20,456.57	1,436.93	118,905.67	71.3%

Attachment: 3-31-2018 EXPENSES (2017 : FY 17-18 Year to Date Finance Report)



05/01/2018 19:51  
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Camden County, NC LIVE  
YEAR-TO-DATE BUDGET REPORT

P 3  
glytddbud

FOR 2018 09

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
7200 WATER DISTRIBUTION	435,845	435,845.00	323,051.49	25,844.73	1,491.00	111,302.51	74.5%
7500 WASTE WATER OPERATIONS	231,233	239,533.00	155,024.69	21,224.72	4,897.50	79,610.81	66.8%
TOTAL SO CAMDEN WATER/SEWER DI	1,361,846	1,370,146.00	777,995.61	67,526.02	7,825.43	584,324.96	57.4%
<hr/>							
0032 DISMAL SWAMP GIFT SHOP							
6000 DISMAL SWAMP VISITORS CENT	36,000	36,000.00	12,673.93	1,217.69	1,105.00	22,221.07	38.3%
TOTAL DISMAL SWAMP GIFT SHOP	36,000	36,000.00	12,673.93	1,217.69	1,105.00	22,221.07	38.3%
<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%
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0040 CH & S FIRE COMMISSION							

Attachment: 3-31-2018 EXPENSES (2037 : FY 17-18 Year to Date Finance Report)



05/01/2018 19:51  
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Camden County, NC LIVE  
YEAR-TO-DATE BUDGET REPORT

P 4  
glytdbud

FOR 2018 09

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	116,889.60	32,501.25	.00	229,655.40	33.7%
	TOTAL CH & S FIRE COMMISSION	346,545	346,545.00	116,889.60	32,501.25	.00	229,655.40	33.7%
0041	SOUTH MILLS FIRE COMMISSION							
5300	FIRE COMMISSION OPERATING	239,512	239,512.00	161,309.03	7,524.83	.00	78,202.97	67.3%
	TOTAL SOUTH MILLS FIRE COMMISS	239,512	239,512.00	161,309.03	7,524.83	.00	78,202.97	67.3%
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%
0051	DSS TRUST FUND							
8000	PUBLIC ASSISTANCE	39,484	68,284.00	30,594.00	3,787.91	.00	37,690.00	44.8%
	TOTAL DSS TRUST FUND	39,484	68,284.00	30,594.00	3,787.91	.00	37,690.00	44.8%
0052	SOCIAL SERVICES							
6100	DSS ADMINISTRATION	1,020,211	1,020,211.00	696,564.58	79,359.81	11,410.15	312,236.27	69.4%
8000	PUBLIC ASSISTANCE	338,154	338,321.00	135,058.22	11,940.75	.00	203,262.78	39.9%
	TOTAL SOCIAL SERVICES	1,358,365	1,358,532.00	831,622.80	91,300.56	11,410.15	515,499.05	62.1%
0053	JOYCE CREEK DRAINAGE PROJECT							
7210	PROJECT OPERATIONS	44,680	44,680.00	10,403.30	3,557.65	.00	34,276.70	23.3%
	TOTAL JOYCE CREEK DRAINAGE PRO	44,680	44,680.00	10,403.30	3,557.65	.00	34,276.70	23.3%

Attachment: 3-31-2018 EXPENSES (2037 : FY 17-18 Year to Date Finance Report)



05/01/2018 19:51  
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Camden County, NC LIVE  
YEAR-TO-DATE BUDGET REPORT

P 5  
glytdbud

FOR 2018 09

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	119,813.98	12,291.44	.00	46,186.02	72.2%
	TOTAL DISMAL SWAMP VISITOR CEN	166,000	166,000.00	119,813.98	12,291.44	.00	46,186.02	72.2%
0065 COMMUNITY PARK TRUST FUND								
6130	PARK OPERATIONS	67,200	70,700.00	27,330.11	1,271.67	5,945.00	37,424.89	47.1%
	TOTAL COMMUNITY PARK TRUST FUN	67,200	70,700.00	27,330.11	1,271.67	5,945.00	37,424.89	47.1%
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								

Attachment: 3-31-2018 EXPENSES (2037 : FY 17-18 Year to Date Finance Report)



05/01/2018 19:51  
shumphries

Camden County, NC LIVE  
YEAR-TO-DATE BUDGET REPORT

P 6  
glytddbud

FOR 2018 09

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	38,074.72	8,180.00	.00	1,212,225.28	3.0%
	TOTAL UNRESTRICTED CAPITAL RES	1,250,300	1,250,300.00	38,074.72	8,180.00	.00	1,212,225.28	3.0%
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	22,427,973.37	10,795,258.06	1,055,088.67	61,095.83	11,571,619.48	48.4%

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Attachment: 3-31-2018 EXPENSES (2037 : FY 17-18 Year to Date Finance Report)





05/01/2018 19:49  
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Camden County, NC LIVE  
YEAR-TO-DATE BUDGET REPORT

P 1  
glytddbud

FOR 2018 09

	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
<u>0010 GENERAL FUND</u>							
4000 REVENUES	-4,298,840	-4,238,122.37	-1,605,070.79	-699,336.32	.00	-2,633,051.58	37.9%
4300 ELECTIONS	0	.00	-11,376.25	-2,382.00	.00	11,376.25	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	-7,400,506.16	-169,443.19	.00	-305,525.84	96.0%
4800 REGISTER OF DEEDS	-138,000	-138,000.00	-117,761.07	-14,083.89	.00	-20,238.93	85.3%
4900 PLANNING DEPARTMENT	-44,150	-44,150.00	-18,985.97	49,427.47	.00	-25,164.03	43.0%
4930 INSPECTIONS DEPARMENT	-68,000	-128,000.00	-112,442.57	-14,905.01	.00	-15,557.43	87.8%
5100 SHERIFF	-97,300	-202,443.00	-192,416.77	-16,244.11	.00	-10,026.23	95.0%
5110 SCHOOL RESOURCE OFFICERS	-37,838	-37,838.00	-28,377.00	-3,153.00	.00	-9,461.00	75.0%
5150 COURT FACILITIES	-24,000	-24,000.00	-12,180.63	-1,596.41	.00	-11,819.37	50.8%
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	-23,648.31	-365.40	.00	-4,751.69	83.3%
6050 EXTENSION	-1,150	-16,156.00	-3,755.20	.00	.00	-12,400.80	23.2%
6110 LIBRARY	-4,800	-4,800.00	-4,527.80	-673.14	.00	-272.20	94.3%
6120 RECREATION DEPARTMENT	-17,300	-22,300.00	-20,108.00	-211.00	.00	-2,192.00	90.2%
6200 DDJP	-51,907	-52,761.00	-39,786.00	-4,325.00	.00	-12,975.00	75.4%
6210 SENIOR CENTER	-17,028	-17,028.00	-11,438.28	-4,647.00	.00	-5,589.72	67.2%
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	.00	.00	-8,561.72	73.3%
6810 CAPITAL OUTLAY	0	-275,000.00	.00	.00	.00	-275,000.00	.0%
6900 SPECIAL APPROPRIATIONS	-37,581	-37,581.00	.00	.00	.00	-37,581.00	.0%
TOTAL GENERAL FUND	-12,638,283	-13,044,568.37	-9,627,698.93	-881,938.00	.00	-3,416,869.44	73.8%
<u>0012 CODE ENFORCEMENT REVOLVING</u>							
4900 PLANNING DEPARTMENT	-13,000	-13,000.00	-3,182.69	-175.00	.00	-9,817.31	24.5%
TOTAL CODE ENFORCEMENT REVOLVI	-13,000	-13,000.00	-3,182.69	-175.00	.00	-9,817.31	24.5%
<u>0013 R/D AUTO ENHANCEMENT FUND</u>							
4800 REGISTER OF DEEDS	-10,425	-10,425.00	-3,976.87	-476.11	.00	-6,448.13	38.1%
TOTAL R/D AUTO ENHANCEMENT FUN	-10,425	-10,425.00	-3,976.87	-476.11	.00	-6,448.13	38.1%
<u>0015 TOURISM DEV AUTHORITY</u>							

Attachment: 3-31-2018 REVENUES (2037 : FY 17-18 Year to Date Finance Report)



05/01/2018 19:49  
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Camden County, NC LIVE  
YEAR-TO-DATE BUDGET REPORT

P 2  
glytddbud

FOR 2018 09

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	-16,316.52	-1,685.74	.00	-27,893.48	36.9%
	TOTAL TOURISM DEV AUTHORITY	-44,210	-44,210.00	-16,316.52	-1,685.74	.00	-27,893.48	36.9%
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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%
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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%
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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	-869,091.04	-89,457.43	.00	-219,908.96	79.8%
7500	WASTE WATER OPERATIONS	-231,233	-239,533.00	-102,677.71	-10,842.51	.00	-136,855.29	42.9%
	TOTAL SO CAMDEN WATER/SEWER DI	-1,361,846	-1,370,146.00	-971,768.75	-100,299.94	.00	-398,377.25	70.9%
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0032	DISMAL SWAMP GIFT SHOP							
6000	DISMAL SWAMP VISITORS CENT	-36,000	-36,000.00	-19,040.41	-1,523.68	.00	-16,959.59	52.9%
	TOTAL DISMAL SWAMP GIFT SHOP	-36,000	-36,000.00	-19,040.41	-1,523.68	.00	-16,959.59	52.9%
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0036	SOUTH MILLS WATERSHED							

Attachment: 3-31-2018 REVENUES (2037 : FY 17-18 Year to Date Finance Report)



05/01/2018 19:49  
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Camden County, NC LIVE  
YEAR-TO-DATE BUDGET REPORT

P 3  
glytdbud

FOR 2018 09

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	-14,624.83	-110.20	.00	-42,500.17	25.6%
	TOTAL SOUTH MILLS WATERSHED	-51,125	-57,125.00	-14,624.83	-110.20	.00	-42,500.17	25.6%
0037	SAWYERS CREEK WATERSHED							
4720	DRAINAGE & WATERSHED PROTE	-20,050	-20,050.00	-19,278.18	-400.45	.00	-771.82	96.2%
	TOTAL SAWYERS CREEK WATERSHED	-20,050	-20,050.00	-19,278.18	-400.45	.00	-771.82	96.2%
0038	NORTH RIVER WATERSHED							
4720	DRAINAGE & WATERSHED PROTE	-18,050	-18,050.00	-17,328.60	-396.87	.00	-721.40	96.0%
	TOTAL NORTH RIVER WATERSHED	-18,050	-18,050.00	-17,328.60	-396.87	.00	-721.40	96.0%
0039	SHILOH WATERSHED							
4720	DRAINAGE & WATERSHED PROTE	-15,050	-15,050.00	-19,358.58	-384.72	.00	4,308.58	128.6%
	TOTAL SHILOH WATERSHED	-15,050	-15,050.00	-19,358.58	-384.72	.00	4,308.58	128.6%
0040	CH & S FIRE COMMISSION							
5300	FIRE COMMISSION OPERATING	-346,545	-346,545.00	-326,717.56	-8,263.35	.00	-19,827.44	94.3%
	TOTAL CH & S FIRE COMMISSION	-346,545	-346,545.00	-326,717.56	-8,263.35	.00	-19,827.44	94.3%
0041	SOUTH MILLS FIRE COMMISSION							
5300	FIRE COMMISSION OPERATING	-239,512	-239,512.00	-196,456.93	-3,878.65	.00	-43,055.07	82.0%
	TOTAL SOUTH MILLS FIRE COMMISS	-239,512	-239,512.00	-196,456.93	-3,878.65	.00	-43,055.07	82.0%
0050	SCHOOL FUND							

Attachment: 3-31-2018 REVENUES (2037 : FY 17-18 Year to Date Finance Report)



05/01/2018 19:49  
shumphries

Camden County, NC LIVE  
YEAR-TO-DATE BUDGET REPORT

P 4  
glytdbud

FOR 2018 09

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	-7,472.82	-51.85	.00	-3,938.18	65.5%
	TOTAL SCHOOL FUND	-11,411	-11,411.00	-7,472.82	-51.85	.00	-3,938.18	65.5%
0051	DSS TRUST FUND							
8000	PUBLIC ASSISTANCE	-39,484	-68,284.00	-40,283.13	-6,459.00	.00	-28,000.87	59.0%
	TOTAL DSS TRUST FUND	-39,484	-68,284.00	-40,283.13	-6,459.00	.00	-28,000.87	59.0%
0052	SOCIAL SERVICES							
6100	DSS ADMINISTRATION	-1,358,365	-1,358,532.00	-636,529.68	-130,212.37	.00	-722,002.32	46.9%
	TOTAL SOCIAL SERVICES	-1,358,365	-1,358,532.00	-636,529.68	-130,212.37	.00	-722,002.32	46.9%
0053	JOYCE CREEK DRAINAGE PROJECT							
7210	PROJECT OPERATIONS	-44,680	-44,680.00	-32,843.99	-647.75	.00	-11,836.01	73.5%
	TOTAL JOYCE CREEK DRAINAGE PRO	-44,680	-44,680.00	-32,843.99	-647.75	.00	-11,836.01	73.5%
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							

Attachment: 3-31-2018 REVENUES (2037 : FY 17-18 Year to Date Finance Report)



05/01/2018 19:49  
shumphries

Camden County, NC LIVE  
YEAR-TO-DATE BUDGET REPORT

P 5  
glytdbud

FOR 2018 09

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	.00	.00	-58,579.44	64.7%
	TOTAL DISMAL SWAMP VISITOR CEN	-166,000	-166,000.00	-107,420.56	.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	-353,451.88	-47,228.58	.00	-896,848.12	28.3%
	TOTAL UNRESTRICTED CAPITAL RES	-1,250,300	-1,250,300.00	-353,451.88	-47,228.58	.00	-896,848.12	28.3%
0075	SCHOOL CAPITAL RESERVE							
6820	DEBT SERVICE	-1,130,325	-1,130,325.00	-801,902.44	-88,048.17	.00	-328,422.56	70.9%
	TOTAL SCHOOL CAPITAL RESERVE	-1,130,325	-1,130,325.00	-801,902.44	-88,048.17	.00	-328,422.56	70.9%
	GRAND TOTAL	-21,949,521	-22,427,973.37	-13,273,275.76	-1,272,180.43	.00	-9,154,697.61	59.2%

\*\* END OF REPORT - Generated by Stephanie Humphries \*\*

Attachment: 3-31-2018 REVENUES (2037 : FY 17-18 Year to Date Finance Report)



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

**Information, Reports & Minutes From Other Agencies**

**Item Number:** 9.D  
**Meeting Date:** May 07, 2018

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

**Item Title** **ARHS 2017 Annual Child Fatality Prevention Team Report**

**Attachments:** ARHS 2017 Annual Child Fatality Prevention Team  
Report(PDF)



ALBEMARLE REGIONAL HEALTH SERVICES  
Partners in Public Health

**MEMORANDUM**

**TO:** ARHS County Commissioners and Board of Health  
(Bertie, Camden, Chowan, Currituck, Gates, Pasquotank, and Perquimans counties)

**FROM:** Sara Davidson, Bertie County CFPT Chairperson  
Walter Meads, Camden County CFPT Chairperson  
Anita LaFon, Chowan County CFPT Chairperson  
Anne Cooke, Currituck County CFPT Chairperson  
Karen Riddick, Gates County CFPT Chairperson  
Kathleen Foreman, Pasquotank County CFPT Chairperson  
Susan Chaney, Perquimans County CFPT Chairperson

**Pasquotank**

**Perquimans** **SUBJ:** ARHS 2017 Annual Child Fatality Prevention Team Report to the  
County Commissioners and Board of Health

**Camden** **DATE:** April 25, 2018

**Chowan** Local Child Fatality Prevention Teams (CFPT) review medical examiner reports, death transcripts,  
law enforcement reports, and other records for deceased county residents under age 18 whose  
fatalities are not due to abuse and neglect. Members discuss outcomes of services and  
circumstances surrounding the child's death and make recommendations as needed.

**Currituck**

**Bertie** The purposes of the local CFPTs are to:

- identify deficiencies in the delivery of services to children and families by public agencies;
- make and carry out recommendations for changes that will prevent future child deaths; and
- promote understanding of the causes of child deaths.

**Gates**

The North Carolina statute and the CFPT Agreement Addenda with our local Health Department requires each local to submit in writing recommendations, if any, and advocate for system improvements and needed resources where gaps and deficiencies may exist annually to the board of county commissioners and the local board of health.

Attached for your review is the ARHS 2017 Annual Child Fatality Prevention Team Report to the County Commissioners and Board of Health for your review. Please feel free to contact the chairperson indicated for your respective county should you have any questions regarding this report.

**Attachment**

**cc:** Scott T. Sauer, Bertie County Manager  
Ken Bowman, Camden County Manager  
Kevin Howard, Chowan County Manager  
Daniel F. Scanlon, II, Currituck County Manager  
Natalie Rountree, Gates County Manager  
Sparty Hammett, Pasquotank County Manager  
W. Frank Heath, Perquimans County Manager

\\HIESVR\Documents\PPCC-HD\Admin\CFPT\ANNUAL Reporting To CC & BOH\042518 Memo-2017 CFPT Annual Report To BOH & Cocomms.Docx



R. Battle Betts, Jr., MPA, Health Director

P.O. Box 189 • 711 Roanoke Avenue • Elizabeth City, North Carolina 27907-0189  
Tel: 252-338-4400 • Fax: 252-338-4449 • www.arhs-nc.org



Packet Pg. 219





ALBEMARLE REGIONAL HEALTH SERVICES  
Partners in Public Health

**Albemarle Regional Health Services  
2016 Annual Child Fatality Prevention Team Report  
to the  
County Commissioners and Board of Health**  
(Bertie, Camden, Chowan, Currituck, Gates, Pasquotank, and Perquimans counties)

**I. Introduction**

Pasquotank

Perquimans

In 1993, the North Carolina General Assembly established a network of local Child Fatality Prevention Teams (CFPT) across the state to confidentially review medical examiner reports, death certificates, and other records of deceased residents under age 18. Each local team consists of representatives of public and nonpublic agencies in the community such as Law Enforcement, EMS, Guardian Ad Litem, Department of Social Services, Health Department, Head Start (or daycare), School Superintendent designee, and parent of a deceased child, among others, who provide services to children and their families.

Camden

The purpose of this report is to give a summary of the causes of death, the number of cases reviewed, recommendations for prevention, if any, that have been made, and to share local team activities and accomplishments.

Chowan

**II. Role of the County Commissioners and Board of Health**

Currituck

- Receive annual reports which contain recommendations, and advocate for system improvements and needed resources, if requested.
- Appoint members of the local team as identified by the membership.

Bertie

**III. Child Deaths by Cause, System Problems Identified, Recommendations for Prevention and Proposed Action**

Gates

In the ARHS district, CFPT teams reviewed fourteen child deaths and identified three potential system problems and recommendations for future prevention efforts, as indicated on page 6 of this report.

**CFPT Activities and Accomplishments**

**All ARHS Teams**

- A report for each child death reviewed was completed by the local Review Team Coordinator and forwarded to the State Coordinator.
- The 2017 CFPT Focus Topic concentrated on education and prevention of substance use and abuse for children and youth under the age of 18. CFPT team members throughout the region participated on the Albemarle Overdose Prevention Coalition. The coalition is currently comprised of 77 members, 29 of which are CFPT members representing teams throughout the district. CFPT members participating on the coalition received e-mails, attended meetings as schedules permitted, and provided updated information at CFPT meetings throughout 2017.
  - Various members throughout the district viewed the movie, "Generation Found," shown at a local theater on March 28, 2017.
  - Approximately 18 members from various teams throughout the district participated in Opiate / Meth Awareness trainings held October 2017.



\\FILESVR\Documents\PPCC-HD\Admin\CFPT\ANNUAL Reporting To CC & BOH\2017\2017 CFPT Annual Report to BOH & County Commissioners.Docx

R. Battle Betts, Jr., MPA, Health Director

P.O. Box 189 • 711 Roanoke Avenue • Elizabeth City, North Carolina 27907-0189

Tel: 252-338-4400 • Fax: 252-338-4449 • www.arhs-nc.org



- All CFPT teams in the district collaborated together on the selection of "Drugs and the Body - It Isn't Pretty flyer (©2002 by Scholastic Inc. Printed in U.S.A.) for distribution to students; additional information regarding Mobile Crisis, National Suicide Prevention LifeLine, NAMI Albemarle Helpline, Trillium Health Resources, and bullying resources was provided on the reverse side of the flyer (see attached). ARHS printed more than 12,000 flyers which were distributed to schools prior to the beginning of the 2017-2018 school year. Flyers were placed in orientation packets and/or at school fairs; additional information per county is indicated below.
- Emails received from the State Coordinator regarding webinars, trainings, etc., were forwarded to all CFPT chairpersons and team members. Chairpersons/members viewed webinars as schedules permitted and shared information at CFPT meetings. Webinar topics included: Youth Suicide Prevention NC: Data, Support and Recommendations and Policy Perspectives: Addressing the Impact of Prescription Drug Abuse on Children, as well as a webinar regarding the updated 2017 CFPT Confidential Reporting Form.
- Various team members throughout the district participated in and/or shared information regarding the April 29, 2017 National Take Back and the October 28, 2017 Regional Take Back day events.

Pasquotank

Perquimans

Camden

Chowan

Currituck

Bertie

Gates

### Additional individual team information:

#### Bertie CFPT

- The annual CFPT 2017 Activity Summary was completed and submitted on-line by the date requested (March 28, 2018).
- Bertie CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- Drugs and the Body It Isn't Pretty Flyers:
  - 1,300 flyers provided to Bertie middle, high/STEM schools
  - Provided to and posted at DSS office and YMCA
  - Available at the September Suicide Walk

#### Camden CFPT

- The annual CFPT 2017 Activity Summary was completed and submitted on-line by the date requested (March 28, 2018).
- Camden CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- Drugs and the Body It Isn't Pretty Flyers:
  - 1,350 flyers provided to Camden schools, grades 4-12

#### Chowan CFPT

- The annual CFPT 2017 Activity Summary was completed and submitted on-line by the date requested (March 28, 2018).
- Chowan CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- Drugs and the Body It Isn't Pretty Flyers:
  - 1,100 flyers provided to middle and high schools
  - Provided to and posted at Chowan Recreational Department, Boys and Girls Club, and EIC.
- In collaboration with Chowan DSS and the Community Child Protection Team, a few CFPT members participated in a Pin Wheel Ceremony on April 13, 2017 to support Child Abuse Prevention.



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R. Battle Betts, Jr., MPA, Health Director

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Page 2 of 5



Packet Pg. 221

- Members review quarterly Vidant Chowan Emergency Room non-identifying data in an effort to identify potential trends in the youth of Chowan County.

Currituck CFPT

- The annual CFPT 2017 Activity Summary was completed and submitted on-line by the date requested (March 28, 2018).
- Currituck CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- Drugs and the Body It Isn't Pretty Flyers:
  - 2,100 flyers provided to middle and high schools

Gates CFPT

- The annual CFPT 2017 Activity Summary was completed and submitted on-line by the date requested (March 28, 2018).
- Gates CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- A parent of a deceased child member (required by statute) was appointed to the team.
- Drugs and the Body It Isn't Pretty Flyers:
  - 1,000 flyers provided to middle and high schools

Pasquotank

Perquimans

Pasquotank CFPT

- The annual CFPT 2017 Activity Summary was completed and submitted on-line by the date requested (March 28, 2018).
- Pasquotank CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- Pasquotank CFPT reviewed NC Detect Emergency Room statistics and State Health statistics (as available) in an effort to identify potential trends in the youth of Pasquotank County.
- Drugs and the Body It Isn't Pretty Flyers:
  - 3,000 flyers provided to middle and high schools
  - 25 flyers provided to Albemarle YMCA/Elizabeth City
  - 50 flyers provided to New Life Academy
  - 75 flyers provided to Albemarle (Academy) School
  - 360 flyers provided to NEAAAT

Camden

Chowan

Currituck

Bertie

Gates

Perquimans CFPT

- The annual CFPT Activity Summary was completed and submitted on-line by the date requested (March 28, 2018).
- Perquimans CFPT Chairperson submitted information for this report to the County Commissioners and Board of Health.
- Drugs and the Body It Isn't Pretty Flyers:
  - 1,800 flyers provided at to middle and high schools at the Back to School Bash
  - Flyers provided at the Perquimans Resource Fair, serving 334 students



**Conclusion**

Thank you to the members of the ARHS Board of Health and County Commissioners for the opportunity to share with you the successes and dedicated work of the local teams as teams continue to review child fatalities, make recommendations, and take actions to prevent future child deaths. All CFPT teams continue to strive for the enhancement of resources and services to improve the lives of children and families in this area. The teams are committed to addressing the issues of safety and at risk concerns which will increase protection and proper care for children.

Please feel free to contact the Health Director or the CFPT Chairperson, respectively, should you have any questions about this report.

R. Battle Betts, Jr.  
R. Battle Betts, Jr., Health Director  
(252) 338-4405; [bbetts@arhs-nc.org](mailto:bbetts@arhs-nc.org)

4-18-18  
Date

Pasquotank

Sara Davidson, RD  
Sara Davidson, Bertie Chairperson  
(252) 794-6230; [sdavidson@arhs-nc.org](mailto:sdavidson@arhs-nc.org)

4-18-18  
Date

Perquimans

Camden

Chowan

Currituck

Bertie

Gates



**Conclusion**

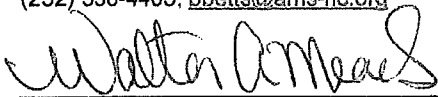
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\_\_\_\_\_  
R. Battle Betts, Jr., Health Director  
(252) 338-4405; [bbetts@arhs-nc.org](mailto:bbetts@arhs-nc.org)

4.18.18  
\_\_\_\_\_  
Date

Pasquotank

  
\_\_\_\_\_  
Walter Meads, Camden Chairperson  
(252) 335-1524; [meadsw@co.pasquotank.nc.us](mailto:meadsw@co.pasquotank.nc.us)

04/23/2018  
\_\_\_\_\_  
Date

Perquimans

Camden

Chowan

Currituck

Bertie

Gates



**Conclusion**

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R. Battle Betts, Jr.  
R. Battle Betts, Jr., Health Director  
(252) 338-4405; [bbetts@arhs-nc.org](mailto:bbetts@arhs-nc.org)

4-18-18  
Date

Pasquotank

Anita LaFon  
Anita LaFon, Chowan Chairperson  
(252) 482-6014; [alafon@arhs-nc.org](mailto:alafon@arhs-nc.org)

4-23-18  
Date

Perquimans

Camden

Chowan

Currituck

Bertie

Gates





**Conclusion**

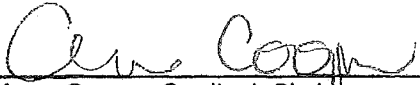
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\_\_\_\_\_  
R. Battle Betts, Jr., Health Director  
(252) 338-4405; [bbetts@arhs-nc.org](mailto:bbetts@arhs-nc.org)

4-19-18  
Date

Pasquotank

  
\_\_\_\_\_  
Anne Cooper, Currituck Chairperson  
(252) 232-6043; [anne.cooper@currituckcountync.gov](mailto:anne.cooper@currituckcountync.gov)

4/19/18  
Date

Perquimans

Camden

Chowan

Currituck

Bertie

Gates





**Conclusion**

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R. Battle Betts, Jr.  
R. Battle Betts, Jr., Health Director  
(252) 338-4405; [bbetts@arhs-nc.org](mailto:bbetts@arhs-nc.org)

4-19-18  
Date

Pasquotank

Karen Riddick, RN  
Karen Riddick, Gates Chairperson  
(252) 357-1380; [karen.riddick@arhs-nc.org](mailto:karen.riddick@arhs-nc.org)

4-19-18  
Date

Perquimans

Camden

Chowan

Currituck

Bertie

Gates



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R. Battle Betts, Jr.  
R. Battle Betts, Jr., Health Director  
(252) 338-4405; [bbetts@arhs-nc.org](mailto:bbetts@arhs-nc.org)

4-12-18  
Date

Pasquotank

Kathleen Foreman  
Kathleen Foreman, Pasquotank Chairperson  
(252) 331-4755; [Kathleen.Foreman@nccourts.org](mailto:Kathleen.Foreman@nccourts.org)

4-18-18  
Date

Perquimans

Camden

Chowan

Currituck

Bertie

Gates



**Conclusion**

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*R. Battle Betts, Jr.*

R. Battle Betts, Jr., Health Director  
(252) 338-4405; [rbetts@arhs-nc.org](mailto:rbetts@arhs-nc.org)

*4-18-18*

Date

*Susan M. Chaney, re*

Susan Chaney, Perquimans Chairperson  
(252) 426-7373; [schaney@perquidss.net](mailto:schaney@perquidss.net)

*04/23/18*

Date

Pasquotank

Perquimans

Camden

Chowan

Currituck

Bertie

Gates



Cause of Death	Bertie	Camden	Chowan	Currituck	Gates	Pasquotank	Perquimans
Accidental poisoning by and exposure to other and unspecified drugs, medicants, and biological substances; mental and behavioral disorders due to multiple drug use and use of other psychoactive substances; poisoning by other opioids; poisoning by other synthetic narcotics				1*			
Accidental poisoning by and exposure to other and unspecified drugs, medicants, and biological substances; poisoning by other antihypertensive drugs, not elsewhere classified					1*		
All-terrain or other off-road motor vehicle (unspecified occupant of) injured in non-traffic accident; fracture of neck, part unspecified							1
Birth defects: atresia of foramina of Magendie and Luschka; hydrocele, unspecified					1		
Deformities of the brain; other infantile cerebral palsy		1					
Drowning and submersion while in swimming pool			1*				
Ill-defined (other) and unspecified causes of mortality; unknown cause of mortality						1	
Malignant neoplasm of prostate						1	
Passenger injured in collision with other and unspecified motor vehicles in traffic accident				1			
Pedal cyclist (unspecified) injured in collision with other and unspecified motor vehicles in traffic accident; unspecified multiple injuries				1**			
Perinatal condition; intracranial (nontraumatic) hemorrhage of newborn, unspecified; birth asphyxia, unspecified						1	
Perinatal conditions; newborn (twins) affected by other forms of placental separation and hemorrhage	2						
Renal failure, unspecified						1	
<b>TOTAL</b>	2	1	1	3	2	4	1

Chowan: \*Fatality occurred in non-ARHS neighboring county. General Statute requires fatalities to be reviewed in the county of residence.

Currituck: \*Fatality held over from 2017 fourth quarter meeting for review of additional information; recommendation to be made at 2018 first quarter meeting following final review.

\*\*Recommendation that toxicology reports should be ordered on a pedestrian or bicyclist, including but not limited to those under the age of 18, in order to determine whether or not alcohol or drugs/medication may have been a contributing factor.

Gates: \*Recommendation made and action taken to send a letter to CHKD administration (mailed February 2017, copy attached), providing names and phone numbers of local agencies available to assist any family with a discharged medically fragile child.

Note: An ongoing identified problem occurs when a child dies out of state (i.e., CHKD), as the team is unable to obtain information across state lines, and in some instances, is unable to review the case, identify any gaps or system problems, and therefore no recommendations are made and no actions taken.



# HEADS UP REAL NEWS ABOUT DRUGS AND YOUR BODY

[www.scholastic.com/HEADSUP](http://www.scholastic.com/HEADSUP)

# Drugs and the Body—It Isn't Pretty

Nicotine. Heroin. Cocaine. Marijuana. Inhalants. Methamphetamine. Steroids. They all cause damage. Check out this diagram to find out how each part of the body is affected by drugs of abuse.

## BRAIN

**Honey, I Shrunk My Brain!**  
Inhalants can actually shrink the part of the brain that controls body movements.

**Tired and Moody**  
A chemical called serotonin helps you stay in a good mood and get enough sleep. Ecstasy messes with the serotonin in your brain.



**Bye-bye, Brain Cells!**  
Methamphetamine use can damage a large number of brain cells in the limbic system (or emotional brain).

**Super Slow**  
Messages speed from your brain to your muscles at more than 200 miles per hour. Inhalants can put the brakes on quick communication.

**The Next Step?**  
A working short-term memory is required for learning and performing tasks that call for more than one or two steps. Marijuana can impair short-term memory.

## HEART

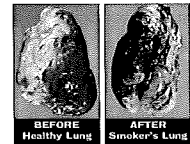
**Body Blocking**  
Steroid use can lead to blocked blood flow to the heart or brain. The result: a stroke or a heart attack.

**Fit as a ...**  
Even very fit athletes can have a heart attack if they abuse cocaine or methamphetamine.

**'N Sync**  
Inhalants can disrupt normal heart rhythms, which can cause a heart attack.

## LUNGS

**Sticky Black Tar**  
Need we say more? It coats the lungs of tobacco and marijuana smokers.



**Poisoned**  
When an abuser sniffs inhalants, the toxic gas can replace oxygen in the lungs. Without oxygen, the brain and body suffocate and die.

## LIVER

**Risky Rupture**  
Steroid abuse has been associated with liver tumors and blood-filled cysts. Both the tumors and the cysts can rupture, causing internal bleeding.

## IMMUNE SYSTEM

**Sharing More Than Needles**  
Drug abusers who share non-sterile injection equipment are at risk for contracting HIV, Hepatitis B and C, and other infectious diseases.

## NOSE

**No More Nostrils**  
Snorting cocaine can create pimple-like abscesses that can turn into raw holes. The holes can eat away the cartilage that divides the nose.

## MOUTH



**Not a Good Look**  
Cigarette smoke discolors teeth. Smoking can also lead to gum disease and lost teeth.

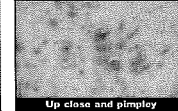
**Tense Teeth**  
Ecstasy use causes involuntary teeth clenching. Some users need to wear dental mouth guards. Others actually use pacifiers.

**A Case of the Blahs**  
All drugs of abuse can make users lose the ability to feel normal happiness and pleasure.

**How About a Mint?**  
Tar and nicotine build up on the teeth and tongue, leading to bad breath.

## SKIN

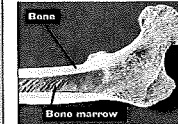
**Pizza Face**  
Steroids can cause acne pimples to pop up all over the face of a user.



## BONES

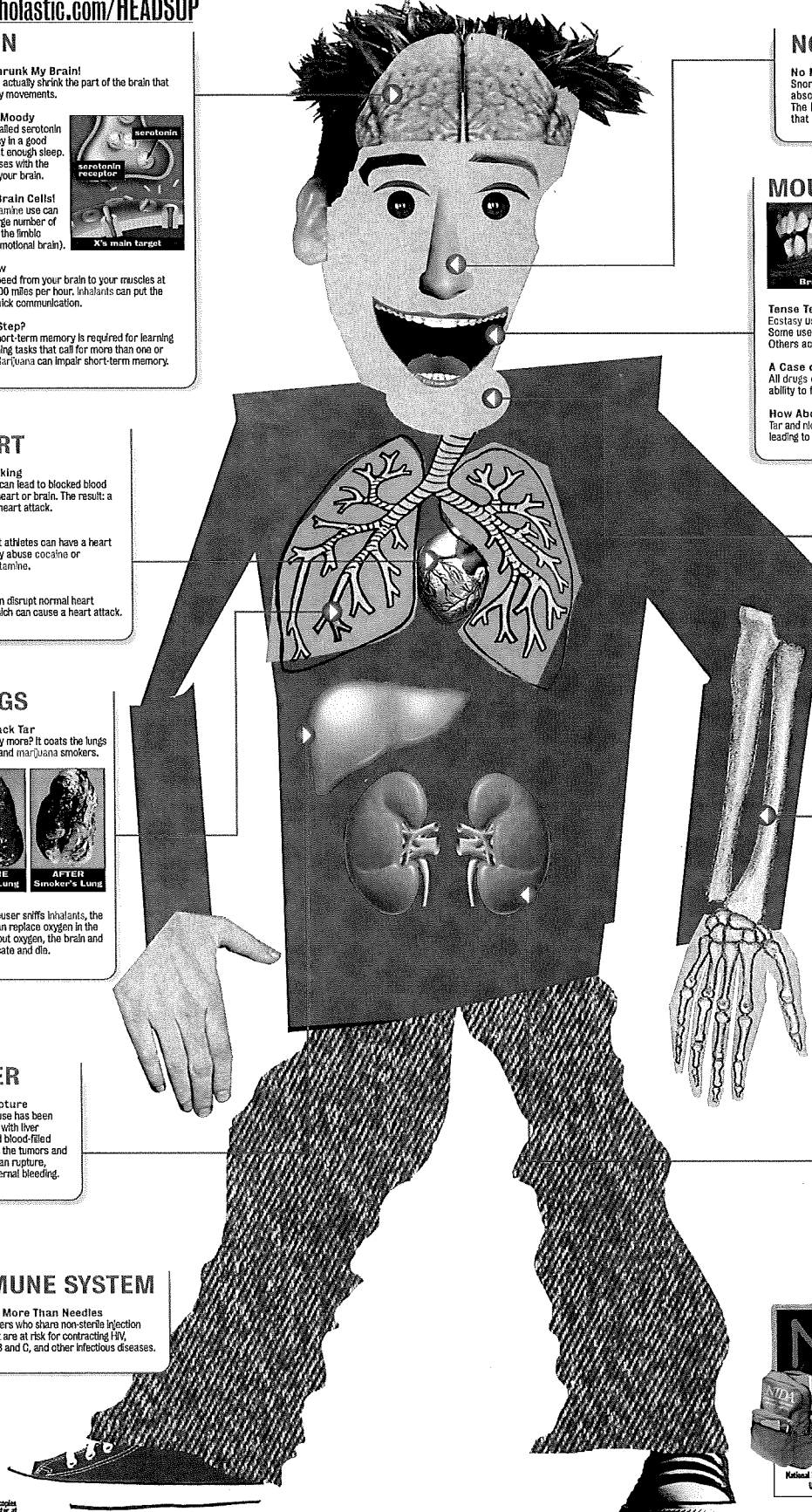
**Forget About the NBA**  
Steroid use can keep bones from growing. Abusers may never reach their full, adult height.

**Down in My Bones**  
Inhalants damage the marrow inside of bones.



## KIDNEYS

**Boiling Over**  
Ecstasy users risk kidney failure when their body temperature soars and they become dehydrated.



**NIDA goes back to school**  
Science-based drug abuse education  
National Institute on Drug Abuse • National Institutes of Health  
U.S. Department of Health and Human Services

To order additional copies of this Ready, Set, Go! poster at no charge, call 1-800-755-8686 and refer to code 90121.

Attachment: ARHS 2017 Annual Child Fatality Prevention Team Report (2025 : ARHS 2017 Annual Child Fatality Prevention Team Report)